PROPOSED AGENDA
COUNCIL MEETING
August 16, 2011
7:00 PM

CALL TO ORDER – Mayor Sammy Phillips
PLEDGE OF ALLEGIANCE
INVOCATION

ADOPTION OF AGENDA AND CONSENT ITEMS

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PUBLIC COMMENT

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COUNCIL MINUTES

SPECIAL WORKSHOP MEETING

August 3, 2011

A special workshop meeting of the City Council of the City of Jacksonville was held Wednesday, August 3, 2011 beginning at 6:00 PM in Council Chambers of the Jacksonville City Hall. Present were: Mayor Sammy Phillips, presiding; Mayor Pro-Tem Michael Lazzara and Council Members: Jerry A. Bittner, Randy Thomas, Bob Warden, and Jerome Willingham. Fannie K. Coleman was out of town and unable to attend. Also present were: Richard Woodruff, City Manager; Ron Massey, Assistant City Manager; Gayle Maides, Interim Finance Director; Glenn Hargett, Communications and Community Affairs Director; Grant Sparks, Public Services Director; Reggie Goodson, Planning and Development Services Director; Carmen Miracle, City Clerk; and John Carter, City Attorney. *An audio recording of the Council Meeting is presently available for review in the City Clerk's Office.

CALL TO ORDER

Mayor Sammy Phillips called the meeting to order at 6:00 PM.

ADOPTION OF AGENDA

A motion was made by Councilman Warden, seconded by Councilman Thomas, and unanimously approved to adopt the agenda as presented.

PLANNED DEVELOPMENT (PD) DISTRICTS

Using the PowerPoint presentation attached as Exhibit A, Ryan King, Planning Administrator, presented an overview of the Planned Unit Development. He stated the Planned Development was a larger tract of land planned and developed as one unit that followed an approved Master Plan. It provided more flexibility in dealing with large scale developments. All zoning was done upfront at the initial stage, and there were three different zoning districts associated with the Planned Development – Residential, Commercial, and Traditional Neighborhood (mixed use). As with the Conditional Use Permit, the Planned Unit Development was optional and had to be requested by the property owner/developer.

Mr. Woodruff stated that one of the advantages of a Planned Unit Development was flexibility of market product. There was a growing interest in the Jacksonville market to have a variety of single-family types, not just the traditional single family home on a lot. Many of the

developers of larger tracts were pleased to hear that the City was in the process of considering this district.

Mayor Pro-Tem Lazzara asked if there was a specific lot size that would qualify for a Planned Unit Development. Mr. King stated that there were minimum standards for the lot sizes of the three different types of districts. The PD-Residential had a minimum of 10 acres. If Commercial was included, the minimum acreage was 15. At 35 acres or larger, Commercial would have to be included to service the development.

Mayor Pro-Tem Lazzara asked if this was similar to what Council had planned with Cypress Creek. Mr. King stated Cypress Creek would have been a good example of a Planned Unit Development District had it been available at that time. Mayor Pro-Tem Lazzara stated that a development agreement had been accepted and Council adopted the ability to utilize development agreements for that purpose. Mr. Carter stated that Council had adopted an Ordinance pursuant to State Statute where an agreement could be made with a developer for up to 20 years. Mr. King stated there were some similarities and differences between the development agreement and the Planned Unit Development.

Mayor Pro-Tem Lazzara asked if they could both be utilized. Mr. Woodruff and Mr. King stated they could be. Mr. King added that the Planned Unit Development had been drafted by Clarion Associates and had been through the UDO Steering Committee. It had also been sent out to the local surveyors for comment.

Mayor Pro-Tem Lazzara asked what the risks would be and was there anything included that would ensure that the infrastructure of a development was completed. Mr. Woodruff stated that the Planned Development was a land use matter only and didn't force completion of a project. The benefit gained was the guarantee that the product approved was the product that would be built.

Discussion followed on pros and cons. Councilmen Thomas and Warden asked if the developer couldn't finish the project for whatever reason, was the Planned Unit Development binding on the next buyer even if he only purchased part of the land. Mr. Woodruff stated that the new owner would have to come back for a formal amendment to the Planned Unit Development. Mr. King stated that the Planned Unit Development stayed with the land.

Councilman Warden asked about Planned Unit Developments that did not do well. Mr. Woodruff stated that Council had to make sure the community was ready to serve that market

product. The largest risk was changing philosophy. With conventional zoning, there was the ability to change the zoning in the future. It was not an option with a PUD.

Councilman Warden stated that the biggest risk he saw was that the developer was given the freedom and assurance that Council could not change zoning within the PUD in the future.

Mr. Woodruff stated that even though there was a request on Council's Agenda tonight for a Zoning Text Amendment to Section 31Residential 7 Zoning District, Council could postpone their decision for two weeks until they had time to review the Planned Development District further.

ADJOURNMENT

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Thomas, and unanimously adopted to adjourn the meeting at 6:36 PM.

City Council Presentation

Presentation Item:	A
Date:	8/16/2011

Subject: Proclamation – Riverwalk Festival Days
Department: Mayor's Office
Prepared by: Carmen Miracle, City Clerk

Presentation Description

B.O.L.D. of Jacksonville, Inc. (Bettering our Local Downtown) has sponsored Summer festivals for the enjoyment of the citizens of Jacksonville and its visitors. The final Summer festival – Riverwalk Festival – will be held September 3 and 4, 2011.

A Proclamation is being presented recognizing Riverwalk Festival Days and B.O.L.D.'s work in bringing attention to Downtown Jacksonville with its events.

Martin Aragona Jr. and Carmen Spicer will be present to accept the Proclamation on behalf of B.O.L.D. of Jacksonville, Inc.

Action

Present Proclamation to Martin Aragona Jr. and Carmen Spicer.

