



CITY OF WILSON

City Council

Meeting Agenda

November 16, 2023 – 7:00 p.m.

City Council Chambers – City Hall

1. Invocation
2. Pledge of Allegiance
3. Presentation – Recognition of Derrick Bunn, Street Superintendent, for Receiving the North Carolina American Public Works Association Street Achievement Award – Bill Bass, Director of Public Services
4. **Consent Agenda** *(All matters listed are considered to be routine and non-controversial by City Council and will be enacted by one motion. There will be no separate discussion unless a Council member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.):*
 - 4a. Consideration of Approval of Tax Collection Report for September 2023
 - 4b. Consideration of Approval of 2024 City of Wilson City Council Meeting Schedule
 - 4c. Consideration of Approval of a Resolution Setting the Date of December 14, 2023 for a Public Hearing for Voluntary Annexation of 46.27 acres located off Westwood Avenue; Requested by Herring-Sutton & Associates on behalf of FWB Development Company, Owner (Project # 23-373)
 - 4d. Consideration of Approval of Proposed Regular City Council Meeting Minutes of October 5, 2023 and October 19, 2023

Public Hearings

5. Public Hearing Items – Regular

- 5a. Consideration of Approval of an Ordinance Directing Demolition and that the Building Inspector Place a Notice Thereon that the Property is Unfit for Human Habitation and that the Same May Not Be Occupied for the Property Located at 504 Mercer Street, South (PIN # 3721-19-4520)

- 5b. Consideration of Approval of a Resolution of Intent to Consider the Permanent Closure of the 300-400 Blocks of Moore Street, South and Setting the Date of December 14, 2023 for a Public Hearing (Project # 23-382)
- 5c. Obtain Public Opinion for Announcement of Increase of Local Share for Additional Funding of Community Transportation Program for Fiscal Year 2024-2025

End of Public Hearings

- 6. Consideration of Approval of Budget Amendment Ordinances for 2023-2024 Budget
- 7. Consideration of Approval of a Resolution Declaring Official Intent of the City of Wilson to Reimburse Expenditures Made for the Replacement of Equipment
- 8. Consideration of Approval to Award Bid for a Transformer to ULS Corporate, Incorporated
- 9. Consideration of Approval of Resolution Designating an Agent for the Building Resilient Infrastructure and Communities (BRIC) Grant
- 10. Report(s)
- 11. Call on the Audience

RULES FOR PERSONS ADDRESSING CITY COUNCIL

- 1. **Each speaker must sign-in with city clerk prior to start of City Council meeting.**
- 2. During the Call on the Audience portion of the agenda, the city clerk will call on individuals signed in to address Council.
- 3. When called to speak, each speaker will identify him/herself by giving his or her **name and place of residence.**
- 4. Each speaker will be limited to speaking one time on any topic. When you are finished speaking, please step away from the podium and be seated.
- 5. Each speaker will be limited to **three (3) minutes** and each group’s representative will be limited to a **maximum of five (5) total minutes.** Each group is encouraged to designate a single spokesperson for their group.



CITY OF WILSON

Agenda Item 3

Meeting Date November 16, 2023

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: W. T. Bass, IV, P.E., Director of Public Works
Subject: Recognition of Derrick Bunn, Street Superintendent

Issue:

Recognize Derrick Bunn, Street Superintendent, for receiving NC American Public Works Association Street Achievement Award. The award is to recognize employees in street divisions for outstanding service to their communities.

Background / Summary:

Fiscal or Other Impact:

Recommendation:

Coordination:

Public Works Department

Attachments:

DATE 10/02/23
 TIME 7:57:25
 USER GJOVNER

WILSON County
 TAX COLLECTIONS REPORT ALL RGCDS BY UNIT/YEAR
 DEPOSIT DATE RANGE 9/01/2023 THRU 9/30/2023
 YEAR RANGE 2013 THRU 2024

REVENUE UNIT: CWI CI-WILSON

PAGE 10
 PROG# CL2223A

YEAR	BEGINNING LEVY	ADDITIONS TO LEVY MTD	ADDITIONS YTD	TO LEVY MTD	DISCOUNTS AND RELEASES TO LEVY MTD	DISCOUNTS AND RELEASES YTD	ADJUSTED LEVY	COLLECTED MTD	COLLECTED YTD	ENDING BALANCE
2024		7,235.64	7,235.64	108.23	108.23	108.23	7,127.41	197.75	197.75	6,929.66
2023	24,467,943.21	10,145.69	130,725.75	3,599.24	45,598.33	24,553,070.63	2,358,606.06	3,000,542.85	21,552,527.78	
2022	401,235.55			238.29		400,997.26	11,345.90	47,446.87	353,550.39	
2021	169,045.54					169,045.54	1,945.36	10,173.63	158,871.91	
2020	118,176.87					118,176.87	1,517.80	6,785.43	111,391.44	
2019	97,725.14					97,725.14	828.93	5,055.21	92,668.93	
2018	94,796.02					94,796.02	292.43	2,166.49	92,629.53	
2017	85,643.10					85,643.10	351.58	1,874.25	83,768.85	
2016	79,507.77					79,507.77	276.03	959.69	78,548.08	
2015	74,480.46					74,480.46	465.49	975.14	73,505.32	
2014	71,476.55					71,476.55	187.59	655.29	70,821.26	
2013	79,283.85					79,283.85	100.61	566.61	78,717.24	
TOTAL	25,739,314.06	17,381.33	137,961.39	3,707.47	45,944.85	25,831,330.60	2,376,115.53	3,077,400.21	22,753,930.39	
CURRENT INTEREST & COLLECTORS FEES								6.73		
PRIOR INTEREST & COLLECTORS FEES							2,857.34	13,207.18		
TOTAL INTEREST & COLLECTORS FEES							2,857.34	13,213.91		
TOTAL PRIOR YEARS TAXES							17,311.72	76,659.61		
TOTAL TAXES & INTEREST & COLLECTORS FEES							2,378,972.87	3,090,614.12		
DISCOVERIES TAXES & INTEREST							197.75	197.75		
NET							2,378,775.12	3,090,416.37		
CURRENT YEAR PERCENTAGE							12.22			

