PROPOSED

Town Of Beaufort Board of Commissioners
6 p.m. Monday, Nov. 9, 2015, Regular Meeting Agenda
Train Depot, 614 Broad St., Beaufort, NC

1. **Call to Order/Pledge of Allegiance**

2. **Roll Call**

3. **Inspirational Moment**
   Doug Doubleday will speak about the 21st annual John Costlow Christmas Train Show Dec. 4-6 in the Train Depot;

4. **Administration of Oath**
   Paul D. Burdette Jr. will take his oath to serve as the Town's police chief;

5. **Agenda Approval**

6. **Public Comment**

7. **Items of Consent**
   A. Consider approval of the minutes for the Oct. 5, 2015, regular meeting, Oct. 20, 2015, special meeting and Oct. 29, 2015, reconvened Oct. 20, 2015, special meeting;
   B. Consider approval of the Board of Commissioners 2016 meeting schedule;
   C. Consider approval of the 2015 Veterans Day Proclamation;

8. **Items for Discussion and Consideration**
   A. Rett Newton with the Parks and Recreation Advisory Board will give a presentation on Beaufort Walkability Planning;
   B. Discuss planning for the future of the western end of Cedar Street following bridge completion;

9. **Mayor and Commissioner Comments**

10. **Manager Report**

11. **Closed Session Pursuant to NCGS 143-381.11(a)(1)** and **NCGS 143-381.11(a)(3)**

12. **Adjournment**

And other matters related to the above/agenda subject to change

PROPOSED

Town Of Beaufort Board of Commissioners
6 p.m. Monday, Nov. 9, 2015 Regular Meeting Annotated Agenda
Train Depot, 614 Broad St., Beaufort, NC

1. Call to Order/Pledge of Allegiance

2. Roll Call

3. Inspirational Moment
Doug Doubleday will speak about the 21st annual John Costlow Christmas Train Show Dec. 4-6 in the Train Depot;

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7. Items of Consent
A. Consider approval of the minutes for the Oct. 5, 2015, regular meeting, Oct. 20, 2015, special meeting and Oct. 29, 2015, reconvened Oct. 20, 2015, special meeting;
B. Consider approval of the Board of Commissioners 2016 meeting schedule;
C. Consider approval of 2015 Veterans Day Proclamation;

- Action(s) to be considered: Approve 7A-7C
- Attachments:
  - Minutes for the Oct. 5, 2015, regular meeting, Oct. 20, 2015, special meeting and Oct. 29, 2015, reconvened Oct. 20, 2015, special meeting
  - Board of Commissioners meeting schedule for 2016
  - Veterans Day 2015 Proclamation

8. Items for Discussion and Consideration
A. Rett Newton with the Parks and Recreation Advisory Board will give a presentation on Beaufort Walkability Planning;

- Action(s) to be considered: None required

B. Discuss planning for the future of the western end of Cedar Street following bridge completion;
To plan for the future of the western end of Cedar Street following completion of the new bridge, staff is requesting that the Mayor consider establishing a steering committee to work with staff and a professional landscape architect. The committee should likely consist of representatives from the Parks and Recreation Advisory Board, the Planning Board, NC DOT, Carteret County, adjacent property owners, and a handful of citizens from the community.

- Action(s) to be considered: Mayoral appointments of 3-4 citizens from the community at large to serve

9. Mayor and Commissioner Comments

10. Manager Report

PROPOSED

11. Closed Session Pursuant to NCGS 143-381.11(a)(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statute and **NCGS 143-381.11(a)(3)** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

12. Adjournment

PROPOSED

Town Of Beaufort Board of Commissioners
6 p.m. Monday, Oct. 5, 2015, Regular Meeting Minutes
Train Depot, 614 Broad St., Beaufort, NC

The Town of Beaufort Board of Commissioners held its regularly scheduled meeting at 6 p.m. Monday, Oct. 5, 2015, in the Train Depot, 614 Broad St., Beaufort, NC. Mayor Richard Stanley presided.

Members present were Marianna Hollinshed (Mayor Pro-Tem), Robert Campbell, John Hagle, Charles McDonald and Ann Carter.

Staff present included Town Manager Charles Burgess, Assistant Town Manager Lauren Hermley, Town Attorney Jane Gordon, Town Clerk Jennifer Allen, Deputy Finance Director Christi Wood, Town Planner Kyle Garner, Major Steve Guthrie, Public Utilities Director Donovan Willis, Fire Chief Larry Fulp, and Lt. Anthony Ginther.

1. Call to Order/Pledge of Allegiance

Mayor Stanley called the meeting to order and asked those in attendance to join in the Pledge of Allegiance.

2. Roll Call

Town Clerk Allen called roll and declared a quorum present at the meeting.

3. Inspirational Moment

Lt. Ginther of the Beaufort Police Department spoke about National Night Out, which was scheduled for Tuesday, Oct. 6. Lt. Ginther told the Board, staff and public that the National Night Out was canceled due to the recent severe weather. He then explained that the purpose of National Night Out was to give a chance to the community to meet their first responders. He said that they are not certain if they'll be able to reschedule the event.

4. Agenda Approval

Mayor Stanley explained that Manager Burgess suggested removing from the agenda Item 10. Closed Session Pursuant to N.C.G.S. 143-318.11(a) (5) Property Contract. Commissioner Hollinshed made a motion to approve the agenda as amended. All of the commissioners were in favor.

5. Public Comment

Janet Woodward, 2217 Lennoxville Road, provided a photograph of the placement of the microphones of the Board members during a past meeting and expressed her concerns about not being able to hear the commissioners speak in the Train Depot. She said she appreciated seeing the mics down during the meeting so that public can hear. Ms. Woodward also wanted to reiterate that she didn't see the rush to replace the water meters this year and thought that the Town may need that money for other improvements. As a taxpayer, she felt the Town needed to save the million dollars.

6. Items of Consent

Commissioner Hollinshed has a possible monetary interest with Duke Energy and asked to be recused from Item 6D. Commissioner Hagle made a motion to recuse Commissioner Hollinshed. The vote was four to zero in favor of the motion.

Commissioner Hagle made a motion to approve the Items of Consent. The vote was unanimous. Approved were the following:

A. Minutes for the following meetings: Sept. 2, 2015, Administration/Finance/Public Works-Utilities Committee; Sept. 10, 2015, Planning, Development, and Commerce-Community Committee; Sept. 14, 2015, regular meeting; and Sept. 23, 2015, work session.

B. A Resolution Calling A Public Hearing In Connection With An Installment Financing Agreement For The Construction And Equipping Of A New Fire Station For The Town Of Beaufort, North Carolina.
C. A Resolution Authorizing the Invitation for Request for Proposals for Financing Agreement as Per NCGS 160A-20.
D. At no cost to the Town, the conversion of 550 streetlights in Beaufort to LED technology to realize an estimated $10,000 annual cost savings and improved energy efficiency.

7. Items for Discussion and Consideration

A. Consider approving the Water Meter Replacement Program, subject to final terms and conditions as approved by the Town Manager and Town Attorney in an amount not to exceed $940,000.

The Board began the discussion by focusing on funding for the proposed program. Commissioner Carter explained that the money does not come from taxes but from impact fees. She added that replacing the water meters will not have any impact on the water bill, except in a few rare instances.
Commissioner Campbell asked about the figures. Mr. Burgess explained that the budget amendment states an additional $200,000 in impact fees and $440,000 of unrestricted fund balance money from the utility fund would be placed with the $300,000 the board already budged in the current fiscal year.
The Mayor clarified that this would require an appropriation of an additional $640,000 from the utility reserve or unappropriated fund balance.
Commissioner Campbell asked the present balance in the unrestricted fund balances, which Mr. Burgess said are currently about $2.1 million in each, totaling about $4.2 million between the two.
Even though the Town can fund the project, Commissioner Hollinshed said she would prefer to see the program be implemented in phases and suggested only spending the initially marked $300,000, even if the project would need to be requoted.
Commissioner McDonald inquired about the $940,000. Mr. Burgess explained that was the quoted figure from the lowest bidder, Ferguson Waterworks. He continued that some of the larger meters would be omitted from the bid package, making the total cost lower.
Commissioner Carter asked if the decision to delay the project would affect the incentive discount from Ferguson Waterworks. Mr. Burgess clarified that the incentive discount only applies to the project as bid.
Commissioner McDonald made a motion to approve the bid from Ferguson Waterworks for a total of approximately $940,000. Commissioners Carter and McDonald voted in favor of approving the motion. Commissioners Campbell, Hagle and Hollinshed voted against the motion. The motion failed.
Commissioner Hagle said he would like to move ahead with the $300,000 that the Board had budgeted and rebid the program to see what the new cost would be.

Commissioner Hagle made a motion to expend the $300,000 that's budgeted into rebidding.
A discussion was held regarding the objectives and consequences of rebidding, including the possibilities of losing the discount from Ferguson and changing companies. The Mayor asked if every company that bid was asked to give a discount. Mr. Burgess answered that it was not requested; Ferguson elected to provide the discount. He continued that if the Town opts to go into a phased approach with the request for bids at $300,000, the Town would have to go back through the bidding process. If there's a discount that remains to be seen. The organization will need to solicit bids again for anything short of awarding the entire project.

Commissioner McDonald asked Ms. Hermley to verify that the Board was given the best possible offer by the companies, which she confirmed. He then asked what the Board was asking for now from the companies. Mr. Burgess said Staff would put the specifications out in an advertised bid and let it be known that Town has $300,000 to spend on this first phase of this project.
Commissioner Hollinshed said that if the terms of the bid or quote are changed by phasing, then none of the figures may stand but she wanted to explore the possibility.
Mr. Burgess said he would be remiss not to mention that by doing a phased project, Town would be running a dual system with the new software and the current software, which is an administrative burden.
Concerns over making sure reserves were available in case of future emergencies were discussed as a reason to only spend the allotted $300,000 versus the proposed $940,000.

The Mayor reminded the Board that there was a motion on the floor made by Commissioner Hagle. Commissioner Campbell recapped the motion as being to investigate the possibility of spending $300,000 to do a first phase of the water meter replacement program.

Commissioners in favor of the motion were Campbell, Hagle and Hollinshed. Commissioners against were Carter and McDonald, though Commissioner McDonald did express his confusion during the vote.

The Mayor clarified that the motion is to rebid and spend the $300,000 in the budget in a phased approach.
Mr. Burgess said that Ferguson Waterworks bid was extended until July 30 but what the Board was essentially doing during the meeting was rejecting those bids.

B. Consider approving FY2016 Budget Amendment No. 2, which transfers money from the Utility Funds Unappropriated Fund Balance into the Utility Fund's FY16 Annual Budget to fund the transition to digital read water meters.
This item no longer required discussion as 7A was not approved.

C. Discuss and consider approval of the proposed amendments to the Duke-Sea Level Sewer Agreement.
Mr. Burgess explained that the amendments are to the 2012 Duke-Sea Level agreement, which is incorporated by reference and hereby made a part of these minutes. The amendment removes any future maintenance requirements, if and when the sewer system is constructed, from the owners of the properties that would be using that sewer system. It changes the impact fees to $12,000 per lot for all properties contained in the agreement. Whether they be constructed using other waste disposal means, they would still have to connect to the system. This document becomes a living document when a sewer system is installed by the owners of that property.
Commissioner Hagle made a motion to approve the amendment as presented. All of the commissioners were in favor.

D. Discuss and consider approval of the fourth amendment to the Blue Treasure Pre-Annexation Agreement.
Mr. Burgess explained to the Board that the focus of the amendment, which is incorporated by reference and hereby made a part of these minutes, is the construction and dedication of a 12-inch waterline in Town. This waterline would go through the Blue Treasure properties from west to east, most likely starting at the intersection of Third Street and Live Oak, traveling slightly north up Ricks Avenue, then entering into the Blue Treasure property and exiting at Front Street Village, tying into existing lines. Fire suppression needs for future construction at Front Street Village prompted the discussion and the Town began to look at general water needs in the area. The result was the Blue Treasure group paying for a hydraulic analysis of the eastern side of Town. It's anticipated that the additional design survey and other costs associated with the installation would be another $70,000 and the estimated construction cost of the waterline is $718,000, essentially an $800,000 project.
As participation by the Town in this project, the fourth amendment requests 40 sewer and 40 water vouchers at $3,000 for impact fees with a total value of $240,000. These vouchers are only to be used within the development and are nontransferable.
Mr. Burgess continued that the benefits for the Town include having a looped water system on the east side that will assist with water pressure and fire suppression needs. The hydraulic analysis revealed some fire suppression and water pressure needs in that area that the Town was unaware of as well. The hydraulic analysis also showed that the 12-inch line needs to work in conjunction with the existing 8-inch line in Lennoxville Road. With both lines, it's reasonable to assume that water needs of any development from Atlantic Veneer east will be satisfied with the installation. Additionally, an above ground water storage tank will not be needed for developments east of corporate limits, which would cost the Town about $1 million. Commissioner Campbell verified that the only cost to the Town is the $240,000 in impact fee vouchers.
Mr. Burgess mentioned that there will be no disruption on Lennoxville Road or any public rights of way in the installation of this line.
The Board and Town manager then discussed possible disruptions while installing the line through the Jones Village area.

Commissioner Hollinshed made a motion to approve the Fourth Amendment. The vote in favor was unanimous.

8. Mayor and Commissioner Comments

Commissioner Carter said that they needed to give the Utilities department a great big hand for their hard work during the recent weather event.
Commissioner Hagle added that police, fire, public works and public utilities did outstanding work.
Commissioner Hollinshed echoed the previous commissioners, explaining that Staff performed to get water out of people's yards, moved water from place to place and managed debris.

PROPOSED

Commissioner McDonald apologized to the Board, citizens and staff for asking a fellow Board member if he wanted the information (regarding the rebid of replacement water meters) before or after the election with no intent of harm in mind. Commissioner McDonald asked if staff would be able to get the Board the information regarding water meters within the next two to three weeks. Mr. Burgess said if the question is will staff rebid the project in two to three weeks, the answer is no.

The Board and Town Manager discussed the water meter replacement program.

Mayor Stanley asked Mr. Burgess the status of a new police chief. Mr. Burgess said he's narrowed it down to two and anticipates making a final decision this week. The final two candidates will be here on or before Nov. 1.
Mayor Stanley said he would like to give a tremendous thanks to Town Staff including Town manager, assistant manager and the department heads. He recognized the severe stormwater problems in Beaufort and provided examples in Town that needed attention from DOT.

9. Manager Report

Public Utilities Director Donovan Willis briefed the Board about the recent sewage release at Highway 101 and West Beaufort Road and on Front Street as well as the efforts made to manage the stormwater and wastewater. He explained that NCDENR was contacted and were satisfied with the progress.
The Mayor asked that the flooding and stormwater problem be put on the agenda for the next utility committee meeting.
Assistant Town Manager presented a quarterly financial update, which is incorporated by reference and hereby made a part of these minutes, to the Board and public. She said everything is tracking along aside from a small anomaly that was highlighted in peach. The contract services line is over budget due to the website and software conversion being prepaid out of last year's budget.

The Mayor asked the public if there were any additional comments. A member of the public asked if the new meters being discussed would work if they were submerged under water. He was assured they would operate.

11. Adjournment

Being no further business, Commissioner Hollinshed made a motion to adjourn. The vote in favor was unanimous.
The meeting adjourned at 7:19 p.m.

_____
Mayor Richard Stanley

_____
Jennifer Allen, Town Clerk

MEMORANDUM

To: Mayor and Commissioners

From: Jane A. Gordon, City Attorney

Date: September 9, 2015

Re: Proposed Amendments to Duke-Sea Level Sewer Agreement

In December 2012, the Town entered into a Sewer Agreement with Duke-Sea Level Partnership, LLC (the "Owner"), which is the developer of the North Pines and North Point Subdivisions. These subdivisions consist of eleven tracts of land generally east of Highway 70 near East Carteret High School. Under the original Sewer Agreement, the Owner agreed that it would connect all of the dwellings constructed in the subdivisions to the East Carteret Sewer Line, which is currently maintained by the Board of Education. The Owner would be required to pay for and build the necessary infrastructure to connect the dwellings to the existing East Carteret Sewer Line.

In exchange for the right to connect to the line, the Owner agreed that it, or its Owners' Associations, would become responsible for one-half of the Town's cost of maintaining, repairing, operating or replacing the East Carteret Sewer Line. Currently, the Board of Education is responsible for maintaining the East Carteret Sewer Line from East Carteret High School to the point at which it connects into the Town's system. Under the existing Sewer Agreement, and the Town's agreement with the Board of Education, the Town is to assume responsibility for the East Carteret Sewer Line from the point at which it provides sewer services to residential customers. If the North Pines and North Point Subdivisions connect to the East Carteret Sewer Line, the Town's responsibility for that sewer line would move north to the subdivisions' point of connection.

Warren Davis has indicated that the existing Sewer Agreement, and its obligations to assume 50% of the operating and maintenance costs for the East Carteret Sewer Line, have made it difficult or impossible for lots in the subdivisions to sell. In other words, Mr. Davis and his real estate brokers have indicated that potential buyers view the existing Sewer Agreement as a "cloud" upon the potential sale of lots in the two subdivisions.

Accordingly, Mr. Davis has proposed that the Sewer Agreement be amended. His proposed amendments would substitute a higher impact fee per lot (increasing from $6,000.00 to $12,000.00 per connection) in exchange for relieving the Owner (or its Owners' Associations) from the obligation to assume responsibility for 50% of the cost of maintaining and operating the East Carteret Sewer Line. In addition, there are four current, approved septic fields in the subdivisions. Under the proposed amendment, the first three lots could be sold by the Owner and dwellings could be constructed without connecting to the sewer line and without paying the impact fee. The amendment provides, however, that when the fourth lot is sold, all four lots must connect to the sewer line, and the impact fees for all four lots must be paid by the Owner (for a total of $48,000.00) at the time of application for building permits for the fourth dwelling. Thereafter, at the time each subsequent lot is sold, an impact fee of $12,000.00 would be required to be paid by the Owner, and dwellings constructed on all lots in the subdivision would be required to connect to the East Carteret Sewer Line.

The Town Manager and I are not necessarily recommending that the Board agree to these changes. However, by agreeing to double the impact fee, significant compensation will be paid to the Town over time for the right to connect to the East Carteret Sewer Line. Therefore, any risk to the taxpayers would be compensated or mitigated by these additional impact fees.

Copies of Warren Davis' letter proposing changes to the Sewer Agreement, along with a redline version of the Sewer Agreement incorporating his proposed changes (along with additional changes to make the proposed amendments workable) are attached for your consideration.

WARREN J. DAVIS

ATTORNEY AT LAW AND IN ADMIRALTY, Retired
EMERITUS PRO BONO
314 JOAN COURT
BEAUFORT, NORTH CAROLINA 28516
TELEPHONE: (252) 728-5522
MOBILE: (252) 725-5806

FORMERLY: DAVIS, MURRELLE & LYLES, P.A.

EMAIL: daviswarrenj@mac.com

September 2, 2015

Mr. Charles Burgess, Town Manager
Town of Beaufort
P.O. Box 390
Beaufort, NC 28516

Re: Amendments to Sewer Agreement Dated December 13, 2012

Dear Charles,

Pursuant to our conversation this morning with Neil Whitford, and in consideration of the tremendous hardship the captioned Sewer Agreement has placed on North Point Subdivision, I will, to the best of my ability, set forth the changes to the subject Agreement that were agreed to by the three of us.

Change #1: Page 6, subsection c1. Delete subsection c1 as it now reads and put in its place the following: "All dwellings in the Subdivision, with the exception of developer's proposed three dwellings to be connected to septic fields, will be required to connect to the subdivision sewer infrastructure at the time they are constructed. Developer may build three homes and connect those to its present septic fields, however, when the fourth home is constructed, all constructed dwellings at that time will be required to connect to the Town's East Carteret Sewer Line. And, in addition, at the time the fourth dwelling is constructed, the three previously referred to dwellings, along with the fourth, will all be required to pay an impact fee of $12,000 each per dwelling for a total of $48,000."

Change #2: Page 7, Paragraph 2a Impact Fees. Change the figure "$6,000" to read "$12,000." Therefore, at the time the fourth dwelling unit is constructed, the Town of Beaufort will receive a cumulative impact fee of $48,000 as aforesaid.

Change #3: Page 8, Paragraph 3 Contribution to Maintenance of East Carteret Sewer Line.: In consideration for increasing the dwelling unit impact fee to $12,000, Paragraph 3 will be deleted.

My sincere thanks to you and Neil for the time you both spent this morning in resolving these issues, and with kindest regards, I remain

Very Truly Yours,

WARREN J. DAVIS

STATE OF NORTH CAROLINA

SEWER AGREEMENT

COUNTY OF CARTERET

This Agreement is dated for purposes of reference December 13, 2012 and as amended _____, 2015 and is made by and between DUKE-SEA LEVEL PARTNERSHIP, LLC, hereinafter "Owner", a North Carolina limited liability company, and TOWN OF BEAUFORT, hereinafter "Town," a North Carolina municipal corporation.

DEFINITIONS

As used in this Agreement, the following terms shall have the stated meanings.

"East Carteret Sewer Line" means all pipes, valves, fittings, lift station, and related fixtures, accessories and equipment used for the conveyance of wastewater generated at East Carteret High School to the Beaufort municipal wastewater collection system. The East Carteret Sewer Line is located in or near the western right-of-way line of U.S. Highway 70 and extends from East Carteret High School southward to the point where the Town has assumed maintenance and operational responsibility for the line.

"North Pines Subdivision" means four tracts of land numbered Tracts 1 through 4, and North Pines Drive (private access road) on the east side of US Highway 70 all as shown on the plat of North Pines Subdivision, mapped August 2006 by James R. Phillips Land

Surveying, P.A.

"North Point Subdivision" means six tracts of land numbered Tracts 2 through 7, and the North Point Drive (private access drive), on the east and south of U.S. Highway 70, all as shown on the plat of North Point Subdivision mapped in August of 2006 by James R. Phillips Land Surveying, P.A. and recorded in Map Book 31, Page 573, Carteret County Registry.[1]

"Owners Associations" shall mean the corporate or unincorporated associations of owners of the tracts in the Subdivisions formed according to the N.C. Planned Community Act.

"Subdivisions" shall mean North Pines Subdivision and North Point Subdivision.

