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TUESDAY– 0:00 A.M. SEPTEMBER 18, 2012 FINANCE COMMITTEE

The Finance Committee of the City Council for the City of Elizabeth City held its monthly meeting on the above date and time in the City Council Chambers of the Municipal Administration Building. Chairperson L. A. Hummer presided with members R. T. Donnelly, L. M. Hill-Lawrence and J. W. Peel in attendance. Others present were: City Manager R. C. Olson, Deputy Clerk V. D. White and Finance Director S. E. Blanchard.

Chairperson 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 APPROVAL:

Chairperson Hummer called for action regarding the prepared agenda.

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

2} PRESENTATION – APPLICANTS FOR COMMUNITY SUPPORT GRANTS:

Chairwoman Hummer called upon City Manager Olson for comments.

Mr. Olson stated that he included in your agenda packet a spread that allows us to go ahead and put the Finance Committee's recommendation and give us a real time amount of how much money is allocated and how much money is remaining. All the groups that



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submitted a request for funding did appear at the Special City Council meeting that was held on September 5th. Each one of them provided a presentation. A copy of their grant applications is in front of you. Based on that the Finance Committee just needs to move forward with your deliberations and recommendations. One thing staff would strongly recommend is you don't appropriate all the funds. Leave a few thousand in there because things happen throughout the entire year. We have had special requests to help support this or that and it would be nice to have a little bit of money. You can spend it in May or June because the money is budgeted. We have also looked at other possible funding options for a number of these community service grants. The only group that we believe that we can use other funds that are available to us is the Highway 17 group which possibly could come out of TDA funds.

Councilman Donnelly stated he went through the applications and he ranked each one. Number one on his list is the Food Bank. They requested \$10,000. He would recommend \$8500 to help them through. The second one was River City CDC and he would recommend \$6500. He did cut the \$5000 from Juneteenth down to \$1500. He thought the other component was extremely valuable. Number three was the Northeast Coalition to End Homelessness. He didn't understand why they had the Souls Program in there because it has been self sustaining. Each of the churches has provided the food when they feed the hungry. He took that from \$12,500 down to \$5,500. New Beginnings was fourth. He dropped them down to \$3500. Education Foundation only asked for \$2500 and he kept them at the \$2500 and they are ranked #5. Port Discover asked for \$10,000 and he would recommend \$6,000. Kids First was number 7 and he dropped them down to \$3,000. Number 8 was the Council of Negro Women and he cut them to \$1500. Girls, Inc. was Number 9 and they asked for \$2,000 and he gave them a \$1,000. Healthy Carolinians was #10 and he dropped them from \$1,000 to \$600. The YMCA was #11 and they asked for \$5,000 and he proposed \$2,000. The American Legion was #12 and they asked for \$4,000 and I dropped them to \$2500. Highway 17 was #13 and they asked for \$3,000 and he recommends \$1,000 and the Library was #14 and he felt funny listing them last but they are a County thing so he



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proposed that we give them \$800. What he came up with was \$44,900 with \$2100 balance. He gave everybody something. He thinks they are all worthy and he personally has difficulty doing these community grants but since we do them everybody has gone through the process. We do need to straighten out the process so that everyone is actively involved. The boxing and athletic groups never really had to submit an application and somehow we need to get a cycle in place where everybody needs to submit an application if they want money. He made sure that everybody received something.

Councilwoman Hill-Lawrence said her primary focus was on the homeless shelters that provide services to help people live. Youthbuild gets a big grant. We have got to start looking at these kinds of things.

Councilwoman Hummer stated that some of these agencies do get grants. We have to look at these in order that we are fair to all organizations. We shouldn't give some a real large amount. One thing that caught her attention is the American Legion. While they provide support to veterans it says that 100% of the money received will be used to purchase uniforms and equipment for the 2 baseball teams. That figure is so much higher than the amount that we give the teams that come up here and ask for travel funds.

