

**THURSDAY – 10:00 A.M.      MARCH 21, 2013      FINANCE COMMITTEE**

The Finance Committee of the City Council of the City of Elizabeth City held a meeting on the above date and time in the City Council Chambers of the Municipal Administration Building with Chairwoman L. A. Hummer presiding. Members attending were: R. T. Donnelly, L. M. Hill-Lawrence and J. W. Peel. City Staff members attending were: City Attorney W. H. Morgan, Deputy City Clerk V. D. White, Finance Director S. E. Blanchard and Planning Director J. C. Brooks.

Chairwoman Hummer established a quorum was present and called the meeting to order at 10:00 a.m. She called for a moment of silent reflection after which she led the Pledge of Allegiance to the Flag of the United States of America.

**1}      AGENDA ADJUSTMENTS AND APPROVAL:**

Chairwoman Hummer called for action regarding the prepared agenda. She stated she had one item to add to the agenda and it is the *financing for Brooks Avenue and Crescent Drive projects.*

*A motion was made by Mayor Pro Tem L. M. Hill-Lawrence, seconded by Councilman R. T. Donnelly to approve the prepared agenda to include the above noted item. Those voting in favor of the motion were: Hill-Lawrence, Donnelly, Hummer and Peel. Against: None. Motion carried.*

**2}      APPROVAL OF MINUTES:**

**a}**      March 7, 2013 – Finance Committee:

Chairwoman Hummer called for approval of the March 7, 2013 Finance Committee meeting minutes:

*A motion was made by Mayor Pro Tem L. M. Hill-Lawrence, seconded by Mayor J. W. Peel to approve the March 7, 2013 minutes as presented. Those voting in favor of the motion were: Hill-Lawrence, Peel, Donnelly and Hummer. Against: None. Motion carried.*

**3}      APPLICATION FOR 2013 DIVISION OF COASTAL MANAGEMENT GRANT:**

Chairwoman Hummer called upon Planning Director J. C. Brooks for comments.

Ms. Brooks stated that the 2013 round of Coastal Access Management grants is up for applications by DENR. This year they have \$1.4 million to give out to the 20 coastal counties in North Carolina. Last year we got Coastal Management Grants for the Mack Sawyer Building and we have received Coastal Management Grants for the mini park right next to the bridge. This year we looked and staff has identified a site on Riverside Avenue right as you cross over the Charles Creek Bridge. It is property that belongs to Riverside Houses, LLC and it is 702 Riverside Avenue and 708 Riverside Avenue. There are two parcels that we have been in discussion with the property owner. The parcel closest to the bridge is valued at \$29,700 and it has a small dilapidated building that sits in the water on it. The second piece of property is the larger of the two and it has a tax value of \$236,000. It includes the Waterworks building or the Boat Works Building right on Riverside and then there is a larger metal building further back and then there is a boat shed that is out over the water. It includes the boat slips and the docks. If we proceed with the grant application the City will have to do a 15% cash match and based on the assessed value the City would be responsible for \$40,500. We have hired Josh Tunnell to do an appraisal on it. He was out there yesterday and we are waiting for him to come back to see what the appraisal is on it. The City Manager has not put any money in the 2013-2014 budget for this because he thinks it might be a long shot since we have been successful with two other grants or it just depends on what our competition is in the grant application and where we fall in the rankings. Our local CAMA rep met us on site and she is familiar with this and if we can help clean up the waterfront and the coastal waterways she thinks that is an asset for the City.

***A motion was made by Councilman R. T. Donnelly, seconded by Mayor Pro Tem L. M. Hill-Lawrence to recommend to City Council to authorize City staff to submit a grant application to NCDENR for 2013 Division of Coastal Management grant funds for the purpose described herein at the conclusion of the public hearing scheduled for March 25, 2013. Those voting in favor of the motion were: Donnelly, Hill-Lawrence, Hummer and Peel. Against: None. Motion carried.***

#### **4} FINANCING OF BROOKS AVENUE AND CRESCENT DRIVE:**

Chairwoman Hummer called upon Finance Director Blanchard for comments.

Ms. Blanchard stated financing proposals were solicited for these two projects which is the sewer part of the project, Brooks Avenue is \$280,000 and Crescent Drive is \$194,000. In the budget we also have funding for the street portions

which is in the Powell Bill Fund. Only one bank submitted a proposal and that was BB&T with a rate of 2.14% and zero fees.

***A motion was made by Mayor Pro Tem L. M. Hill-Lawrence, seconded by Councilman R. T. Donnelly to recommend to the City Council to adopt a resolution approving the financing of the Brooks Avenue/Crescent Drive projects with BB&T at a 2.14% rate. Those voting in favor of the motion were: Hill-Lawrence, Donnelly, Hummer, and Peel. Against: None. Motion carried.***

**5} MISCELLANEOUS:**

Chairwoman Hummer advised there were no miscellaneous items at this time.

**6} CLOSED SESSION:**

Chairwoman Hummer called for a motion to retire into Closed Session for consultation with the City Attorney and consideration of Closed Session minutes:

***A motion was made by Mayor Pro Tem L. M. Hill-Lawrence, seconded by Councilman R. T. Donnelly to retire into Closed Session for consultation with the City Attorney as per NCGS 143-318.11(a) (3) and consideration of Closed Session Minutes as per NCGS 143-318.10 (e). Those voting in favor of the motion were: Hill-Lawrence, Donnelly, Hummer and Peel. Against: None. Motion carried.***

**7} RETURN TO REGULAR SESSION:**

***A motion was made by Councilman R. T. Donnelly seconded by Mayor J. W. Peel to return to regular session of the Finance Committee. Those voting in favor of the motion were: Donnelly, Peel, Hill-Lawrence and Hummer. Against: None. Motion carried***

Chairwoman Hummer declared the meeting back into regular session.

**8} ITEM FROM CLOSED SESSION:**

***A motion was made by Mayor Pro Tem L. M. Hill-Lawrence, seconded by Councilman R. T. Donnelly to approve the Closed Session Minutes as presented in the Closed Session. Those voting in favor of the motion were: Hill-Lawrence, Donnelly, Hummer and Peel. Against: None. Motion carried.***

**9} ADJOURNMENT:**

There being no further business to come before the Finance Committee at this time, Chairwoman Hummer adjourned the meeting at 10:42 a.m.

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Dianne S. Pierce-Tamplen, MMC  
City Clerk

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L. A. Hummer  
Chairwoman