Attachments:

A Draft Proclamation

City of Jacksonville
North Carolina
Proclamation

Whereas, B.O.L.D. of Jacksonville, Inc. (Bettering Our Local Downtown) is sponsoring summer festivals monthly for the enjoyment of the citizens of Jacksonville and its visitors. The events represent family, community unity and pride in the City; and,

WHEREAS, these events hope to attract businesses and families that are looking for a place to operate their business or reside; and,

WHEREAS, Riverwalk Festival will be held on September 3 and 4 from noon until 9:00 PM providing live entertainment, merchandise, food and business displays at Riverwalk and Wilson Bay Parks. A "Kids Zone" will be provided by the U.S. Army; and,

WHEREAS, the proceeds from this event will benefit "Operation Finally Home" which is an organization that honors wounded and disabled veterans and widows of fallen soldiers with new homes;

NOW THEREFORE, I, Sammy Phillips, Mayor of the City of Jacksonville, do hereby proudly proclaim September 3 and 4, 2011 as

"RIVERWALK FESTIVAL DAYS"

in the City of Jacksonville and urge all residents to celebrate Downtown Jacksonville and join in the celebration.

_____
Mayor

Attest: _____
City Clerk

Attachment
A

City Council Presentation

Presentation Item:	B
Date:	8/16/2011

Subject: Oath of Office - Jacksonville Youth Council Officers
Department: Community Programs
Prepared by: Glenn Hargett

Presentation Description

The Jacksonville Youth Council serves to give youth in Jacksonville a voice. The Council stands ready to advise the City Council, govern itself, perform public service and operate a Civic Youth Center for the City.

The City would like to administer the oath of office for the Officers who will guide the Youth Council for the remainder of this school year.

The Officers are listed in the following Presentation Information.

Parents of the Youth Council officers have been invited to attend and stand with them when they take their Oath of Office.

Action

Administer the Oath of Office to Incoming Officers.

Attachments:

None

Presentation Information

Presentation Item: **B**

Oath Taking for the Youth Council Officers
These Terms are Transitional

The election of the 2011/2012 Officers to the Jacksonville Youth Council was held on Thursday, May 5, 2011.

The Youth Council has instituted a new system for elections. The term of the Chairman and Vice Chairman now runs from January to December in order for Seniors to enjoy more of their last year. Mr. Brenes and Ms Landi are serving a half-term in order to create the new staggered system. Mr. John and Mr. Barnes will serve a half-term as officers-elect, and then will assume the office of Chairman and Vice Chairman in January.

Of these Officers, **Tony Brenes, Gabrielle Landi, Logan John,** and **Justin Barnes** have served previously. **Ian Funk** and **Justin McGeorge** are new to the Executive Committee.

The Incoming Officers are:

Officer	Office	High School	Parents' Names
Tony Brenes	Chairman	Southwest HS	Maria & Mark Gordon
Logan John	Chairman Elect	Richlands HS	Jennifer & Alan John
Gabrielle Landi	Vice Chairman	Jacksonville HS	Bridgette & Victor Landi
Justin Barnes	Vice Chairman Elect	Jacksonville HS	Stacey Barnes
Ian Funk	Recorder	Jacksonville HS	Ann & Paul Funk
Justin McGeorge	Secretary-Treasurer	Southwest HS	Catherine & Anthony McGeorge

The Oath of Office is as follows:

I, *state your name,* do solemnly swear that I will support and maintain the constitution and laws of the United States, and the constitution and laws of North Carolina, not inconsistent therewith, and that I will faithfully discharge the duties of my office as *state your office* of the Jacksonville Youth Council, and maintain and uphold all the laws and regulations of the City of Jacksonville, so help me God.

Request for City Council Action

Agenda Item:	1
Date:	8/16/2011

Subject: Public Hearing *(Legislative)* - Zoning Text Amendment – Section 43 Residential Downtown 5; Section 49 Residential Downtown 3; Section 66 Central Business District; Section 68 Office and Mixed Use; and Section 109 Sign Regulations
Department: Development Services
Presented by: Mary Sertell, Senior Planner
Presentation: Yes

Issue Statement

Staff has drafted a Zoning Text Amendment that will amend the current Downtown zoning districts: RD-3, RD-5, CBD, OMU, and Section 109 Sign Regulations. This amendment will create greater clarity when applying for and reviewing projects in Downtown.

The language in the text amendment is based on the 2nd module of the proposed Unified Development Ordinance (UDO) which has been reviewed and accepted by the UDO Steering Committee as well as by other developers and contractors who work in Downtown.

Financial Impact

None

Action Needed

Reconvene Public Hearing

Consideration of the Zoning Text Amendment

Recommendation

Staff and Planning Board recommend Council approve the Zoning Text Amendment.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Proposed Zoning Text Amendment Ordinance (revised August 11, 2011) – provided as a separate booklet
B DRAFT Planning Board Minutes – July 11, 2011

Staff Report

Agenda Item: **1**

Zoning Text Amendment – Sections 43 Residential Downtown 5 (RD-5), Section 49 Residential Downtown 3 (RD-3), Section 66 Central Business District (CBD), Section 68 Office Mixed Use (OMU), and Section 109 Sign Regulations

Introduction

Staff has drafted a Zoning Text amendment that will update the current guidelines for development in the Downtown zoning districts: RD-3, RD-5, CBD, OMU, and Section 109 Sign Regulations. The existing guidelines, which were part of a downtown plan developed in 1998, are challenging to administer with little clarity and are largely subjective. Further, the older guidelines were incorporated by reference in the Zoning Ordinance with obtuse language regarding their application and enforcement. The updated guidelines provide objective criteria for new development and the design standards will be fully incorporated into the text of the Zoning Ordinance.

The language in the text amendment is based on the 2nd module of the proposed Unified Development Ordinance (UDO) which has been reviewed and accepted by the UDO Steering Committee as well as by other developers and contractors who work in Downtown.

Procedural History

- 1998, City Council adopted the Jacksonville Downtown Revitalization Plan and its associated Design Guidelines for Downtown Jacksonville, NC
- 2007, City Council adopted the Jacksonville Downtown Master Plan
- July 11, 2011, Planning Board recommended approval of the proposed text amendments
- On July 19, 2011, Staff presented the updated design standards to City Council at a Workshop
- August 3, 2011, City Council conducted and then recessed a Public Hearing for the Zoning Text Amendments. Council deferred the item to their next regular meeting.
- On August 16, 2011 City Council will consider the Zoning Text Amendments

Stakeholders

- Design professionals
- Developers
- Citizens
- Property owners in the Downtown districts

The Residential districts (RD-3, RD-5) and Commercial districts (CBD, OMU) are intended to encourage the urban form and architectural character found in the traditional downtown as well as promote redevelopment that will make the downtown area a more diverse and vibrant mixed-use, urban center. More specifically, the districts are proposed to:

(a) Implement the Downtown Master Plan;

(b) Encourage economic development activities that increase the tax base and provide desirable places to live, work, shop, and recreate in the downtown;

(c) Promote redevelopment of buildings and land in the downtown;

(d) Encourage mixed-use, pedestrian–friendly development to reduce the need for the automobile and foster greater use of alternative modes of transportation;

(e) Encourage a strong pedestrian-orientation by locating buildings close to sidewalks;

(f) Place more emphasis on the design and appearance of development, and less emphasis on the types of uses within the development;

(g) Provide civic buildings that are distinctive and located in visually-prominent locations; and

(h) Protect established residential uses and encourage new residential developments in the downtown.