Agenda Item 4a

Ang Ester

CURR TAX YEAR: 2023

REVENUE UNIT: FMU CI-MUN DIST

YEAR	BEGINNING LEVY	ADDITIONS		DISCOUNTS AND RELEASES		ADJUSTED LEVY	COLLECTED MID	COLLECTED YTD	ENDING BALANCE
		TO LEVY YTD	ADDITIONS YTD	TO LEVY YTD	RELEASES YTD				
2024		73.35	73.35			73.35			73.35
2023	69,529.40	54.16	8.42	12.56	69,571.00	9,797.69	10,622.32	58,948.68	
2022	1,807.04		74.59	1,732.45	172.84	544.28	1,188.17		
2021	1,729.03			1,729.03	90.11	225.32	1,503.71		
2020	391.80			391.80	90.11	240.75	151.05		
2019	235.87			235.87	90.11	195.53	40.34		
2018	198.95			198.95	90.11	124.10	74.85		
2017	216.31			216.31	89.52	123.51	92.80		
2016	192.97			192.97	89.52	123.51	69.46		
2015	218.96			218.96	153.66	185.77	33.19		
2014	296.32			296.32	61.92	94.03	202.29		
2013	67.09			67.09		32.11	34.98		
TOTAL	74,883.74	73.35	127.51	8.42	74,924.10	10,725.59	12,511.23	62,412.87	
CURRENT INTEREST & COLLECTORS FEES									
PRIOR INTEREST & COLLECTORS FEES							338.14	556.55	
TOTAL INTEREST & COLLECTORS FEES							338.14	556.55	
TOTAL PRIOR YEARS TAXES									
TOTAL TAXES & INTEREST & COLLECTORS FEES							927.90	1,888.91	
DISCOVERIES TAXES & INTEREST							11,063.73	13,067.78	
NET							11,063.73	13,067.78	
CURRENT YEAR PERCENTAGE							15.26		

DATE 10/02/23
 TIME 7:57:29
 USER GUYNER

Wilson County
 TAX COLLECTIONS REPORT ALL RGCDs BY UNIT/YEAR
 DEPOSIT DATE RANGE 9/01/2023 THRU 9/30/2023
 YEAR RANGE 2013 THRU 2024

PAGE 1
 PROG# CL2223B

CURR TAX YEAR: 2023

ASSESSMENT CODE: MUNC ASSESSMENT FEES

YEAR	ADDITIONS		RELEASES		ADJUSTED LEVY	COLLECTED MTD	COLLECTED YTD	ENDING BALANCE
	TO LEVY MTD	ADDITIONS YTD	TO LEVY MTD	RELEASES YTD				
2024	3,030.00	3,030.00	180.00	180.00	2,850.00	30.00	30.00	2,820.00
2023		16,590.00		3,450.00	13,140.00	420.00	2,482.61	10,657.39
2022	12,955.80				12,955.80	750.91	2,070.91	10,884.89
2021	3,498.03				3,498.03	90.00	180.00	3,318.03
2020	1,916.17				1,916.17	20.87	140.05	1,776.12
2019	1,184.21				1,184.21			1,184.21
2018	367.83				367.83			367.83
2017	390.00				390.00	30.00	30.00	360.00
2014	5.00				5.00			5.00
2013	1,005.39				1,005.39			1,005.39
TOTAL	21,322.43	19,620.00	180.00	3,630.00	37,312.43	1,341.78	4,933.57	32,378.86
DISCOVERIES						30.00	30.00	
NET						1,311.78	4,903.57	
TOTAL PRIOR YEARS						891.78	2,420.96	
CURRENT YEAR PERCENTAGE	18.89							

2024 City of Wilson Council Meetings

Agenda Item 4b

DATE	TYPE OF MEETING	TIME
January 18	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
February 1	Regular City Council Meeting	8:30 a.m.
February 15	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
March 7	Regular City Council Meeting	8:30 a.m.
March 21	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
April 4	Regular City Council Meeting	8:30 a.m.
April 18	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
May 2	Regular City Council Meeting	8:30 a.m.
May 16	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting (Budget Presentation)	7:00 p.m.
June 6	Regular City Council Meeting (Budget Work Session)	8:30 a.m.
June 20	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting (Budget Public Hearing & Adoption)	7:00 p.m.
July 18	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
August 15	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
September 5	Regular City Council Meeting	8:30 a.m.
September 19	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
October 3	Regular City Council Meeting	8:30 a.m.
October 17	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
November 7	Regular City Council Meeting	8:30 a.m.
November 21	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.
December 12	Agenda Work Session	5:45 p.m.
	Regular City Council Meeting	7:00 p.m.



CITY OF WILSON

Agenda Item 4c

Meeting Date November 16, 2023

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: Janet Holland, AICP, Land Development Manager
Subject: Voluntary Annexation – Westwood Avenue (Project# 23-373)

Issue:

Voluntary annexation of 46.27 acres located off Westwood Avenue (PINs: 3702-64-2188, 3702-54-2560, 3702-54-3508 and 3702-45-3693). Request by Herring-Sutton & Associates on behalf of FWB Development Co, Owner

Background/Summary:

- 1) City Annexation policy requires consideration of annexation for any properties outside the Corporate Limits that are requesting City services.
- 2) Action required at this time is to set the public hearing to consider adoption of this annexation request.

Recommendation:

Adopt Resolution of Intent to annex by setting the public hearing for the December 14, 2023 City Council Meeting.

Coordination:

Janet Holland, Land Development Manager, 252.399.2215, jholland@wilsonnc.org
Kathy Bangley, Senior Planner, 252.206.5289, kbangley@wilsonnc.org

Attachments:

- 1) Location Map
- 2) Resolution of Intent setting the public hearing date to consider annexation.

R-051-23

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WILSON, NORTH CAROLINA
FIXING A DATE FOR A PUBLIC HEARING
ON THE QUESTION OF AN ANNEXATION BY PETITION
FILED PURSUANT TO N.C.G.S. 160A-31**

WHEREAS, the owners of certain real property non-contiguous to the City of Wilson, North Carolina, have signed and filed with the City Clerk a petition for annexation of the tract of land more particularly described therein. A copy of said petition is on file at the Land Development office and is incorporated herein by reference; and

WHEREAS, the City Clerk has investigated the sufficiency of the petition pursuant to North Carolina General Statute 160A-31 and has certified that the same is in all respects correct and sufficient;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wilson, North Carolina that a public hearing shall be conducted on the 19th day of October, 2023, in City Hall, 112 Goldsboro Street, E, Wilson, North Carolina, wherein the public shall be invited to attend and express their views as to the sufficiency of the petition for annexation and as to whether or not the said property referred in the petition should be annexed, the general description of that property being:

General Description: 46.271 acres located off Westwood Avenue (PINs: 3702-64-2188.000, 3702-54-2560.000, 3702-54-3508.000 and 3702-45-3693.000).