"Subdivision Sewer Infrastructure" shall mean the pipes, valves, connections, pumps, lift stations, telemetry, emergency power systems, utility lines, and any equipment or fixtures associated therewith, and any easements within North Pines Subdivision and/or North Point Subdivision, used for collecting and conveying wastewater generated in the Subdivisions to the point of connection with the East Carteret Sewer Line. Excluded from the Subdivision Sewer Infrastructure are the tanks, pumps, and equipment, if any, and the pipes that convey wastewater from a

1 Tract 1 of this subdivision has been conveyed by Owner to a third party and is not subject to this Agreement. Should the owner of Tract 1 later choose to apply for the Town's sewer service, the Town and such owner will consider terms of connection at that time.

dwelling unit to a sewer main that serves all or multiple dwelling units in a Subdivision.

STATEMENT OF EXPLANATION

Owner is the owner of the Subdivisions and has applied to the Town and the Carteret County Board of Education for permission to connect the Subdivisions to the East Carteret Sewer Line. The East Carteret Sewer Line is owned and maintained by the Carteret County Board of Education under an agreement with the Town dated September 11, 1992. The Board of Education has consented to Owner's connection of the Subdivisions to the East Carteret Sewer Line on the condition that Town assume ownership, maintenance and operation of such sewer line from the point of connection of the Subdivisions southwardly to the Town's existing municipal wastewater collection system.

It is the current policy of the Town to provide sewer service to properties outside of the Town's existing corporate limits only on the condition that the owners of such properties voluntarily agree for such properties to be annexed into the Town at such time in the future as the Town, in its discretion, determines that annexation is appropriate and that the Town is able to provide its full municipal services to such properties. The Town has no current plans to annex the Subdivisions into its corporate limits,

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and, owing to the distance of the Subdivisions from existing corporate limits, may never annex such lands. However, Owner, as partial consideration for being permitted to connect the Subdivisions to the Town's sewer system, agrees to offer the Subdivisions for annexation according to the terms hereof.

In consideration of the terms of this Agreement, the Town has agreed to accept ownership and operational control of the East Carteret Sewer Line from the Board of Education and has agreed to allow Owner to connect the Subdivisions to such sewer line on the terms and conditions of this Agreement. Owner agrees to such terms and conditions.

STATEMENT OF AGREEMENT

For and in consideration of the terms of this Agreement, Owner and the Town agree as follows:

1. Connection Approved. The connection of residential dwelling units to be constructed in the Subdivisions on the eleven numbered tracts therein to the East Carteret Sewer Line is approved by the Town subject to all the conditions and provisions of this Agreement.

a. The Town's Director of Public Works will approve the point or points of connection of the Subdivision Sewer Infrastructure to the East Carteret Sewer Line.

b. Owner will bear all costs and expenses of constructing and installing the Subdivision Sewer Infrastructure and connecting the same to East Carteret Sewer Line, including but not being limited to:

i. All direct and indirect costs of Subdivision Sewer Infrastructure.

ii. All direct and indirect costs of connecting the Subdivision Sewer Infrastructure to the East Carteret Sewer Line.

iii. Any and all costs and expenses of upgrading or improving the East Carteret Sewer Line to accept wastewater from the Subdivisions and to convey the same to a point in the Town's existing wastewater collection system where no other upgrades or improvements are needed to accept and further convey such wastewater.

iv. Any engineering or other costs incurred by the Town or the Board of Education for the review of plans for the connection of the Subdivision Sewer Infrastructure to the East Carteret Sewer Line.

v. Any easements necessary to connect Subdivision Sewer Infrastructure to the East Carteret Sewer Line.

c. Owner will connect the Subdivision Sewer Infrastructure to the East Carteret Sewer Line in a manner that will not adversely affect the flow of wastewater from East Carteret High School into and through the East Carteret Sewer Line.

c1. All dwellings in the Subdivisions, with the exception of developer's proposed three dwellings to be connected to septic fields, will be required to connect to the ~~Subdivision Sewer Infrastructure~~subdivision sewer infrastructure at the time they are constructed. Owner (or purchaser of a lot from Owner) may build three dwellings and ~~to receive the Town's municipal wastewater collection, treatment and disposal services. Applications for such municipal wastewater services are required~~ connect those to its present septic fields, however, when the fourth dwelling is constructed, at the time of application for a building permit for the fourth dwelling, all constructed dwellings at that time will be required to connect to the Town's East Carteret Sewer Line. And, in addition, at the time the fourth dwelling is constructed, with respect to the three previously referred to dwellings, along with the fourth, the Owner will be required to pay an impact fee of $12,000 each

per dwelling for a total of $48,000.

d. Connection of the Subdivision Sewer Infrastructure to the East Carteret Sewer Line will be made during a time that does not interfere with the operation of school at East Carteret High School.

e. Connection of the Subdivision Sewer Infrastructure to the East Carteret Sewer Line will be engineered and made in accordance with best engineering practices.

f. The Board of Education will transfer title to the East Carteret Sewer Line to the Town.

2. Sewer rates.

a. Impact Fees. ~~For each~~For each additional (beyond the four units discussed in paragraph 1.c1. above) dwelling unit to be constructed within the Subdivisions whose wastewater will be conveyed in the East Carteret Sewer Line, an impact fee will be paid to the Town by the Owner at the time of ~~application for a building permit~~the sale of each lot for such dwelling unit. The impact fee will be the then current rate set by the Town for customers outside of the corporate limits of the Town of Beaufort, but will be not be less than $~~6~~12,000.00. No dwelling unit shall be connected to the Subdivision Sewer Infrastructure until the impact fee is paid.

b. Tap Fees. If a "tap fee" for a dwelling unit in the Subdivisions would be charged for a similar dwelling unit in the corporate limits of the Town, the owner of each dwelling unit in the Subdivisions will pay a tap fee at the rate set by the Town at the time of application for a building permit.

c. User Fees. Each residential unit owner shall pay the Town for sewer service at rates established from time to time by the Town for consumers outside the Town's corporate limits.

d. Water Meters. The Town will bill for sewer service based, in part, on potable water consumed by the dwelling occupants determined by a potable water meter.

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~~3. Contribution to Maintenance of East Carteret Sewer Line. Until the Owners Associations are formed and authority for maintaining, repairing, operating and replacing the Subdivision Sewer Infrastructure transferred to such associations, Owner agrees to reimburse the Town fifty percent (50%) of the Town's cost of maintaining, repairing operating, or replacing the East Carteret Sewer Line. When the Owners Associations are formed and authority for maintaining, repairing, operating and replacing the Subdivision Sewer Infrastructure is transferred to such associations, as a condition of the owners of dwelling units within~~

~~the Subdivisions continuing to receive sewer service from the Town, the associations will be required to assume the Owner's obligation to reimburse the Town fifty percent (50%) of the Town's cost of maintaining, repairing, operating or replacing the East Carteret Sewer Line. The section of the East Carteret Sewer Line subject to Owner's, and then the Associations', obligation to reimburse the Town for costs begins at the point(s) of connection of the Subdivisions Sewer Infrastructure to the Line and extends southward to the point where other consumers (excluding East Carteret High School) have connected to the Line. (As of the date hereof, this point is the North River Club, however, this point could shift northward if the Town allows others to connect to the Line between North River Club and the Subdivisions.)~~

~~4.3.~~ Maintenance of the Subdivision Sewer Infrastructure. Until Owners Associations are formed for the Subdivisions and authority for maintaining and operating the Subdivision Sewer Infrastructure transferred to such associations, Owner agrees to maintain, repair, operate and replace such Infrastructure as needed. Thereafter the responsibility will be transferred by Owner to the Associations. Should the Subdivisions be annexed into the corporate limits of the Town in the future, the Town will assume the responsibility for the maintenance, repair, operation and

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replacement of the Subdivision Sewer Infrastructure. The Owner will make a written irrevocable offer to convey the Subdivision Sewer Infrastructure to the Town for $1.00. Because of the possibility that the Town will acquire the Subdivision Sewer Infrastructure in the future, Owner agrees to install the same in accordance with the Town's specifications for sanitary sewer installations, and agrees to reserve adequate easements to the Owners Associations and to the Town to provide legal access to all parts of the Subdivision Sewer Infrastructure for purposes of its maintenance, repair, replacement and operation.

~~4A~~ 3A. County Water. The Owner agrees to connect the Subdivisions to the Carteret County public water system and to provide a water meter at each dwelling unit constructed therein so that a Town sewer bill can be generated based, in part, on the potable water consumed. Owner will grant to the County and the Town an easement over streets and any other areas necessary for access to read the meters. Further, because of the potential for future annexation of the Subdivisions by the Town, the Owner will install potable water lines and fire hydrants in the Subdivisions of sufficient size and spacing to maximize the opportunity for the dwelling units constructed therein to qualify for a fire insurance rating (now or formerly called an "ISO rating") that will meet the

rating for similar dwellings in the corporate limits of Town. The fire hydrants, if any are needed to maximize the opportunity for the dwelling units constructed therein to qualify for a future fire insurance rating similar to the rating in the existing corporate limits of the Town, will be installed by Owner no later than the date of the first application for a building permit for a dwelling unit on a tract in the Subdivisions. Owner will offer to convey ownership of the water lines and fire hydrants to Carteret County, and its assigns, for $1.00 by irrevocable offer that may be accepted by the County at any time in the future. However, unless the county, or its successor, accepts ownership of such lines and hydrants, the Owner will be responsible for maintenance, repair, replacement and operation of the same until such responsibilities are transferred to the Owners Associations, and thereafter the associations will have such responsibilities, until and unless the county or its successor accepts ownership.

~~4B~~ 3B. Private Streets. Owner has designated the streets in the Subdivision as "private." In the event of future annexation by the Town, the private designation on such streets will preclude the Town from acquiring maintenance and control thereof. As a result, the Owners Associations will have the responsibility of maintaining, repairing and replacing the streets. In the event of

a future annexation by the Town, if the private designation on the street makes it impractical or impossible for the Town to deliver municipal services curbside, such services will be available at or near the intersection of the private street with a public street or road.

~~5~~ 4. Restrictions to Dwelling Units. This Agreement permits only a maximum of eleven (11) single family residential dwellings in the Subdivisions to be connected to the East Carteret Sewer Line. ~~Connections~~No additional connections for ~~no~~additional dwellings, nor connections for any other uses are permitted without the written agreement of the Town. If Owner or a subsequent owner of the tracts in the Subdivisions want to connect additional dwelling units, multifamily dwelling units or any other uses to the East Carteret Sewer Line, the Town will determine whether the East Carteret Sewer Line has the capacity to serve these additional units and/or uses. If the Town determines that additional capacity exists, the terms, if any, upon which such additional dwellings or uses can be connected, will be determined under a separate agreement or an amendment to this Agreement.

~~6~~ 5. Domestic Wastewater. Only typical domestic wastewater may be introduced into the East Carteret Sewer Line

from the Subdivisions. All rules and ordinances of the Town with respect to introduction of wastewater into its municipal system will apply as a condition of sewer service to the Subdivisions.

~~7~~ 6. Future Annexation. Prior to connection of the Subdivision Sewer Infrastructure to the East Carteret Sewer Line, the Owner agrees to petition the Town, in manner and form approved by the Town's counsel, to annex the Subdivisions into the Town's corporate limits. This petition will acknowledge that the Town may not accept the Subdivisions into its corporate limits for years in the future, or may never accept such properties; however, the petition will remain irrevocable for as long as the Subdivisions, or any part thereof, are served with Town municipal sewer. If the Town annexes the Subdivisions in the future, the rates for sewer service to the dwelling owners in the Subdivisions will be determined by the Town's sewer fee schedule then in effect.

~~8~~ 7. Restrictive Covenant. Prior to conveyance of any properties in the Subdivisions or connection of the Subdivision Sewer Infrastructure to the East Carteret Sewer Line, the Owner will record at the Carteret County Register of Deeds Office restrictive covenants in manner and form approved by counsel for the Town containing the affirmative obligations of Owner and the Owners

Associations set forth herein, such that all purchasers of tracts or parts thereof, and the Owners Associations, will be bound by the terms hereof. Any mortgage or deed of trust on the Subdivisions must be subordinated to the terms of the restrictive covenant.

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9 8. Miscellaneous.

a. Parties. This agreement is binding on, and inures to the benefit of, the parties and their successors and assigns.

b. Entire Agreement. This Agreement constitutes the entire agreement between the parties, and may not be modified except by a written instrument approved by the Board of Commissioners of the Town.

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Executed by the parties under authority duly given.

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DUKE-SEA LEVEL PARTNERSHIP, LLC

By: _____
Warren J. Davis, Manager

TOWN OF BEAUFORT

By: _____
Mayor

Attest:

_____

Town Clerk

FOURTH AMENDMENT TO PREANNEXATION, INFRASTRUCTURE, AND REIMBURSEMENT AGREEMENT AND AGREEMENT RELATING TO PREANNEXATION, INFRASTRUCTURE, AND REIMBURSEMENT AGREEMENT

This Fourth Amendment to Preannexation, Infrastructure, and Reimbursement Agreement and Agreement Relating to Preannexation, Infrastructure, and Reimbursement Agreement (this "Fourth Amendment") made and entered into as of the _____ day of September, 2015 (the "Effective Date"), by and among Blue Treasure, LLC, a North Carolina limited liability company ("Blue Treasure"), Front Street Village, a North Carolina limited liability company, Edgewater Properties, Inc., a North Carolina Corporation, and Skyline Planning, LLC, a Wyoming limited liability company (collectively, Front Street, LLC, Edgewater Properties, Inc., and Skyline Planning, LLC are referred to herein as "Front Street") (collectively Blue Treasure and Front Street are referred to herein as the "Developer"), and the Town of Beaufort, a North Carolina Municipal Corporation (hereinafter referred to as the "Town").

W I T N E S S E T H:

THAT WHEREAS, the Developer and the Town entered into a certain Preannexation, Infrastructure, and Reimbursement Agreement dated June 4, 2008 (as amended, the "Preannexation Agreement"), and amended by that certain First Amendment to Preannexation, Infrastructure, and Reimbursement Agreement dated June 17, 2011, that certain Second Amendment to Preannexation, Infrastructure, and Reimbursement Agreement and Agreement Relating to Preannexation, Infrastructure, and Reimbursement Agreement dated November 13, 2013 (the "Second Amendment"), and that certain Third Amendment to Preannexation, Infrastructure, and Reimbursement Agreement and Agreement Relating to Preannexation, Infrastructure, and Reimbursement Agreement dated June 8, 2015; and

WHEREAS, Blue Treasure and the Town entered into a certain Agreement Relating to Preannexation, Infrastructure, and Reimbursement Agreement dated September 9, 2009 (as amended, the "Well Agreement"), and amended by that certain Amendment to Agreement Relating to Preannexation, Infrastructure, and Reimbursement Agreement dated January 1, 2010, and the Second Amendment; and

WHEREAS, the Town has conducted a review of its water distribution system that indicated a need for improvements to the Town's water distribution system in order for such distribution system to perform at appropriate levels for the benefit of the public, including, without limitation, upgrades to the distribution system to: (i) provide water looping, (ii) provide adequate supply and pressure of water to the extraterritorial jurisdiction of the Town, (iii) provide adequate supply and pressure of water to the Chadwick Street area of the Town, (iv) avoid the need for a future water tower, (v) avoid the need for future water lift stations, (vi) provide adequate life safety infrastructure, (vii) improve water circulation throughout the Town, and (viii) provide other public benefit (collectively, the "Public Benefits"); and

WHEREAS, the parties have agreed that the best option for achieving the Public Benefits is Option C (the "Water Distribution System Work") as described in that certain Technical Memorandum from McKim & Creed, Inc. attached hereto as Schedule A (the "Technical Memorandum"); and

WHEREAS, the parties desire for the Developer to perform the Water Distribution System Work and be reimbursed for its costs and expenses therefor through the granting of Vouchers as described below; and

WHEREAS, the parties desire to amend the Preannexation Agreement as provided below.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein the Developer and the Town agree as follows:

1. Defined Terms. The Preannexation Agreement is hereby incorporated by reference and, except as modified herein, remains in full force and effect. All capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the Preannexation Agreement.

2. Performance of Water Distribution System Work. The Developer shall design and build the Water Distribution System Work in substantial accordance with the Technical Memorandum. The Town shall cooperate, at no cost to the Developer, with the performance of the Water System Distribution Work, including, without limitation, (i) providing rights-of-way required for the Water Distribution System Work through any property owned or controlled by the Town; (ii) obtaining any other rights-of-way required for the Water Distribution System Work, including through encroachment agreements with the Department of Transportation (provided, that the Developer shall grant appropriate easements over portions of the Development reasonably required for the initial construction of the Water Distribution System Work in locations acceptable to the Developer), and (iii) be the applicant on any permits or approvals required for the Water Distribution System Work. Following completion of the Water Distribution System Work, the Developer shall dedicate and the Town shall accept the dedication of the Water Distribution System Work and thereafter the Developer shall have no obligations with respect to the Water Distribution System work.

3. Granting of Vouchers; Use of Vouchers. Upon substantial completion of the Water Distribution System Work (as evidenced by approval of Division of Water Quality of the North Carolina Department of Environment and Natural Resources of any permits or certifications required by them for completion), the Developer shall be granted Vouchers in consideration of the performance of the Water System Distribution Work, and the conveyance of any rights-of-way by the Developer in connection therewith, to apply as full satisfaction of any and all fees charged by the Town for municipal water and/or sewer availability that would otherwise be payable as a development expense, commonly called "impact fees" but excluding charges for connections "tap fees" or use and consumption, all as provided herein. The Vouchers may be applied, as provided in the Second Amendment (including, without limitation, provisions with respect to the value of the Voucher and the

impact fee schedule, the issuance, acceptance, and use of the Vouchers), against any fee or dedication or conveyance in lieu of the fee required by the Town pursuant to current ordinances or any successor or companion ordinance for impact fees for potable water and/ or sewer availability. The Vouchers granted with respect to the Water Distribution System Work shall consist of forty (40) additional Water Vouchers (to be sequentially numbered 901w-940w) and forty (40) additional Sewer Vouchers (to be sequentially numbered 901s-940s) (collectively, the "Water Distribution System Work Vouchers").

Front Street and Blue Treasure shall use Vouchers other than the Water Distribution Work Vouchers until such time as such other Vouchers in the possession in the control of the applicable party are exhausted. The Town shall have the right exercisable at any time prior to December 31, 2019, to repurchase all then unused Water Distribution System Work Vouchers by paying the Developer a product of (i) $3,000.00 multiplied by (ii) the number of unused Water Distribution System Work Vouchers. Such right shall be exercised by written notice to the Developer and payment of the applicable repurchase amount. For example only, if no Water Distribution System Work Vouchers are used prior to the repurchase, the repurchase price shall be $240,000.00 ($3,000 multiplied by 80 Vouchers [40 Water Vouchers and 40 Sewer Vouchers]).

Except as provided in this paragraph, the Water Distribution System Work Vouchers shall be governed by the provisions of the Second Amendment applicable to Vouchers.

Blue Treasure and Front Street shall enter into a separate agreement setting forth their relative obligations with respect to the Water Distribution System Work and their respective allocations of the additional Vouchers granted herein and shall inform the Town of such allocation.

4. Skyline Planning, LLC Released from Preannexation Agreement. Skyline Planning, LLC ("Skyline") has sold all of its interest in the Development and is contemplated to be dissolved in the future. Accordingly, Skyline is hereby released from the Preannexation Agreement and all of the responsibilities and obligations of Skyline are hereby assumed by the other component entities of Front Street jointly and severally.

5. Miscellaneous. The foregoing is intended to be an addition and a modification to the Preannexation Agreement and the Well Agreement. Except as modified and amended by this Fourth Amendment, the Preannexation Agreement and the Well Agreement shall remain in full force and effect. If anything contained in this Amendment conflicts with any terms of the Preannexation Agreement or the Well Agreement, then the terms of this Fourth Amendment shall govern and any conflicting terms in the Preannexation Agreement or the Well Agreement, as applicable, shall be deemed deleted in their entirety. Each party to this Fourth Amendment shall execute all instruments and documents and take such further action as may be reasonably required to effectuate the purposes of this Fourth Amendment. This Fourth Amendment may be modified only by a writing executed by the parties hereto. This Fourth Amendment may be executed in multiple counterparts, each of which shall be deemed an original, and all such counterparts shall together constitute one and the same instrument. The invalidity of any

portion of this Fourth Amendment shall not have any effect on the balance hereof. This Fourth Amendment shall be binding upon the parties hereto, as well as their successors, heirs, executors and assigns. This Fourth Amendment shall be governed by, and construed in accordance with, North Carolina law.

[Remainder of Page Intentionally Left Blank.]

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment the day and year first above written.

TOWN OF BEAUFORT

(Town Seal) BY:_____
RICHARD L. STANLEY, Mayor

ATTEST:

_____, Town Clerk
_____, Deputy Town Clerk

This document is sufficient as to form.

_____, Town Attorney

This instrument has been pre-audited in the manner prescribed by the Local Government Finance Act.
_____, Finance Director

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

I, a Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that she is the Town Clerk/Deputy Town Clerk of the Town of Beaufort, and that the seal affixed to the foregoing instrument in writing is the corporate seal of said Town, and that said writing was signed and sealed by her in behalf of said corporation by its authority duly given and the said person acknowledged this writing to be the act a deed of said corporation.

WITNESS my hand and official stamp (or seal), this the _____ day of _____, 2015

Notary Public: _____
Print Name: _____

My Commission Expires: _____

[AFFIX NOTARY SEAL-NOTE THAT SEAL MUST BE **FULLY LEGIBLE**]

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment the day and year first above written.

BLUE TREASURE LLC, a North Carolina limited liability company

BY:_____
TIMOTHY R. SMITH, Manager

STATE OF NORTH CAROLINA
COUNTY OF WAKE

I, _____, a Notary Public of the County and State aforesaid, certify that Timothy R. Smith whose identity has been proven by satisfactory evidence, said evidence being:

I have personal knowledge of the identity of the principal(s)

I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a

A credible witness has sworn to the identity of the principal(s);

who is the Manager of Blue Treasure LLC, a North Carolina limited liability company, personally appeared before me this day and acknowledged that he is Manager of Blue Treasure LLC and that as Manager being duly authorized to do so, voluntarily executed the foregoing instrument on behalf of said company for the purposes stated therein.

WITNESS my hand and notarial seal, this _____ day of _____, 2015.

Notary Public: _____
Print Name: _____

My Commission Expires: _____

[AFFIX NOTARY SEAL BELOW-NOTE THAT SEAL MUST BE **FULLY LEGIBLE**]

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment the day and year first above written.