Public Hearing Notification Assessment

"Before adopting, amending, or repealing any ordinance authorized by this Article, the City Council shall hold a public hearing on it. A notice of the public hearing will be given once a week for two successive calendar weeks in a newspaper having general circulation in the area. The notice shall be published the first time not less than 10 days nor more than 25 days before the date fixed for the hearing." Notifications in accordance with North Carolina General Statutes will be followed. Further, letters were sent to every property owner in the RD-3, RD-5, CBD, and OMU zoning districts as a courtesy.

Options:

1) Approve the Zoning Text Amendment found in Attachment A. **(Staff Recommended)**

- Pros: Will create objective criteria for new development downtown that supports and implements the adopted Downtown Master Plan. Approval will also promote pedestrian-oriented, mixed use development in Downtown and promote redevelopment of land and buildings in Downtown.
- Cons: Development standards will be different than what is currently used and may have a learning curve for use among design professionals

2) Deny the Zoning Text Amendment

- Pros: Existing design guidelines for Downtown will remain in place.
- Cons: Not approving the amendment will prevent implementation of part of the Downtown Master Plan and continue the use of development guidelines that are outdated and difficult to administer.

3) Defer action on the Zoning Text amendment.

- Pros: Would allow staff time to acquire additional background information as requested by the Council.
- Cons: None

Draft Planning Board Minutes – July 11, 2011

Agenda Item: **1**

Zoning Text Amendment – Updates to Sections 43 Residential Downtown 5 (RD-5), 49 Residential Downtown 3 (RD-3), 66 Central Business District (CBD), 68 Office Mixed Use (OMU), and Section 109 Sign Regulations

Staff has drafted a zoning text amendment that will update the current guidelines for development in the Downtown zoning districts: RD-3, RD-5, CBD, OMU, and Section 109 Sign Regulations. The existing guidelines, which were part of a downtown plan from 1998 are challenging to administer with little clarity and are largely subjective.
Further, the older guidelines were incorporated by reference in the Zoning Ordinance with obtuse language regarding their application and enforcement. The updated guidelines provide objective criteria for new development and the design standards will be fully incorporated into the text of the Zoning Ordinance.

The language in the text amendment is based on the 2nd module of the proposed Unified Development Ordinance (UDO) which has been reviewed and accepted by the UDO Steering Committee as well as by other developers and contractors who work in Downtown.

Staff recommends the Planning Board move to approve the zoning text amendment found in Attachment A.

Mr. King stated that after meeting with UDO Steering Committee, staff also invited several contractors that are building in Downtown to discuss these changes. Staff provided the opportunity to make sure the changes were something that was understandable and usable versus something that is complicated about later on because it just doesn't work right.

Mr. Quinn stated to Ms. Sertell that this was one of the most interesting presentations. Mr. Quinn mentioned to Vice-Chairperson Wyrick there may be citizens in the audience that may want to speak. Vice-Chairperson Wyrick asked that if anyone would like to speak please feel welcome and asked Mr. King to re-read the public speaking guidelines. Mr. King asked if anyone wanted to speak about the downtown codes that are changing.

Mr. Hugh Rubirosa, who lives at 32 Manner Lane in Swansboro, talked about his brother trying to open a business. For the past year his brother has been paying mortgage on a building that he is not able to open as a super market. The location is 624 New Bridge Street. Mr. Rubirosa stated the business would bring more culture to Jacksonville and Hispanic foods. Mr. Rubirosa also stated that it will bring a lot of revenue into Jacksonville.

Attachment **B**

Mr. Quinn stated he remembered the property and further recalled that it had been before the board and some of the issues may be building inspections related, which is a different group that monitors and regulates construction. Mr. Quinn stated that he wasn't sure that it is this board's approval that Mr. Rubirosa might be waiting on. Mr. Quinn suggested that Mr. Rubirosa get appointments with some of the department heads in those departments.

Mr. Goodson replied there were some building codes issues that have been ongoing with the property. Mr. Goodson stated that staff has met with the owner on site. There were some issues with the sprinkler system. The building was going to have sprinklers downstairs but the building also needed sprinklers upstairs for residential uses. The sprinkler requirement is not a planning issue, or a design standard issue or use of the building issue; it is a building code issue. Mr. Goodson stated that staff would be glad to meet with Mr. Rubirosa's brother again to go over some of the things that need to be done.

Mr. Goodson continued that this is one of the things staff doesn't like to see. He stated that downtown Jacksonville has a lot old buildings and that when people start bringing in new uses and start trying to bring the buildings up to code it takes money to do that. This is something that is unfortunate, staff doesn't like to see it but staff has to make sure that if these buildings will have the public going into them they have to be safe.

Mr. Quinn replied to Mr. Rubirosa to extend our best wishes to his brother and his family in regards to getting this business up and running.

Mr. Donald Sanders resides at 204 S. Winchester Lane, Hubert, NC who owns a house on 301 Court Street. Mr. Sanders wants to know what the future is for the downtown area. Mr. Sanders stated his house has been for sale for two years and he has dropped the price several times and has not gotten an offer.

Mr. Quinn stated to Mr. Sanders that a copy of the design standards are available on line and if he took a look at some of the things included in this he may find it helpful. Mr. Sanders asked would the city make an offer to buy his house on Court Street.

