

**City Council Regular Session  
March 23, 2015**

The City Council of the City of Elizabeth City met in regular session on Monday, March 23, 2015 in Council Chambers, located on the 2<sup>nd</sup> floor of the Municipal Administration Building, 306 E. Colonial Avenue, Elizabeth City, NC.

MEMBERS PRESENT: Mayor Joe Peel  
Councilwoman Jean Baker  
Councilman Ray Donnelly  
Mayor Pro Tem Anita Hummer  
Councilman Tony Stimatz  
Councilman Michael Brooks  
Councilman Kem Spence  
Councilman Darius Horton

MEMBERS ABSENT: *(Clerk notation: One 4<sup>th</sup> Ward Seat Currently Vacant)*

OTHERS PRESENT: City Manager Rich Olson  
City Attorney Bill Morgan  
Finance Director Sarah Blanchard  
Planning Director June Brooks  
Chief of Police Eddie Buffaloe  
Electric Department Superintendent Karl Clow  
Assistant to the City Manager Angela Cole  
ECDI Director Rebecca Cross  
Human Resources Director Katherine Felton  
Public Utilities Director Paul Fredette  
IT Director Matthew Simpson  
Inspections Director Stanley Ward  
Parks and Recreation Director Bobbi White  
City Clerk Vivian White

The City Council regular session was called to order by Mayor Joe Peel at 7:00 p.m. Mayor Peel welcomed everyone to the meeting and recognized Karen Smith to give the invocation, after which Mayor Peel led the Pledge of Allegiance.

**1. Agenda Adjustments and Approval:**

Mayor Peel called for any adjustments to and approval of the agenda.

**Motion was made by Councilman Darius Horton, seconded by Councilwoman Jean Baker, to approve the agenda as presented. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried.**

**2. Statement of Disclosure:**

The City Clerk read the Statement of Disclosure. No conflict of interest disclosures regarding items listed on the agenda were made.

**3. Presentation – Arbor Day Foundation Tree City Awards:**

Mayor Peel recognized Parks and Recreation Department Director Bobbi White and Urban Forestry Commission member Peggy Watts. Director White explained that the City's Urban Forestry Commission received two awards for the City from the Arbor Day Foundation and wished to present them to the City Council. She said that the first award recognizes the City of Elizabeth City as being a Tree City USA for five years. She reported that the second award is the Arbor Day Foundation's Growth Award, which recognizes environmental improvement and a higher level of tree care in our community. Mayor Peel thanked Ms. White and Ms. Watts for the presentation and for their hard work on the Urban Forestry Commission.

**4. Comments from the Public:**

Mr. Phil Johnson, 201 Sunset Drive, Hertford, NC stated that he was present to speak on behalf of the item on Council's agenda to consider the River City CDC Summer Youth Camp Funding. He said that he attended the meeting in order to answer any questions that may arise regarding that matter.

**5. Approval of Minutes:**

Mayor Pro Tem Hummer called for the Council's pleasure regarding approval of the minutes.

a. City Council Regular Session of March 9, 2015:

**Motion was made by Councilman Darius Horton, seconded by Councilwoman Jean Baker, to approve the City Council Regular Session minutes of March 9, 2015. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

b. City Council Special Meeting of March 16, 2015:

**Motion was made by Councilwoman Jean Baker, seconded by Councilman Darius Horton, to approve the Special Meeting minutes of March 16, 2015. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

**6. Consent Agenda:**

Mayor Peel recognized City Manager Olson to read the items on the Consent Agenda for the record. Mr. Olson recommended approval of all items, as follows:

**Beginning of Consent Agenda:**

- a. Consideration – Adoption of Budget Amendments needed for accounting purposes, as follows;

### **BUDGET AMENDMENTS**

**BE IT ORDAINED** by the City Council of the City of Elizabeth City that the following amendments be made to the annual budget ordinance for fiscal year ending June 30, 2015:

**SECTION I.** That the General Fund Insurance Revenue (103350.8300) and Police Department Maintenance & Repair to Equipment (105100.1600) be increased by \$3,539.81.

(To record insurance proceeds for police radios damaged by lightning.)

**SECTION II.** That the Powell Bill Fund Balance Appropriated (103990.0010) and Church Street Street Improvements (105700.7311) be increased by \$320,000.