FRONT STREET VILLAGE LLC, a
North Carolina limited liability company

BY:_____
CHARLES OLIVER, II, Manager

STATE OF _____
COUNTY OF _____

I, _____, a Notary Public of the County and State aforesaid, certify that Charles Oliver, II, whose identity has been proven by satisfactory evidence, said evidence being:

I have personal knowledge of the identity of the principal(s)

I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a

A credible witness has sworn to the identity of the principal(s);

who is the Manager of Front Street Village LLC, a North Carolina limited liability company, personally appeared before me this day and acknowledged that he is Manager of Front Street Village LLC and that as Manager being duly authorized to do so, voluntarily executed the foregoing instrument on behalf of said company for the purposes stated therein.

WITNESS my hand and notarial seal, this _____ day of _____, 2015.

Notary Public: _____
Print Name: _____

My Commission Expires: _____

[AFFIX NOTARY SEAL BELOW-NOTE THAT SEAL MUST BE **FULLY LEGIBLE**]

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment the day and year first above written.

EDGEWATER PROPERTIES, INC., a North Carolina corporation

BY: _____
NAME: _____
TITLE: _____

STATE OF _____
COUNTY OF _____

I, the undersigned, a Notary Public of _____ County, State of North Carolina, certify that _____ whose identity has been proven by satisfactory evidence, said evidence being:

I have personal knowledge of the identity of the principal(s)

I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a

A credible witness has sworn to the identity of the principal(s);

personally came before me this day and acknowledged that he is _____President of Edgewater Properties, Inc., a North Carolina corporation, and that he, in such capacity and being authorized to do so, voluntarily executed the foregoing on behalf of the corporation for the purpose stated therein and in the capacity indicated.

WITNESS my hand and notarial seal, this _____ day of _____, 2015.

Notary Public: _____
Print Name: _____

My Commission Expires: _____

[AFFIX NOTARY SEAL BELOW-NOTE THAT SEAL MUST BE **FULLY LEGIBLE**]

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment the day and year first above written.

SKYLINE PLANNING, LLC, a Wyoming limited liability company

BY:_____
CHARLES OLIVER, II, Manager

STATE OF _____
COUNTY OF _____

I, _____, a Notary Public of the County and State aforesaid, certify that Charles Oliver, II, whose identity has been proven by satisfactory evidence, said evidence being:

I have personal knowledge of the identity of the principal(s)

I have seen satisfactory evidence of the principal's identity, by a current state or federal identification with the principal's photograph in the form of a

A credible witness has sworn to the identity of the principal(s);

who is the Manager of Skyline Planning LLC, a Wyoming limited liability company, personally appeared before me this day and acknowledged that he is Manager of Skyline Planning LLC and that as Manager being duly authorized to do so, voluntarily executed the foregoing instrument on behalf of said company for the purposes stated therein.

WITNESS my hand and notarial seal, this _____ day of _____, 2015.

Notary Public: _____
Print Name: _____

My Commission Expires: _____

[AFFIX NOTARY SEAL BELOW-NOTE THAT SEAL MUST BE **FULLY LEGIBLE**]

Schedule A

Technical Memorandum
Town of Beaufort, NC: Fire Flow Availability

To: **Charles Burgess –** Town Manager

From: **Brian T. White, PE & Tim Baldwin, PE -** McKim & Creed, Inc.

CC: Bucky Oliver – Front Street Village
Karl Blackley – Preston Development Company

Date: August 28, 2015

Subject: Fire Flow Availability to Front Street Village

Background

The Town of Beaufort recently received a request for fire flow availability along Lennoxville Road near the intersection with Front Street. A proposed dry boat storage building being constructed for the Front Street Village development at this location requires a fire flow capacity of 1,500 gpm to its fire pump and sprinkler system. National Fire Protection Association code also requires that the fire pump meet 150% of its design capacity (2,250 gpm) for testing purposes. Testing is completed at the system startup and on an annual basis. Both the design capacity and testing parameters should be achievable while maintaining adequate residual pressures of a minimum of 20 psi in the Town's distribution system.

The Owner/Developer of the Front Street Village property has been in discussions with the developer for the Beaufort East Village development which is planned in the area north of Lennoxville Road from Ricks Avenue east to Chadwick Drive. Beaufort East Village is currently designing and permitting Phase I of development plans. The two developers have discussed a collaborative approach to improving the fire flow needs for the Town and for both Front Street Village and Beaufort East Village.

A hydraulic model representation of the Town's existing water distribution system network was created using Bentley's WaterGEMs hydraulic modeling software. The model pipes (sizes and alignments) were initially digitized using a map of the Town's water system provided by the Town from a previous hydraulic modeling study completed by Rivers and Associates, Inc. dated February 27, 2008. The pipe sizes and locations were confirmed through a meeting with the Town's distribution system operations staff so the model reflects the current Town existing water distribution network.

Existing Water System

The Town operates two water treatment facilities; the Pine Street water treatment plant is located near the downtown area and includes high service pumps and a 300,000 gallon elevated storage tank. The second facility is the Glenda Drive Water Treatment Plant. The Glenda facility is located in the

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northeastern area of the Town. This plant also has high service pumps and a 300,000 gallon elevated storage tank. Per the previous water study, the overflow elevations of the Pine Street tank is 145.69' and the Glenda Drive tank is 142.60'. Water system demands have been included in the model to represent maximum day demands of approximately 450,000 gpd. The demands are distributed equally to the nodes within the model.

A series of fire hydrant flow tests were performed to determine system capacities and pressures within the existing distribution system. Tests were conducted at the location of Front Street Village and along Ricks Avenue where Beaufort East Village plans to extend the existing water system in the future. The hydrant flow data was used for calibrating the new hydraulic model. The results of the hydrant flow tests are presented in Attachment A and summarized below:

	Hydrant Flow	Static Pressure	Residual Pressure
Test No. 1	700-750 gpm	52 – 58 psi	32 – 40 psi
Test No. 2*	750 – 840 gpm	56 psi	30 – 38 psi
Test No. 2 (re-test)	1150 gpm	57 – 58 psi	46 – 48 psi
Test No. 3	1060 gpm	56 psi	52 – 53 psi

**Test No. 2 initially indicated a closed valve in the system. The Fire Department and Water Department re-tested No. 2 after the closed valve was opened.*

The results of the hydrant flow tests were recreated in the hydraulic model and the model results for Tests No. 1 and 3 matched the field testing while Test No. 2 did not initially match. The field results from Test No. 2 revealed lower residual pressures than what the model predicted. These results lead to the discovery of a closed valve in the water system located at Willow Street and Carteret Avenue. After the valve was opened, the Town conducted the hydrant flow test again and achieved results which more closely matched the hydraulic model results. The results of the three tests compared with hydraulic model results indicate that the hydraulic model compared well with the actual observed field tests and therefore the model is calibrated and reliable for the fire flow analysis to the proposed development.

First, the calibrated model was used to evaluate fire flow availability within the Town's existing water distribution system network. Attachment B shows the results of the model for fire flow availability in the existing system. Each node in the hydraulic model was evaluated to determine the available flow while maintaining a minimum residual pressure of 20 psi to all nodes in the distribution system. The fire flow availability results are based on the elevated tank levels approximately 10 feet below the overflow elevations. The high service pumps at both water plants are not running for the fire flow analysis. The water system demands are equal to an instantaneous rate corresponding to a maximum day demand of 450,000 gpd. The resultant fire flow available in the vicinity of Front Street Village is approximately 500 to 750 gpm. This is insufficient for the proposed facility. While technically sufficient for minimum flow

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availability for conventional single family detached residential units, this is far less than available fire flows in the downtown area (which range from 2,000 up to 2,500 gpm) and in the vicinity of the water plants and elevated storage tanks (which are greater than 2,500 gpm). The lower fire flows along Front Street south of the Pine Street WTP and further east out to Front Street Village can be attributed to smaller diameter piping and minimal system looping. The existing piping south of the Pine Street WTP is mostly 6-inch diameter and not well looped. There is also a segment of 6-inch diameter pipe along Lennoxville Road between Carteret Ave and Safrit Dr that contribute to reduce fire flows to the area east along Lennoxville Road.

System Improvement Options

Three options were identified and evaluated for providing fire flow service to Front Street Village that will meet the fire pump testing capacity of 2,250 gpm. Each of the three options was evaluated in the hydraulic model to determine the impact on the Town's existing system and to determine the new fire flow availability distribution following the improvements. Option A includes a booster pumping station in combination with some miscellaneous piping improvements. The booster pumping station would raise the system pressure and help provide the flow and pressure needed for the fire pump testing. Option B is a single dedicated fire line that would run from the Pine Street Water Plant and Tank down Lennoxville Road to Front Street Village. Option C is a water line routed through the proposed Beaufort East Village development. Each of three proposed options are outline in more detail below and a map for each option that corresponds to the various steps of improvements are attached in Attachment C.

OPTION A: *Booster Pumping Station + Misc. Improvements*

- Construct a parallel 8-inch water line along Lennoxville Rd. to the existing 6-inch water line from Carteret Avenue to Safrit Drive. [*Item 1*]
- Construct a new 8-inch water line along Ocean Street to complete system loop from Lennoxville Rd to Ann St. [*Item 2*]
- Construct a new 8-inch water line along Lennoxville Rd. to close loop just west of existing boathouse. [*Item 3*]
- Construct a new 8-inch water line as proposed for Beaufort East Village Phase I to connect to existing 8-inch water line on Front Street and extend north along Taylors Creek Rd connecting to existing 8-inch on Lennoxville Rd and continuing north through Beaufort East Village and east to Chadwick Rd. [*Item 5*]
- Extend 8-inch water line from end of Phase I of Beaufort East Village beginning at Chadwick Rd continuing east to proposed boathouse property and then south to connect to existing 8-inch water line in Lennoxville Rd. [*Item 4*]
- Construct new duplex water booster pumping station located along Lennoxville Rd. at Ocean St. Property for booster pumping station to be provided by Beaufort East Village. [*Item 6*]

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OPTION B: *Parallel Dedicated Fire Flow Line to Front Street Village*

- Single parallel 12-inch water line to run from Pine Street elevated water storage tank and water treatment plant location and along Lennoxville Rd. to the proposed boat storage facility at Front Street Village. [*Item 1*]

OPTION C: *Water Line Extension through Proposed Beaufort East Village Development*

- Construct new 12-inch water line to connect to existing 8-inch water line in Live Oak St. and extend to start of BEV development on Ricks Ave. [*Item 1*]
- Construct new 12-inch water line through Beaufort East Village from Ricks Ave to Chadwick Rd. 12-inch water line alignment proposed to minimize future impacts to development. Beaufort East Village requires the construction of an 8-inch water line for domestic and fire flow needs. Line upsized to 12-inch water line required for fire flow to Front Street Village. [*Item 2*]
- Future construction of 4-inch domestic water line to serve proposed lots. Due to the proposed alignment of the 12-inch water line to minimize future impacts, some parallel 4-inch water line is required in the future to provide water service to proposed lots. [*Item 3*]
- Construct new 8-inch water line proposed in Phase I of Beaufort East Village to connect to existing 8-inch water line on Front St. and extend north along Taylors Creek Rd and connect to existing 8-inch on Lennoxville Rd continuing north through Beaufort East Village to connect to proposed 12-inch water line. [*Item 4*]
- Extend 12-inch water line from end of Phase I of Beaufort East Village beginning on Chadwick Rd and continuing east to proposed boathouse property and then south to connect to existing 8-inch water line in Lennoxville Rd [*Item 5*]
- Construct a new 8-inch water line along Lennoxville Road to close loop just west of Front Street Village. [*Item 6*]

Cost Opinions

An opinion of probable construction cost was developed for each of three improvement options. This does not include indirect costs such as legal, administrative, or technical services; land/easements, permit fees, etc.

Table 1: Opinion of Probable Construction Cost

Option A:	Booster Pump Station w/ Improvements	$ 817,300
Option B:	Parallel Dedicated Fire Line	$ 555,100
Option C:	Water Line through Proposed Development	$ 718,100

7529928V.3

Recommendations

The maps included in Attachment D show the updated fire flow availability for the three proposed improvement options.

Option A, with the booster pumping station, provides the best increase in overall fire flow availability in the Town's system. However, it has a number of significant disadvantages. Most obviously, this is predicted to have the highest initial capital cost. It is expected that this pump station would be dedicated and subsequently owned and operated by the Town. There are recurring operation and maintenance costs associated with the station, as it must at least be regularly exercised and tested, while having no real day-to-day operational function or benefit. Perhaps most significantly is the risk attached to a fire booster pump, and the liability that may ensue should the booster pump station fail to function properly in an actual emergency. For these reasons we would recommend against this option.

Option B is the least apparent initial capital cost solution to achieve the required fire flow for the proposed boat storage facility. Without additional cross-connections to the existing Town distribution network it doesn't provide significant additional benefit to other current Town customers. It does provide additional capacity for future economic development potential further east of the subject facility.

Option C provides nearly the same level of ancillary benefit as Option A, but in a more economical and reliable fashion. In addition, the apparent increased capital cost is more than offset by the fact that much of this would be constructed at some point should the Beaufort East Village development progress, so that while accelerated, much of it is not sunk cost in a single purpose, single-beneficiary line/project. It provides additional benefit of significantly increased fire flow (generally, commensurate with that exhibited in the downtown portion of Town) and looping/recirculation patterns in the existing Town system which could provide for improved or maintained water quality. It also provides ability for servicing potential growth and economic development opportunities further east of the subject facility. For this reason, we would recommend engaging the respective owners/developers and pursuing a joint implementation of this alternative.

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ATTACHMENT A

TOWN OF BEAUFORT, N.C.

Hydrant Flow Testing for Water Distribution System Model Calibration

Fire Flow Test No.1
7/14/2015 10:00 a.m.

Flow Hydrant
Q = 700-750 gpm

	Hyd A	Hyd B	Hyd C
Static Pressure	58 psi	54 psi	52 psi
Residual Pressure	32 psi	34 psi	40 psi

Testing Personnel
Brian T. White - McKim & Creed
Gody Barnes - McKim & Creed
Donovan Willis - Town of Beaufort Utilities
Mike Long - Town of Beaufort Utilities
Elbert Godette - Town of Beaufort Utilities
Larry Fulp - Town of Beaufort Fire Dept.
Richard Lovick - Town of Beaufort Fire Dept.

NOTES:

*Glenda High Service Pump #4 running at approximately 600 gpm

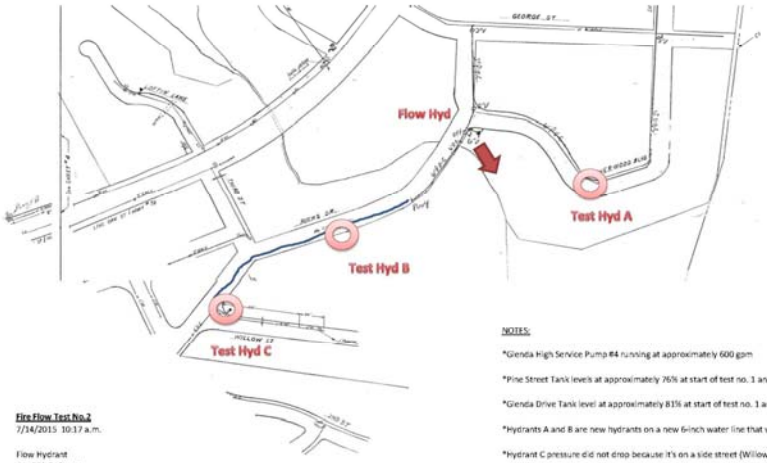
*Pine Street Tank levels at approximately 76% at start of test no. 1 and 74.8% (27.5 ft) at end of test no. 3

*Glenda Drive Tank level at approximately 81% at start of test no. 1 and 89.7% (33.2 ft) at end of test no. 3

McKIM&CREED

TOWN OF BEAUFORT, N.C.

Hydrant Flow Testing for Water Distribution System Model Calibration



Testing Personnel
Brian T. White - McKim & Creed
Gody Barnes - McKim & Creed
Donovan Willis - Town of Beaufort Utilities
Mike Long - Town of Beaufort Utilities
Elbert Godette - Town of Beaufort Utilities
Larry Fulp - Town of Beaufort Fire Dept.
Richard Lovick - Town of Beaufort Fire Dept.

NOTES:

*Glenda High Service Pump #4 running at approximately 600 gpm

*Pine Street Tank levels at approximately 76% at start of test no. 1 and 74.8% (27.5 ft) at end of test no. 3

*Glenda Drive Tank level at approximately 81% at start of test no. 1 and 89.7% (33.2 ft) at end of test no. 3

*Hydrants A and B are new hydrants on a new 6-inch water line that was not on Town maps. Locations are approximate.

*Hydrant C pressure did not drop because it's on a side street (Willow St). This was not known at time of test.

Fire Flow Test No.2
7/14/2015 10:17 a.m.

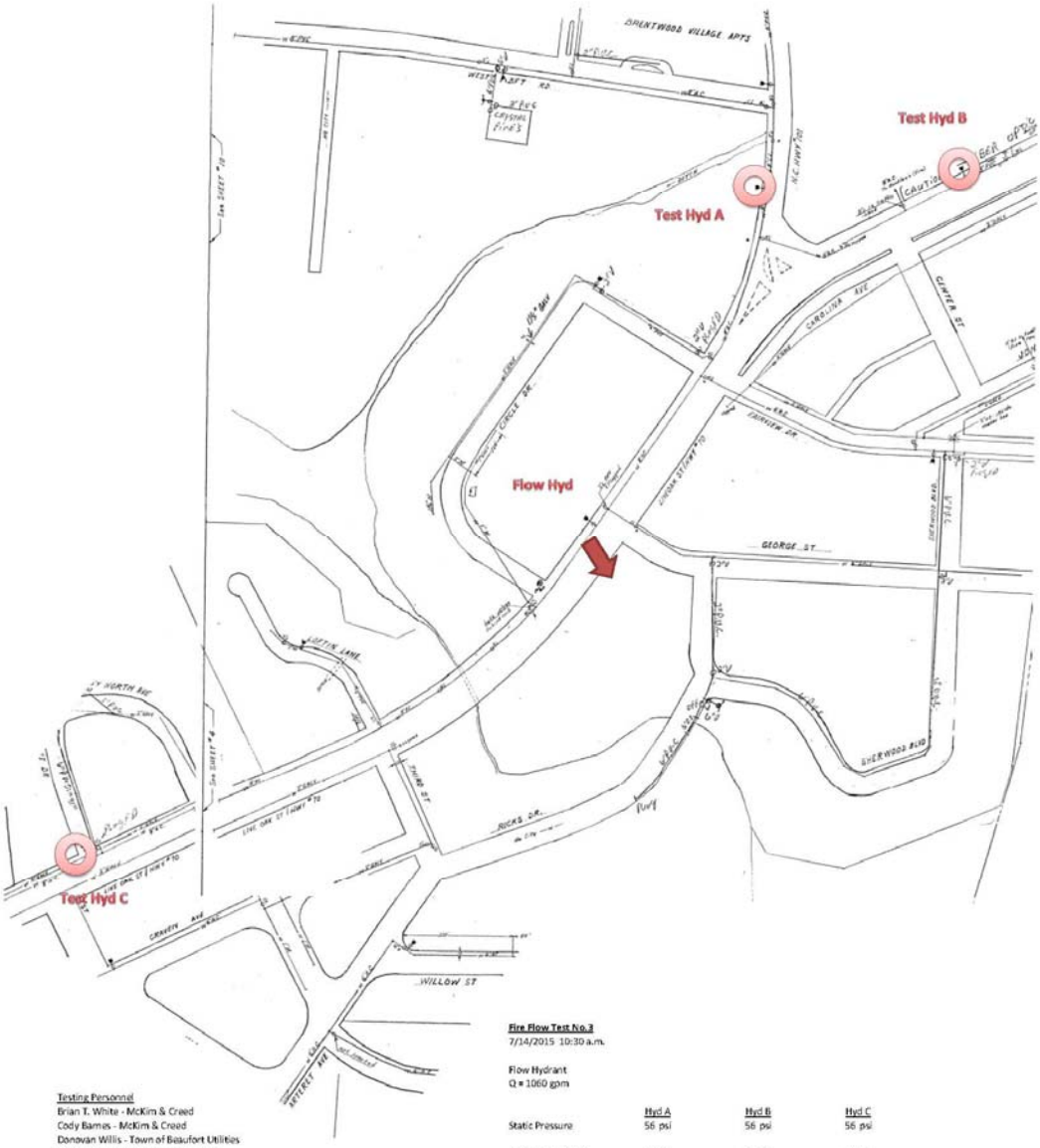
Flow Hydrant
Q = 750-840 gpm

	Hyd A	Hyd B	Hyd C
Static Pressure	56 psi	56 psi	56 psi
Residual Pressure	38 psi	30 psi	34 psi

McKIM&CREED

TOWN OF BEAUFORT, N.C.

Hydrant Flow Testing for Water Distribution System Model Calibration



Fire Flow Test No. 3
7/14/2015 10:30 a.m.

Flow Hydrant
Q = 1060 gpm

	Hyd A	Hyd B	Hyd C
Static Pressure	56 psi	56 psi	56 psi
Residual Pressure	52 psi	53 psi	52 psi

Testing Personnel
Brian T. White - McKim & Creed
Cody Barnes - McKim & Creed
Donovan Willis - Town of Beaufort Utilities
Mike Long - Town of Beaufort Utilities
Elbert Godette - Town of Beaufort Utilities
Larry Fulp - Town of Beaufort Fire Dept.
Richard Lovick - Town of Beaufort Fire Dept.

