

# Ordinance



City Council  
City of Wilmington  
North Carolina

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**Introduced By:** Rebecca L. Hawke, City Manager

**Date:** 4/7/2026

**Ordinance Reappropriating \$1.7 Million in the Building Improvements Capital Projects Fund to Create a \$1.25 Million Reserve for Leased Facilities Maintenance and Improvements and to Pay \$450,000 in Broker Commissions**

**LEGISLATIVE INTENT/PURPOSE:**

WHEREAS, \$1,700,000 in funds were appropriated by City Council to the Building Improvements Capital Project Fund on August 20, 2024, to be used for improvements to City properties located at 114 North 2<sup>nd</sup> Street and 115 North 3rd Street properties in relation to a proposed lease with United States General Services Administration (“GSA”); and,

WHEREAS, the City has elected not to move forward with the GSA lease and the related improvements, so the previously approved funding is available to be reallocated to meet other City needs; and,

WHEREAS, staff recommends that \$1,250,000 be reappropriated within the Building Improvements Capital Projects Fund to establish a reserve for lease facilities maintenance and improvements, and that the remaining \$450,000 being reappropriated to the General Fund for payment of broker commissions to Cape Fear Commercial associated with executed leases.

**THEREFORE, BE IT ORDAINED:**

THAT, the following supplemental appropriation is hereby made to the General Fund and the Building Improvements Capital Projects Fund, and that the following revenues are available to meet this appropriation.

**GENERAL FUND**

**Revenue:**

Transfer from Building Improvements CP Fund  
(10009134-313340)

\$450,000

**Appropriation:**

Economic Development Commissions \$450,000  
(10081100-545063-ED101)

**BUILDING IMPROVEMENTS CP FUND**  
**[115 N Third St. Purchase/Renovation – 4GGMF2220]**

**Revenue:**

Transfer from General Fund (\$1,250,000)  
(4GGMF2220 – 7TRANSFER – 7XF100 – XFGENFUND)

**Appropriation:**

General Construction (\$1,700,000)  
(4GGMF2220 – IMPBLDGS – CPCONSTR – CPGENCONST)

Transfer to General Fund \$450,000  
(4GGMF2220 – IMPBLDGS – XFERS – XFto100)

**[Leased Facilities Repairs – 4GGMF2620]**

**Revenue:**

Transfer from General Fund \$1,250,000  
(4GGMF2620 – 7TRANSFER – 7XF100 – XFGENFUND)

**Appropriation:**

General Construction \$1,250,000  
(4GGMF2620 – IMPBLDGS – CPMF929 - CPGENCONST)

THAT, the City Manager is authorized to expend the \$450,000 in reappropriated funds for the payment of broker commissions, without further action from City Council.

Adopted at a \_\_\_\_\_ meeting

On \_\_\_\_\_ 2026

Attest:

\_\_\_\_\_  
Penelope Spicer-Sidbury, City Clerk

\_\_\_\_\_  
Bill Saffo, Mayor

Approved As To Availability of  
Funds:

\_\_\_\_\_  
Finance Director