Mr. King stated that staff mailed letters to every property owner in downtown, despite not being required to do so, to notify them of the proposed changes to the zoning text. Mr. King stated that the agenda item is not a rezoning of anyone's property, it is actually changing the law that governs the property. Staff is informing everyone that owns property downtown so that the property owners could come by and ask questions or get a copy of the code to see what changes may be there. Mr. King reiterated that staff is not rezoning anyone's property. The language that says what the minimum lot size is and what the minimum lot width and the types of things that can go in that zoning; that is what is changing not the zoning of the property.

Mr. Goodson asked Mr. Sanders where his property is located and if it was near Court St. and Popular St. Mr. Goodson stated that the City may be interested in property in that area. Mr. Goodson stated he would discuss it further with him.

Chuck Quinn moved to approve the consideration of the Zoning Text Amendment. Alfred Keyes seconded the motion.

The motion to approve the consideration of the Zoning Text Amendment was unanimously approved by the Board Members present.

Request for City Council Action

Consent Agenda Item:	2
Date:	8/16/2011

Subject: Authorization to Condemn Financial Guarantees
Department: Public Services/Engineering
Presented by: Tom Anderson
Presentation: No

Issue Statement

As directed by Council, staff is requesting authorization to process condemnation of the expiring financial guarantees held by the City if the developer is unable or unwilling to provide renewed financial guarantees. It is also recommended that the Mayor and Council allow staff, if necessary, to extend the Surety Agreements and Warranties for up to one year.

Financial Impact

None.

Action Needed

To authorize staff to process condemnation of the financial guarantee if the developer is unwilling or unable to provide proper surety and to extend the Surety Agreement.

Recommendation

Staff recommends that Council authorize staff to process condemnation of the financial guarantee if the developer is unwilling or unable to provide proper surety and to extend the Surety Agreement.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

None

Staff Report

Consent Agenda Item: **2**

Authorization to Condemn Financial Guarantees

Introduction

In order to keep sureties and agreements current, Staff needs permission from Council to extend or condemn expiring financial guarantees held by the City if the developer is unable or unwilling to provide renewed financial guarantees.

Procedural History

The City's Subdivision Ordinance stipulates how the City handles Subdivision Agreements, their warranty periods and the financial guarantees related to that project. City Council must authorize the extension of an agreement or warranty period and/or give authorization to condemn financial guarantees. The following subdivisions have financial guarantees that soon will be expiring:

Project Name	Expiration Dates	Amount	Extension
Carriage Run Section III-C at Carolina Forest	LOC: 10/17/2011	$11,775.43	2nd
Carriage Run Section V-B at Carolina Forest	LOC: 10/15/2011	$130,653.30	1st
Kennith Whichard Lot 1, Tract 2	AGR: 10/7/2011		1st
	CASH	$8,500.00	
Kensington Park Section II	LOC: 10/12/2011	$131,563.29	1st
Northwest Business Park	LOC: 10/12/2011	$50,780.00	11th
	SIDE: 10/12/2011		
Onslow County Schools – White Oak HS	SIDE: 10/29/2011		4th
	CASH	$26,680.00	
Southpointe Section II-B at Carolina Forest	LOC: 10/6/2011	$29,112.09	1st

Definitions:

LOC:	Letter of Credit	WAR:	Warranty	AGR:	Agreement
CD:	Certificate of Deposit	SIDE:	Sidewalk Agreement	BND:	Bond

Carriage Run Section III-C at Carolina Forest –The surety will expire October 17, 2011. Warranty for this Project will expire on January 20, 2012.

Carriage Run Section V-B at Carolina Forest – The surety will expire October 15, 2011. Warranty for this project will expire on July 18, 2012.

Kennith Whichard Lot 1, Tract 2 – The agreement will expire October 7, 2011. This project is still under construction. The Developer needs to make some improvements and then may request a final inspection and acceptance of public improvements for City maintenance. Once the project has been accepted, it will begin an 18-month warranty period.

Kensington Park Section II – The surety will expire October 12, 2011. The warranty for this project will expire January 19, 2013.

Northwest Business Park – The surety and sidewalk agreement will expire October 12, 2011. This is a commercial subdivision with several lots that have not been sold or built upon. The posted surety is to guarantee the installation of sidewalks for the remaining vacant units.

Onslow County Schools – White Oak High School – The surety and sidewalk agreement will expire October 29, 2011. This project solely involves the installation of public sidewalks. The sidewalks will not be installed until after NCDOT completes a road-widening project. NCDOT is to let this project in September 2012. The financial guarantee should continue to be held until completion of the DOT project.

Southpointe Section II-B at Carolina Forest – The surety will expire October 6, 2011. The warranty for this project will expire December 7, 2012.

Stakeholders

- Developers: Carolina Forest Developers, Kennith P. Whichard, John Koenig, Inc., Richard Ray Realtors, and Onslow County Board of Education,

- Residents of the City of Jacksonville

Options

Approve: Authorize staff to process condemnation of the financial guarantee if the developer is unwilling or unable to provide proper surety and to extend the Surety Agreement. **(RECOMMENDED)**

Pro: City may process condemnation of the financial guarantee in order to complete infrastructure.

Con: Developer may walk away from the agreement without any recourse leaving infrastructure that has not been installed and possibly at an expense to the City to complete the construction.

Deny: Take no action

Pro: Taking no action on this item offers no advantage to the City.

Con: Developer may walk away from the agreement without any recourse leaving infrastructure that has not been installed and possibly at an expense to the City to complete the construction.

Request for City Council Action

Consent Agenda Item:	3
Date:	8/16/2011

Subject: Interlocal Agreement-Jack Amyette Community Park
Department: Recreation and Parks
Presented by: Tim Chesnutt
Presentation: No

Issue Statement

The Recreation and Parks Department is asking Council to approve the Interlocal Agreement with the Onslow County Board of Education for the Jack Amyette Community Park. This agreement would permit the City to make improvements to the Onslow County Public Schools property that lies between Clyde Erwin Elementary School and the Jack Amyette Recreation Center and further establish the terms for the creation of Jack Amyette Community Park.

Financial Impact

The funding for the work that this agreement would authorize is included in the FY '12 Capital Improvement Projects budget.