NOTES:

*Glenda High Service Pump #4 running at approximately 600 gpm

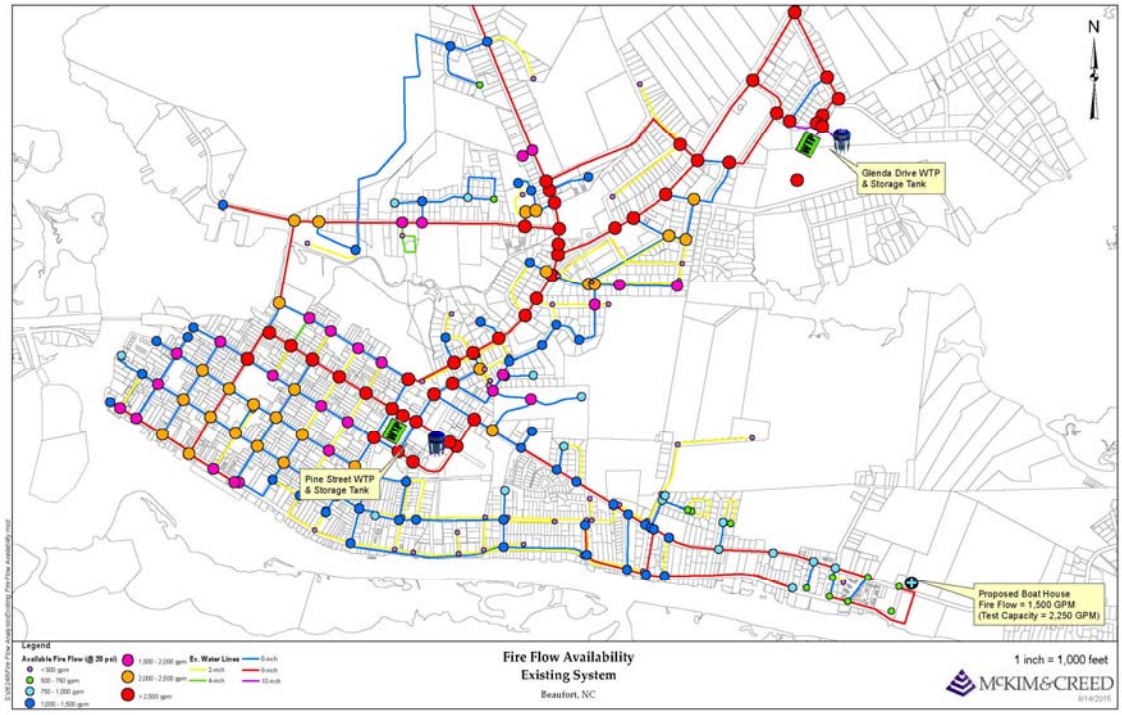
*Pine Street Tank levels at approximately 76% at start of test no. 1 and 74.3% (27.5 ft) at end of test no. 3

*Glenda Drive Tank level at approximately 81% at start of test no. 1 and 89.7% (33.2 ft) at end of test no. 3

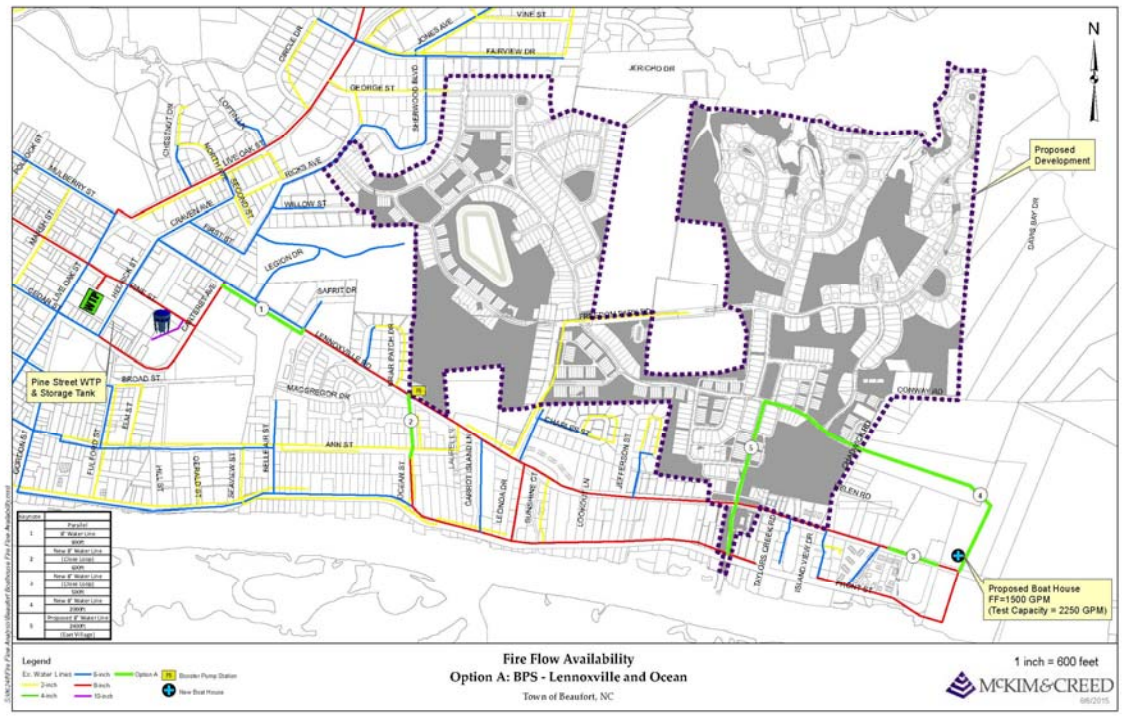
*Hydrant C not on Town maps. Location at the intersection of Chestnut and Live Oak.

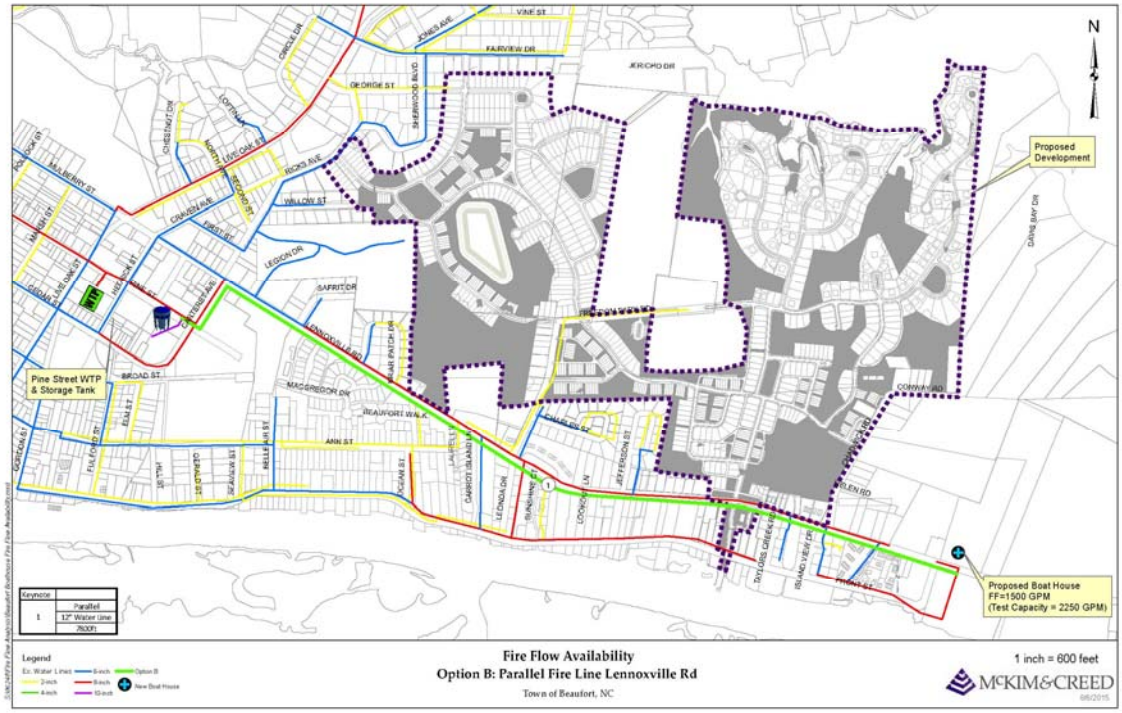
McKIM&CREED

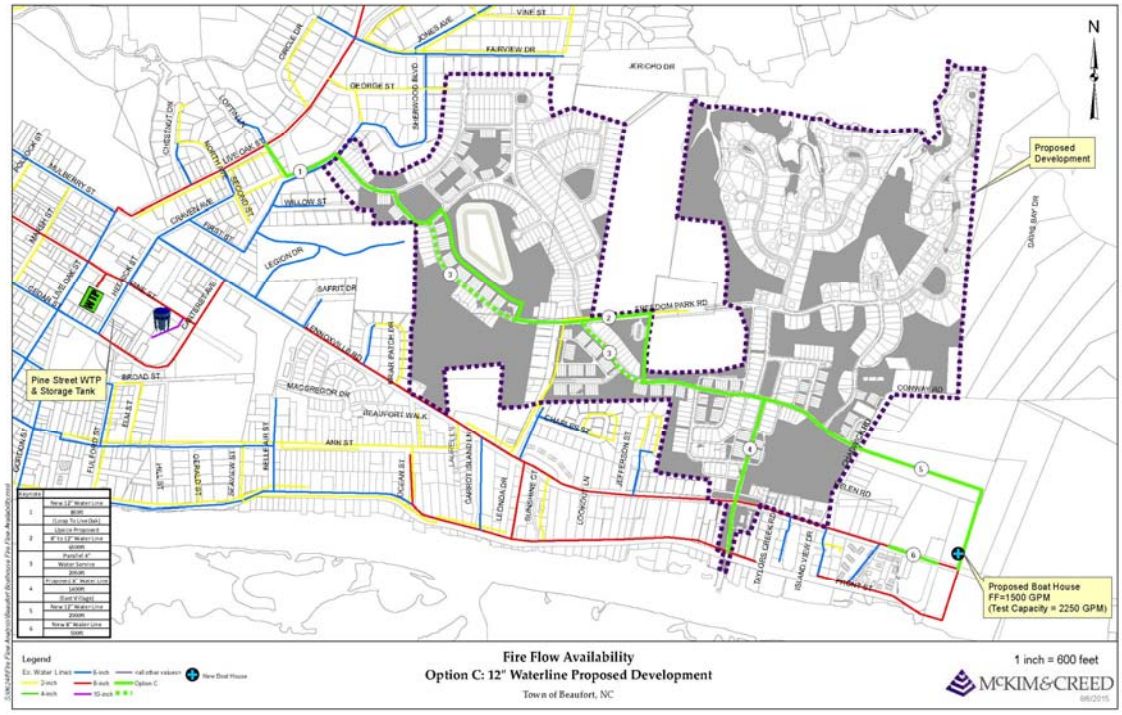
ATTACHMENT B


N
Glenda Drive WTP
& Storage Tank
Pine Street WTP
& Storage Tank
Proposed Boat House
Fire Flow = 1,500 GPM
(Test Capacity = 2,250 GPM)
Legend
Available Fire Flow (@ 20 psi)
< 500 gpm
500 - 750 gpm
750 - 1,000 gpm
1,000 - 1,500 gpm
1,500 - 2,000 gpm
2,000 - 2,500 gpm
> 2,500 gpm
Ex. Water Lines
2-inch
4-inch
6-inch
8-inch
10-inch
Fire Flow Availability
Existing System
Beaufort, NC
1 inch = 1,000 feet
McKIM&CREED
9/14/2015

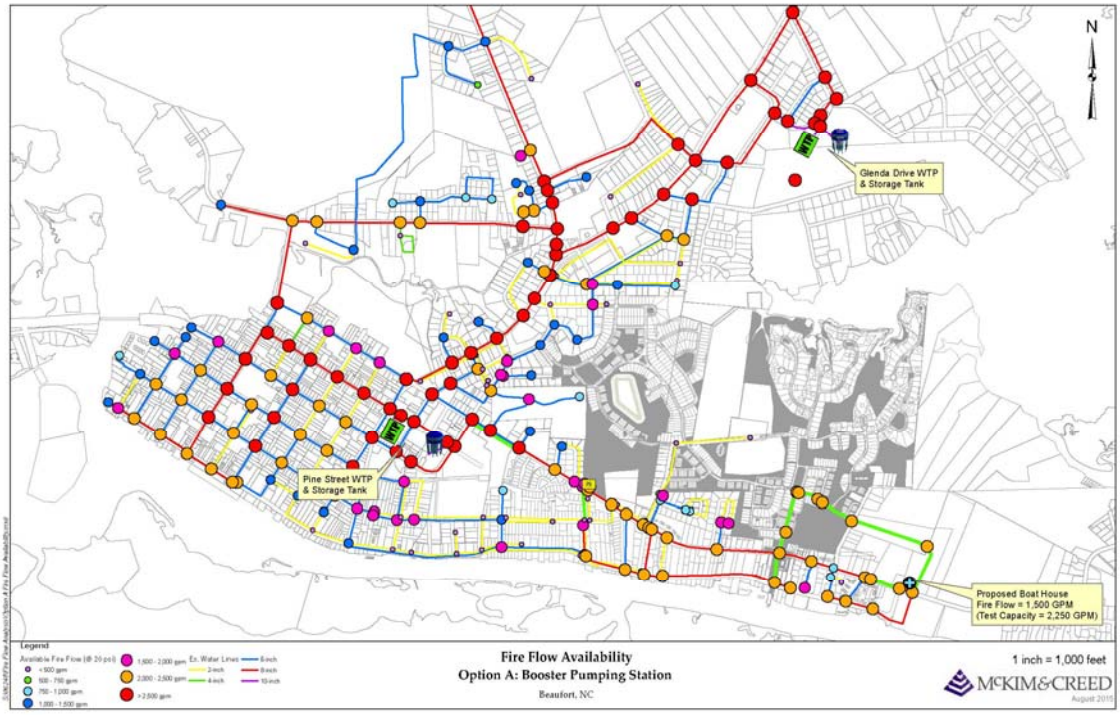
ATTACHMENT C

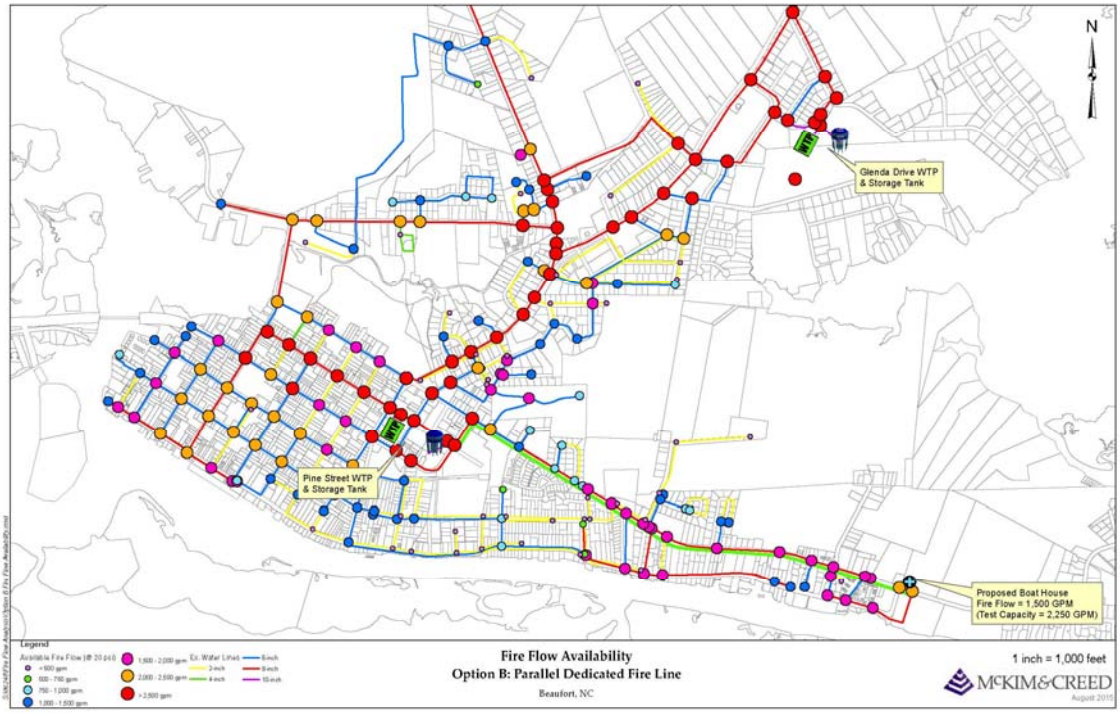

N
Proposed Development
Pine Street WTP & Storage Tank
Proposed Boat House
FF=1500 GPM
(Test Capacity = 2250 GPM)
Legend
Fire Flow Availability
Option A: BPS - Lennoxville and Ocean
Town of Beaufort, NC
1 inch = 600 feet
McKIM&CREED

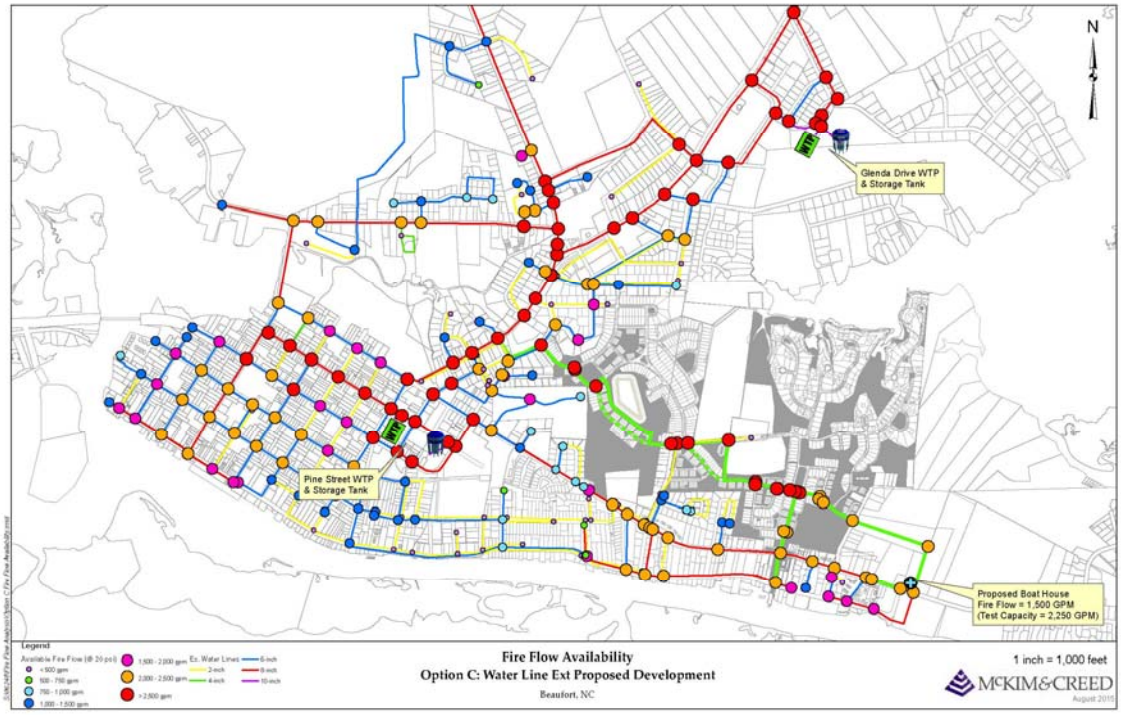

N
Proposed Development
Pine Street WTP & Storage Tank
Proposed Boat House
FF=1500 GPM
(Test Capacity = 2250 GPM)
Legend
Fire Flow Availability
Option B: Parallel Fire Line Lennoxville Rd
Town of Beaufort, NC
1 inch = 600 feet
McKIM&CREED


N
Proposed Development
Pine Street WTP & Storage Tank
Proposed Boat House
FF=1500 GPM
(Test Capacity = 2250 GPM)
Legend
Fire Flow Availability
Option C: 12" Waterline Proposed Development
Town of Beaufort, NC
1 inch = 600 feet
McKIM&CREED

ATTACHMENT D


N
Glenda Drive WTP
& Storage Tank
Pine Street WTP
& Storage Tank
Proposed Boat House
Fire Flow = 1,500 GPM
(Test Capacity = 2,250 GPM)
Legend
Available Fire Flow (@ 20 psi)
< 500 gpm
500 - 750 gpm
750 - 1,000 gpm
1,000 - 1,500 gpm
1,500 - 2,000 gpm
2,000 - 2,500 gpm
> 2,500 gpm
Ex. Water Lines
2-inch
4-inch
6-inch
8-inch
10-inch
Fire Flow Availability
Option A: Booster Pumping Station
Beaufort, NC
1 inch = 1,000 feet
McKIM&CREED
August 2015


N
Glenda Drive WTP
& Storage Tank
Pine Street WTP
& Storage Tank
Proposed Boat House
Fire Flow = 1,500 GPM
(Test Capacity = 2,250 GPM)
Legend
Available Fire Flow (@ 20 psi)
< 500 gpm
500 - 750 gpm
750 - 1,000 gpm
1,000 - 1,500 gpm
1,500 - 2,000 gpm
2,000 - 2,500 gpm
> 2,500 gpm
Ex. Water Lines
2-inch
4-inch
6-inch
8-inch
10-inch
Fire Flow Availability
Option B: Parallel Dedicated Fire Line
Beaufort, NC
1 inch = 1,000 feet
McKIM&CREED
August 2015


N
Glenda Drive WTP
& Storage Tank
Pine Street WTP
& Storage Tank
Proposed Boat House
Fire Flow = 1,500 GPM
(Test Capacity = 2,250 GPM)
Legend
Available Fire Flow (@ 20 psi)
< 500 gpm
500 - 750 gpm
750 - 1,000 gpm
1,000 - 1,500 gpm
1,500 - 2,000 gpm
2,000 - 2,500 gpm
> 2,500 gpm
Ex. Water Lines
2-inch
4-inch
6-inch
8-inch
10-inch
Fire Flow Availability
Option C: Water Line Ext Proposed Development
Beaufort, NC
1 inch = 1,000 feet
McKIM&CREED
August 2015