(To record additional funding for Church Street street improvements.)

**SECTION III.** That the Powell Bill Fund Balance Appropriated (103990.0010) be increased by \$224,127, the General Fund Balance Appropriated (103990.0000) be decreased by \$224,127, the Powell Bill Bike Trail Grant (105700.7312) be increased by \$612,881, and Parks & Recreation Bike Trail Grant (106200.7313) be decreased by \$612,881.

(To transfer FY 2015 Bike Trail Grant expenses from Parks & Recreation to Powell Bill.)

**SECTION IV.** That the Tourism Development Authority (TDA) Bench Contribution (103180.0000) and Parks & Recreation Capital Outlay (106200.7400) be increased by \$14,410.

(To record Tourism Development Authority's contribution for benches.)

**SECTION V.** That the Electric Fund Insurance Revenue (303350.8300) and Purchasing/Warehousing Maintenance & Repair to Equipment (304500.1600) be increased by \$837.

(To record damage to cameras due to lightning damage.)

**SECTION VI.** That the Electric Fund Retained Earnings Appropriated (303990.0000) and Energy Management Printing Expense (308400.1200) be increased by \$2,000.

(To record additional printing expenses for Energy Management seminars.)

**SECTION VII.** That the Stormwater Contingency (348500.6000) be decreased by \$6,500 and Stormwater Capital Improvements (348500.7300) be increased by \$6,500.

(To move funds from Stormwater Contingency for McMorrine drainage improvements.)

ADOPTED, this 23<sup>rd</sup> day of March 2015.

---

Joseph W. Peel  
Mayor

---

Vivian D. White, CMC/NCCMC  
City Clerk

- b. Consideration – Authorization for the Elizabeth City Fire Department to submit various grant applications as described;
- c. Consideration – Adoption of the following Budget Amendment for Airport Authority Grant Local Match in the amount of \$410,500 from the Aviation Park Account Fund Balance;

**BUDGET AMENDMENT**

**BE IT ORDAINED** by the City Council of the City of Elizabeth City that the following amendment be made to the project ordinance for fiscal year ending June 30, 2015:

**SECTION I.** That the Aviation Park Fund Balance Appropriated (633990.0001) and Airport Authority Apron Grant Match (639080.6000) be increased by \$410,500.

(To record Airport Authority's 10% match for apron upgrade.)

ADOPTED, this 23<sup>rd</sup> day of March 2015.

---

Joseph W. Peel  
Mayor

---

Vivian D. White, CMC/NCCMC  
City Clerk

- d. Consideration – Authorization to Submit Application to the Tourism Development Authority in the amount of \$5,000 to underwrite the costs of the Coast Guard City naming expenses.

**End of Consent Agenda.**

**Motion was made by Councilwoman Jean Baker, seconded by Mayor Pro Tem Anita Hummer, to approve the Consent Agenda as presented. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

**7. Public Hearings:**

- a. Consideration – Hold a Public Hearing to gather citizen input on the adoption of a resolution relating to the proposed CDBG infrastructure grant application for the raw water transmission line.

Mayor Peel declared the meeting into Public Hearing at 7:30 p.m. He inquired of the City Clerk if persons were present who wished to be heard regarding this matter. Upon her reply that no one wished to speak, Mayor Peel declared the Public Hearing closed.

Mayor Peel requested the Council's pleasure regarding this matter. Councilman Stimatz inquired of the City Manager how competitive the City would be in the current round of CDBG funding consisting of \$26 million. He asked if the City should look at becoming an Entitlement City for the long term in order for the City to be guaranteed some funding rather than continuing to apply with no hope of getting any money.

Mr. Olson responded that he felt the City's odds of receiving funding for the raw water transmission line are not good because of the scoring criteria that the state is presently using. He said that the second public hearing being held involved a CDBG grant application for the Herrington Road Sewer Project, which he thought stood a better chance for funding, simply because the LMI beneficiaries within that geographic area were quite high. He stated that staff is currently working on the required survey to verify the LMI makeup of the project area, but cautioned that staff is encountering a very low response rate.

Councilman Stimatz requested that Mr. Olson explain the term "LMI" for the public. Mr. Olson advised that the term referred to individuals of low to moderate income. He stated that in Elizabeth City, to qualify as LMI, income for a family of four would have to be below \$37,000 annually.