Action Needed

Review and consider the recommendations

Recommendation

Staff recommends that Council authorize the City Manager to sign this Interlocal Agreement with Onslow County Board of Education.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Interlocal Agreement

Inter-local Agreement
Onslow County Board of Education and the City of Jacksonville

Whereas, Onslow County Board of Education is the owner of Clyde Erwin Elementary School located in the corporate limits of the City of Jacksonville, and

Whereas, the City of Jacksonville owns Jack Amyette which is a public recreation facility immediately adjacent to Clyde Erwin Elementary School, and

Whereas, the City of Jacksonville desires to expand and improve recreational opportunities for the citizens and children of the Clyde Erwin Elementary and Jack Amyette community, and

Whereas, vacant property, in the ownership of the Onslow County Board of Education as illustrated in Exhibit A, lies between the school facility and the Jack Amyette Recreation Center, and

Whereas, both parties agree that the development of the Board of Education property into a public park available for use by all citizens, including children attending Clyde Erwin Elementary School would result in mutual benefit, and

Whereas, both parties further agree that this Inter-local agreement will establish the parameters upon which the property could be developed by the City of Jacksonville,

Now, therefore, the Onslow County Board of Education and the City of Jacksonville do hereby mutually agree and bind themselves voluntarily in the following fashion relative to the development of Board of Education property as a community park.

Section 1 Use of property/facility -- The property contained in this Inter-local agreement is to be specifically used for recreational facilities. Recreation activities will have priority at said facilities and scheduling of these activities will be done through the City of Jacksonville Recreation and Parks Department. All consideration will be given to the school for use of recreation facilities in the spirit of mutual cooperation and benefit to our citizens. Permitted activities and development of the property shall include and be specifically limited to the following:

1. Recreational playfields including baseball, softball, multi-purpose fields and outdoor basketball courts.
2. Recreation jogging track including exercise and fitness stations.
3. Ancillary support activities including pedestrian lighting, ball field lighting, fencing, landscaping, water fountain (potable), signage, parking.
4. Additional items specifically approved by the Superintendent of Schools provided that all structures must be athletic in nature with no enclosed buildings.
5. This property/facilities shall be a "tobacco free" zone.

Section 2 Conceptual Master Plan approval -- The City of Jacksonville will pay for the creation of a Conceptual Master Plan with estimated cost for improvements that identify the proposed uses and their location on the property. The Conceptual Master Plan will be submitted to the Superintendent who will place the matter before the Onslow County Board of Education for their consideration.

Attachment

A

Upon approval by the Board of Education of the Conceptual Master Plan, the City of Jacksonville will proceed with engineering plans and with the construction of the facility.

Section 3 Construction -- Based upon the approval of the Conceptual Master Plan by the Onslow County Board of Education, the City of Jacksonville will have 12 months in which to finalize the plan and prepare detailed construction drawings. Construction may occur in either one or two phases. Construction of all activities in phase one shall be completed within two years of the date of approval of this Inter-local agreement. Components in phase 2 must be completed within 5 years of the date of this agreement.

Section 4 Non Appropriation of Funds -- The Budget Officer of the City of Jacksonville shall in the initial proposal for each of the City's annual budgets include the amount of funding necessary for the completion of this project. Notwithstanding that the Budget Officer has included such an appropriation for all required funding in a proposed budget; the Governing Board may determine not to include such an appropriation in the City's final budget for such fiscal year. It is hereby agreed that the City of Jacksonville will not be in default if the Governing Board elects not to include an appropriation for the funding of this project.

Section 5 Financing -- All improvements requested by the City of Jacksonville as part of the Conceptual Master Plan shall be the financial responsibility of the City of Jacksonville, subject to Non Appropriation of Funds provision in Section 4. Any additional items which the Board of Education may desire shall be funded by the Board.

Section 6 Maintenance -- Upon completion of the recreational facilities, maintenance shall become the responsibility of the City of Jacksonville and shall be maintained at the same level of maintenance as for all other community parks/regional parks owned by the City of Jacksonville.

Section 7 Term of Inter-local agreement -- This Inter-local agreement shall be for a 10 year term commencing on 1/1/2012 and continuing 10 calendar years. It is agreed that after that date, one-year automatic extensions shall occur unless the Onslow County Board of Education notifies the City prior to the start of each calendar year (January 1 of each year) that the Inter-local agreement shall terminate. All said notices of termination must be filed one year prior to the actual termination.

Section 8 Name of recreation facility -- It is mutually agreed that the recreational facilities shall be named the Jack Amyette Community Park.

Section 9 Termination -- Should the Onslow County Board of Education determine that conditions exist which require the termination of this Inter-local agreement prior to conclusion of the initial 10 year period, the Board of Education shall have the right to terminate this agreement with the understanding that the Board of Education shall refund to the City the total cost of all improvements including but not limited to design, planning, engineering and construction costs(COST) if the termination should occur within the first five years of the Inter-local agreement. Once the project is completed the City shall submit documented COST to the Onslow County Board of Education which said amount shall set the ceiling amount. For years 6 through 10, the Board of Education would reimburse the City on the following schedule:

Year 6 - 50% reimbursement of COST
Year 7 -- 40% reimbursement of COST
Year 8 -- 30% reimbursement of COST
Year 9 -- 20% reimbursement of COST
Year 10 -- 10% reimbursement of COST

If the City of Jacksonville fails to properly maintain the facility or to take necessary corrective action to avoid an identified hazard, the school Board shall notify the City in writing that they have 60 days in which to correct the defect.

Section 10 Addendums and modifications -- This constitutes the full agreement between the Onslow County Board of Education and the City of Jacksonville. However, addendums and modifications may be made by either party provided that the addendum and modification is then placed on the published agenda of each governmental entity and receives approval at a regular meeting of each governing board.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

THE ONSLOW COUNTY BOARD OF EDUCATION

_____
Superintendent

ATTEST:

_____
Clerk to the Board

THE CITY OF JACKSONVILLE, NORTH CAROLINA

_____
City Manager

ATTEST:

_____
City Clerk

NORTH CAROLINA
ONSLOW COUNTY

I, _____, a Notary Public in and for the aforesaid County and State, do hereby certify that on this day, _____, Superintendent for the Onslow County Board of Education, personally appeared before me and acknowledged the due execution of the foregoing instrument for the purposes herein expressed.

Witness my hand and official seal, this the _____ day of _____, 20__.