Mayor Peel stated he had decided to give them a \$1,000. They have a lot of kids involved but not that many from Elizabeth City. To be consistent with what we do for the other teams he gave them \$1,000. He looked at three things. Kids, food and shelter were the three. He is like Lena in that the Food Bank, Kids First and Kids First is the only organization in town that does what they do. And, the Northeast Coalition to End Homelessness. He gave them what they asked for. The Healthy Carolinians and he thinks health is a big issue here and teaching people what they are doing is something that we really need and they are the only ones doing that and \$1,000 he gave them. The Highway 17 Association he gave zero. He thinks that doesn't need to come out of these funds. The YMCA is a great program and he gave them \$1,000. They have other funding sources. The New Beginnings on the Solid Foundation he gave



\$1500 and his main reason for doing that was he had no financials. What he wanted was power and we can give him \$1500 worth of power. The Library and he heard what Ray said but he also knows that the schools are lacking in technology and this technology is reading and the only place that a lot of these kids can go is the library. He gave the \$1500. Port Discover he cut them to \$5,000. They get other monies. The Education Foundation he gave them the \$2500 they asked for. The National Council of Negro Women he thinks is a good thing but he cut that from \$3000 to \$1000. He did that for a couple of reasons and one is they were working on self esteem and he thinks is good but they are not feeding them or clothing them. Also, he knows they got another grant from another association in town because he is on that board. River City CDC he gave them \$2500 and that was mainly for the YouthBuild. He is not opposed to making that a regular part because it is only every other years. The American Legion Post he gave \$1000. When you add all that up it comes to more than the \$47,000. He would go back and cut \$1,000 or so out of the big numbers. That is how he looked at it. The Food Bank and Coalition for the Homeless are important. He gave the Food Bank \$10,000 and if you want to cut that to \$9000 would be ok with him. He didn't give Girls, Inc. anything as he felt that what they were asking for that Port Discover already does.

Councilwoman Hummer said we could ask the TDA for the \$1500 for Juneteenth. We need to keep in mind that the main mission for this funding is to fund the agencies that provide a service to the City that the City can't provide. That makes it easier.

Ms. Hill-Lawrence said that is how she sees it too. Juneteenth is a celebration and it is beyond a service but it is a celebration.

Mr. Olson went over the list for the Community Assistance Grants.

Food Bank	\$ 7,500.00
Healthy Carolinians	\$ 1,000.00
Highway 17 Association	.00 (\$1000 TDA)
Albemarle YMCA	\$ 1,500.00
Kids First	\$ 6,000.00



New Beginning-Solid Foundation	\$ 3,000.00
Pasquotank-Camden Library	\$ 1,500.00
Northeast Coalition	\$ 9,500.00
Girls, Inc.	\$ 1,000.00
Port Discover	\$ 6,000.00
Education Foundation	\$ 2,500.00
Nat' Council of Negro Women	\$ 1,500.00
River City CDC	\$ 2,500.00 (June-YouthBuild)
River City CDC Juneteenth	\$ 00 (\$1,500 (TDA))
American Legion	\$ 1,000.00
Contingencies	\$ 2,500.00

A motion was made by Councilman R. T. Donnelly to send our final figures for Community Support Grants to the full City Council with a recommendation to approve as submitted. Those voting in favor of the motion were: Donnelly, Hill-Lawrence, Hummer and Peel. Against: None. Motion carried.

3} UPDATE – SECOND ELECTRIC DELIVERY POINT:

Chairwoman Hummer called upon City Manager Olson for comments.

Mr. Olson stated to date the City has taken bids on \$1,589,365 worth of equipment. We have those bids in hand but we have not brought them to the City Council because we wanted to bring an entire package to you concerning that issue about the actual hardware and transmission work that needs to be done for the Second Delivery Point. We estimate that we have \$900,000 remaining in bids that we still need to take. The bid opening will be October 25th. We will get an engineer recommendation by October 29th. Based on the anticipated costs for the installation we anticipate the actual cost of \$2,489,365. Progress Engineering has included a 20% markup which handles the overhead contingency engineering. That brings the overall estimated project cost at \$2,987,238. Because we are seeking financing of this particular source we have to have those bids in hand before we can send the application to the LGC for funding. Once we have the engineers recommendation on the 29th, Sarah will



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go ahead and draft the application for LGC funding and submit it to them by November 4th. That application has to be in 30-days prior to their meeting in December. We will bring all the awards to the City Council at the November 12th meeting. We will go ahead and award all the bids contingent upon LGC approval at their December 4th meeting. We do not anticipate any issues with the LGC approving the application. We have originally estimated the cost at \$3.5 million and we still believe that is a true and accurate estimate. The City does not have an agreement of wheeling of power with Dominion Power.