TOWN OF BEAUFORT - BOARD OF COMMISSIONERS

FINANCIAL REPORT: October 5, 2015

GENERAL FUND

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
REVENUE					
AD VALOREM TAX - CURRENT YEAR	2,427,000.00	2,427,000.00	-	2,427,000.00	100.00%
AD VALOREM TAX PRIOR YEAR	58,000.00	58,000.00	470.68	57,529.32	99.19%
PENALTIES AND INTEREST	7,500.00	7,500.00	230.19	7,269.81	96.93%
AD VALOREM TAX - UTILITIES	19,750.00	19,750.00	-	19,750.00	100.00%
HOUSING AUTH/IN LIEU OF TAXES	13,300.00	13,300.00	-	13,300.00	100.00%
MOTOR VEHICLE TAX	95,000.00	95,000.00	-	95,000.00	
LOCAL OPTION SALES TAX	985,000.00	985,000.00	-	985,000.00	100.00%
UTILITIES FRANCHISE TAX	340,000.00	340,000.00	-	340,000.00	100.00%
BEER AND WINE TAX	17,000.00	17,000.00	-	17,000.00	100.00%
POWELL BILL	123,000.00	123,000.00	-	123,000.00	100.00%
TRANSFER FROM POWELL BILL RESERVE	200,000.00	200,000.00	-	200,000.00	100.00%
MOSQUITO CONTROL GRANT	1,000.00	1,000.00	1,500.00	(500.00)	-50.00%
COUNTY ABC PROFIT DISTRIBUTION	90,000.00	90,000.00	-	90,000.00	100.00%
SOLID WASTE USER FEE (RES)	294,000.00	294,000.00	74,712.00	219,288.00	74.59%
SOLID WASTE USER FEES (COMM)	10,000.00	10,000.00	2,442.00	7,558.00	75.58%
STORMWATER RESIDENTIAL	105,000.00	105,000.00	-	105,000.00	100.00%
BUILDING PERMITS	95,000.00	95,000.00	23,712.94	71,287.06	75.04%
PARKING METERS	80,000.00	80,000.00	59,450.00	20,550.00	25.69%
PARKING VIOLATIONS/PENALTIES	2,000.00	2,000.00	380.00	1,620.00	81.00%
COURT COSTS, FEES, CHARGES	1,000.00	1,000.00	417.81	582.19	58.22%
RENTS & CONCESSION	213,000.00	213,000.00	68,513.66	144,486.34	67.83%
ANTENNA CONTRACT REVENUE	52,000.00	52,000.00	38,352.50	13,647.50	26.25%
CEMETARY LOT SALES	1,500.00	1,500.00	800.00	700.00	46.67%
INVESTMENT EARNINGS	3,000.00	3,000.00	322.16	2,677.84	89.26%
MISCELLANEOUS REVENUE	-	-	485.00	(485.00)	
MISCELLANEOUS REVENUE - PD	-	-	1,357.50	(1,357.50)	
UNAPPROPRIATED FUND BALANCE	237,000.00	237,000.00	-	237,000.00	100.00%
W/S ADMIN EXPENSE ALLOCATION	30,000.00	30,000.00	2,313.50	27,686.50	92.29%
GENERAL FUND REVENUE TOTAL	**5,500,050.00**	**5,500,050.00**	**275,459.94**	**5,224,590.06**	

EXPENDITURES

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
GOVERNING BODY					
SALARIES AND WAGES	15,600.00	15,600.00	3,900.00	11,700.00	75.00%
FICA	1,200.00	1,200.00	298.35	901.65	75.14%
POSTAGE	1,000.00	1,000.00	-	1,000.00	100.00%
PUBLIC NOTICES/ADVERTISING	2,000.00	2,000.00	170.97	1,829.03	91.45%
NEWSLETTER	4,000.00	4,000.00	682.00	3,318.00	82.95%
OFFICE SUPPLIES	1,000.00	1,000.00	19.00	981.00	98.10%
OFFICE EQUIPMENT (NON-CAPITAL)	1,800.00	1,800.00	-	1,800.00	100.00%
DUES & SUBSCRIPTIONS	9,300.00	9,300.00	8,485.00	815.00	8.76%
TRAINING- REGISTRATION & CLASS MAT	2,200.00	2,200.00	-	2,200.00	100.00%
TRAVEL MILEAGE	750.00	750.00	-	750.00	100.00%
MEALS	1,050.00	1,050.00	20.00	1,030.00	98.10%
LODGING	1,000.00	1,000.00	-	1,000.00	100.00%
DEPARTMENT SUPPLIES & MATERIALS	2,000.00	2,000.00	-	2,000.00	100.00%
PROFESSIONAL SERVICES	26,000.00	26,000.00	5,038.00	20,962.00	80.62%
CODIFICATION	2,000.00	2,500.00	2,321.95	178.05	7.12%
LEGAL SERVICES	24,525.00	24,525.00	6,803.00	17,722.00	72.26%
INSURANCE AND BONDS	11,250.00	10,750.00	10,242.52	507.48	4.72%
CONTINGENCIES	-	-	-	-	
DEBT SERVICE- PRINCIPAL	100,000.00	100,000.00	100,000.00	-	0.00%
DEBT SERVICE- INTEREST	34,400.00	34,400.00	17,798.33	16,601.67	48.26%
SUBTOTAL	**241,075.00**	**241,075.00**	**155,779.12**	**85,295.88**	**35.38%**

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
ADMINISTRATION					
SALARIES AND WAGES	270,000.00	270,000.00	92,448.78	177,551.22	65.76%
OVERTIME	-	-	-	-	0.00%
OTHER SALARIES-PART TIME	6,600.00	6,600.00	6,509.83	90.17	1.37%
FICA EXPENSE	21,500.00	21,500.00	7,549.43	13,950.57	64.89%
GROUP INSURANCE EXPENSE	27,000.00	27,000.00	6,510.21	20,489.79	75.89%
RETIREMENT EXPENSE	33,000.00	33,000.00	7,956.34	25,043.66	75.89%
TELEPHONE	2,000.00	2,000.00	279.22	1,720.78	86.04%
INTERNET/CABLE	3,200.00	3,200.00	803.79	2,396.21	74.88%
POSTAGE	2,500.00	2,500.00	-	2,500.00	100.00%
MARKETING	11,000.00	11,000.00	974.00	10,026.00	91.15%
OFFICE SUPPLIES	4,500.00	4,500.00	2,508.68	1,991.32	44.25%
OFFICE EQUIPMENT (NON-CAPITAL)	1,500.00	1,500.00	-	1,500.00	100.00%
OFFICE EQUIPMENT LEASES	7,100.00	7,100.00	1,027.07	6,072.93	85.53%
OFFICE CONTRACT SERVICES	54,000.00	54,000.00	10,383.43	43,616.57	80.77%
DUES AND SUBSCRIPTIONS	2,000.00	2,000.00	20.00	1,980.00	99.00%
MISC. ADMIN. EXPENSE	9,500.00	9,500.00	949.38	8,550.62	90.01%
ELECTRIC	11,000.00	11,000.00	2,557.94	8,442.06	76.75%
WATER/SEWER/SOLID WASTE	2,000.00	2,000.00	274.43	1,725.57	86.28%
OSHA/SAFETY COMPLIANCE	100.00	100.00	-	100.00	100.00%
SAFETY SUPPLIES & MATERIALS	200.00	200.00	-	200.00	100.00%
TRAINING-REGISTRATION & CLASS MAT'	250.00	250.00	-	250.00	100.00%
TRAVEL MILEAGE	300.00	300.00	-	300.00	100.00%
MEALS	350.00	350.00	20.00	330.00	94.29%
LODGING	500.00	500.00	-	500.00	100.00%
EQUIPMENT MAINT. & REPAIRS	100.00	100.00	-	100.00	100.00%
AUTO FUEL	550.00	550.00	-	550.00	100.00%
VEHICLE MAINT & REPAIRS	1,200.00	1,200.00	(76.18)	1,276.18	106.35%
CONTRACT SERVICES	5,000.00	5,000.00	12,293.90	(7,293.90)	-145.88%
INSURANCE AND BONDS	13,300.00	13,300.00	13,293.38	6.62	0.05%
CONTINGENCIES	-	-	-	-	0.00%
ROAD RACE	-	-	-	-	0.00%
CAPITAL OUTLAY	-	-	-	-	0.00%
SUBTOTAL	**490,250.00**	**490,250.00**	**166,283.63**	**323,966.37**	**66.08%**

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
FINANCE					
SALARIES AND WAGES	168,000.00	168,000.00	43,101.77	124,898.23	74.34%
FICA EXPENSE	11,500.00	11,500.00	3,252.53	8,247.47	71.72%
GROUP INSURANCE EXPENSE	32,000.00	32,000.00	8,680.28	23,319.72	72.87%
RETIREMENT EXPENSE	18,000.00	18,000.00	5,073.05	12,926.95	71.82%
POSTAGE	500.00	500.00	-	500.00	100.00%
OFFICE SUPPLIES	1,500.00	1,500.00	-	1,500.00	100.00%
OFFICE CONTRACT SERVICES	14,800.00	14,800.00	79.56	14,720.44	99.46%
DUES & SUBSCRIPTIONS	200.00	200.00	175.00	25.00	12.50%
TAX REFUND	2,500.00	2,500.00	-	2,500.00	100.00%
HUMAN RESOURCES	4,000.00	4,000.00	814.15	3,185.85	79.65%
TRAINING-REGISTRATION & CLASS MATE	2,000.00	2,000.00	-	2,000.00	100.00%
TRAVEL MILEAGE	500.00	500.00	-	500.00	100.00%
MEALS	200.00	200.00	-	200.00	100.00%
LODGING	700.00	700.00	-	700.00	100.00%
EMPLOYEE ENGAGEMENT	4,000.00	4,000.00	323.04	3,676.96	91.92%
EQUIPMENT MAINT & REPAIRS	500.00	500.00	-	500.00	100.00%
PROFESSIONAL SERVICES	24,000.00	24,000.00	8,000.00	16,000.00	66.67%
TAX COLLECTION ADMIN EXPENSE PROP.	52,000.00	52,000.00	114.97	51,885.03	99.78%
TAX COLLECTION ADMIN EXPENSE MVT	2,500.00	2,500.00	-	2,500.00	100.00%
SUBTOTAL	**339,400.00**	**339,400.00**	**69,614.35**	**269,785.65**	**79.49%**

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
POLICE DEPARTMENT					
SALARIES AND WAGES	685,000.00	685,000.00	162,224.77	522,775.23	76.32%
OVERTIME	18,000.00	18,000.00	2,576.01	15,423.99	85.69%
SEPARATION PAY	15,000.00	15,000.00	2,573.68	12,426.32	82.84%
OTHER SALARIES-PARTTIME	17,000.00	17,000.00	2,503.30	14,496.70	85.27%
FICA EXPENSE	56,000.00	56,000.00	12,820.01	43,179.99	77.11%
GROUP INSURANCE EXPENSE	128,000.00	128,000.00	31,511.82	96,488.18	75.38%
RETIREMENT EXPENSE	87,000.00	87,000.00	19,748.71	67,251.29	77.30%
TELEPHONE	1,700.00	1,700.00	244.58	1,455.42	85.61%
TELEPHONE-CELLULAR	12,000.00	12,000.00	1,904.50	10,095.50	84.13%
INTERNET/CABLE	1,700.00	1,700.00	374.55	1,325.45	77.97%
POSTAGE	1,000.00	1,000.00	106.94	893.06	89.31%
OFFICE SUPPLIES	2,000.00	2,000.00	135.36	1,864.64	93.23%
OFFICE EQUIPMENT (NON-CAPITAL)	2,450.00	2,450.00	845.00	1,605.00	65.51%
OFFICE EQUIPMENT LEASES	5,500.00	5,500.00	564.00	4,936.00	89.75%
OFFICE CONTRACT SERVICES	13,550.00	13,550.00	5,976.97	7,573.03	55.89%
DUES AND SUBSCRIPTIONS	500.00	500.00	-	500.00	100.00%
MISC. ADMIN. EXPENSE	650.00	650.00	22.59	627.41	96.52%
ELECTRIC	6,000.00	6,000.00	1,205.20	4,794.80	79.91%
WATER/SEWER/SOLID WASTE	2,000.00	2,000.00	426.44	1,573.56	78.68%
OSHA/SAFETY COMPLIANE	250.00	250.00	-	250.00	100.00%
SAFETY SUPPLIES & MATERIALS	600.00	600.00	293.01	306.99	51.17%
TRAINING- REGISTRATION & CLASS MATERIALS	250.00	250.00	-	250.00	100.00%
TRAVEL MILEAGE	350.00	350.00	-	350.00	100.00%
MEALS	2,800.00	2,800.00	109.97	2,690.03	96.07%
LODGING	1,200.00	1,200.00	-	1,200.00	100.00%
UNIFORMS	7,500.00	7,500.00	947.49	6,552.51	87.37%
NON-CAPITAL EQUIPMENT PURCHASE	25,000.00	25,000.00	-	25,000.00	100.00%
EQUIPMENT MAINT. & REPAIRS	2,000.00	2,000.00	70.00	1,930.00	96.50%
AUTO FUEL	38,000.00	38,000.00	5,736.70	32,263.30	84.90%
VEHICLE MAINT. & REPAIRS	13,000.00	13,000.00	1,709.10	11,290.90	86.85%
DEPARTMENT SUPPLIES & MATERIALS	8,050.00	8,050.00	332.89	7,717.11	95.86%
INSURANCE AND BONDS	51,600.00	51,600.00	37,430.02	14,169.98	27.46%
CRIME PREVENTION	1,450.00	1,450.00	-	1,450.00	100.00%
SUBTOTAL	**1,207,100.00**	**1,207,100.00**	**292,393.61**	**914,706.39**	**75.78%**

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
PLANNING & INSPECTIONS					
SALARIES AND WAGES	148,000.00	148,000.00	39,527.90	108,472.10	73.29%
OVERTIME	1,800.00	1,800.00	1,055.10	744.90	41.38%
FICA EXPENSE	12,000.00	12,000.00	3,040.78	8,959.22	74.66%
GROUP INSURANCE EXPENSE	24,000.00	24,000.00	6,510.21	17,489.79	72.87%
RETIREMENT EXPENSE	18,500.00	18,500.00	4,776.66	13,723.34	74.18%
TELEPHONE - CELLULAR	550.00	550.00	192.01	357.99	65.09%
POSTAGE	100.00	100.00	-	100.00	100.00%
OFFICE SUPPLIES	3,000.00	3,000.00	110.04	2,889.96	96.33%
DUES & SUBSCRIPTIONS	700.00	700.00	530.00	170.00	24.29%
TRAINING-REGISTRATION & CLASS MAT'	1,000.00	1,000.00	77.00	923.00	92.30%
TRAVEL MILEAGE	500.00	500.00	-	500.00	100.00%
MEALS	350.00	350.00	-	350.00	100.00%
LODGING	1,000.00	1,000.00	-	1,000.00	100.00%
NON-CAPITAL EQUIPMENT PURCHASE	800.00	800.00	-	800.00	100.00%
AUTO FUEL	1,500.00	1,500.00	300.13	1,199.87	79.99%
VEHICLE MAINT & REPAIRS	500.00	500.00	182.11	317.89	63.58%
PERMITS & FEES RECURRING	1,250.00	1,250.00	200.00	1,050.00	84.00%
HISTORIC COMM.EXPENSE	100.00	100.00	-	100.00	100.00%
HISTORIC COMM-TRAVEL	1,500.00	1,500.00	800.00	700.00	46.67%
PROFESSIONAL SERVICES	45,000.00	45,000.00	1,398.00	43,602.00	96.89%
SUBTOTAL	**262,150.00**	**262,150.00**	**58,699.94**	**203,450.06**	**77.61%**

DESCRIPTION	ORIGINAL LINE ITEM	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
PUBLIC WORKS					
SALARIES AND WAGES	395,000.00	395,000.00	87,233.90	307,766.10	77.92%
OVERTIME	15,000.00	15,000.00	5,394.62	9,605.38	64.04%
FICA EXPENSE	31,600.00	31,600.00	6,883.40	24,716.60	78.22%
GROUP INSURANCE EXPENSE	88,000.00	88,000.00	17,887.27	70,112.73	79.67%
RETIREMENT EXPENSE	47,400.00	47,400.00	10,902.43	36,497.57	77.00%
TELEPHONE	1,750.00	1,750.00	350.10	1,399.90	79.99%
TELEPHONE- CELLULAR	4,200.00	4,200.00	805.12	3,394.88	80.83%
INTERNET\CABLE	2,500.00	2,500.00	683.08	1,816.92	72.68%
POSTAGE	4,500.00	4,500.00	874.91	3,625.09	80.56%
OFFICE SUPPLIES	2,000.00	2,000.00	1,212.66	787.34	39.37%
OFFICE EQUIPMENT LEASE	3,100.00	3,100.00	457.74	2,642.26	85.23%
OFFICE CONTRACT SERVICES	2,000.00	2,000.00	454.72	1,545.28	77.26%
DUES AND SUBSCRIPTIONS	150.00	150.00	-	150.00	100.00%
ELECTRIC	6,000.00	6,000.00	1,292.51	4,707.49	78.46%
LP GAS	3,500.00	3,500.00	-	3,500.00	100.00%
WATER\SEWER\ SOLID WASTE	750.00	750.00	136.19	613.81	81.84%
OSHA/SAFETY COMPLIANCE	1,500.00	1,500.00	99.70	1,400.30	93.35%
SAFETY SUPPLIES & MATERIALS	1,000.00	1,000.00	216.21	783.79	78.38%
TRAINING -REGISTRATION & CLASS	1,000.00	1,000.00	-	1,000.00	100.00%
MEALS	250.00	250.00	47.34	202.66	81.06%
UNIFORMS	7,000.00	7,000.00	1,555.43	5,444.57	77.78%
TREES	7,000.00	7,000.00	-	7,000.00	100.00%
NON-CAPITAL EQUIPMENT PURCHASE	10,000.00	10,000.00	937.88	9,062.12	90.62%
EQUIPMENT MAINT. & REPAIRS	5,000.00	5,000.00	2,291.52	2,708.48	54.17%
AUTO FUEL	45,000.00	45,000.00	7,180.05	37,819.95	84.04%
VEHICLE MAINT. & REPAIRS	28,000.00	28,000.00	4,625.06	23,374.94	83.48%
PERMITS & FEES - ONE TIME	500.00	500.00	457.00	43.00	
DEPARTMENT SUPPLIES & MATERIAL	15,750.00	15,750.00	1,949.04	13,800.96	87.63%
STREETSCAPING MATERIALS	28,000.00	28,000.00	106.30	27,893.70	99.62%
STREET CONT. SERVICES	575,000.00	575,000.00	-	575,000.00	100.00%
STREET SUPPLIES & MAT'L	30,000.00	30,000.00	853.40	29,146.60	97.16%
PARKING METERS	36,000.00	11,000.00	1,809.09	9,190.91	83.55%
CONTRACT SERVICES	5,000.00	5,000.00	1,468.33	3,531.67	70.63%
INMATE CONTRACT SERVICES	2,000.00	2,000.00	226.00	1,774.00	88.70%
MOSQUITO CONTROL	1,000.00	1,000.00	-	1,000.00	100.00%
CONTRACTED SVC-RECYCLES	56,000.00	56,000.00	9,095.35	46,904.65	83.76%
SOLID WASTE DISPOSAL FEE	77,000.00	77,000.00	17,568.72	59,431.28	77.18%
DREDGING EXPENSE	97,000.00	97,000.00	85,125.00	11,875.00	12.24%
INSURANCE AND BONDS	34,000.00	34,000.00	25,172.85	8,827.15	25.96%
STREET LIGHTS	122,000.00	122,000.00	18,739.65	103,260.35	84.64%
CAPITAL OUTLAY - EQUIPMENT STORMWATER	180,000.00	180,000.00	113,616.74	66,383.26	36.88%
DEBT SERVICES-PRINCIPAL	29,077.00	49,077.00	11,679.96	37,397.04	76.20%
DEBT SERVICES-INTEREST	1,063.00	6,063.00	1,657.14	4,405.86	72.67%
SUBTOTAL	**2,002,590.00**	**2,002,590.00**	**441,046.41**	**1,561,543.59**	**77.98%**

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
FACILITIES & GROUND MAINTENANCE					
TELEPHONE- CELLULAR	2,000.00	2,000.00	502.47	1,497.53	74.88%
OFFICE SUPPLIES	100.00	100.00	-	100.00	100.00%
ELECTRIC	1,000.00	1,000.00	184.97	815.03	81.50%
UNIFORMS	250.00	250.00	-	250.00	100.00%
TOWN HALL BLDG MAINT	1,000.00	800.00	553.93	246.07	30.76%
TOWN HALL GROUND MAINT	-	200.00	48.84	151.16	75.58%
TOWN HALL JANITORIAL SUPPLIES	1,000.00	1,000.00	920.51	79.49	7.95%
TOWN HALL CONTRACTED SERVICES	11,000.00	11,000.00	1,700.00	9,300.00	84.55%
TRAIN DEPOT BLDG MAINT	100.00	100.00	17.99	82.01	82.01%
TRAIN DEPOT JANITORIAL SUPPLIES	200.00	200.00	15.27	184.73	92.37%
TRAIN DEPOT CONTRACTED SERVICES	10,000.00	10,000.00	-	10,000.00	100.00%
POLICE DEPT BLDG MAINT	3,000.00	3,000.00	793.16	2,206.84	73.56%
POLICE DEPT JANITORIAL SUPPLIES	1,500.00	1,500.00	159.80	1,340.20	89.35%
POLICE DEPT CONTRACTED SERVICES	13,000.00	13,000.00	2,140.97	10,859.03	83.53%
PUBLIC WORKS BLDG MAINT	1,500.00	1,500.00	188.50	1,311.50	87.43%
PUBLIC WORKS GROUND MAINT	250.00	250.00	-	250.00	100.00%
PUBLIC WORKS JANITORIAL SUPPLIES	300.00	300.00	9.16	290.84	96.95%
CEMETARY MAINTENANCE	8,500.00	8,500.00	802.33	7,697.67	90.56%
PUBLIC RESTROOM BLDG MAINT	5,500.00	5,500.00	1,447.46	4,052.54	73.68%
PUBLIC RESTROOM JANITORIAL SUPPLY	8,000.00	8,000.00	1,950.43	6,049.57	75.62%
PARKS MAINTENANCE	8,500.00	8,500.00	2,711.45	5,788.55	68.10%
PARKS CONTRACTED SERVICE	40,000.00	40,000.00	-	40,000.00	100.00%
DOCKS AND BOARDWALK MAINT	10,000.00	10,000.00	1,889.49	8,110.51	81.11%
PUBLIC R.O.W. MAINT	8,000.00	8,000.00	1,860.83	6,139.17	76.74%
NON CAPITAL EQUIPMENT PURCHASE	1,000.00	1,000.00	-	1,000.00	100.00%
EQUIPMENT MAINT & REPAIRS	1,500.00	1,500.00	190.16	1,309.84	87.32%
PROPERTY LEASES	8,100.00	8,100.00	-	8,100.00	100.00%
DEPARTMENTAL SUPPLIES & MATERIALS	4,000.00	4,000.00	2,024.15	1,975.85	49.40%
CONTRACT SERVICES	10,000.00	10,000.00	1,760.00	8,240.00	82.40%
SPECIAL EVENTS	3,016.00	3,016.00	1,845.76	1,170.24	38.80%
SUBTOTAL	**162,316.00**	**162,316.00**	**23,717.63**	**138,598.37**	**85.39%**
GENERAL FUND TRANSFERS					
CONTRIBUTION TO FIRE DEPT FUND	795,169.00	795,169.00	-	-	0.00
SUBTOTAL	**795,169.00**	**795,169.00**	**-**	**795,169.00**	**100.00%**
GENERAL FUND EXPENDITURE TOTAL	**5,500,050.00**	**5,500,050.00**	**1,207,534.69**	**4,292,515.31**	**78.05%**
NET GENERAL FUND	**-**	**-**	**(932,074.75)**		