_____
Notary Public

My Commission Expires:

_____

NORTH CAROLINA
ONSLOW COUNTY

I, _____, a Notary Public in and for the aforesaid County and State, do hereby certify that on this day, _____, City Manager for the City of Jacksonville, personally appeared before me and acknowledged the due execution of the foregoing instrument for the purposes herein expressed.

Witness my hand and official seal, this the _____ day of _____, 20__.

_____
Notary Public

My Commission Expires:

_____

APPROVAL BY BOARD OF EDUCATION FINANCE OFFICER

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act

_____
Signature

_____
Date

APPROVAL BY CITY FINANCE OFFICER

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____
Signature

_____
Date

CERTIFICATE OF CITY'S ATTORNEY

I, the undersigned, John T. Carter Jr., the duly authorized and acting legal representative of THE CITY OF JACKSONVILLE, NORTH CAROLINA, do hereby certify as follows:

I have examined the attached Contract for the **Clyde Erwin Elementary School/Jack Amyette Community Park Improvements** between the City of Jacksonville and **the Onslow County Board of Education** and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legal binding obligations upon the parties executing the same in accordance with terms, conditions, and provisions thereof.

_____

Signature

_____

Date

EXHIBIT A

Clyde Erwin School Site
N
1 inch = 150 feet
Exhibit
A

Request for City Council Action

Consent Agenda Item:	4
Date:	8/16/2011

Subject: Asset Management Program – Utility Services – Contract Addendum
Department: Public Services – Engineering Division
Presented by: Deanna Young, Engineering Operations Coordinator
Presentation: No

Issue Statement

On June 7, 2011, Council approved the concept of Asset Management and authorized the City Manager to execute three contracts with Utility Services Company (USC) to begin an active maintenance program on the Northwoods, Ellis, and Commons Tanks.

After the contracts were executed, it was discovered that the contracts did not include language to incorporate all the labor and material necessary to install antenna retrofits on the three water tanks. This work, which would bring the tanks into compliance with OSHA standards as well as allow the City an opportunity to grow our IT Infrastructure by constructing a 42-post antenna corral at the Commons Water Tank, had been previously identified and discussed. Staff is working with one cellular company to lease space on the Commons tank and is hopeful that other cellular companies also will be interested in co-locating on this tank due to its height and location. All revenue received will help defray the cost of the design and construction of this corral.

Financial Impact

In order to fund the retrofit work, $212,370 of Water Sewer Retained Earnings will need to be transferred to the Engineering Department's operating budget to cover the annual cost of the contracts between the City and Utility Services Company, Inc and the reserve for the Buyout option.

Action Needed

Consider approving the Budget Ordinance and authorizing the City Manager to execute the addendums for three water tanks.

Recommendation

Staff recommends Council approve the Budget Ordinance and authorize the City Manager to execute the addendums for the Northwoods, Ellis and Commons Tanks.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Budget Ordinance
B Proposed Addendum - Northwoods

Staff Report

Consent Agenda Item: **4**

Asset Management Program – Utility Services Addendum

Introduction

Over the last year, staff began looking into a better way of managing one of our most visible assets - Water Tanks by researching the concept of Asset Management. This concept allows one company to be responsible for the maintenance, repair, and cleaning of an elevated water tank over an extended length of time at a fixed rate. By entering into this type of contract, it would allow the City to anticipate a smaller fixed annual operating expense over a longer period of time rather than spending a large amount in one fiscal year when major maintenance is required and provide maintenance on a regularly scheduled basis. In other words, it would help spread the cost more equally over the life of the contract.

On June 7, 2011, Council approved the concept of Asset Management and authorized the City Manager to execute three contracts with Utility Services Company (USC) to begin an active maintenance program on each of the following tanks: Northwoods, Ellis Boulevard, and the Commons Tank. Each of these contracts set forth a detailed maintenance schedule for both interior and exterior cleanings and yearly inspections with major maintenance work scheduled to take place in the first year for Northwoods and Ellis Boulevard.

After the contracts were executed, it was discovered that the contracts did not include language to incorporate all the labor and material necessary to install antenna retrofits on the three water tanks to include cables, connectors, ground kits, hoisting grips, handrail pipes, messenger pipes as well as, re-installation of City wifi antennas, surveillance camera, and telemetry antenna. The need for this retrofit work had been previously identified and discussed because it is necessary to bring the tanks into compliance with OSHA standards. This work was also discussed because it will allow the City an opportunity to continue to grow our IT Infrastructure through the construction of a 42-post antenna corral for the Commons Water Tank.

Currently, the Commons Water Tank only hosts City equipment. However, staff is working with one cellular company to lease space on the Commons Tank and is hopeful that other cellular companies also will be interested in co-locating on this tank due to its height and location. All revenue received will help defray the cost of the design and construction of the corral.

The cost associated with this service was intended to be included with the original contract and that the cost would be spread over the first ten years. Since this error was not discovered until this fiscal year, the additional cost has been spread over a nine year period beginning with this fiscal year requiring the appropriation of additional funding.

Financial Analysis:

Under North Carolina General Statute, incurring an obligation such as a multi-year contract requires that a municipality budget for such obligation. However, the City typically includes a Non-appropriation clause which allows the City to terminate the contract if a future Council does not set aside funds for that contract. In this instance, USC will be performing major maintenance work in the first year. Therefore, if a future Council decides not to continue with an Asset Management Concept, the contract can be terminated, but the City would have to pay USC the difference between the actual cost of services rendered and the sum of yearly maintenance fees paid to the date that the contract is terminated (hereinafter referred to as "Buyout"). As a result, the City intends to set aside funds in a reserve expenditure account for the first ten years of the contract.

This amendment seeks to appropriate a total of $212,370 of Water Sewer Retained Earnings to the Engineering Department. Of that total, $191,133 is designated to cover the Buyout option for the addendum. This fee will remain in a reserve encumbrance in the event a future Council elects to terminate the contracts with USC.

The additional $21,237 will cover the work associated with the addendums for the second year for all three water tanks. Moving forward, this additional expense will be budgeted yearly within the Engineering Department's operating budget to pay the annual maintenance fee per the contract.

Procedural History

- November 16, 2010 – Presented Concept of Asset Management during Council workshop
- December 16, 2010 – Management Report Item presented to Council additional information
- June 7, 2011 – Council authorized the City Manager to execute Asset Management Contracts with Utility Services Company for the Northwoods, Ellis Boulevard, and Commons Tanks.