4} AGREEMENT WITH ELECTRICITIES:

Chairwoman Hummer called upon City Manager Olson for comments.

Mr. Olson stated the City has an agreement with ElectriCities and ElectriCities has an agreement with Dominion. For Dominion to go ahead and provide power to our second delivery point there is a number of construction related issues that Dominion has to do. Dominion has given us a cost of \$354,852 to do that work. Under the North Carolina Utilities Commission they are allowed a 30.1% markup for a variety of different reasons. The total amount for Dominion to service the substation is \$461,662. That is the quote that they have given ElectriCities. ElectriCities is requesting that we approve that amount.

A motion was made by Councilman R. T. Donnelly, seconded by Councilwoman L. M. Hill-Lawrence to recommend to the City Council that the City Manager be authorized to execute the Second Delivery Point Agreement with ElectriCities once an acceptable repayment schedule has been negotiated. Those voting in favor of the motion were: Donnelly, Hill-Lawrence, Hummer and Peel. Against: None. Motion carried.

5} MISCELLANEOUS:

a} Call for a public hearing for Roanoke Financing:



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Chairwoman Hummer called upon Finance Director Blanchard for comments.

Ms. Blanchard stated that we have to proceed with the financing for the Roanoke Avenue project which is going to be an approximate \$1 million. In order to get LGC approval for any project that has real estate involved we have to call for a public hearing and hold that hearing. We will be calling for a public hearing to be held October 8, 2012.

b} North Road Street Paving Project:

Chairwoman Hummer called upon Mr. Olson for comments.

Mr. Olson stated you should have received a late email from him last night regarding a Municipal Agreement between us and NCDOT. When we originally decided to do North Road Street we realized that we are putting a trench down the middle of the road for sewer and then we have the water line trench and then we have to feed the services for both water and sewer. The bottom line is North Road Street is no longer a street that has asphalt on it. It is basically a dirt or gravel road. The agreement we have with DOT since 2000 is if we fixed the utilities they will repave the road. Our issue is we want a road that is going to last for a period of time since it is one of our entrances into the City. In our contract that we have with TA Loving, there is \$264,705 that is allocated for patching and repairing North Road Street. We have had discussions with Jerry Jennings and they are willing to allocate \$330,000 of there secondary resurfacing money toward this project. That would take us up to roughly \$5.5 million but the estimated cost to do North Road Street is \$850,000. We have approached Highway Commissioner Matt Wood and he is going to sponsor \$250,000 out of his discretionary account for this roadway. We have \$250,000 from Matt Wood, we have \$330,000 from NCDOT and we have the City's money which all totals \$850,000 to do this project. The project consists of undercutting the road to a dept of 30 inches. We will bring back 12 inches of sand, 12 inches of rock, 3 inches of binder and 2 inches of travel surface. One of the



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big issues that we have is the State wanted to just reset the granitic curbs. We had serious concerns about resetting the granitic curbs. That is why we approached Matt Wood about the \$250,000. The roadway will now include new curb and gutter, handicapped ramps and there will be some spot repairs and storm sewer lines repair and that total cost will be \$850,000. This project will go from Scott Street to Ward Street. It will not go to Elizabeth Street because from Elizabeth Street to Scott Street is under the Elizabeth Street project. There are a number of things we need to have done by the City Council. The first thing is to request \$250,000 out of the Division Small Construction Account. You must do that by passing a resolution. That resolution will then be forwarded to the NCDOT Board of Directors at their meeting in November. That money will be approved for this project. In addition we need to have a Municipal Agreement done. He briefly went over the proposed agreement.

A motion was made by Councilwoman L. A. Hummer, seconded by Mayor J. W. Peel to recommend to City Council to approve the Municipal Agreement between the City of Elizabeth City and further to adopt a resolution requesting funds from the Division Small Construction funds and from the NCDOT for improvements to US 17 Business (North Road Street). Those voting in favor of the motion were: Hummer, Peel, Donnelly and Hill-Lawrence. Against: None. Motion carried.

6} ADJOURNMENT:

There being no further business to come before the Committee at this time, Chairperson Hummer adjourned the meeting at 11:20 a.m.

Dianne S. Pierce-Tamplen, MMC
City Clerk

L. Anita Hummer
Chairperson