FIRE FUND

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
REVENUE					
GENERAL FUND ALLOCATION TO FD	795,169.00	795,169.00	-	795,169.00	100.00%
FIRE DISTRICT AD VALOREM TAX	316,470.00	316,470.00	79,117.50	237,352.50	75.00%
FIRE DISTRICT SALES TAX	95,000.00	95,000.00	-	95,000.00	100.00%
HARLOWE DIST. & SALES TAX	77,907.00	77,907.00	15,068.67	62,838.33	80.66%
NORTH RIVER DIST. & SALES TAX	-	-	-	-	
UNAPPROPRIATED FUND BALANCE	-	-	-	-	
INVESTMENT EARNINGS	-	-	-	-	
MISCELLANEOUS REVENUE	1,800.00	1,800.00	80.00	1,720.00	95.56%
FIRE FUND REVENUE TOTAL	**1,286,346.00**	**1,286,346.00**	**94,266.17**	**1,192,079.83**	**92.67%**
EXPENDITURES					
FIRE DEPARTMENT					
SALARIES & WAGES	653,089.00	653,089.00	162,954.25	490,134.75	75.05%
OVERTIME	25,000.00	25,000.00	3,875.98	21,124.02	84.50%
SALARIES-PARTIME/PRN	45,000.00	45,000.00	17,218.04	27,781.96	61.74%
FICA EXPENSE	56,072.00	56,072.00	13,712.83	42,359.17	75.54%
GROUP INSURANCE	134,640.00	134,640.00	32,551.05	102,088.95	75.82%
RETIREMENT EXPENSE	81,845.00	81,845.00	19,636.10	62,208.90	76.01%
FIREMAN'S PENSION FUND	1,600.00	1,600.00	-	1,600.00	100.00%
TELEPHONE	2,500.00	2,500.00	552.00	1,948.00	77.92%
TELEPHONE - CELLULAR	3,250.00	3,250.00	422.49	2,827.51	87.00%
INTERNET / CABLE	1,700.00	1,700.00	359.49	1,340.51	78.85%
POSTAGE	200.00	200.00	-	200.00	100.00%
OFFICE SUPPLIES	1,000.00	1,000.00	151.36	848.64	84.86%
OFFICE EQUIPMENT (NON-CAPITAL)	1,000.00	1,000.00	96.06	903.94	90.39%
OFFICE EQUIPMENT LEASES	1,250.00	1,250.00	318.45	931.55	74.52%
OFFICE CONTRACT SERVICES	2,000.00	2,000.00	1,188.00	812.00	40.60%
DUES & SUBSCRIPTIONS	1,200.00	1,200.00	124.75	1,075.25	89.60%
MISC ADMIN EXPENSE	250.00	250.00	-	250.00	100.00%
ELECTRIC	10,000.00	10,000.00	2,277.05	7,722.95	77.23%
LP GAS	3,000.00	3,000.00	-	3,000.00	100.00%
WATER / SEWER / SOLID WASTE	2,400.00	2,400.00	399.90	2,000.10	83.34%
HUMAN RESOURCE	1,600.00	1,600.00	65.00	1,535.00	95.94%
OSHA / SAFETY COMPLIANCE	3,100.00	3,100.00	656.00	2,444.00	78.84%
SAFETY EQUIPMENT	13,726.00	13,726.00	-	13,726.00	100.00%
SAFETY SUPPLIES & MATERIALS	1,500.00	1,500.00	84.65	1,415.35	94.36%
TRAINING - REGIST & CLASS MATERIAL	600.00	600.00	438.82	161.18	26.86%
TRAVEL MILEAGE	200.00	200.00	-	200.00	100.00%
MEALS	700.00	700.00	-	700.00	100.00%
LODGING	500.00	500.00	-	500.00	100.00%

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
UNIFORMS	4,500.00	4,500.00	1,378.95	3,121.05	69.36%
BUILDING MAINTENANCE	3,000.00	3,000.00	200.31	2,799.69	93.32%
GROUND MAINT	200.00	200.00	7.99	192.01	96.01%
JANITORIAL SUPPLIES	1,000.00	1,000.00	205.95	794.05	79.41%
FIRE DEPT CONTRACTED SERVICES	400.00	400.00	100.00	300.00	75.00%
NON-CAPITAL EQUIPMENT PURCHASE	15,000.00	15,000.00	9,039.56	5,960.44	39.74%
EQUIPMENT MAINT & REPAIRS	3,750.00	3,750.00	455.18	3,294.82	87.86%
AUTO FUEL	25,000.00	25,000.00	3,591.48	21,408.52	85.63%
VEHICLE MAINT & REPAIRS	10,000.00	10,000.00	3,719.40	6,280.60	62.81%
DEPARTMENT SUPPLIES & MATERIALS	3,400.00	3,400.00	707.55	2,692.45	79.19%
INSURANCE & BONDS	42,000.00	42,000.00	38,067.79	3,932.21	9.36%
DEBT SERVICE - PRINCIPAL	91,660.00	91,660.00	73,527.88	18,132.12	19.78%
DEBT SERVICE - INTEREST	7,514.00	7,514.00	6,227.31	1,286.69	17.12%
FIRE FUND TRANSFERS					
TRANSFER TO FIRE SUBSTATION (GEN. FUND)	30,000.00	30,000.00	-	30,000.00	100.00%
FIRE FUND EXPENDITURES TOTAL	**1,286,346.00**	**1,286,346.00**	**394,311.62**	**892,034.38**	**69.35%**
NET FIRE FUND	**-**	**-**	**(300,045.45)**		

UTILITY FUND

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
REVENUE					
REVENUE ACCOUNT REGULAR - WATER	832,000.00	832,000.00	234,614.06	597,385.94	71.80%
REVENUE ACCOUNT REGULAR - SEWER	2,160,000.00	2,160,000.00	600,653.92	1,559,346.08	72.19%
WATER TAP IN FEES	8,000.00	8,000.00	8,380.00	(380.00)	-4.75%
SEWER TAP IN FEE	5,000.00	5,000.00	3,000.00	2,000.00	40.00%
WATER CONNECTIONS	17,000.00	17,000.00	1,875.00	15,125.00	88.97%
WATER SERVICE CHARGES	4,000.00	4,000.00	1,225.00	2,775.00	69.38%
SEWER SERVICE CHARGES	600.00	600.00	-	600.00	100.00%
MISCELLANEOUS REVENUE - WATER	52,000.00	52,000.00	12,490.54	39,509.46	75.98%
MISCELLANEOUS REVENUE - SEWER	5,000.00	5,000.00	1,293.52	3,706.48	74.13%
PROCEEDS FROM LOAN - SEWER	525,000.00	525,000.00	-	525,000.00	100.00%
UNAPP. RESTRICTED FUND BAL.	333,000.00	333,000.00	-	333,000.00	100.00%
UTILITY FUND REVENUE TOTAL	**3,941,600.00**	**3,941,600.00**	**863,532.04**	**3,078,067.96**	**78.09%**
SEWER DEPARTMENT					
SALARIES AND WAGES	125,000.00	125,000.00	26,770.05	98,229.95	78.58%
OVERTIME	12,000.00	12,000.00	3,674.88	8,325.12	69.38%
FICA EXPENSE	9,500.00	9,500.00	2,587.87	6,912.13	72.76%
GROUP INSURANCE EXPENSE	24,000.00	24,000.00	6,510.21	17,489.79	72.87%
RETIREMENT EXPENSE	15,000.00	15,000.00	4,104.80	10,895.20	72.63%
TELEPHONE	5,000.00	5,000.00	510.62	4,489.38	89.79%
TELEPHONE-CELLULAR	2,500.00	2,500.00	230.23	2,269.77	90.79%
POSTAGE	4,100.00	4,100.00	830.67	3,269.33	79.74%
OFFICE SUPPLIES	250.00	250.00	-	250.00	100.00%
OFFICE CONTRACT SERVICES	2,200.00	2,200.00	304.87	1,895.13	86.14%
DUES & SUBSCRIPTIONS	200.00	200.00	58.79	141.21	70.61%
ELECTRIC	34,000.00	34,000.00	6,578.32	27,421.68	80.65%
HUMAN RESOURCE	500.00	500.00	-	500.00	100.00%
OSHA/SAFETY COMPLIANCE	1,000.00	1,000.00	48.98	951.02	95.10%
SAFETY SUPPLIES & MATERIALS	1,000.00	1,000.00	139.90	860.10	86.01%
TRAINING - REGISTRATION & CLASS MA	1,000.00	1,000.00	-	1,000.00	100.00%
MEALS	500.00	500.00	-	500.00	100.00%
LODGING	500.00	500.00	-	500.00	100.00%
EMPLOYEE DEVELOPMENT	2,500.00	2,500.00	-	2,500.00	100.00%
UNIFORMS	3,200.00	3,200.00	727.76	2,472.24	77.26%
BUILDING MAINT	1,000.00	1,000.00	-	1,000.00	100.00%
JANITORIAL SUPPLIES	500.00	500.00	108.41	391.59	78.32%
EQUIPMENT LEASE	11,000.00	11,000.00	2,999.94	8,000.06	72.73%

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
EQUIPMENT MAINT & REPAIRS	15,000.00	15,000.00	7,693.03	7,306.97	48.71%
AUTO FUEL	16,000.00	16,000.00	5,194.98	10,805.02	67.53%
VEHICLE MAINT & REPAIRS	5,000.00	5,000.00	1,129.72	3,870.28	77.41%
PERMITS & FEES - REOCCURING	2,620.00	2,620.00	-	2,620.00	100.00%
DEPARTMENT SUPPLIES & MATERIALS	10,000.00	10,000.00	1,257.17	8,742.83	87.43%
CONTRACT SERVICES	17,000.00	17,000.00	1,826.00	15,174.00	89.26%
INSURANCE & BONDS	14,700.00	14,700.00	10,417.81	4,282.19	29.13%
CAPITAL OUTLAY - EQUIPMENT	33,000.00	33,000.00	-	33,000.00	100.00%
CAPITAL OUTLAY - VEHICLES	525,000.00	525,000.00	-	525,000.00	100.00%
DEBT SERVICE-PRINCIPAL	401,206.00	401,206.00	-	401,206.00	100.00%
DEBT SERVICE-INTEREST	107,069.00	107,069.00	-	107,069.00	100.00%
SUBTOTAL	**1,403,045.00**	**1,403,045.00**	**83,705.01**	**1,319,339.99**	**94.03%**
WWTP DEPARTMENT					
SALARIES AND WAGES	245,000.00	245,000.00	62,607.69	182,392.31	74.45%
OVERTIME	28,000.00	28,000.00	8,247.12	19,752.88	70.55%
FICA EXPENSE	20,000.00	20,000.00	5,334.04	14,665.96	73.33%
GROUP INSURANCE EXPENSE	40,000.00	40,000.00	10,850.35	29,149.65	72.87%
RETIREMENT EXPENSE	32,000.00	32,000.00	8,339.53	23,660.47	73.94%
TELEPHONE	1,000.00	1,000.00	691.36	308.64	30.86%
TELEPHONE - CELLULAR	1,500.00	1,500.00	229.68	1,270.32	84.69%
INTERNET/CABLE	2,900.00	2,900.00	293.59	2,606.41	89.88%
POSTAGE	500.00	500.00	65.00	435.00	87.00%
OFFICE SUPPLIES	1,700.00	1,700.00	729.01	970.99	57.12%
ADMIN. EXP. ALLOCATION	15,000.00	15,000.00	-	15,000.00	100.00%
DUES & SUBSCRIPTIONS	750.00	750.00	424.25	325.75	43.43%
ELECTRIC	128,000.00	128,000.00	23,046.26	104,953.74	82.00%
WATER/SEWER/SOLID WASTE	750.00	750.00	44.00	706.00	94.13%
HUMAN RESOURCE	250.00	250.00	35.00	215.00	86.00%
OSHA/SAFETY COMPLIANCE	1,000.00	1,000.00	30.03	969.97	97.00%
TRAINING -REGISTRATION & CLASS MAT	2,000.00	2,000.00	-	2,000.00	100.00%
TRAVEL MILEAGE	200.00	200.00	-	200.00	100.00%
MEALS	200.00	200.00	-	200.00	100.00%
LODGING	500.00	500.00	-	500.00	100.00%
EMPLOYEE DEVELOPMENT	3,000.00	3,000.00	-	3,000.00	100.00%
UNIFORMS	3,125.00	3,125.00	747.63	2,377.37	76.08%
BUILDING MAINT	8,000.00	8,000.00	414.53	7,585.47	94.82%
JANITORIAL SUPPLIES	500.00	500.00	23.58	476.42	95.28%
NON-CAPITAL EQUIPMENT PURCHASE	2,500.00	2,500.00	-	2,500.00	100.00%
EQUIPMENT MAINT & REPAIRS	20,000.00	20,000.00	6,391.32	13,608.68	68.04%
AUTO FUEL	10,000.00	10,000.00	890.85	9,109.15	91.09%
VEHICLE MAINT & REPAIRS	4,000.00	4,000.00	568.63	3,431.37	85.78%
PERMITS AND FEES - RECURING	6,000.00	6,000.00	2,160.00	3,840.00	64.00%
COMPLIANCE TESTING	12,000.00	12,000.00	1,106.00	10,894.00	90.78%

DESCRIPTION	LINE ITEM BUDGET	OCTOBER LINE ITEM BUDGET	YEAR TO DATE	AMOUNT REMAINING	% REMAINING
DEPARTMENT SUPPLIES & MATERIALS	35,000.00	35,000.00	13,012.32	21,987.68	62.82%
PROFESSIONAL SERVICES	9,400.00	9,400.00	-	9,400.00	100.00%
CONTRACT SERVICES	20,000.00	20,000.00	713.14	19,286.86	96.43%
INSURANCE AND BONDS	62,600.00	62,600.00	57,616.68	4,983.32	7.96%
DEBT SERVICE - PRINCIPAL	692,017.00	692,017.00	-	692,017.00	100.00%
DEBT SERVICE - INTEREST	203,453.00	203,453.00	-	203,453.00	100.00%
SUBTOTAL	**1,612,845.00**	**1,612,845.00**	**204,611.59**	**1,408,233.41**	**87.31%**
WATER DEPARTMENT					
SALARIES AND WAGES	155,000.00	155,000.00	36,037.12	118,962.88	76.75%
OVERTIME	7,500.00	7,500.00	2,441.26	5,058.74	67.45%
FICA EXPENSE	12,500.00	12,500.00	2,573.94	9,926.06	79.41%
GROUP INSURANCE EXPENSE	32,000.00	32,000.00	6,510.21	25,489.79	79.66%
RETIREMENT EXPENSE	19,000.00	19,000.00	4,007.49	14,992.51	78.91%
TELEPHONE	2,000.00	2,000.00	298.75	1,701.25	85.06%
TELEPHONE-CELLULAR	1,500.00	1,500.00	230.23	1,269.77	84.65%
POSTAGE	4,500.00	4,500.00	830.70	3,669.30	81.54%
OFFICE SUPPLIES	1,500.00	1,500.00	301.99	1,198.01	79.87%
OFFICE CONTRACT SERVICES	3,000.00	3,000.00	360.92	2,639.08	87.97%
ADMINISTRATION EXPENSE ALLOCATION	15,000.00	15,000.00	2,313.50	12,686.50	84.58%
DUES AND SUBSCRIPTIONS	1,000.00	1,000.00	209.54	790.46	79.05%
ELECTRIC	34,000.00	34,000.00	7,217.52	26,782.48	78.77%
LP GAS	1,500.00	1,500.00	-	1,500.00	100.00%
WATER/SEWER/SOLID WASTE	750.00	750.00	91.67	658.33	87.78%
HUMAN RESOURCES	500.00	500.00	-	500.00	100.00%
OSHA/SAFETY COMPLIANCE	1,000.00	1,000.00	529.69	470.31	47.03%
TRAINING -REGISTRATION&CLASS MAT'L	1,500.00	1,500.00	-	1,500.00	100.00%
TRAVEL MILEAGE	100.00	100.00	-	100.00	100.00%
MEALS	400.00	400.00	21.21	378.79	94.70%
LODGING	-	-	-	-	0.00%
EMPLOYEE DEVELOPMENT	3,000.00	3,000.00	-	3,000.00	100.00%
UNIFORMS	2,650.00	2,650.00	513.73	2,136.27	80.61%
BUILDING MAINT	1,000.00	1,000.00	432.98	567.02	56.70%
JANITORIAL SUPPLIES	500.00	500.00	49.13	450.87	90.17%
NON-CAPITAL EQUIPMENT PURCHASES	5,000.00	5,000.00	199.99	4,800.01	96.00%
EQUIPMENT MAINT. & REPAIRS	20,000.00	20,000.00	6,432.60	13,567.40	67.84%
AUTO FUEL	9,000.00	9,000.00	1,241.30	7,758.70	86.21%
VEHICLE MAINT. & REPAIRS	2,500.00	2,500.00	1,867.57	632.43	25.30%
PERMITS & FEES - REOCCURING	5,000.00	5,000.00	100.00	4,900.00	98.00%
COMPLIANCE TESTING	14,000.00	14,000.00	1,890.00	12,110.00	86.50%
DEPARTMENT SUPPLIES & MATERIALS	75,000.00	75,000.00	17,987.90	57,012.10	76.02%
PROFESSIONAL SERVICES	-	-	-	-	0.00%
CONTRACT SERVICES	28,270.00	28,270.00	27,080.60	1,189.40	4.21%
COUNTY WATER PURCHASE	25,000.00	25,000.00	2,486.20	22,513.80	90.06%

CAPITAL OUTLAY - CONT. SERVICES	300,000.00	300,000.00	-	300,000.00	100.00%
DEBT SERVICE - PRINCIPAL	97,311.00	97,311.00	-	97,311.00	100.00%
DEBT SERVICE - INTEREST	43,229.00	43,229.00	-	43,229.00	100.00%
SUBTOTAL	**925,710.00**	**925,710.00**	**124,257.74**	**801,452.26**	**86.58%**
UTILITY FUND EXPENDITURES TOTAL	**3,941,600.00**	**3,941,600.00**	**412,574.34**	**3,529,025.66**	**89.53%**
NET UTILITY FUND	**-**	**-**	**450,957.70**		

IMPACT FEES (RESTRICTED FUNDS)

WATER IMPACT FEES	-	-	32,100.00	32,100.00	0.00
SEWER IMPACT FEES	-	-	20,100.00	20,100.00	0.00
IMPACT FEES TOTAL	**-**	**-**	**52,200.00**	**52,200.00**	

PROPOSED

Town Of Beaufort Board of Commissioners
5 p.m. Tuesday, Oct. 20 2015, Special Meeting Minutes
Train Depot, 614 Broad St., Beaufort, NC

The Town of Beaufort Board of Commissioners held a special meeting at 5 p.m. Tuesday, Oct. 20, 2015, in the Train Depot, 614 Broad St., Beaufort, NC. Mayor Richard Stanley presided.

Members present were Marianna Hollinshed (Mayor Pro-Tem), Robert Campbell, John Hagle, Charles McDonald and Ann Carter.

Staff present included Town Manager Charles Burgess, Assistant Town Manager Lauren Hermley, Town Clerk Jennifer Allen, Deputy Finance Director Christi Wood, Town Planner Kyle Garner, Fire Administrative Specialist Tammy L. Turek, Fire Chief Larry Fulp, five members of the Beaufort Fire Department and two members of the public.

1. Call to Order/Pledge of Allegiance

Mayor Stanley called the meeting to order and asked those in attendance to join in the Pledge of Allegiance.

2. Roll Call

Town Clerk Allen called roll and declared a quorum present at the meeting.

3. Public Hearing

To receive comments and consider approval to enter into an installment financing agreement pursuant to G.S. 160A-20 in a principal amount not to exceed $3,000,000 for the purpose of financing the cost of construction and equipping a new fire station for the Town.

Town Manager Burgess presented to the Board copies of the certified bid tabulation for the single prime contract for Fire Station No. 1, which is incorporated by reference and hereby made a part of the minutes.

The lowest bidder, Hudson Brothers of Greenville, had a total base bid, including all allowances, of $3,138,300. The Hudson Brothers total general construction bid that includes base bid, plumbing, mechanical, electrical, contingency, allowances and all alternatives came in at $3,486,150. The Capital Improvement Plan the Board adopted for FY 2016-20 show this as a $2.5 million project, which has been the budget that staff has been working on with the architects, he explained. Even with the base bid and some allowances, the lowest bid is still $600,000 over budget. Mr. Burgess added that staff has been in the process of bringing the about 11,000-square-foot building that includes a third bay down to around $2.2 to $2.3 million and, with professional services etc., push that total to $2.5 million. He then went over a few details of the bid tabulation, which is incorporated by reference and hereby made a part of the minutes.

Mr. Burgess continued that currently the architects are working with Hudson Brothers to establish a list of negotiated reductions that can be made to the base bid. What the architect is doing now is explained in the AIA contract that the Town adopted several months ago, specifically the page with paragraph 6.6, which is incorporated by reference and hereby made a part of the minutes. The architect intends to have negotiated cost items with Hudson Brothers and have that information available to staff by Oct. 26 to be ready to move forward with the Board.

Mr. Burgess said that three responses were received regarding the financing for the project with First Bank. Of the three, he said that staff with legal counsel anticipate looking at the 15-year at 2.28 percent offer, which comes with conditions.

He told the Board that part of the Local Government Commission process is the submittal of the last fiscal year audit. Assistant Manager Lauren Hermley provided the fund balance information comparing fiscal year ending June

30, 2014, and fiscal year ending June 30, 2015, which is incorporated by reference and hereby made a part of the minutes. She highlighted a few differences between last year and this year.
Mr. Burgess said the resolutions would be ready next week.

The mayor explained that the public hearing was to receive comments and consider approval to enter into an installment financing agreement pursuant to G.S. 160A-20 in a principal amount not to exceed $3,000,000 for the purpose of financing the cost of construction and equipping a new fire station for the Town.
Commissioner Hollinshed made a motion to open the public hearing. All of the commissioners were in favor.