Stakeholders

- Citizens of Jacksonville
- City Staff

Options:

Option #1: Approve the Budget Ordinance and authorize the City Manager to execute the addendums for the Northwoods, Ellis Boulevard and Commons Tanks with Utility Services Company, Inc. **(RECOMMENDED)**

Pros: The City can continue with an active maintenance program of maintaining three of the seven elevated water tanks. It would also bring these tanks into compliance with OSHA standards as well as allow the City an opportunity to continue to grow our IT Infrastructure.

Cons: Additional encumbrances are required in order to comply with NCGS to ensure that if the Contract is terminated by a future Council, the City will have the means to pay for services rendered.

Option #2: Deny the Budget Ordinance.

Pros: None.

Cons: The City would incur a larger expense now rather than a smaller expense spread through the duration of the remaining nine years of the existing contract.

ORDINANCE (2011-)

AN ORDINANCE AMENDING THE FISCAL YEAR 2012 BUDGET

BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina that the following amendment to the Fiscal Year 2012 Water Sewer Fund is hereby enacted:

WATER SEWER FUND

REVENUES	BUDGET	CHANGE	TOTAL
APPROPRIATED RETAINED EARNINGS	2,227,543	212,370	2,439,913
TOTAL ADJUSTMENTS		212,370	
TOTAL FUND EXPENDITURES	27,870,368	212,370	28,082,738

EXPENDITURES	BUDGET	CHANGE	TOTAL
ENGINEERING	1,285,993	212,370	1,498,363
TOTAL ADJUSTMENTS		212,370	
TOTAL FUND EXPENDITURES	27,870,368	212,370	28,082,738

To appropriate $212,370 of Water Sewer Retained Earnings to the Engineering Department to cover the changes made to the existing contract between the City and Utility Services. After the contracts were executed, it was discovered that the contracts did not include language to incorporate all the labor and material necessary to install antenna retrofits on the three water tanks to include cables, connectors, ground kits, hoisting grips, handrail pipes, messenger pipes and re-installation of City wifi antennas, surveillance camera, and telemetry antenna.

This ordinance shall be effective upon its adoption.

ADOPTED by the Jacksonville City Council in regular session this 16th day of August 2011.

ATTEST:

Sammy Phillips, Mayor

Carmen K. Miracle, City Clerk

Attachment

A

ADDENDUM #1
TO
THE WATER TANK MAINTENANCE CONTRACT
DATED JUNE 15, 2011
BETWEEN
CITY OF JACKSONVILLE AND UTILITY SERVICE CO., INC.

THIS ADDENDUM #1 TO THE WATER TANK MAINTENANCE CONTRACT DATED JUNE 15, 2011 BETWEEN CITY OF JACKSONVILLE AND UTILITY SERVICE CO., INC. (hereinafter, the "Agreement") is made and entered into as of this _____ day of _____, 2011 (the "Agreement Effective Date") by and between UTILITY SERVICE CO., INC., whose business address is 535 General Courtney Hodges Boulevard, Post Office Box 1350, Perry, Georgia 31069, (hereinafter, the "Contractor"), and the CITY OF JACKSONVILLE, (hereinafter, the "City").

W I T N E S S E T H:

WHEREAS, Contractor and City are the original parties to that certain Water Tank Maintenance Contract dated June 15, 2011 (hereinafter, the "Original Contract") concerning the City's and Contractor's agreement for the Contractor to maintain one (1) of the City's water storage tanks located at **904 Sioux Drive, Jacksonville, NC**;

WHEREAS, City desires to modify the agreed upon Scope of Work for the water storage tank as well as to modify the annual fee that the City shall pay Contractor for the additional work to be provided as hereinafter set forth;

WHEREAS, City and Contractor desire to memorialize their intentions in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and for Ten and No/100 Dollars ($10.00), and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, each intending to be legally bound hereby, agree to amend the Original Contract as follows:

1. **Additional Services Added to Scope of Work for Initial Renovation Project.**

Schedule A to the Original Contract is hereby amended to add the additional scope of work for the antenna retrofit project on the water storage tank. The following language is inserted, by way of amendment, after the last paragraph of Schedule A:

13. ANTENNA RETROFIT PROJECT

13.1 The Contractor will provide all coax, connectors, ground bars, Ground kits, hoisting grips, snap-ins, and all other hardware to:

13.1.1 Install (9) 8' x 2 3/8" OD Handrail Mast pipes for panel antennas;

Attachment
B

13.1.2 Install (6) sections of messenger pipe with (31) Large Cluster Rings and (1) Large Hoisting Ring;
13.1.3 Install (48) Galv. Large J rings around the underside of the balcony; and
13.1.4 Install (5) wifi antennas, (1) surveillance camera, and (1) telemetry antenna.

2. **Modification of Annual Fees.**

The Second Paragraph of the Original Contract is hereby amended to modify the annual fees to compensate the Contractor for the additional scope of work which is added to the Original Contract by this Agreement. Said original Second Paragraph is hereby deleted in its entirety and inserted in lieu thereof, by way of amendment, is the following:

> **2. Contract Price/Annual Fees.** The tank shall receive an exterior renovation, interior renovation, antenna retrofit, and repairs prior to the end of Contract Year 1. See Schedule A "Lead Abatement Specification for the Initial Scope of Work". The annual fee for Contract Year 1 shall be **$43,899.00.** The annual fees for Contract Years 2 through 10 shall be **$49,299.00 per Contract Year**. The annual fees for Contract Years 11 through 20 shall be **$18,062.00 per Contract Year**. The annual cost of service after Contract Year 20 is to be negotiated by the Owner and the Company. All applicable taxes are the responsibility of the Owner and are in addition to the stated costs and fees in this Contract. A "Contract Year" shall be defined as each consecutive 12-month period following the first day of the month in which the Contract is executed by the Owner and each subsequent 12-month period thereafter during the time the Contract is in effect. For example, if a contract was signed by an Owner on April 17, 2007, Contract Year 1 for that contract would be April 1, 2007 to March 31, 2008, and Contract Year 2 for the contract would be April 1, 2008 to March 31, 2009 and so on.