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Darius Horton, to adopt the following resolution authorizing staff to submit a CDBG application for the raw water transmission main project in the amount of \$900,000.00 as described therein. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

**RESOLUTION # 2015-03-03  
AUTHORIZING SUBMISSION OF CDBG APPLICATION TO  
North Carolina Department of Environment & Natural Resources (NCDENR)  
Division of Water Infrastructure for the  
City of Elizabeth City Raw Water Transmission Main Project**

**WHEREAS**, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the North Carolina Department of Environment & Natural Resources (NCDENR) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363; and

**WHEREAS**, the City of Elizabeth City has need for and intends to construct a drinking water distribution system raw water transmission main project described as the replacement of the existing 10" cast iron raw water transmission main with 9,000 linear feet of 14" PVC pipe beginning at Wellfield Road and continuing to the end of the Phase I project just north of Knobbs Creek along Main Street Extended; and

**WHEREAS**, the City of Elizabeth City has already spent \$800,000 constructing Phase I of this project and NCDENR has placed a priority on Phase II of this project; and

**WHEREAS**, the City of Elizabeth City intends to request state grant assistance for the project.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Elizabeth City:

1. That the City of Elizabeth City, hereinafter referred to as the Applicant, will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.
2. That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.
3. That Mayor Joseph W. Peel, hereinafter referred to as the Authorized Official and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a grant to aid in the construction of the project described above.
4. That the Authorized Official and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
5. That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 23rd day of March 2015 at Elizabeth City, North Carolina.

---

Joseph W. Peel  
Mayor

*ATTEST:*

---

Vivian D. White, CMC/NCCMC  
City Clerk

- b. Consideration - Public Hearing to gather citizen input on the adoption of a resolution relating to the proposed CDBG infrastructure grant application for the Herrington Road Sewer Project.

Mayor Peel declared the meeting into public hearing and inquired of the City Clerk if persons were present who wished to be heard. Upon her reply that no one wished to speak, Mayor Peel declared the public hearing closed.

Mayor Peel called for the Council's pleasure regarding this matter.

**Motion was made by Councilman Tony Stimatz, seconded by Mayor Pro Tem Anita Hummer, to adopt the following resolution authorizing City staff to submit a CDBG application for the Herrington Road Sewer Project in the amount of \$787,000.00 as described therein. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

**RESOLUTION # 2015-03-04  
AUTHORIZING SUBMISSION OF CDBG APPLICATION TO  
North Carolina Department of Environment & Natural Resources (NCDENR)  
Division of Water Infrastructure for the  
Herrington Road Wastewater Collection Project**

***WHEREAS***, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the

North Carolina Department of Environment & Natural Resources (NCDENR) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363; and

***WHEREAS***, the City of Elizabeth City has need for and intends to construct a wastewater collection system project described as a sewer collection system to serve the Herrington Road/Massachusetts Avenue neighborhood, which consists of the following streets: A St, B St, Wood St, Goodwin Ave, Witherspoon St, Hemlock St, Spruce St, Magnolia St, Arbutus St, Highland Ave, Rhode Island Ave, New York Ave, New Jersey Ave, Delaware Ave, Maryland Ave, Gosnold Ave, Massachusetts Ave, Price St, Lincoln St, Douglas St, Moore St, Hoffler St, Southern Ave and Herrington Road; and

***WHEREAS***, the City of Elizabeth City intends to request state grant assistance for the project.

***NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Elizabeth City:***

1. That the City of Elizabeth City, herein referred to as the Applicant, will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.
2. That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.
3. That Mayor Joseph W. Peel, herein referred to as the Authorized Official and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a grant to aid in the construction of the project described above.
4. That the Authorized Official and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
5. That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 23<sup>rd</sup> day of March, 2015 at Elizabeth City, North Carolina.



---

Joseph W. Peel  
Mayor

*ATTEST:*

---

Vivian D. White, CMC/NCCMC  
City Clerk

- c. To gather public input regarding the adoption of a resolution naming the Boatworks Property "Coast Guard Park.

Mayor Peel declared the meeting into public hearing and inquired of the City Clerk if persons were present who wished to be heard. The City Clerk responded that one speaker was present and called Mr. George Converse, 1431 Weeksville Road, Elizabeth City, NC to the podium for his comments.