BEGINNING at a point on the southwesterly right-of-way of Althorp Drive and the southeasterly most corner of Lot #42, as shown on a plat entitled "Section Six Phase Two Heritage Place" (recorded in Plat Book 32 Page 211-213 of the Wilson County Registry); thence from said Point of BEGINNING across abovementioned right-of-way N 32°23'24" E 60.00' to a point; thence along the southerly property line of Lots #28, 31-39 and 41, as shown on abovementioned plat entitled "Section Six Phase Two Heritage Place" N 49°54'42" E 819.02' to a point; thence N 65°56'05" E 77.65' to a point cornering; thence along the southerly property line of Tract #2, as shown on a plat entitled "Extension of Corporate Limits City of Wilson" (recorded in Plat Book 37 Page 141 of the Wilson County Registry) S 29°20'20" E 158.30' to a point cornering; thence along the northerly right-of-way of Westwood Avenue and along a curve to the left having a radius of 730.00', an arc length of 42.94' and a chord of S 58°58'33" W 42.94' to a point of cornering; thence across said right-of-way S 32°42'34" E 60.00' to a point cornering; thence along the southerly right-of-way of the abovementioned Westwood Avenue and a curve to the left having a radius of 670.00', an arc length of 1.28', and a chord of S 57°14'09" W 1.28' to a point cornering; thence along the southerly property line of Tract #2, as shown on a plat entitled "Extension of Corporate Limits City of Wilson" (recorded in Plat Book 40 Page 119 of the Wilson County

Registry) S 32°05'02" E 318.41' to a point cornering; thence along the northerly property line of Wester Properties LLC (recorded in Deed Book 2710 Page 822 of the Wilson County Registry) S 51°01'15" W 115.82' to a point; thence S 61°42'39" W 125.79' to a point; thence S 62°33'15" W 119.82' to a point; thence S 18°56'51" W 77.71' to a point; thence S 42°40'46" W 100.76' to a point; thence S 01°36'32" E 79.88' to a point; thence S 22°37'25" W 189.01' to a point; thence S 37°14'28" W 175.07' to a point; thence S 49°22'20" W 80.60' to a point; thence S 41°01'17" E 63.32' to a point cornering; thence along the northerly property line of Benson Development Group (recorded in Deed Book 3010 Page 193 of the Wilson County Registry) S 43°23'33" W 23.19' to a point cornering; thence along the northeasterly property line of Ireit Wilson Marketplace, LLC (recorded in Deed Book 2686 Page 834 of the Wilson County Registry) N 41°01'17" W 65.74' to a point; thence S 49°03'35" W 90.31' to a point; thence S 37°43'21" W 98.46' to a point; thence S 70°56'12" W 155.00' to a point; thence N 73°54'45" W 86.38' to a point; thence N 48°18'45" W 110.14' to a point; thence N 40°11'35" W 131.32' to a point; thence N 78°19'26" W 120.75' to a point; thence N 69°34'00" W 150.20' to a point; thence N 28°21'48" W 205.76' to a point; thence N 43°03'43" E 90.83' to a point; thence S 76°02'55" E 56.33' to a point; thence N 62°02'44" E 166.56' to a point; thence N 40°14'27" E 32.85' to a point; thence N 26°16'49" E 71.23' to a point; cornering; along the northerly property line of abovementioned Ireit Wilson Marketplace, LLC S 81°28'42" W 740.72' to a point cornering; along the easterly property line of U. T. Williamson Jr. (recorded in Deed Book 2308 Page 356 of the Wilson County Registry) N 08°31'29" W 224.40' to a point; thence N 14°51'24" W 178.62' to a point; thence along the easterly property line of Wilson Christian School Inc (recorded in Deed Book 1584 Page 355 of the Wilson County Registry) N 14°32'18" W 475.38' to a point; thence N 27°01'31" W 558.00' to a point; thence N 56°10'31" W 556.50' to a point; thence N 34°43'31" W 81.45' to a point cornering; thence along the southerly right-of-way of Airport Boulevard N 53°37'53" E 213.10' to a point cornering; thence along the southerly right-of-way of Gloucester Drive S 36°43'28" E 128.61' to a point; thence along a curve to the left having a radius of 135.00', an arc length of 100.30', and a chord of S 58°00'32" E 98.01' to a point; thence N 10°42'35" E 10.05' to a point; thence S 79°17'25" E 327.78' to a point cornering; thence along the westerly property line of Revised Lot #70, as shown on a plat entitled "Revised Final Plat Section Six Phase One Heritage Place" (recorded in Plat Book 35 Page 197 of the Wilson County Registry) S 27°18'43" W 46.64' to a point; thence S 10°42'32" W 51.00' to a point cornering; thence along the southerly property line of abovementioned Revised Lot #70 S 54°11'19" E 27.87' to a point; thence S 36°09'03" E 23.51' to a point; thence S 74°08'49" E 49.21' to a point; thence along the easterly property line of Lot #69 as shown on a plat entitled "Section Six Phase One Heritage Place" (recorded in Plat Book 31 Page 207-209 of the Wilson County Registry) S 10°42'33" W 25.30' to a point cornering; thence along the southerly property line of Lots #60, 63-65 and Lots # 67-69, as shown on abovementioned plat entitled "Section Six Phase One Heritage Place" S 52°46'27" E 38.92' to a point; thence S 19°04'39" E 105.77' to a point; thence N 73°03'41" E 48.24' to a point; thence S 84°55'36" E 69.14' to a point; thence S 52°58'41" E 46.05' to a point; thence S 39°30'48" E 32.39' to a point; thence S 39°55'46" E 50.91' to a point; thence S 07°15'25" E 134.24' to a point; thence S 05°06'59" W 48.54' to a point; thence S 84°53'01" E 68.14' to a point; thence N 32°56'00" E 99.22' to a point; thence N 32°07'49" E 150.24' to a point; thence N 65°12'06" E 85.57' to a point; thence N 61°52'36" E 93.98' to a point; thence N 72°40'32" E 100.06' to a point; thence N 62°16'21" E 77.29' to a point cornering; thence along the abovementioned southerly right-of-way of Gloucester Drive S 62°41'23" E 121.38' to a point cornering; thence along the north and westerly property line of Lots #54-58, as shown on abovementioned plat

entitled "Section Six Phase One Heritage Place" S 61°35'48" W 103.85' to a point; thence S 61°26'50" W 44.83' to a point; thence S 71°36'22" W 12.97' to a point; thence S 72°49'24" W 93.87' to a point; thence S 63°01'29" W 140.09' to a point; thence S 33°27'36" W 86.99' to a point; thence S 10°36'49" W 162.41' to a point; thence S 36°30'09" E 101.40' to a point; thence S 82°36'37" E 74.84' to a point cornering; thence N 72°15'46" E 101.22' to a point; thence along the westerly property line of Lots #42-51, as shown on abovementioned plat entitled "Section Six Phase Two Heritage Place" S 70°56'28" E 83.19' to a point; thence S 22°16'05" E 48.35' to a point; thence S 17°53'56" E 80.01' to a point; thence S 10°13'47" E 104.01' to a point; thence S 01°26'00" W 60.07' to a point; thence S 01°59'26" W 85.33' to a point; thence S 03°39'45" W 86.43' to a point; thence S 05°33'16" W 16.92' to a point; thence S 32°41'00" E 98.06' to a point; thence S 34°14'44" E 110.56' to a point; thence S 47°47'24" E 109.86' to a point; thence S 57°23'04" E 113.98' to a point cornering; thence along the easterly property line of Lot #42 N 32°18'58" E 197.74' to the abovementioned southwesterly right-of-way of Althorp Drive and being the Point BEGINNING and containing 46.271 acres.