3. **Ratification of Original Contract.**

Except as expressly amended and modified herein, the parties do hereby ratify and affirm the Original Contract and acknowledge its binding effect upon the Parties.

4. **Authorization to Execute.**

The signatories below certify that they are duly authorized to execute this Agreement on behalf of the entities represented.

The remainder of this page was left blank intentionally.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective the day and year first above written.

THE CONTRACTOR:

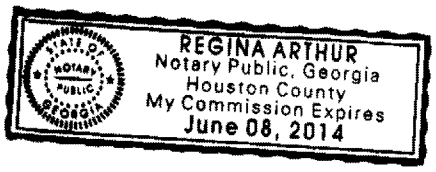
Utility Service Co., Inc.

By: Michael J. Lewis
Title: SVP of Sales

ATTEST:

Regina Arthur

(Affix Seal)



THE CITY:

City of Jacksonville

By: _____
Title: _____

ATTEST:

_____

(Affix Seal)

CERTIFICATE OF CITY'S ATTORNEY

I, the undersigned, John T. Carter Jr., the duly authorized and acting legal representative of THE CITY OF JACKSONVILLE, NORTH CAROLINA, do hereby certify as follows:

I have examined the attached **Addendum #1 to the Water Tank Maintenance Contract Dated June 15, 2011 Between City of Jacksonville and Utility Service Co., Inc.** and the manner of execution thereof, and I am of the opinion that the aforesaid agreement has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legal binding obligations upon the parties executing the same in accordance with terms, conditions, and provisions thereof.

_____
Signature

_____
Date

APPROVAL BY CITY FINANCE OFFICER

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Account Number:_____

_____
Signature

_____
Date

Request for City Council Action

Agenda Item:	5
Date:	8/16/2011

Subject: Bid Award – Southwest Regional Lift Station Project
Department: Public Services
Presented by: Gregory K. Meshaw, PE
Presentation: No

Issue Statement

On August 3, 2011, staff received seven bids for the Southwest Regional Lift Station Project which, upon completion, will allow the sewer flow from the properties in the Springdale Subdivision to be discharged at the City's Treatment Plant. This project is required by an interlocal agreement between Onslow Water and Sewer Authority (ONWASA) and the City of Jacksonville that was executed on May 20, 2010. The Agreement states that the City will design and construct a lift station strategically located in the ETJ Southwest of the City of Jacksonville's Corporate limits and accept the sewer flows from Springdale Subdivision for treatment at the City's Land Application Facility.

Staff recommends award of this project to Jacksonville Mechanical, Inc. of Jacksonville, NC based upon a review of the bids received.

Financial Impact

No financial impact since funding for this project has already been approved in the FY2011 Capital Improvement Plan.

Action Needed

To consider approval of the award a contract to Jacksonville Mechanical, Inc. for the construction of the Southwest Regional Lift Station.

Recommendation

Staff recommends Council award the bid to Jacksonville Mechanical, Inc. in the amount of $684,972.32.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Bid Tabulation Sheet

Staff Report

Agenda Item: **5**

Bid Award – Southwest Regional Lift Station

Introduction

An interlocal agreement between Onslow Water and Sewer Authority (ONWASA) and the City of Jacksonville was executed on May 20, 2010 whereby the sewer flow from the properties in the Springdale Subdivision will be discharged to the City's Treatment Plant. This Interlocal Agreement states that the City will design and construct a lift station strategically located in the ETJ Southwest of the City of Jacksonville's Corporate limits and accept the sewer flows from Springdale Subdivision for treatment at the City's Land Application Facility. The project includes all associated costs and activities such as acquisition of land, design and professional services and required permitting.

Provisions of the Agreement

The Interlocal Agreement establishes the responsibilities of each party throughout the term of the Agreement. The infrastructure within Springdale Subdivision will remain the property of ONWASA and as such they are responsible for maintenance and repair. Additionally, they will continue to respond to and bill these customers. The City will be responsible for design and construction of a lift station that allows the influent discharge of this area to be treated at the City's Waste Water Treatment Plant.

Bids Received

The City received seven bids for the construction of this lift station (Bid Tabulation Sheet attached). The apparent low bidder, Dot Construction Inc, has withdrawn their bid pursuant to North Carolina General Statutes due to a mathematical error. The second low bidder, Jacksonville Mechanical, Inc submitted a bid in the amount of $684,972.32 which is within the budget for this project. This utility contractor is located in Jacksonville and has extensive experience in the construction of utility infrastructure and lift stations.

Staff recommends approval to award this bid to Jacksonville Mechanical, Inc. No additional funding is required since the bid amount is within the budget for this project.

Stakeholders

- The City of Jacksonville
- ONWASA
- Customers of the Springdale WWTF
- Potential new customers in the Southwest Area of the City's Corporate Limits

Options

Option 1: Award the contract for this project in the amount of $684,972.32 to Jacksonville Mechanical, Inc. **RECOMMENDED**

- Pros: Allow the City to continue meeting its requirements under the Interlocal Agreement as well as showing cooperation for the purpose of good environmental stewardship.
- Cons: Funding for this project would be borne initially by the City until which time the sewer usage fees collected from ONWASA offsets the cost of construction.

Option 2: Reject all bids and direct staff to rebid the project.

- Pros: None.
- Cons: The City would not be able to meet the deadline imposed upon ONWASA by Department of Environmental Natural Resources as stipulated within the Interlocal Agreement. Additionally, the failing package plant would continue to pollute our waters.

Bid Tabulation Summary

Name of Project: **Southwest Regional Lift Station**

Bid Opening Date: **August 3, 2011**

Contractor's Name	**Bid Amount**
Dot Construction	$675,414.00 *
Jacksonville Mechanical, Inc.	$684,972.32
TA Loving Company, Inc	$717,800.00
Herring-Rivenbark, Inc.	$748,093.00
East Coast Contracting, Inc	$892,254.00
Elite Construction & Grading	$963,191.00
Trader Construction	$961,192.00

*Bid withdrawn pursuant to North Carolina Statutes due to a mathematical error.

I certify that this is a true and accurate tabulation of the bids received.

Carolyn Lampe

Carolyn Lampe, Deputy City Clerk

8/11/11

Date

CITY OF JACKSONVILLE NORTH CAROLINA

Attachment

A