Mr. Converse stated that he is writing a book about the US Coast Guard's presence in Elizabeth City and he shared a wealth of information with the Council about the Coast Guard's history beginning with the 1800's to the present day. Interesting to note from his comments is the fact that the site of the proposed Coast Guard Park once was the site of a Coast Guard Supply Base, which shared space with the Shipyard property on Riverside Avenue. According to Mr. Converse, this occurred just prior to World War II. Mr. Converse ended his remarks by stating that he supported the Council's naming of the City's Boatworks property "Coast Guard Park" and found the proposal to be fitting and proper.

With no other persons wishing to be heard, Mayor Peel declared the Public Hearing closed.

Councilwoman Baker said that she wanted to state for the record that the new park property does not include the entire Boatworks property, as there is a 60 x 100 foot piece of property at the site that has not been purchased by the City. Mayor Peel agreed and added that the parcel is just as you come off the Charles Creek Bridge.

Councilman Tony Stimatz asked for the honor of making the motion on this matter as a retired Coast Guard officer.

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Ray Donnelly, to adopt the following resolution naming the former Boatworks Property "Coast Guard Park." Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

**Resolution # 2015 – 03-05**  
**Officially Naming the City’s Boatworks Property**  
**“Coast Guard Park”**

**WHEREAS**, the Elizabeth City Coast Guard Base was commissioned on August 15, 1940; and since that time has been an active participant in the Elizabeth City community and played a vital role in the health and prosperity of Northeastern North Carolina; and

**WHEREAS**, to date, the City of Elizabeth City has not named a City facility in honor of the Coast Guard as a means of recognizing the exceptional contributions to the City and the community at large made by the Coast Guard, its military and civilian employees, retirees and dependents; and

**WHEREAS**, the City recently purchased and is upgrading the waterfront Boatworks Property located on Riverside Avenue, and the City Council is desirous of naming the property in honor of the Base Elizabeth City; and

**WHEREAS**, in keeping with the City of Elizabeth City Public Property Naming Policy adopted on April 23, 2012, the City Council held a Public Hearing to gather citizen input regarding the official naming of this property as “Coast Guard Park”.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Elizabeth City that the City’s Boatworks Property is hereby officially named “Coast Guard Park” effective immediately in honor of Base Elizabeth City and its significant contributions to Elizabeth City and Northeastern North Carolina.

**ADOPTED**, this the 23rd day of March 2015.

---

Joseph W. Peel  
Mayor

---

Vivian D. White, CMC/NCCMC  
City Clerk

**8. Regular Agenda:**

- a. Consideration – Appointment to the Senior Citizens Advisory Committee (*by motion and roll call vote*) as follows:

- 1. Appoint Mr. Donald Carter to complete the unexpired term of Mr. Joseph Stuter to expire June 30, 2018.

**Motion was made by Councilwoman Jean Baker, seconded by Councilman Darius Horton, to appoint Mr. Carter to complete the unexpired term of Joseph Stuter to expire June 30, 2018.**

**The roll call vote is recorded as follows:**

**Donnelly – yes  
Spence – yes  
Baker – yes  
Hummer – yes  
Horton – yes  
Stimatz – yes  
Brooks - yes**

**The motion carried unanimously.**

- b. Consideration – Recommendation for Parking on One Side of the Street in Hugh Cale Area of the City.

Mayor Peel recognized City Manager Olson to provide the background for this request. Mr. Olson stated that a number of years ago, the City changed its policy with regard to designating no parking on streets. He advised that it now requires City Council action to accomplish.

Mr. Olson explained that the request before the Council is to post no parking signs on the east side of Martin Luther King Drive from Shepard Street to Road Street and on Cale Street from Shepard Street to Road Street. Mr. Olson recognized Chief Eddie Buffaloe to provide an overview of the request from the Police Department's perspective.

Chief Buffaloe stated that the Police Department has experienced an increased amount of traffic in the Hugh Cale area, especially around the American Legion Hut during their business hours. He said that traffic in the area becomes overly congested and presents a public safety concern. He reported that the Police Department had met with some citizens in the Hugh Cale area and learned that the residents overwhelmingly supported the no parking proposal. He pointed out that public safety equipment cannot safely emerge through the streets due to the narrow passageway that is present, if parking remains on both sides of the street. He stated that police, fire and EMS personnel who respond to calls for service, especially fire engines, do not have enough room to maneuver the safety apparatus and lifesaving equipment for potential victims.