BE IT FURTHER RESOLVED that the City Clerk is hereby instructed to publish a notice of said public hearing once in the Wilson Times at least ten (10) days prior to the date for the public hearing.

DULY ADOPTED this 16th day of November, 2023.

James M. Johnson, III, Mayor Pro Tempore

ATTEST:

Tonya A. West, City Clerk

Project #: 23-373



CITY OF WILSON

Agenda Item 5a

Meeting Date November 16, 2023

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: Rodger Lentz, Planning & Development Services Director
Subject: Demolition/Repair - 504 Mercer Street, South West

Issue: Building is hazardous to the health, safety and welfare of the residents of the City due to violations of Chapter 43 of the City Code regarding minimum maintenance standards for Residential Structures. The structure is structurally unstable, open to the public and constitutes a safety hazard.

Background / Summary: Hearing offered with owner not in attendance, and Facts of Finding submitted to owner. Owner is not able/willing to repair the building. This building is dilapidated and needs to be repaired/demolished.

Fiscal or Other Impact: May cause other surrounding properties to potentially depreciate in value.

Recommendation: Staff recommends repair/demolition ordinance.

Coordination: Brian Pridgen, City Attorney (252)291-3848
Kevin O'Brien, Inspections Division Manager
Jocelyn Drawhorn, Community Improvement Specialist
(252)399-2240, jdrawhorn@wilsonnc.org

Attachments: 1) Map 2) Photos 3) Ordinance

City of Wilson Community Maps

- Parcels
- City Limits
- County Limits

Date: 10/31/2023

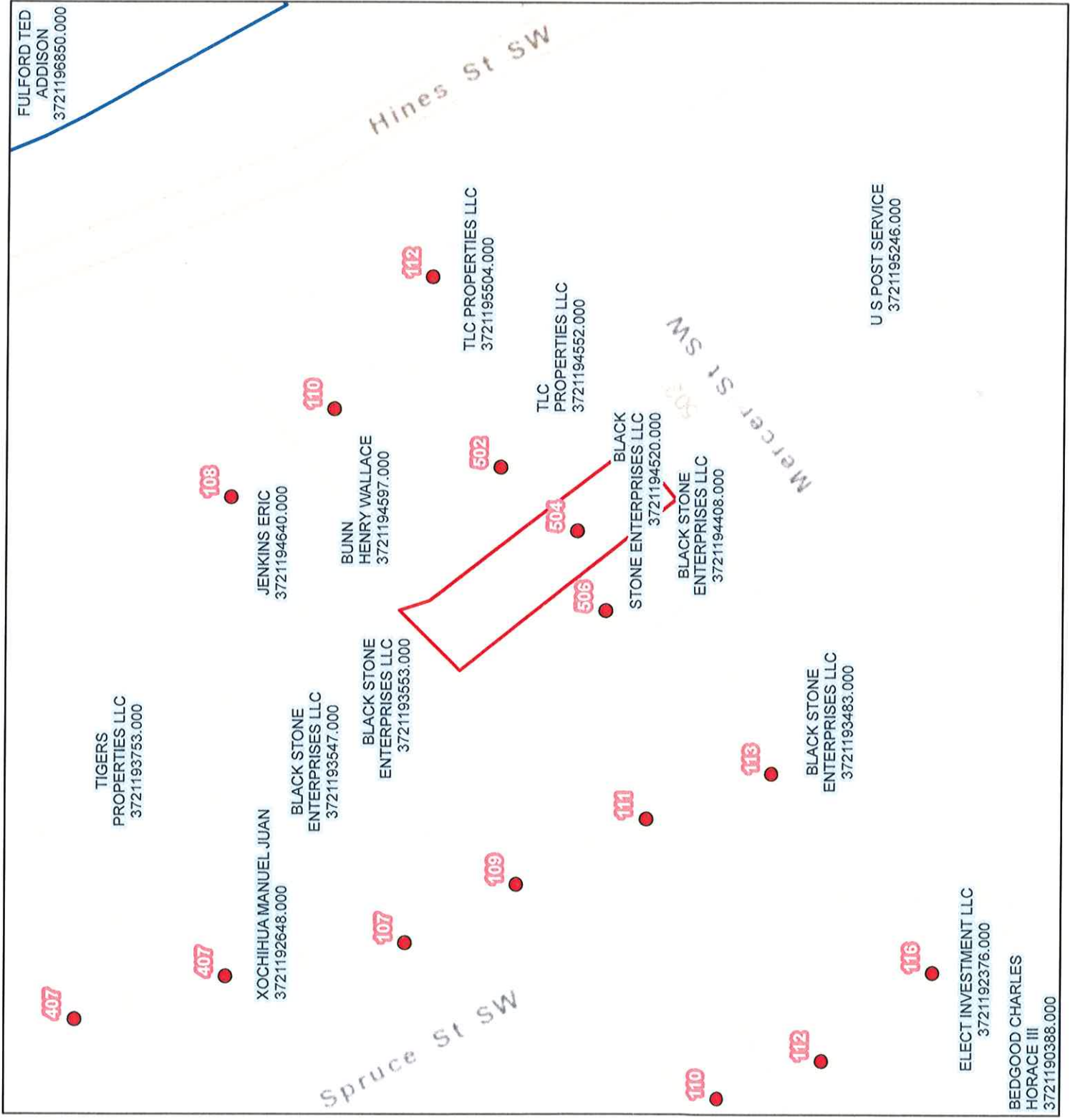
Map Disclaimer:

This map is for informational purposes only. The map is NOT of land survey quality and is NOT suitable for such use. The City of Wilson assumes no liability arising from the use of the map.

Prepared by:

City of Wilson GIS Services
a division of Wilson Planning
and Development Services.

1 inch equals 0.01









O-086-23

**AN ORDINANCE DIRECTING THE BUILDING INSPECTOR
TO DEMOLISH THE PROPERTY HEREIN
DESCRIBED AS UNFIT FOR HUMAN HABITATION AND
DIRECTING THAT A NOTICE BE PLACED THEREON THAT
THE SAME MAY NOT BE OCCUPIED**

WHEREAS, the City Council of the City of Wilson finds that the property described herein is unfit for human habitation under the City Housing Code, and that all of the provisions of the Housing Code have been complied with as a condition of the adoption of this ordinance; and

WHEREAS, said dwelling should be demolished as directed by the Building Inspector, and should be placarded by placing thereon a notice prohibiting use of human habitation; and

WHEREAS, the owner of said dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with G.S. 160D-1203(5) pursuant to an order issued by the Building Inspector on August 2, 2023 and the owner having failed to comply with the order.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILSON, that:

SECTION 1. The Building Inspector is hereby authorized and directed to place a sign containing this legend:

"This dwelling is unfit for human habitation; the use or occupancy of this dwelling for human habitation is prohibited and unlawful."

on the dwelling located at the following address: 504 Mercer St. SW, Wilson, NC; PIN# 3721 19 4520; owned by HEIRS OF BETTY M. BROWN C/O WADE TROUTMAN, JR. and ELISHA M. BLACKSTONE MANAGING MEMBER BLACKSTONE ENTERPRISES, LLC.