Dan Kelly, Pirates Landing subdivision, addressed the Board regarding the range of bids he read about in the *News-Times*. He also addressed progress and programs that would affect the future of the town. Mr. Kelly additionally broached the topic of taxes. He suggested that the Board consider why the range of bids for the construction of the new fire station.

Mayor Stanley explained that the public hearing would adjourned until Oct. 29 because there possibly will be more information regarding negotiations and analyses of the bids. The Board decided to set the time for 6 p.m.
By recessing and reconvening the public hearing Oct. 29, the public has another opportunity to comment, staff can present any additional information to the Board and commissioners can ask more questions before the public hearing is closed.

Mr. Burgess encouraged Fire Chief Fulp to speak during the reconvened meeting after Commissioner McDonald commented that he wanted to make sure the fire department's needs were met with the new building.

The Board and Mr. Burgess continued to discuss the project, possible cost saving measures and the important role the fire department plays in the community. During that conversation, Mr. Burgess mentioned that the architect would attend the Oct. 29 meeting.

Mr. Kelly again addressed the Board about the best approach for the new fire station.

4. Adjournment/Recess

Being no further business, Commissioner Hagle made a motion to recess the public hearing until 6 p.m. Oct. 29 in the Train Depot. The vote in favor to recess was unanimous.

_____
Mayor Richard Stanley

_____
Jennifer Allen, Town Clerk

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BID TABULATION – SINGLE PRIME CONTRACT – GENERAL CONSTRUCTION
(ALL WORK UNDER THE GENERAL CONSTRUCTION WHICH INCLUDES PLUMBING, MECHANICAL & ELECTRICAL)
THE TOWN OF BEAUFORT, NC, FIRE STATION NO. 1 #1483
LOCATED AT: 506 LIVE OAK STREET, BEAUFORT, NC 28516
BID DATE: TUESDAY, OCTOBER 13, 2015 BID TIME: 2:00 PM
BID PLACE: TOWN OF BEAUFORT TOWN HALL
701 FRONT STREET, BEAUFORT, NC 28516

CONTRACTOR NAME	NC BID BOND, CHECK, MO	MBE FORMS	BASE BID	CONTINGENCY ALLOWANCE	SIGNAGE ALLOWANCE	UNIT PRICE #3 ALLOWANCE 200 CY X UP #3	UNIT PRICE #4 ALLOWANCE 200 CY X UP #4	SUB TOTAL ALLOWANCES	TOTAL BASE BID (INCLUDES BASE BID AND ALL ALLOWANCE)
*Hudson Brothers Greenville NC	✓	✓	2,997,000.00	125,000.00	10,000.00	3,150.00	3,150.00	141,300.00	**3,138,300.00***
Daniels & Daniels Constr. Co. Goldsboro NC	✓	✓	2,984,000.00	125,000.00	10,000.00	1,600.00	2,000.00	138,600.00	**3,122,600.00**
PRO Construction Jacksonville NC	✓	✓	3,058,950.00	125,000.00	10,000.00	2,400.00	3,600.00	141,000.00	**3,199,950.00**
WIMCO Corporation Washington NC	✓	✓	3,087,500.00	125,000.00	10,000.00	1,450.00	3,050.00	139,500.00	**3,227,000.00**
Quadrant Construction, Inc. Jacksonville NC	✓	✓	3,113,800.00	125,000.00	10,000.00	2,600.00	3,200.00	140,800.00	**3,254,600.00**
**Alderman Building Co. Jacksonville NC	✓	✓	3,306,583.00	125,000.00	10,000.00	5,980.00	7,440.00	148,420.00	**3,455,003.00****
Joyce & Assoc Constr, Inc. Newport NC	✓	✓	3,415,300.00	125,000.00	10,000.00	4,400.00	4,400.00	143,800.00	**3,559,100.00**
***D.A. Everett Construction Cary NC	✓	✓	3,811,785.00	125,000.00	10,000.00	2,400.00	3,000.00	140,400.00	**3,952,185.00*****
****Thomas Simpson Construction Atlantic Beach NC	✓	✓	3,817,358.00	125,000.00	10,000.00	1,200.00	3,000.00	139,200.00	**4,905,758.00******

*Apparent Low Bidder – No Award Made Yet

** Alderman Building: figures do not appear to be correct and do not total
***D. A. Everett Constr: figures do not appear to be correct and do not total
**** Thomas Simpson Construction: figures do not appear to be correct and do not total

JAMES ROBERT STUMBO
REGISTERED ARCHITECT
5728
NORTH CAROLINA
HICKORY, N.C.

See Page 2 For Alternates And Total Construction Cost

Bid Tabulation Continued: Beaufort FS #1 #1483 Bid Date: October 13, 2015 2:00 PM

CONTRACTOR NAME	ALTERNATE A-1	ALTERNATE A-2	ALTERNATE A-3	ALTERNATE A-3A	ALTERNATE A-4	ALTERNATE C-1	ALTERNATE C-2	ALTERNATE P-1	TOTAL GENERAL CONSTRUCTION BID INCLUDES BASE BID, PLUMBING, MECHANICAL, ELECTRICAL, CONTINGENCY, ALLOWANCES AND ALTERNATES)	DAYS TO COMPLETE
*Hudson Brothers Greenville NC	202,000.00	16,000.00	16,500.00	7,000.00	58,700.00	5,150.00	12,000.00	30,500.00	**$3,486,150.00***	**300 DAYS**
Daniels & Daniels Constr. Co. Goldsboro NC	197,000.00	19,000.00	24,000.00	13,000.00	63,000.00	5,500.00	13,000.00	58,000.00	**$3,515,100.00**	**300 DAYS**
PRO Construction Jacksonville NC	212,900.00	22,900.00	24,500.00	12,300.00	63,600.00	5,300.00	6,950.00	32,300.00	**$3,580,700.00**	**300 DAYS**
WIMCO Corporation Washington NC	226,800.00	20,000.00	21,100.00	9,400.00	63,700.00	5,200.00	7,000.00	32,300.00	**$3,612,500.00**	**300 DAYS**
Quadrant Construction, Inc. Jacksonville NC	202,900.00	17,300.00	22,200.00	10,000.00	62,400.00	4,800.00	7,200.00	35,000.00	**$3,616,400.00**	**300 DAYS**
**Alderman Building Co. Jacksonville NC	219,345.00	54,420.00	30,816.00	12,327.00	63,013.00	5,390.00	12,172.00	55,000.00	**$3,759,116.00****	**300 DAYS**
Joyce & Assoc Constr, Inc. Newport NC	196,248.00	48,680.00	31,239.00	11,918.00	64,799.00	5,444.00	12,637.00	37,430.00	**$3,967,495.00**	**300 DAYS**
***D.A. Everett Construction Cary NC	247,004.00	35,786.00	23,494.00	9,547.00	63,525.00	10,140.00	25,889.00	36,182.00	**$4,403,751.00*****	**300 DAYS**
****Thomas Simpson Construction Atlantic Beach NC	166,416.50	18,900.00	16,506.00	7,035.00	No Bid	54,600.00****	6,250.00****	16,800.00****	**$33,600.00****	**300 DAYS**

*Apparent Low Bidder – No Award Made Yet

** Alderman Building: figures do not appear to be correct and do not total
***D. A. Everett Constr: figures do not appear to be correct and do not total
**** Thomas Simpson Construction: figures do not appear to be correct and do not total

Alternates Description:

A-1: Provide GC work to provide one (1) additional apparatus bay & items associated with the additional bay, as detailed on dwgs. This would make a total of three (3) bays.
A-2: Provide GC work to provide screen wall around transformer & generator pad as detailed in the dwg. See dwgs for location, materials, size, etc.
A-3: Provide GC work to provide epoxy floor finish in the Base Bid (2) apparatus bay area flooring. See details in spec 096723 & dwgs.
A-3a: Provide GC work to provide epoxy floor finish in the Alternate A-1 third apparatus bay area flooring. See details in spec 096723 & dwgs.
A-4: Provide flexible hurricane protection system to cover all exterior windows & doors. See details in spec 107180 & dwgs for location and size of doors & windows.
C-1: Provide GC work to provide concrete surface sidewalk along Pine Street as detailed on civil dwgs. See sheets C-2 for size and extents.
C-2: Provide GC work to provide complete site landscaping as detailed on civil drawings. See sheet L-1 for locations and details.
P-1: Provide GC work to include a Solar Pre-Heat Water System. See Plumbing dwgs for details and location.

JAMES ROBERT STUMBO
REGISTERED ARCHITECT
5728
NORTH CAROLINA
HICKORY, N.C.

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, without additional compensation, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

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Town of Beaufort
Balance Sheet- Governmental Funds
June 30, 2014
Exhibit 3

	Major Funds				
	General	Fire District Fund	Hwy 70 Utility Relocation	Fire Substation Fund	Total Governmental Funds
ASSETS					
Cash and cash equivalents	$ 1,960,736	$ 75,494	$ -	$ -	$ 2,036,230
Restricted cash	588,444	-	-	-	588,444
Ad valorem taxes recevable (net)	128,651	-	-	-	128,651
Accounts receivable	417,920	25,004	-	-	442,924
Total assets	$ 3,095,751	$ 100,498	$ -	$ -	$ 3,196,249
LIABILITIES					
Accounts payable and accrued liabilities	$ 131,884	$ 21,770	$ -	$ -	$ 153,654
DEFERRED INFLOWS OF RESOURCES					
Property tax receivable	128,651	-	-	-	128,651
Prepaid taxes	687	-	-	-	687
Total deferred inflows of resources	129,338	-	-	-	129,338
FUND BALANCES					
Restricted					
Stabilization of State Statute	417,920	25,004	-	-	442,924
Streets	588,444	-	-	-	588,444
Assigned					
Public safety	-	53,724	-	-	53,724
Unassigned	1,828,165	-	-	-	1,828,165
Total fund balances	$ 2,834,529	$ 78,728	$ -	$ -	$ 2,913,257

Amounts reported for governmental activities in the Statement of Net Position are different because:

Total fund balances - governmental funds	$ 2,913,257
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	4,824,134
Liabilities for earned revenues considered deferred inflows of resources in fund statements.	128,651
Long-term liabilities used in governmental activities are not financial uses and therefore are not reported in the funds.	(1,880,011)
Net position of governmental funds	$ 5,986,031

The accompanying footnotes are an integral part of these financial statements.

Town of Beaufort
Balance Sheet- Governmental Funds
June 30, 2015
Exhibit 3

	Major Funds			Total
	General Fund	Fire District Fund	Fire Station Fund	Governmental Funds
ASSETS				
Cash and cash equivalents	$ 2,155,184	$ 97,019	$ -	$ 2,252,203
Restricted cash	298,683	-	-	298,683
Ad valorem taxes recevable (net)	100,646	-	-	100,646
Due from other funds	57,311	-	-	57,311
Prepaid expenses	12,294	-	-	12,294
Accounts receivable	543,206	35,263	-	578,469
Total assets	$ 3,167,324	$ 132,282	$ -	$ 3,299,606
LIABILITIES				
Accounts payable and accrued liabilities	$ 121,688	$ 24,277	$ -	145,965
Due to other funds	-	-	57,311	57,311
Total liabilities	121,688	24,277	57,311	203,276
DEFERRED INFLOWS OF RESOURCES				
Property tax receivable	100,646	-	-	100,646
FUND BALANCES				
Non spendable				
Prepaid items	12,294	-	-	12,294
Restricted				
Stabilization of State Statute	518,161	35,263	-	553,424
Streets	298,683	-	-	298,683
Assigned				
Public safety	-	72,742	-	72,742
Unassigned	2,128,146	-	(57,311)	2,070,835
Total fund balances	$ 2,944,990	$ 108,005	$ (57,311)	$ 2,995,684

Amounts reported for governmental activities in the Statement of Net Position are different because:		
Total fund balances - governmental funds		$ 2,995,684
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Gross capital assets at historical cost	8,434,550	
Accumulated depreciation	(3,322,922)	5,111,628
Net pension asset		249,098
Contributions to the pension plan in the current fiscal year		157,969
Liabilities for earned revenues considered deferred inflows of resources in fund statements.		100,646
Pension deferrals		(611,629)
Long-term liabilities used in governmental activities are not financial uses and therefore are not reported in the funds.		
Long-term debt		(1,636,873)
Compensated absences		(150,233)
Other post-employement benefits		(46,295)
Net position of governmental funds		$ 6,169,995

The notes to the financial statements are an integral part of this statement.

PROPOSED

Town Of Beaufort Board of Commissioners
6 p.m. Thursday, Oct. 29, 2015, Reconvened Oct. 20, 2015, Special Meeting Minutes
Train Depot, 614 Broad St., Beaufort, NC

The Town of Beaufort Board of Commissioners reconvened its Oct. 20, 2015, special meeting at 6 p.m. Thursday, Oct. 29, 2015, in the Train Depot, 614 Broad St., Beaufort, NC. Mayor Richard Stanley presided.

Members present were Marianna Hollinshed (Mayor Pro-Tem), Robert Campbell, John Hagle, Charles McDonald and Ann Carter.

Staff present included Town Manager Charles Burgess, Assistant Town Manager Lauren Hermley, Town Clerk Jennifer Allen, Deputy Finance Director Christi Wood, Town Planner Kyle Garner, Fire Administrative Specialist Tammy L. Turek, Fire Chief Larry Fulp, Assistant Chief Richard Lovick, five members of the Beaufort Fire Department and three members of the public.

1. Reconvene Meeting/Call to Order/Pledge of Allegiance

Mayor Stanley called the meeting to order and asked those in attendance to join in the Pledge of Allegiance.

2. Roll Call

Town Clerk Allen called roll and declared a quorum present at the meeting.

3. Public Hearing

To receive comments and consider approval to enter into an installment financing agreement pursuant to G.S. 160A-20 in a principal amount not to exceed $3,000,000 for the purpose of financing the cost of construction and equipping a new fire station for the Town.

Mayor Stanley explained that the meeting was a continuation of a public hearing that was reconvened from an Oct. 20, 2015, special meeting. He added that there have been some changes in the proposed financing that the town manager would inform the Board about and the assistant manager will be explaining the financing before calling for the public hearing. Next, Mayor Stanley said that the proposed letting of the contract will be discussed.

Town Manager Charles Burgess explained that the Town advertised the borrowing of up to $3 million for the purpose of constructing a new fire station on Town-owned property at the corner of Live Oak and Pine streets. Responses from First Bank and BB&T were received. The response from First Bank did not meet the guidelines set forth in the advertisement nor did it meet the qualifications that would be needed on the borrowing by the Local Government Commission. BB&T made two offers with one at a 12-year term with a rate of 2.59 percent and the other at 15 years at 3.35 percent.

Assistant Manager Lauren Hermley then presented to the Board the status of the Town's debt. She gave the Board several documents including an amortization schedule, current debt service and proposed debt service, all of which are incorporated by reference and hereby made a part of these minutes.

The amortization schedule was provided by BB&T and shows what happens to the debt over time. She directed the attention of the Board to the Debt Service-Current document, which represents the Town's current debt situation and what has been discussed in prior budgets.
She told the Board that when discussing debt, the General Statutes are very clear that a municipality is not allowed to exceed its debt margin by 8 percent, or 8 percent of a total property valuation is a Town's debt limit. Total property valuation in Beaufort is about $700 million and 8 percent of that is about $55 million. That means that the Town is allowed, according to the General Statute, to have $55 million in debt. The Town currently has about $17 million in debt and is well within the guidelines.

On the Debt Service-Proposed document, she noted a few items that she highlighted in yellow, including the fire substation debt to the General Fund Balance. When the Town first built the substation, money was borrowed out of the General Fund to build the substation and the Fire Fund was required to pay back to the General Fund those monies. Because of some revenues received last year, $120,000 of that debt was retired in the last fiscal year, freeing up the budgeted $30,000 from FY 17, FY18 and FY19.

The second item she pointed to was the fire boat and chief's vehicle. Additional revenue is also anticipated to come from the County this year that will allow that debt to be retired as well.

While the financing came in higher than anticipated, staff is confident that it will not have any material impact on our operations budget because of debts that the Town has retired early and debts that will be retired as part of the normal cycle of payments.

The Board then discussed the different sources of how the previous debts were to be paid off and the minimal impact of taking on new debt for the proposed fire station.

There were no comments or questions from the public regarding the financing.

The Mayor explained to the public that what is going on with the Federal Reserve, banks are hesitant to give long-term interest rates. We were lucky to get 15 years with BB&T.

Manager Burgess then discussed the construction bids. In September 2014, the Town entered into a contract with Stewart-Cooper-Newell Architects, working primarily with Jim Stumbo. Town advertised for construction bids in September 2015. In the time since, Mr. Stumbo has been working with the lowest responsive bidder, Hudson Brothers Construction out of Greenville, on value engineering. He gave an itemized sheet with cost-saving measures to the Board, which is incorporated by reference and hereby made a part of these minutes.

Mr. Stumbo reviewed with the Board the history of the project from the architectural standpoint. He said during the early phases of the process, there's been four design items that came out as paramount: 1. Function 2. Buildability and weather resistance 3. Maintenance of the facility and 4. Aesthetics.
He said that the building was trimmed down to its current bid size of 12,563 square feet. Within that footprint, there's three truck bays, six sleep rooms, four offices, training rooms, kitchen, shops and tool rooms, decontamination room and more. The materials chosen were selected because they're low maintenance and weather resistance. Finally, the building was designed to complement and respect the design of downtown buildings.
Regarding the construction bids, nine were submitted with Hudson Brothers Construction out of Greenville being the lowest responsive bidder. There were a range of base bids, from $3.138 million to almost $5 million. The lowest five bids were within $116,000. He said that when they received the bids, they were over what was anticipated. The initial numbers they were looking at and discussing with the committee ranged from $225 on the low end to $250 a square foot.
Mr. Stumbo explained that his firm began negotiating with Hudson Brothers the items that could be eliminated to reduce the cost. A total of 51 items were looked at and 45 are recommended being accepted, totaling a reduction of $162,415, or roughly 5 percent of the overall base bid.

That takes the base bid of $3,138,300, with the recommendation of accepting the third bay, which was an alternate bid of $202,000, which put the beginning number at $3,340,300. With this reduction of items of $162,000, this brings the cost to $3,177,885, which is $253 a square foot or $3 a square foot more than was anticipated for a high end.

Mr. Burgess explained that of the items on the list, none of the modifications have any impact on functionality of the building in relation to fire service. He and Mr. Stumbo discussed details of the modifications with the Board. Commissioner Carter expressed concern with the quality of some of the materials to be used.

The Mayor opened the floor up to the public.
Dan Kelly asked Mr. Stumbo about the life of the station. Mr. Stumbo responded 50 to 75 years. Mr. Kelly followed up with how many sleeping rooms. Mr. Stumbo answered there were six with room for growth. Currently there's four personnel per shift. Mr. Kelly broached the topic of growth in Town and wanted to know if the fire station could accommodate that growth. Mr. Kelly said that if the Town is in the financial position to purchase quality materials that will last in the fire station, that's what should be done.
Commissioner Hollinshed made a motion to close the public hearing. All were in favor.

4. Items for Discussion and Consideration

A. Discuss and consider approval of Resolution A declaring findings by the Board of Commissioners that a proposed installment contract is a necessary and expedient method to finance the proposed construction and would formally approve and ratify the filing by the manager and attorney of an application with the NC Local Government Commission for approval of the project and a proposed financing contract.

Commissioner Carter made a motion to adopt A Resolution Making Certain Findings And Determinations Regarding The Financing Of Construction And Equipping A New Fire Station For The Town Of Beaufort, North Carolina And Authorizing The Filing Of An Application For Approval Of A Financing Agreement To The Local Government Commission, which is incorporated by reference and hereby made a part of these minutes. The vote was unanimous in favor.

B. Discuss and consider approval of Resolution B that would accept the lowest cost installment financing proposal submitted by the lowest responsive bidder to finance these projects over a 20-year period.

The Mayor explained that the lowest responsive bidder was BB&T for a 15-year period, not 20.
The Resolution Approving Financing Terms is incorporated by reference and hereby made a part of these minutes.

Commissioner Hagle made a motion to accept the proposed financing by BB&T at 3.35 percent over 15 years. The vote in favor was unanimous.

C. Discuss and consider approval of Resolution C that would accept the lowest responsive construction bid.

Mayor Stanley asked Chief Fulp to speak about the status of the bids and if the fire department is in favor of the design.

Chief Fulp explained that they've been involved in the project from day one and they put in a lot of things they know they need to make their jobs easier and safer, as well as to include some room to grow in the future. Chief Fulp added he certainly feels that the design of this building will meet the department's needs.

Commissioner McDonald, who had asked for the fire department's feedback during previous meetings and earlier in this meeting, was pleased with his response. Commissioner McDonald shared that when he was chief of police, the Board gave him money to build an evidence locker but used the money to remodel the police department and it was one of the best things that has ever happened to the police department. He said he took a risk but he spoke up and did what he felt was best for the department.

Commissioner Hagle made a motion to accept the lowest responsive construction bid at a price not to exceed $3.2 million to be finally decided by the committee and the manager.

The Mayor said he was not opposed to the project whatsoever but he wanted to point out to the Board that the Town has other needs including in the next two years Cedar Street, entrances to the Town, stormwater and paving.

Commissioner Hollinshed said she visited the fire department recently and read aloud a summary of her sense of what goes on in the fire department.
There's a shift of four first responders on duty at all times, 24/7. This is their home while on duty. Day personnel are Fire Administrative Specialist Tammy Turek, Chief Fulp and Assistant Chief Lovick.
The last fire engine or truck purchased by the Town cost $350,000. Most of the expensive equipment is on the ground in that building. You have at minimum $1.5 million at any one time.
Space is very crowded in the bay area. Doors remain open to the vehicles so they're ready to access those, but it is a tight fit.
The current building, going back to the design element, is clad in brick and that part of the structure has been low maintenance. That building is 47 years old.
The old station has out used its useful life and is obsolete for the purpose intended. The parking is very limited. The wiring for electronics and training on site is very minimal. They've simply outgrown the station. The new station will have two additional bunk rooms for possible expansion of shifts from four to six persons, as discussed earlier. She said that the Board also needs to keep in mind that maybe with some ISO requirements that it may not be the only fire station in town. They may be moving out toward the North River area if there is a voluntary annexation and it may not be up to the Town to determine that.
The present building will be sold, so there may be some relief there to bring in possibly $370,000 that the Town could use. The fire station is a safe haven. Commissioner Hollinshed explained that she was appalled when she heard that the fire department had to vacate the building during storms. She said she thought that can't possibly be because that's one of the places people go to for refuge or even directions. The training room could be used as a command center during hurricane situation.
The borrowing rate will be probably as good as the Town can get and there's a tax scheme that was put in place last year to help with financing.
To her, the third bay was non-negotiable; she's glad that it's being incorporated into the cost of the project.
Another important item is that the station is maintained by the personnel. They have to clean the surfaces and the Board wants to make sure that what they have to work with is easy to maintain and has some long life to it. Commissioner Hollinshed concluded that she's glad that the Board is finally putting this to bed.