Chief Buffaloe explained that the current traffic flow is problematic if vehicles are parked on both sides of the roadway. He said that staff had inspected MLK Drive and found it to be 26 feet wide; that Cale Street was found to be 19 feet wide; and that Shepard Street measured 31 feet wide from curb to curb. He advised that, if two standard sized vehicles are parked on either side of the street, there is no way that two other standard sized vehicles may safely navigate through in different directions on both MLK Drive and Cale Street. He stated that during a meeting with some of the citizens in the

neighborhood, it was revealed that they did not want to change Shepard Street from two sided parking and therefore staff was recommending no action be taken on Shepard Street.

Chief Buffaloe stated that on occasion, when officers respond to incidents in that area, they have to get out of their cars and walk to the location in order to respond to the call for service due to parking congestion. He pointed out that the same situation had been encountered by both fire and EMS personnel.

Chief Buffaloe stated that staff is recommending that the Council designate no parking on the east side of MLK Drive as well as the east side of Cale Street between Shepard and South Road Street. He stated that the posted sign should read “no parking this side of the street.”

Councilman Horton asked how many residents attended the community meeting. Chief Buffaloe responded that he would estimate less than 20. Councilman Horton asked if it was the overwhelming consensus of those present that the no parking suggestion was something they wanted to see happen. Chief Buffaloe responded in the affirmative.

Councilman Horton stated that safety is always a major concern, but said that he had a few concerns about allowing parking on only one side of the street. He said that he thought it would deter people from attending events at the American Legion Hut.

Councilman Horton referred to the letters provided in the agenda packet by the Fire Department and EMS and stated that as he understood them, the departments were stating that in the event of an emergency, apparatus would not have adequate space to get through. Chief Buffaloe responded that was correct when cars parked were on both sides of the street.

Councilman Donnelly asked the number of signs being considered. Chief Buffaloe replied that it would involve perhaps 10 to 12.

Mr. Olson pointed out that the Uniform Traffic Code required sign spacing to be no more than 200 feet apart.

**Motion was made by Councilwoman Jean Baker, seconded by Councilman Ray Donnelly, that the Council disallow parking on one side of Martin Luther King Drive and Cale Street as presented; and to post the “no parking this side of street” signs on the east side of Martin Luther King Drive from Shepard to Road and on the east side of Cale Street from Shepard and South Road. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

- c. Consideration – Adoption of Budget Amendment for Special Election Expenses.

Mayor Peel recognized City Manager Olson for an overview of this item. Mr. Olson stated that on March 16, 2015, the Council adopted a resolution declaring the Fourth Ward seat of former Councilman Montravias King vacant and calling for a Special Election, which will be held on May 12, 2015. Mr. Olson said that a budget amendment for the election expenses had been presented to the Finance Committee, and although the committee recommended approval, they suggested that the item be placed on the Council's regular agenda for consideration by the full Council. He said that staff had previously informed the Council that expenses were anticipated to be \$9,000 based on historical expenses. However, the cost estimate provided by the Board of Elections revealed expenses for the Special Election to be \$16,188.24; and if a run-off election is needed, an additional \$14,887.19 will be incurred, totaling over \$31,000. He explained that the cost for a regular municipal election across all four wards is very similar at approximately \$31,000, with an additional \$28,000 for a run-off, if needed. Mr. Olson stated that the cost of special elections has become very expensive, hence the reason the Finance Committee suggested that the item be placed on the regular agenda.

Councilman Horton stated that during the Finance Committee, Mr. Olson indicated he was going to check into some information as it relates to the estimate, to make sure the amount was correct. Mr. Olson responded that the cost estimates appear to be a little on the high side, but not that much – perhaps as much as \$2,000. He stated that as he mentioned to the Finance Committee, it doesn't matter what the election costs, the City is required to have the special election and will have to pay the cost. He said that he had also suggested that the City Council may want to begin considering changes to the City Charter that would allow the Council to appoint members to vacant seats, if the seat is vacant for less than one year. He advised that change would have to be made by the General Assembly.