SECTION 2. The Building Inspector is hereby authorized and directed to proceed to demolish the above-described dwelling in accordance with his order to the owner thereof dated the 2nd day of August and the Housing Code and G.S. 160D-1203.

SECTION 3. It shall be unlawful for any person to remove or cause to be removed said placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared to be unfit for human habitation.

SECTION 4. The City Clerk shall cause a certified copy of this ordinance to be recorded in the Office of the Register of Deeds of Wilson County and it shall be indexed in the name of the property owner in the Grantor Index.

SECTION 5. The costs of the demolition and the underlying proceedings shall be a lien against the real property upon which the costs are incurred and any other real property of the owner located within the city limits or within one mile thereof except for the owner's primary residence.

SECTION 6. This ordinance shall become effective upon its adoption.

DULY ADOPTED this 16th day of November, 2023.

James M. Johnson, III, Mayor Pro Tempore

ATTEST:

Tonya A. West, City Clerk

(Seal)

CERTIFICATION

The undersigned duly qualified and acting City Clerk of the City of Wilson does hereby certify that the above Ordinance is a true and correct copy of the Ordinance 0-086-23 as adopted at a legally convened meeting of the City Council of the City of Wilson duly held on 16th day of November, 2023, and further that such Ordinance has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand, this 16th day of November, 2023.

Tonya A. West
City Clerk of the
City of Wilson, North Carolina



CITY OF WILSON

Agenda Item 5b

Meeting Date November 16, 2023

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: Janet Holland, AICP, Land Development Manager
Subject: Street Closure - 300-400 Blocks of Moore Street, S (Project# 23-382)

Issue:

Requesting the permanent street closure of the 300 to 400 Blocks of Moore Street S. This is located between Stemmerly and Gay Streets and west of Pender Street. Request by Bartlett Engineering & Surveying, PC

Background/Summary:

This permanent street closure is in anticipation of the proposed Pender Crossing development. Pender Crossing is a 48-unit affordable multi-family development that has been approved for Low Income Housing Tax Credits (LIHTC) by the NC Housing Finance Agency. The development is being constructed on land leased from the City. To accommodate the site design of the proposed development, it is necessary to close this unused section of Moore street.

Recommendation:

Adopt Resolution of Intent to close the right-of-way permanently by setting the public hearing for the December 14, 2023 City Council Meeting.

Coordination:

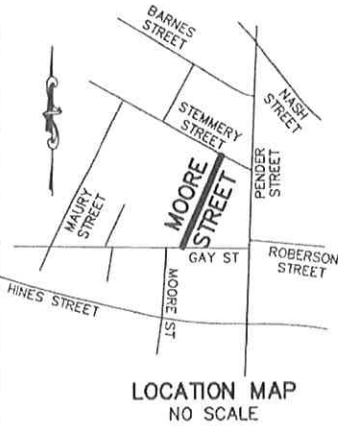
Janet Holland, Land Development Manager, 252.399.2215, jholland@wilsonnc.org
John Morck, Planning & Community Development Manager, 252.399.2227, jmorck@wilsonnc.org

Attachments:

- 1) Location Map
- 2) Resolution of Intent setting the public hearing date to consider permanent street closure

SURVEY FOR CITY OF WILSON STREET CLOSING MOORE STREET

WILSON TOWNSHIP
WILSON COUNTY
NORTH CAROLINA



THIS MAP MAY NOT BE A CERTIFIED SURVEY, AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS, AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS.



N/F
CITY OF WILSON
DB 2795 PG 21
PIN: 3721-48-3326
ZONE: IMX

N23°11'48"E 495.08'
MOORE STREET
35' PUBLIC R/W (UNOPENED)

17,002 SQ. FT. (0.39 ACRES)

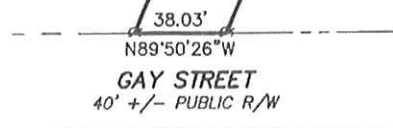
N/F
CITY OF WILSON
DB 2803 PG 483
PIN: 3721-48-7205
ZONE: NMX

N/F
CITY OF WILSON
DB 1286 PG 884
PIN: 3721-48-6176
ZONE: NMX

N/F
CITY OF WILSON
DB 1290 PG 871
PIN: 3721-48-6130
ZONE: NMX

N/F
CITY OF WILSON
DB 1253 PG 513
PIN: 3721-47-6964
ZONE: NMX

N/F
SHELLEY DEANS
DB 2771 PG 363
PB 1 PG 209
PIN: 3721-47-4921
ZONE: UR



LEGEND

⊙ COMPUTED POINT

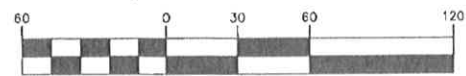
NOTES:

- AREAS COMPUTED BY COORDINATE CALCULATIONS
- NO GRID MONUMENT FOUND WITHIN 2000'
- ALL DISTANCES SHOWN ARE HORIZONTAL

BARTLETT ENGINEERING & SURVEYING, PC	
1906 NASH STREET NORTH WILSON, NORTH CAROLINA 27893 TEL (252)399-0704 FAX (252)399-0804 License No. C-1551 www.bartletteng.com	
DATE: NOV. 2023	CADFILE: 22592SC1
SCALE: 1"=60'	DRAWN BY: WAB
CLIENT: WC	SURVEYED BY: BF



I, WILLIAM A. BARTLETT, CERTIFY THAT THIS MAP IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND WAS DRAWN FROM A SURVEY MADE UNDER MY SUPERVISION ON MARCH 1ST, 2023; THAT ENCROACHMENTS, IF ANY AT THE TIME OF SURVEY, ARE SHOWN.



(IN FEET)
1 inch = 60 ft.

R-052-23

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WILSON DECLARING ITS INTENT TO CLOSE
THE 300 AND 400 BLOCKS OF MOORE STREET, SOUTH
IN THE CITY OF WILSON**

WHEREAS, the City Council of the City of Wilson has received a petition requesting the closing of the 300 and 400 Blocks of Moore Street, S, in the City of Wilson; and

WHEREAS, after thorough investigation and consideration, the City Council of the City of Wilson intends to close the aforesaid portion of Moore Street in accordance with the provisions of N.C.G.S. 160A-299.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILSON that it is the intent of the City Council of the City of Wilson to close the following described portions of Moore Street:

Lying and being in Wilson Township of Wilson County, and being more particularly described as follows: Beginning at a point at the intersection of the northern right-of-way of Gay street and the eastern right-of-way of Moore Street, thence along the northern right-of-way of Gay Street, N89°50'26"W, 38.03' to a point at the intersection the northern right-of-way of Gay Street and western right-of-way of Moore Street, thence along the western right-of-way of Moore Street, N23°11'48"E, 495.06' to a point at the intersection of the southern right-of-way of Stemmary Street and the western right-of-way of Moore Street, thence along the southern right-of-way of Stemmary Street, S60°46'22"E, 35.19' to a point at the intersection of the southern right-of-way of Stemmary Street and the eastern right-of-way of Moore Street, thence along the eastern right-of-way of Moore Street, S23°11'48"W, 476.48' to the point of beginning, being 17,002 square feet (0.39 acres), and being an unopened and unimproved portion of Moore Street.

