



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

August 22, 2018

TO: Mayor and Board of Commissioners

FROM: Debora P. Diaz, Town Manager

REF: Consent Agenda

1. Minutes (Attached CA-1A)

A. July 19, 2018 and joint worksession policy matrices for Land Use Plan update

2. Budget amendments (Attached CA-2)

A. #2 – to record encumbrances outstanding at June 30, 2018

B. #3 – to record contributions to the Police Department for Crime Prevention activities

C. #4 – for expenditures related to promotional and public relations items to promote the Kick Butt, Bag Smarter and other initiatives by the Community Appearance Commission at various Town and community events

D. #5 – to re-appropriate balance of lease purchase funds at 6/30/2018 for the police remote camera project; this amount was no encumbered at year end as the item was not available at that time.

3. Recordation of consensus approval of Hurricane/Disaster Debris Removal Interlocal Agreement with Dare County (Attached CA-3)

Approval of the Consent Agenda will record the Board's consensus approval of this agreement, prepared by Dare County, and which must also be approved by the Dare County Board of Commissioners.

4. June 2018 Monthly Report (Attached CA-4)

5. Single-source water pump specified for upgrade to the pumping station at 1634 N. Croatan Highway (Attached CA-5)

The bid phase for construction of the new water tank at 1634 North Croatan Highway, which includes upgrades to the on-site pumping station, is proceeding. The upgrades include installation of a third water pump (in addition to the existing two), which will be capable of pumping 1,600 gallons of water per minute. In order to match the new pump with the existing pumps for compatibility and standardization, our engineers are recommending the Board of Commissioners name a sole source

purchase of the new pumping equipment, in accordance with NCGS 143-129(e)(6). Pearson Pump Sales & Service, Inc. will be the vendor for the new pump, at a cost of \$42,554.00.

Approval of the Consent Agenda will record the Board's approval of the sole source purchase for the new water pump.

6. Items related to final phase of improvements at the Public Works Complex

A. Direction to Staff to Request Financing Proposals from Banks (Attached CA-6A)

Bids will be received on Tuesday, September 4, 2018 for the project to complete improvements at the Public Works Complex. Submittals will be evaluated for compliance with specifications for the project and recommendation for bid acceptance will be presented to the Board at the September 10, 2018 meeting. This resolution is required by the Local Government Commission (LGC) in order for Staff to be authorized to seek financing proposals for the Public Works Complex construction.

Approval of the Consent Agenda will approve the *A RESOLUTION REGARDING THE PROPOSED CONSTRUCTION AND FINANCING ARRANGEMENT OF THE FINAL PHASE OF CONSTRUCTION OF THE PUBLIC WORKS COMPLEX: DIRECTION TO STAFF TO REQUEST FINANCING PROPOSALS FROM BANKS,*

B. Schedule public hearing on September 10, 2018

Finance Director Beverly Kissinger has discussed this project at length with representatives of the North Carolina Local Government Commission (LGC) and she has been advised that in order to meet time constraints on the proposed financing for the project to be presented and approved by the LGC, a public hearing on the proposed financing for the project needs to be scheduled for the September 10, 2018 meeting. Attached is the proposed time frame for completion of the requirements established by the LGC.

Approval of the Consent Agenda will schedule the necessary public hearing for the September 10, 2018 meeting at 5:30 p.m. as recommended.

C. Authorization for Staff to File an Application with the LGC (Attached CA-6C)

The final item is authorization for Staff to file an application with the North Carolina Local Government Commission for financing approval for the final phase of construction of the Public Works Complex. This resolution also names the Finance Director to act on behalf of the Town in filing the application with the LGC.

Approval of the Consent Agenda will approve the *A RESOLUTION REGARDING THE PROPOSED CONSTRUCTION AND FINANCING ARRANGEMENT FOR THE PROPOSED COMPLETION OF THE FINAL PHASE OF THE PUBLIC WORKS COMPLEX: AUTHORIZATION FOR STAFF TO FILE AN APPLICATION WITH THE NORTH CAROLINA LOCAL GOVERNMENT COMMISSION.*

Staff recommends approval of the Consent Agenda as presented and a motion will be in order.