**Motion was made by Councilman Darius Horton, seconded by Councilman Kem Spence, to adopt the following budget amendment in the amount of \$16,188 for the estimated cost for the Special Election scheduled for May 12, 2015. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks, Spence and Horton. Against: None. The motion carried unanimously.**

#### **BUDGET AMENDMENT**

**BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2015:**

**SECTION I. That the General Fund Balance Appropriated (103990.0000) and Election Expense (106600.5880) be increased by \$16,188.**

**(To record estimated cost of special election.)**

**ADOPTED, this 23<sup>rd</sup> day of March 2015.**

---

**Joseph W. Peel**  
**Mayor**

---

**Vivian D. White, CMC/NCCMC**  
**City Clerk**

d. Consideration – River City CDC Summer Youth Camp Funding.

Mayor Peel called on Mr. Olson to review this item for the Council. Mr. Olson stated that during the October 6, 2014 Council meeting, the Council approved a number of Community Support Grants. He reported that River City CDC was the recipient of one of those grants in the amount of \$8,500 for their summer WorkCamp program, such as they have conducted in the past. He said that he had a recent meeting with Lenora Jarvis-Mackey and Phil Johnson during which they indicated they have decided to delay the large WorkCamp for the summer of 2015 in favor of a downscaled project utilizing local churches. The downscaled project is proposed to repair 15-20 homes in Elizabeth City. He stated the towns of Edenton and Hertford would also have homes repaired. He said the City's earlier contribution of \$8,500 would be used for the Elizabeth City repairs and River City CDC would contribute an additional \$10,000 of funding in support of the project. He stated that the smaller project would only utilize local youth and would not bring in volunteers from across the Country as does the larger WorkCamp. Mr. Olson stated that Mrs. Jarvis-Mackey and Mr. Johnson were present to answer any specific questions for the Council.

Councilman Stimatz stated that in analyzing the request, he found two issues: how much funding is actually needed for the scaled-down project and in what budget year the Council should provide for it. He said the camps would not occur until the summer of 2015 and the summer of 2016. He pointed out that the Council needed to find \$16,000 for a Special Election; and the current \$8,500 could be used to help defray that expense in the current year's budget, with the Council earmarking the appropriate amount for the scaled down project and half the money for the larger camp during budget discussion for the coming year's budget.

Councilman Stimatz stated that he was not clear regarding the justification of using the same amount of funding for the scaled down project as was provided for the larger WorkCamp, which included more volunteers and more homes. He stated that the documentation provided did not make clear to him what the City was paying for. He said that proportionately, it appeared the City was providing more money for the project than previously. He requested a breakdown of the proposed expenditures. He stated that he was not against the proposal, but he needed more information. He suggested

that the Council should table action on the item until the Council could get a better handle on the scope of the project and whether or not funding could be deferred until the next budget year.

Mr. Olson responded that the project was scheduled to occur in June of the current fiscal year, so the money would need to come out of the Community Support Grant appropriation already made. He stated that the larger WorkCamp for 2016 would occur in July and could come out of the 2016-2017 budget. Councilman Stimatz asked if that camp would be a follow up to the smaller effort or model the larger camp of previous years. He reiterated that he had too many questions to vote on the matter. He stated he needed hard numbers: how many houses, how much money, how many kids. He stated that he loved the program, but wanted to know what the public was getting for its money.

Mr. Olson stated that the smaller program would use the same criteria as the large program, which required an inspector to develop a scope of work at which time the work would be priced. He pointed out that if the money was not available, it would be pointless for River City CDC to develop the scope of work for a home repair that may not occur.

Councilman Stimatz requested the previous budget for the camp when using 400 kids, how many homes were covered, the average cost of the repairs for each home and how much the City donation was versus other sources. He said that information was needed to determine proportionality for the current proposal.

**Motion was made by Councilman Tony Stimatz, seconded by Councilwoman Jean Baker, to table action until the next meeting until there is a better idea what the numbers are.**

Councilman Horton stated that he had read the proposal from River City CDC and also sat on the Finance Committee when the request was approved for consideration by the Council. He pointed out that the letter provided by River City CDC and staff's memo both indicated that the project is simply being changed from bringing people into the state to do the work to a local effort doing the same work. He said he thought the program was a great program and pointed out that the Council had already voted to provide the funding. He stated that he was in favor of moving forward with the requested action. He said that the purpose of community support grants is to provide funding for projects that the City supports but is unable to do.