BE IT FURTHER RESOLVED, that a public hearing will be held in the Council Chambers of the Municipal Building, Wilson, North Carolina, on the 14th day of December, 2023, at 7:00 p.m. to consider the advisability of closing the aforesaid 300 and 400 Blocks of Moore Street, S. At the public hearing, all objections and suggestions will be duly considered.

BE IT FURTHER RESOLVED, that a copy of this resolution be published once a week for four successive weeks in the Wilson Times, a newspaper having general circulation in the City of Wilson; that a copy of this resolution be sent by certified mail to the owners of the property adjoining the aforesaid portions of Moore Street as shown on the county tax records; that a copy of this resolution be posted in at least two places along the aforesaid portions of Stemmary and Gay Streets.

NOW THEREFORE BE IT RESOLVED, this the 16th day of November, 2023.

James M. Johnson, Mayor Pro Tempore

ATTEST:

Tonya A. West, City Clerk



City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager

From: Bill Bass, Director of Public Works/City Engineer

Subject: Public Hearing Announcing Increase of Local Share for Additional Funding of Community Transportation Program for FY 2024-2025

Issue:

Additional funds became available after the last public hearing on September 21, 2023. NCDOT is requesting us to hold another public hearing to announce the increase. The request for Capital Cost of Contracting was increased from \$2,350,207 to \$2,702,750. This increases the local share from \$1,175,086 to \$1,351,375.

Background / Summary:

The Community Transportation Program funds public and human service transportation providers in NC. The grant reimburses the City of Wilson for expenses incurred in providing on demand public transportation (RIDE).

Fiscal or Other Impact:

The grant reimburses the City for our expenditures associated with administering and operating through an on-demand transportation provider. The City of Wilson will be requesting funds in the amount of \$2,988,931. The local share is expected to be \$1,393,402.

Recommendation:

Approval of 2nd public hearing

Coordination:

N/A



CITY OF WILSON

Agenda Item 6

Meeting Date November 16, 2023

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: Amy Staton, Chief Financial Officer
Subject: 2023-2024 Budget Amendment

Issue:

1. Approve amendments to the 2023-2024 Annual Budget Ordinance
2. Amend one (1) Grant Project Ordinance
3. Amend three (3) Capital Project Ordinances

Background / Summary:

The N.C. General Statutes provide for amendments to the annual budget ordinance to adjust the budget as needed during the year due to unforeseen circumstances at the time of the original budget adoption. The City needs to amend the 2023-2024 budget ordinance, grant project ordinance, and capital project ordinances to meet statutory requirements.

The proposed budget amendments are presented to comply with statutes for the 2023-2024 fiscal year.

Fiscal or Other Impact:

The annual budget is being amended by a total of \$2,471,080. The increase in the General Fund totals \$42,900. This amount consists of additional appropriations in Police of \$24,700 for asset forfeiture funded equipment purchases. Additional appropriations are in Fire for expendable equipment purchases of \$5,000 funded with contributions. Additional appropriations in Parks and Recreation of \$13,200 for a new gator utility vehicle funded with tournament proceeds. Reduction in Public Works of (\$235,800) in the contract street resurfacing account to fund a transfer to 2024 Public Street Maintenance and Construction Capital Project Fund. The

remaining General fund appropriations include aforementioned \$235,800 for a transfer to 2024 Public Street Maintenance and Construction Capital Project Fund.

The Electric Fund increase is \$2,263,000. This amount includes a generator purchase funded with debt proceeds.

The Industrial Air Center Fund increase is \$165,180 for runway light installation.

The Community Development Fund is reducing their project repairs account by (\$16,600) to fund a transfer of \$16,600 to close out the 2022 Urgent Repair Program Grant Project Fund.

The Grant project budget had increases of \$18,240 to amend a project.

The Capital projects budget had an increase of \$1,547,830 to amend three projects.

Recommendation:

Approve amendments to the 2023-2024 Annual Budget Ordinance, Grant Project Ordinance, and the Capital Project Ordinances

Coordination:

Amy Staton, Chief Financial Officer

Attachments:

1. 2023-2024 Annual Budget Ordinance Amendment
2. 2022 Urgent Repair Program Grant Project Ordinance Amendment
3. 2022 Public Street Maintenance and Construction Capital Project Ordinance Amendment
4. 2023 Public Street Maintenance and Construction Capital Project Ordinance Amendment
5. 2024 Public Street Maintenance and Construction Capital Project Ordinance Amendment

O-087-23

**ORDINANCE OF THE CITY OF WILSON AMENDING ORDINANCE O-033-23
ENTITLED "BUDGET ORDINANCE FISCAL YEAR 2023-2024"**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILSON, NORTH CAROLINA:

That Ordinance O-033-23 entitled "Budget Ordinance Fiscal Year 2023-2024" adopted June 15, 2023, is hereby amended for the fiscal year beginning July 1, 2023 and ending June 30, 2024 as follows:

APPROPRIATIONS

Section 1.10 General Fund

Department of Police: Personnel Services, Operating and Capital	\$	24,700
Department of Fire: Personnel Services, Operating and Capital		5,000
Department of Parks and Recreation: Personnel Services, Operating and Capital		13,200
Department of Public Works: Personnel Services, Operating and Capital		(235,800)
Transfer to 2024 Public Street Maintenance and Construction Capital Project Fund		235,800
		<hr/>
TOTAL GENERAL FUND	\$	42,900
		<hr/> <hr/>

Section 1.15 Electric Fund

Division of Electric: Personnel Services, Operating, Capital and Debt Service	\$	2,263,000
		<hr/>
TOTAL ELECTRIC FUND	\$	2,263,000
		<hr/> <hr/>

Section 1.45 Industrial Air Center Fund

Operations and Capital	\$	165,180
		<hr/>
TOTAL INDUSTRIAL AIR CENTER FUND	\$	165,180
		<hr/> <hr/>

Section 1.60 Community Development Fund

Administration and Programs	\$	(16,600)
Transfer to 2022 Urgent Repair Program Grant Project Fund		16,600
		<hr/>
TOTAL COMMUNITY DEVELOPMENT FUND	\$	-
		<hr/> <hr/>

REVENUES, FUND BALANCE AND OTHER SOURCES

Section 2.10 General Fund

Intergovernmental	\$	24,700
Other Revenues		18,200
		<hr/>
TOTAL GENERAL FUND	\$	42,900
		<hr/> <hr/>

Section 2.15 Electric Fund

Proceeds from Installment Contracts	\$	2,263,000
		<hr/>
TOTAL ELECTRIC FUND	\$	2,263,000
		<hr/> <hr/>

Section 2.45 Industrial Air Center Fund

Fund Balance Appropriated - Unassigned	<u>\$ 165,180</u>
TOTAL INDUSTRIAL AIR CENTER FUND	<u><u>\$ 165,180</u></u>

DULY ADOPTED this 16th of November, 2023.