Commissioner Carter wanted to commend Commissioner Hollinshed for hitting all those issues that have been the impetus behind developing the fire station. She acknowledged that there will always be other issues that are always going to be there. The Town is putting in over $2 million now for road improvements but that's temporary. Cedar Street belongs to the state and they're going to have to take some responsibility for improvements The Town can never get away from problems that require maintenance but the Board can address them one at a time and at least put the ones possible aside that don't have to have heavy duty maintenance and ongoing – like the roads – repair. Let's get something right for a change.

Commissioner Hagle thanked the fire department and those who worked on the design over the last year. He said attended some of the meetings and they did an outstanding job. The fire department

had some wants and they didn't get them all but the needs for a good, solid fire department were met and he thanks them for that. Commissioner Hagle acknowledged that the Town has other needs as the mayor expressed but he really came to the conclusion that they've done a good job of balancing the cost of this project, which he was hoping that it would be a little lower, but they've balanced that with a good quality product that will last for many decades and serve the Town quite well. Commissioner Hagle said he thought an awful lot about it and he personally came out to say that this is the right thing to do.

Commissioner Campbell asked if the expenditure would cause taxes to be raised. The Mayor explained that no, it was already factored into the 3 cents adopted two years ago.

The commissioners voted unanimously in favor of the motion Commissioner Hagle made to accept the lowest responsive construction bid at a price not to exceed $3.2 million to be finally decided by the committee and the manager.

5. Adjournment

Being no further business, Commissioner Hollinshed made a motion to adjourn the meeting. The vote was five to zero in favor of the motion. The meeting was adjourned at 6:49 p.m.

_____
Mayor Richard Stanley

_____
Jennifer Allen, Town Clerk

Compound Period: Semiannual

Nominal Annual Rate: 3.350%

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Loan	10/27/2015	3,000,000.00	1		
2	Payment	4/27/2016	100,000.00	30	Semiannual	10/27/2030
	Fixed Principal (+Int.)					

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	10/27/2015				3,000,000.00
1	4/27/2016	150,250.00	50,250.00	100,000.00	2,900,000.00
2016 Totals		150,250.00	50,250.00	100,000.00	
2	10/27/2016	148,575.00	48,575.00	100,000.00	2,800,000.00
3	4/27/2017	146,900.00	46,900.00	100,000.00	2,700,000.00
2017 Totals		295,475.00	95,475.00	200,000.00	
4	10/27/2017	145,225.00	45,225.00	100,000.00	2,600,000.00
5	4/27/2018	143,550.00	43,550.00	100,000.00	2,500,000.00
2018 Totals		288,775.00	88,775.00	200,000.00	
6	10/27/2018	141,875.00	41,875.00	100,000.00	2,400,000.00
7	4/27/2019	140,200.00	40,200.00	100,000.00	2,300,000.00
2019 Totals		282,075.00	82,075.00	200,000.00	
8	10/27/2019	138,525.00	38,525.00	100,000.00	2,200,000.00
9	4/27/2020	136,850.00	36,850.00	100,000.00	2,100,000.00
2020 Totals		275,375.00	75,375.00	200,000.00	
10	10/27/2020	135,175.00	35,175.00	100,000.00	2,000,000.00
11	4/27/2021	133,500.00	33,500.00	100,000.00	1,900,000.00
2021 Totals		268,675.00	68,675.00	200,000.00	
12	10/27/2021	131,825.00	31,825.00	100,000.00	1,800,000.00
13	4/27/2022	130,150.00	30,150.00	100,000.00	1,700,000.00
2022 Totals		261,975.00	61,975.00	200,000.00	
14	10/27/2022	128,475.00	28,475.00	100,000.00	1,600,000.00
15	4/27/2023	126,800.00	26,800.00	100,000.00	1,500,000.00
2023 Totals		255,275.00	55,275.00	200,000.00	

16	10/27/2023	125,125.00	25,125.00	100,000.00	1,400,000.00
17	4/27/2024	123,450.00	23,450.00	100,000.00	1,300,000.00
2024 Totals		248,575.00	48,575.00	200,000.00	
18	10/27/2024	121,775.00	21,775.00	100,000.00	1,200,000.00
19	4/27/2025	120,100.00	20,100.00	100,000.00	1,100,000.00
2025 Totals		241,875.00	41,875.00	200,000.00	
20	10/27/2025	118,425.00	18,425.00	100,000.00	1,000,000.00
21	4/27/2026	116,750.00	16,750.00	100,000.00	900,000.00
2026 Totals		235,175.00	35,175.00	200,000.00	
22	10/27/2026	115,075.00	15,075.00	100,000.00	800,000.00
23	4/27/2027	113,400.00	13,400.00	100,000.00	700,000.00
2027 Totals		228,475.00	28,475.00	200,000.00	
24	10/27/2027	111,725.00	11,725.00	100,000.00	600,000.00
25	4/27/2028	110,050.00	10,050.00	100,000.00	500,000.00
2028 Totals		221,775.00	21,775.00	200,000.00	
26	10/27/2028	108,375.00	8,375.00	100,000.00	400,000.00
27	4/27/2029	106,700.00	6,700.00	100,000.00	300,000.00
2029 Totals		215,075.00	15,075.00	200,000.00	
28	10/27/2029	105,025.00	5,025.00	100,000.00	200,000.00
29	4/27/2030	103,350.00	3,350.00	100,000.00	100,000.00
2030 Totals		208,375.00	8,375.00	200,000.00	
30	10/27/2030	100,000.00	0.00	100,000.00	0.00
2031 Totals		100,000.00	0.00	100,000.00	
Grand Totals		3,777,200.00	777,200.00	3,000,000.00	

DEBT SERVICE - CURRENT

	FY14	FY15	FY16	FY17	FY18	FY19	FY20
TOWN HALL							
PRINCIPAL	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
INTEREST	39,825.00	36,875.00	34,384.00	31,483.06	28,401.94	25,410.97	22,420.00
TOTAL	**139,825.00**	**136,875.00**	**134,384.00**	**131,483.06**	**128,401.94**	**125,410.97**	**122,420.00**
WASTE COMPACTOR (TRUCK)							
PRINCIPAL	27,597.15	28,327.34	29,076.84	22,311.40	-	-	-
INTEREST	2,541.93	1,811.74	1,062.24	292.91	-	-	-
TOTAL	**30,139.08**	**30,139.08**	**30,139.08**	**22,604.31**	**-**	**-**	**-**
FIRE BOAT							
PRINCIPAL		-	11,319.67	11,541.24	11,767.13		
INTEREST		-	981.77	760.20	-		
TOTAL	**-**	**-**	**12,301.44**	**12,301.44**	**11,767.13**		
CHIEF'S VEHICLE							
PRINCIPAL		-	8,235.01	8,381.14	5,669.87		
INTEREST		-	326.03	179.90	37.49		
TOTAL		**-**	**8,561.04**	**8,561.04**	**5,707.36**		
PUMPER TRUCK							
PRINCIPAL	32,013.19	-	-	-	-		
INTEREST	499.37	-	-	-	-		
TOTAL	**32,512.56**	**-**	**-**	**-**	**-**		
PIERCE SABER TRUCK							
PRINCIPAL	68,120.60	69,993.91	71,918.74	73,896.50	75,928.64	-	-
INTEREST	9,896.08	8,022.77	6,097.94	4,120.18	2,088.04	-	-
TOTAL	**78,016.68**	**78,016.68**	**78,016.68**	**78,016.68**	**78,016.68**	**-**	**-**
FIRE SUBSTATION DEBT TO GENERAL FUND BALANCE							
PRINCIPAL	30,000.00	**30,000.00**	**30,000.00**	**30,000.00**	**30,000.00**	**30,000.00**	**-**
TOTAL	**30,000.00**	**30,000.00**	**30,000.00**	**30,000.00**	**30,000.00**	**30,000.00**	**-**
PRINCIPAL	**257,730.94**	**228,321.25**	**250,550.26**	**246,130.28**	**223,365.64**	**130,000.00**	**100,000.00**
INTEREST	**52,762.38**	**46,709.51**	**42,851.98**	**36,836.25**	**30,527.47**	**25,410.97**	**22,420.00**
FIRE+GENERAL FUND TOTAL	**310,493.32**	**275,030.76**	**293,402.24**	**282,966.53**	**253,893.11**	**155,410.97**	**122,420.00**

DEBT SERVICE - PROPOSED

	FY14	FY15	FY16	FY17	FY18	FY19	FY20
TOWN HALL							
PRINCIPAL	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
INTEREST	39,825.00	36,875.00	34,384.00	31,483.06	28,401.94	25,410.97	22,420.00
TOTAL	**139,825.00**	**136,875.00**	**134,384.00**	**131,483.06**	**128,401.94**	**125,410.97**	**122,420.00**
WASTE COMPACTOR (TRUCK)							
PRINCIPAL	27,597.15	28,327.34	29,076.84	22,311.40	-	-	-
INTEREST	2,541.93	1,811.74	1,062.24	292.91	-	-	-
TOTAL	**30,139.08**	**30,139.08**	**30,139.08**	**22,604.31**	**-**	**-**	**-**
FIRE BOAT							
PRINCIPAL		-	11,319.67				
INTEREST		-	981.77				
TOTAL	**-**	**-**	**12,301.44**	**-**	**-**		
CHIEF'S VEHICLE							
PRINCIPAL		-	8,235.01				
INTEREST		-	326.03				
TOTAL		**-**	**8,561.04**	**-**	**-**		
PUMPER TRUCK							
PRINCIPAL	32,013.19	-	-	-	-		
INTEREST	499.37	-	-	-	-		
TOTAL	**32,512.56**	**-**	**-**	**-**	**-**		
PIERCE SABER TRUCK							
PRINCIPAL	68,120.60	69,993.91	71,918.74	73,896.50	75,928.64	-	-
INTEREST	9,896.08	8,022.77	6,097.94	4,120.18	2,088.04	-	-
TOTAL	**78,016.68**	**78,016.68**	**78,016.68**	**78,016.68**	**78,016.68**	**-**	**-**
FIRE SUBSTATION DEBT TO GENERAL FUND BALANCE							
PRINCIPAL	30,000.00	**120,000.00**	**30,000.00**	**-**	**-**	**-**	**-**
TOTAL	**30,000.00**	**120,000.00**	**30,000.00**	**-**	**-**	**-**	**-**
FIRE STATION							
PRINCIPAL	-	-	-	100,000.00	200,000.00	200,000.00	200,000.00
INTEREST	-	-	-	50,250.00	95,475.00	88,775.00	82,075.00
TOTAL				**150,250.00**	**295,475.00**	**288,775.00**	**282,075.00**
DESIGNATED AD VALOREM REVENUE				**(150,000.00)**	**(210,000.00)**	**(210,000.00)**	**(210,000.00)**
PRINCIPAL	**257,730.94**	**318,321.25**	**250,550.26**	**296,207.90**	**375,928.64**	**300,000.00**	**300,000.00**
INTEREST	**52,762.38**	**46,709.51**	**42,851.98**	**86,146.15**	**125,964.98**	**114,185.97**	**104,495.00**
FIRE+GENERAL FUND TOTAL	**310,493.32**	**365,030.76**	**293,402.24**	**232,354.05**	**291,893.62**	**204,185.97**	**194,495.00**

	Design Modifications	Hudson Bro Value	Y/N	Total Saved
1	roof panel modification - 42" wide -4"thk-24 top/26 btm	$18,500	y	$18,500
2	replace permeable pavers to pervious concrete	$12,000	y	$12,000
3	waste, vent and condensating pipe from cast iron to PVC	$5,000	y	$5,000
4	provide sand fill under slab on grade verses stone fill	$4,850	y	$4,850
5	color mortar provided by different manuf. & different type	$2,755	y	$2,755
6	remove walk off floor mats in concrete at entries	$2,340	y	$2,340
7	delete conduit on fire alarm system except in bays	$2,800	y	$2,800
8	remove exterior roof access ladder	$950	y	$950
9	training room floor boxes wiring modifications	$750	y	$750
10	remove occupancy sensors for toilet room fans	$2,500	y	$2,500
11	MC cable through out building	$2,000	y	$2,000
12	simplify door/bypass switch detail	$1,500	y	$1,500
13	change interior wood door grade from AA to A	$750	y	$750
14	modify the dimming lights in the training room	$500	y	$500
15	change hose bib type	$1,125	y	$1,125
16	modify t-stats to cheaper w/less features	$2,500	y	$2,500
17	cabinet hinges from SS to chrome	$850	y	$850
18	delete maintenance agreement on genetator	$2,500	y	$2,500
20	training room floor boxes from 9 to 3 boxes	$1,500	y	$1,500
				$65,670

	Exterior Modifications	Hudson Bro Value	Y/N	Total Saved
1	change flagpoles from three to one	$5,215	y	$5,215
2	change sod to seeded grass on site	$8,900	y	$8,900
3	change flag lights to standard flood lights	$900	y	$900
4	Signage on patio wall - **would come out of signage allowance**		y	$3,000
5	storefront color from medium bronze to dark bronze (exterior & interior)	$2,500	y	$2,500
6	Exterior Lights - modify style of all exterior lights and reduce qty from 30 to 18	$7,700	y	$7,700
7	Patio screen wall on public parking side- remove	$6,315	y	$6,315
8	delete large bay window and infill with metal panels	$4,100	y	$4,100
9	Bay doors front - single row glass from full glass - **must pick between item 9 & 10**	$14,250	y	$14,250
10	Bay doors front - double row glass from full glass	$11,250		$0
11	change all clearstory windows to accent brick infill	$5,275	y	$5,275
				$58,155

	Owner Supplied & Install Options	Hudson Bro Value	Y/N	Total Saved
1	Owner provide and install ceiling fans - wiring to remain	$2,250	y	$2,250
2	Remove Dyson air blade - wiring to remain - provide paper towel disp.	$5,400	y	$5,400
3	Owner provide all Fire Extinguishers	$1,400	y	$1,400
4	Remove HVLS Fans in bays - wiring to remain	$8,000	y	$8,000
5	Appliances owner supply and install	$8,340	y	$8,340
6	Owner provide & install interior blinds and sunshades	$4,180	y	$4,180
				$29,570

	Interior Modifications	Hudson Bro Value	Y/N	Total Saved
1	remove plaster finish at CMU window openings	$2,150	y	$2,150
2	All plastic lam. counter tops - no solid surface	$1,250	y	$1,250
3	wall tile on wet walls only in toilets 104 and 108	$3,250	y	$3,250
4	wall tile wainscot in toilets 119 and 121 - 4' high except shower 6' high	$2,650	y	$2,650
5	remove disconnects & circuitry for future TOG dryer, extractor, vehicle exhaust	$900	y	$900
6	remove red oak window trim from all interior sills	$6,750	y	$6,750
7	change decon sink to a 18 gage from 14 gage SS	$1,000	y	$1,000
8	delete cabinets over refrigerators	$610	y	$610
9	remove stud/gyp walls from cmu and paint in bunk rooms	$2,250	y	$2,250
10	change LVT flooring manuf. - **must pick between items 10 & 11**	$3,000		$0
11	change all LVT flooring to VCT and modify pattern in building	$9,150	y	$9,150
12	change wall and floor hard tile manuf.	$4,500	y	$4,500
13	VCT or LVT in laundry and toilet 104/108 vs hard tile	$1,500	y	$1,500
14	change polished face int. arch block to cmu covered w/fur strip & gyp board	$4,085	y	$4,085
				$40,045

Total Value	$193,440

Town of Beaufort NC
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RESOLUTION APPROVING FINANCING TERMS

WHEREAS, The Town of Beaufort (the "Town") has previously determined to undertake a project for the construction and equipping of a fire station, (the "Project"), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Town hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T"), in accordance with the proposal dated October 16, 2015. The amount financed shall not exceed $3,000,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 3.35%, and the financing term shall not exceed 15 (fifteen) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and Deed of Trust and a Project Fund Agreement as BB&T may request.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing

Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs, may be reimbursed from the financing proceeds.

6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 29th day of October, 2015.

_____

Richard Stanley, Mayor

ATTEST:

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Jennifer Allen, Clerk

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A RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING THE FINANCING OF CONSTRUCTION AND EQUIPPING A NEW FIRE STATION FOR THE TOWN OF BEAUFORT, NORTH CAROLINA AND AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT TO THE LOCAL GOVERNMENT COMMISSION

WHEREAS, the Town of Beaufort, North Carolina (the "Town") desires to finance the construction and equipping of a new fire station (the "Project") for an amount not to exceed $3.0 million to better serve the citizens of the Town; and

WHEREAS, the Town desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute Chapter 160A, Article 3, Section 20; and

WHEREAS, findings of fact by the governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute Chapter 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Beaufort during a public meeting on the 29th day of October 2015, makes the following findings of fact;

1. The proposed contract is necessary and expedient in order to construct the new fire station in a timely manner.
2. The proposed contract is preferable to a bond issue for the same purpose because timing is of the essence in order to begin the construction promptly, and the amount of $3.0 million is more than can be prudently raised from currently available appropriations, unappropriated fund balances, and non-voted bonds in a timely manner.
3. There can be no assurances that the Project will be approved by the voters and the necessity of such Project dictates that the Project be financed by a method that assures that this Project will be constructed in an expedient manner.
4. The cost of financing under the proposed contract is expected to be approximately the same as the cost of issuing general obligation bonds.
5. The sums to fall due under the contract are found to be adequate and not excessive for the proposed purpose.
6. The debt management policies of the Town are carried out in strict compliance with applicable law and will be continued in the future.

7. The increase in taxes necessary to meet the sums to fall due under the anticipated contract is estimated to be .03 cents per $100 valuation, is not deemed to be excessive, and has already been implemented.
8. The Town is not in default in any of its debt service obligations.
9. The attorney for the Town will render an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

BE IT FURTHER RESOLVED that the filing of an application on behalf of the Town by the Manager/Finance Officer and Attorney with the North Carolina Local Government Commission for approval of the project and the execution of the proposed financing contract and the taking of other actions to proceed with the project not inconsistent with this resolution are hereby authorized, ratified and approved.

This the 29th day of October, 2015.

_____
Richard Stanley, Mayor

ATTEST:

_____
Jennifer Allen, Clerk

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RESOLUTION PERTAINING TO THE CONSTRUCTION CONTRACT AWARD FOR THE FIRE STATION NO. 1 CAPITAL PROJECT

WHEREAS, on June 9, 2014, the Board of Commissioners for the Town of Beaufort, North Carolina passed a $0.03 per $100 valuation increase in ad valorem taxes to service the debt for the Fire Station; and

WHEREAS, on June 8, 2015, the Board of Commissioners for the Town of Beaufort, North Carolina, approved the "New Fire Station" Budget Ordinance establishing the Fire Station Capital Project Fund; and

WHEREAS, on September 8, 2014, the Board of Commissioners for the Town of Beaufort, North Carolina, approved an A1A contract with Stewart-Cooper-Newell Architects; and

WHEREAS, on September 14, 2015, an invitation for bid for single prime contractors for the construction of Fire Station #1 was issued; and

WHEREAS, on September 29, 2015, a pre-bid conference was held at the Train Depot at 614 Broad Street; and

WHEREAS, on October 13, 2015, the bids were opened; and

WHEREAS, a total of nine bids were received; and

WHEREAS, Hudson Brothers Construction of Greenville, North Carolina, was the apparent responsive low bidder; and

WHEREAS, the base bid was 3,138,300 and the total base bid with all the alternates was $3,486,150; and

WHEREAS, the qualifications of Hudson Brothers Construction have been verified; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners for the Town Of Beaufort hereby authorizes and directs the Town Manager to enter into the general construction contract for the new Fire Station with Hudson Brothers Construction for an amount not to exceed $3,200,000.

Adopted this 29th day of October 2015.

_____
Richard Stanley, Mayor

ATTEST:

_____
Jennifer Allen, Town Clerk

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Beaufort Board of Commissioners

2016 Meeting Schedule

January 11, 2016

February 8, 2016

March 14, 2016

April 11, 2016

May 9, 2016

June 13, 2016

July 11, 2016

August 8, 2016

September 12, 2016

October 10, 2016

November 14, 2016

December 12, 2016

Meetings are held at 6 p.m. the Second Monday of the month in the Train Depot, 614 Broad St., Beaufort, NC

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VETERANS DAY 2015 PROCLAMATION

WHEREAS, it has long been our custom to commemorate November 11, the anniversary of the ending of World War I, by paying tribute to the heroes of that tragic struggle and by rededicating ourselves to the cause of peace; and

WHEREAS, in the intervening years the United States has been involved in other great military conflicts, which have added 24 million veterans living and dead to the honor rolls of this Nation; and

WHEREAS, the Congress passed a resolution on June 4, 1926, calling for the observance of November 11 with appropriate ceremonies, and later provided in an act approved May 13, 1938, that November 11 should be a legal holiday and should be known as Armistice Day; and

WHEREAS, in order to expand the significance of the commemoration and in order that a grateful Nation might pay appropriate homage to the veterans of all its wars who have contributed so much to the preservation of this Nation, the Congress, by an act approved June 1, 1954, changed the name of the holiday to Veterans Day;

NOW, THEREFORE, LET IT BE PRCLAIMED, that the Commissioners of the Town of Beaufort, in keeping with the time honored tradition of recognizing and honoring our veterans, recognize and express gratitude to all veterans known to them and to further extend this gratitude to the families of deceased veterans and to solemnly remember the sacrifices of all those who fought so valiantly, on the seas, in the air, and on foreign shores, to preserve our heritage of freedom, and let us re-consecrate ourselves to the task of promoting and enduring peace so that their efforts shall not have been in vain.

Proclaimed this 9th day of November, 2015.

_____
Mayor Richard Stanley

_____
Jennifer Allen, Town Clerk