Councilman Spence stated that he is concerned that if the matter is delayed and there is dissatisfaction with the additional information provided, June will be here and gone. He stated that he agreed with Councilman Horton that the Council had already voted on the funding being provided to River City CDC and the use of the money was to help the community. He stated that this project met the Councilors' goals of helping the community and helping youth. He stated that he was in favor of moving forward.

Councilman Brooks inquired how long it would take to get the additional information requested by Councilman Stimatz. Mr. Olson stated that it would be dependent upon receipt of the information from River City CDC. He said that the historic information was already available, but determining the expenditures for the proposed project may take a while. Mr. Olson requested that representatives of River City CDC be allowed to provide their input.

Mayor Peel recognized Mr. Sidney Rabon, Chairman of the Board of River City CDC to come to the podium.

Mr. Rabon stated that the 2014 WorkCamp project served 53 houses with a budget of approximately \$40,000 and about 380 kids were involved. He stated that for 2015, the organization is proposing 15 – 20 houses with a total budget of \$18,500. He said that his quick math indicates that in 2014, that totaled about \$800 per house, and would equate to approximately \$900 per house for the current project. He stated that the exact budget will not be known until the investigator prepares a scope of work for the homes that have applied for assistance. He said it had always been his experience that “you can always find more to repair.” He said there will be fewer kids, and estimated 50 – 70 kids to be involved. He reiterated that the project’s primary benefit is to the repair homes with a secondary benefit of involving kids in the community.

Councilman Stimatz stated that when the program first began, the City’s contribution was \$5,000 every other year. He said he had always supported that. He said the contribution went to \$8,500 for the current fiscal year with no real justification other than more money was needed. He said he did not support that in the budget and still thought that \$8,500 was too much. He pointed out that \$8,500 was 21% of a \$40,000 project and now the Council was being asked to fund 46% of the scaled down program. He said he did not think the City had the money to do that. He stated that he also thought that \$8,500 was too large a contribution to one program from the Community Support Grant funding.

Mayor Peel called for a vote on the motion, as follows:

**Motion was made by Councilman Tony Stimatz, seconded by Councilwoman Jean Baker, to table action until the next meeting until there is a better idea what the numbers are. Those voting in favor of the motion were: Baker, Hummer, Stimatz and Brooks. Against: Donnelly, Spence and Horton. Motion carried.**

Mayor Pro Tem Hummer stated that she voted the way she did on the motion because she had always felt that if a Councilor needed more information regarding an issue and the request was not frivolous, she thought the opportunity should be provided.

Mr. Olson stated that a letter previously provided by River City CDC regarding this proposal had been included in the Finance Committee’s agenda, which was distributed to the entire body, but pointed out that the attachment had not been included in the agenda packet for the full City Council.



**9. Comments and Inquiries on Non-Agenda Items:**

Councilman Brooks had no further comments.

Councilman Stimatz reminded everyone about the showing of the film, Racial Taboo, at Knobbs Creek Recreation Center on Thursday, March 26 at 6 p.m. for City, County and School Board officials.

Councilman Horton thanked his constituent, Karen Smith, for providing the invocation for the meeting. He stated that he attended Town Hall Day in Raleigh and had an opportunity to talk with some of our legislators about privilege licenses and historic tax credits. He said he also attended a question and answer session hosted by Governor McCrory and was pleased that the governor recognized Elizabeth City as a beneficiary of the major highway proposal from Raleigh to the Hampton Roads area. He said he was grateful that the legislators had Elizabeth City on their minds.

Mayor Pro Tem Hummer stated that the ribbon cutting ceremony, which was attended by the City Council during the previous Work Session, was a wonderful ceremony and represented the completion of the final phase of the Roanoke Avenue Drainage Project. She said she hoped the people in that area would be very proud of the improvements. She thanked all those involved with the project for their hard work.

Councilwoman Baker had no further comments.

Councilman Spence commended Parks and Recreation Department staff for the new drinking fountain that has been installed at Enfield Park. He also commended the Human Resources Department and Director Katherine Felton for the professional job they do.

Councilman Donnelly had no further comments.

**10. Adjournment:**

There being no further business to be discussed, Mayor Peel adjourned the meeting at 7:57 p.m.

---

Joseph W. Peel  
Mayor

---

Vivian D. White, CMC/NCCMC  
City Clerk