James M. Johnson, III, Mayor Pro Tempore

ATTEST:

Tonya A. West, City Clerk

O-088-23

**2022 URGENT REPAIR PROGRAM
GRANT PROJECT ORDINANCE AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILSON, NORTH CAROLINA:

That Ordinance O-085-22 entitled, "2022 Urgent Repair Program Grant Project Ordinance", adopted November 17, 2022, is hereby amended as follows:

	Current Project Ordinance As Adopted	Increase/ (Decrease)	Project Ordinance As Amended
<u>Section 3. Appropriations</u>			
Rehabilitation	\$ 120,000	\$ 30,160	\$ 150,160
Administrative Costs	12,000	(11,920)	80
	<u>\$ 132,000</u>	<u>\$ 18,240</u>	<u>\$ 150,240</u>
<u>Section 4. Revenues</u>			
2022 Urgent Repair Program Grant	\$ 120,000	\$	\$ 120,000
Transfer from General Fund	12,000		12,000
Transfer from Community Development Fund		16,600	16,600
Investment Income		1,640	1,640
	<u>\$ 132,000</u>	<u>\$ 18,240</u>	<u>\$ 150,240</u>

Section 5. This amendment hereby closes this project.

DULY ADOPTED this 16th day of November, 2023.

ATTEST:

James M. Johnson, III, Mayor Pro Tempore

Tonya A. West, City Clerk

O-089-23

**2022 PUBLIC STREET MAINTENANCE AND CONSTRUCTION
CAPITAL PROJECT ORDINANCE AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILSON, NORTH CAROLINA:

That Ordinance O-025-21 entitled, "2022 Public Street Maintenance and Construction Capital Project Ordinance", adopted June 17, 2021, and subsequently amended, is hereby amended as follows:

	Current Project Ordinance As Adopted	Increase/ (Decrease)	Project Ordinance As Amended
<u>Section 3. Appropriations</u>			
Infrastructure Improvement/Maintenance Transfer to 2024 Public Street Maintenance and Construction Capital Project Fund	\$ 638,560	\$ (636,410)	\$ 2,150
		636,720	636,720
	<u>\$ 638,560</u>	<u>\$ 310</u>	<u>\$ 638,870</u>
<u>Section 4. Revenues</u>			
Transfer from General Fund	\$ 575,000	\$	\$ 575,000
Transfer from 2021 Public Street Maintenance and Construction Capital Project Fund	60,910		60,910
Investment Income	2,650	310	2,960
	<u>\$ 638,560</u>	<u>\$ 310</u>	<u>\$ 638,870</u>

Section 5. This amendment hereby closes this project.

DULY ADOPTED this 16th day of November, 2023.

ATTEST:

James M. Johnson, III, Mayor Pro Tempore

Tonya A. West, City Clerk

O-090-23

**2023 PUBLIC STREET MAINTENANCE AND CONSTRUCTION
CAPITAL PROJECT ORDINANCE AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILSON, NORTH CAROLINA:

That Ordinance O-040-22 entitled, "2023 Public Street Maintenance and Construction Capital Project Ordinance", adopted June 16, 2022, is hereby amended as follows:

	<u>Current Project Ordinance As Adopted</u>	<u>Increase/ (Decrease)</u>	<u>Project Ordinance As Amended</u>
<u>Section 3. Appropriations</u>			
Infrastructure Improvement/Maintenance Transfer to 2024 Public Street Maintenance and Construction Capital Project Fund	\$ 675,000	\$ (675,000)	\$
		675,000	675,000
	<u>\$ 675,000</u>	<u>\$</u>	<u>\$ 675,000</u>
<u>Section 4. Revenues</u>			
Transfer from General Fund	\$ 675,000	\$	\$ 675,000
	<u>\$ 675,000</u>	<u>\$</u>	<u>\$ 675,000</u>

Section 5. This amendment hereby closes this project.

DULY ADOPTED this 16th day of November, 2023.

ATTEST:

James M. Johnson, III, Mayor Pro Tempore

Tonya A. West, City Clerk

O-091-23

**2024 PUBLIC STREET MAINTENANCE AND CONSTRUCTION
CAPITAL PROJECT ORDINANCE AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILSON, NORTH CAROLINA:

That Ordinance O-035-23 entitled, "2024 Public Street Maintenance and Construction Capital Project Ordinance", adopted June 15, 2023, is hereby amended as follows:

	<u>Current Project Ordinance As Adopted</u>	<u>Increase/ (Decrease)</u>	<u>Project Ordinance As Amended</u>
<u>Section 3. Appropriations</u>			
Infrastructure Improvement/Maintenance	\$ 675,000	\$ 1,547,520	\$ 2,222,520
	<u>\$ 675,000</u>	<u>\$ 1,547,520</u>	<u>\$ 2,222,520</u>
<u>Section 4. Revenues</u>			
Transfer from General Fund	\$ 675,000	\$ 235,800	\$ 910,800
Transfer from 2022 Public Street Maintenance and Construction Capital Project Fund		636,720	636,720
Transfer from 2023 Public Street Maintenance and Construction Capital Project Fund		675,000	675,000
	<u>\$ 675,000</u>	<u>\$ 1,547,520</u>	<u>\$ 2,222,520</u>

DULY ADOPTED this 16th day of November, 2023.

ATTEST:

James M. Johnson, III, Mayor Pro Tempore

Tonya A. West, City Clerk



CITY OF WILSON

Agenda Item 7

Meeting Date November 16, 2023

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: Amy Staton, Chief Financial Officer
Subject: Reimbursement Resolution for Equipment Financing

Issue:

The city intends to pursue short term installment financing for the acquisition of equipment in the FY2023 Budget. Expenditures may be incurred prior to the financing for which the city intend to seek reimbursement with proceeds of the financing.

Background / Summary:

The City intends to utilize proceeds of indebtedness to pay the costs of equipment including a fire truck, rear loader, generator, bucket truck, and line truck. A reimbursement resolution is required to seek reimbursement for expenditures. The city expects to order equipment prior to the closing on the financing.

Fiscal or Other Impact:

None

Recommendation:

Approve reimbursement resolution

Coordination:

Amy Staton, Chief Financial Officer

Attachments:

Resolution Declaring Official Intent of the City of Wilson to Reimburse Expenditures made for the Replacement of Equipment

R-053-23

**RESOLUTION DECLARING OFFICIAL INTENT
OF THE CITY OF WILSON
TO REIMBURSE EXPENDITURES MADE FOR THE
REPLACEMENT OF EQUIPMENT**

WHEREAS, the City has advanced, and will advance, funds from its General Fund and Electric Fund prior to closing on a bond issue or other financing for replacement of equipment; and

WHEREAS, the Chief Financial Officer has described to the City Council the desirability of adopting a reimbursement resolution, as provided under Federal Tax law, to facilitate the City's use of financing proceeds to restore the City's funds when capital expenditures are made prior to the closing on a bond issue or other financing;

NOW, THEREFORE, be it resolved by the City Council of the City of Wilson:

Section 1. The Project for which the City of Wilson shall advance funds from the General Fund with the intention of reimbursing itself from the proceeds of a future financing is the purchase of a Fire Truck and a Rear Loader.

Section 2. The Project for which the City of Wilson shall advance funds from the Electric Fund with the intention of reimbursing itself from the proceeds of a future financing is the purchase of a Generator, Bucket Truck and Dual Axle Line Truck. Each Project is hereinafter referred to as (the "Project").

Section 3. The Project is to be financed. The currently expected type of financing (which may be changed) is secured installment financing pursuant to North Carolina General Statutes §160A-20. The reasonably expected maximum amount of the obligation to be incurred for the purpose of paying the cost of the Project is \$5,078,000.

Section 4. Funds for the Project that have been expended from the General Fund and Electric Fund within sixty (60) days of the day hereof and that will be expended from the General Fund and Electric Fund are intended to be reimbursed from the financing proceeds.

Section 5. The adoption of this Resolution is intended to be a declaration of the City of Wilson's official intention to reimburse Project expenditures from the proceeds of the financing within the meaning of United States Treasury Regulation §1.150-2.

INTRODUCED: November 16, 2023

ADOPTED: November 16, 2023

DULY ADOPTED this 16th day of November 2023.

James M. Johnson, Mayor Pro Tempore

ATTEST:

Tonya A. West, City Clerk

CERTIFICATION

I, Tonya West, City Clerk for the City of Wilson, North Carolina, do hereby certify that the foregoing has been carefully copied from the actual recorded minutes of the governing body of said City of Wilson at a regular meeting held on November 16, 2023, the record having been made in the minutes of said governing body, and is a true copy of so much of said minutes as relates in any way to the passage of the above and foregoing Resolution Declaring Official Intent of the City of Wilson to Reimburse Expenditures Made for the replacement of equipment.

WITNESS my hand and the corporate seal of the City of Wilson this 16th day of November 2023.

Tonya West, City Clerk

(SEAL)

City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: Ricky Wilson, Purchasing Manager
Subject: 2500 kVA Transformer – Invitation to Bid # 2023-41

Issue:

The need to place an order for and requirement to obtain board approval to purchase one (1) 2500 kVA/13.2 kV transformer for Wilson Energy.

Background / Summary:

Material availability and pricing volatility has increased the pricing and lead time for the delivery of transformers. Due to this fact we are sourcing transformers from other available manufacturers. The transformers are coming in over the formal bid threshold for goods. This transformer which is a larger one that is carried in our inventory has increased in pricing.

Fiscal or Other Impact:

The cost of purchasing one (1) transformer \$102,203.50.

Recommendation:

Approval of award to ULS Corporate, Inc. as lowest responsive responsible bidder.

Coordination:

John Maclaga, Daniel Gillen, Ricky Wilson, Rhonda Price.

Attachments:

Bid Tabulation



ITB: 2023-41 - 2500 KVA Transformers - Three Phase Padmount

Bid Tabulation

Issue Date: 9/6/2023

Due Date: 10/4/2023

Time: 2:00 PM

Company	Bid Received	Number of addendums acknowledged	COW Cat #: 285-084-00050	COW Cat# 285-084-00068	Delivery Cost	Lead Time	Total Bid	Comments
Uls Corporate Inc.	Y	N/A	102,203.50	102,203.50	None	15 - 17 Weeks		Apparent Lowest Bidder
ECB Solutions, LLC	Y	N/A	128,116.00	123,020.00	None	8 - 10 Weeks		
Howard Industries, LLC.	Y	N/A	190,929.00	172,411.00	?	52 - 52 Weeks		Did not bid on City bid form

I certify that bids were read aloud for this RFP on the due date and time above.

Signature:

Ricky Wilson, Purchasing Manager

Comments: Bids opened by Rhonda Price and Ricky Wilson for City of Wilson. Electric Department to review bid submittals for conformance to specs and award based on LRRB.



City Council Agenda Item Cover Sheet

To: Honorable Mayor, Members of City Council and City Manager
From: W. T. Bass, IV, P.E., Director of Public Works
Subject: Building Resilient Infrastructure and Communities (BRIC) Grant

Issue:

The City of Wilson was recently awarded a FEMA Building Resilient Infrastructure and Communities (BRIC) grant. North Carolina Emergency Management has requested a resolution to assign an agent for the grant.

Background / Summary:

The BRIC program supports states and local communities undertake hazard mitigation projects, reducing risk they face from disasters and natural hazards. The money from this grant will be used to demolish the mall site and construct a regional Stormwater feature to reduce localized flooding and create a space for shared experiences including personal physical health.

Fiscal or Other Impact:

None

Recommendation:

Public Works recommends approval of the resolution

Coordination:

Public Works

Attachments:

Resolution designating agent

R-054-23

RESOLUTION	
DESIGNATION OF APPLICANT'S AGENT	
North Carolina Division of Emergency Management	
Organization Name (hereafter named Organization) City of Wilson	Disaster Number:
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): Not Assigned	
Applicant's Fiscal Year (FY) Start 2023	Month: July Day: 01
Applicant's Federal Employer's Identification Number 50 - 6000240	
Applicant's Federal Information Processing Standards (FIPS) Number NC - 371 -95	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name W. T. Bass IV	Agent's Name Samuel Hedgepeth
Organization City of Wilson	Organization City of Wilson
Official Position Director of Public Works	Official Position Assistant Director of Public Works
Mailing Address PO Box 10 <input type="checkbox"/>	Mailing Address PO Box 10 <input type="checkbox"/>
City, State, Zip Wilson, NC, 27894-0010	City, State, Zip Wilson, NC, 27894-0010
Daytime Telephone (252) 399-2467	Daytime Telephone (252) 399-2425
Facsimile Number (252) 399-2453	Facsimile Number (252) 399-2453
Pager or Cellular Number (252) 230-5091	Pager or Cellular Number (252) 373-0232
<p>BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this _____ day of _____, 20_____.</p>	
GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title James M. Johnson, III	Name Tonya West
Name and Title Mayor Pro Tempore	Official Position City Clerk
Name and Title 11-16-2023	Daytime Telephone (252) 399-2302
CERTIFICATION	
<p>I, <u>Tonya A. West</u>, (Name) duly appointed and <u>City Clerk</u> (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of <u>City of Wilson</u> (Organization) on the <u>16th</u> day of <u>November</u>, 20<u>23</u></p>	
Date: <u>11-16-2023</u>	Signature: _____
Rev. 06/02	

APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.