

**City Council Work Session  
June 23, 2014**

The City Council of the City of Elizabeth City met in work session on Monday, June 23, 2014 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 Montravias King

MEMBERS ABSENT: Councilman Kem Spence  
Councilman Darius Horton (Excused absence due to family-member funeral)

OTHERS PRESENT: City Manager Rich Olson  
City Attorney Bill Morgan  
Finance Director Sarah Blanchard  
Planning Director June Brooks  
Chief of Police Eddie Buffaloe  
Human Resources Director Katherine Felton  
Public Utilities Director Paul Fredette  
Fire Deputy Chief Dale Smith  
Parks and Recreation Director Bobbi White  
City Clerk Vivian White

The City Council work session was called to order by Mayor Joe Peel at 5:30 p.m. Mayor Peel welcomed everyone to the meeting and recognized Phil Dowdy to give the invocation, after which all in attendance recited the Pledge of Allegiance.

**1. Approval of Agenda:**

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

**Motion was made by Mayor Pro Tem Anita Hummer, seconded by Councilwoman Jean Baker, to approve the agenda with any necessary adjustments. Those voting in favor were: Baker, Donnelly, Hummer, Stimatz, Brooks and King. Against: None. The motion carried.**

(No adjustments to the agenda were requested.)

**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. Committee Reports:**

- a) EC-PC Economic Development Commission: Mayor Pro Tem Hummer announced that a recent meeting was held that included various local government representatives with Steve King and Tim Ivey of the North Carolina Department of Commerce to discuss economic development efforts, in particular as they relate to the Coast Guard Air Station Aviation Logistics Center. She reported that the local group stressed the City's aviation assets and the current economic development initiatives being pursued. She also reported that the EDC Board voted unanimously to send a resolution to the General Assembly fashioned after the City Council resolution encouraging that in-state tuition rates be charged to certain out of state residents in an effort to boost enrollment at ECSU. She stated that there was a lot of excitement about the free downtown Wi-Fi launch and that the event was well attended.
- b) Central Communications Advisory Board: Councilman Spence was absent from the meeting.
- c) Fireman's Relief Fund Board: Councilman Brooks reported that no meeting had been held.
- d) NC Eastern Municipal Power Agency: City Manager Olson stated that there had not been a meeting and that the Board was still waiting for the Duke Power Supply Agreement to be finalized. He reported that an informal meeting was held with FERC, NCEMPA and Duke Officials in Washington, DC to discuss the sale of the NCEMPA assets to Duke.
- e) Elizabeth City Downtown, Inc.: Councilman Donnelly reported that the ECDI board is currently exploring ways to enhance the Downtown Waterfront Market. He stated that Greater24 made a presentation during their board meeting regarding how best to market, promote and continue the Greater24 initiative, which encourages individuals to focus on daily self-improvement and community involvement as the answer for a positive, progressive and safe society.
- f) Elizabeth City Area Chamber of Commerce Board: Mayor Peel stated that a ribbon cutting is scheduled for the remodeled Fairfield Inn and invited everyone to attend. He said that the Chamber is working very hard for Coast Guard Week, which is the first week of August.
- g) Finance Committee: Mayor Pro Tem Hummer reported that a presentation had been made to the Finance Committee to complete the Community Support Grant Application for the NC Blazers AAU Basketball Team. She advised that the other items discussed during the meeting had been referred to the full Council for consideration.

- h) Parks and Recreation Advisory Board: Councilman Horton was absent from the meeting.
- i) Elizabeth City/Pasquotank County Airport Authority: Councilman Stimatz reported that work is proceeding on the MOA between the State and the Coast Guard for repairs to Runway I-19; and it is anticipated that the agreement will be executed within a month. He stated that the expired Coast Guard Lease Agreement is being reviewed by the Coast Guard Planning Division in Cleveland and should be signed very soon. He reported that contract fuel sales are going very well.
- j) Storm Water Drainage Advisory Board: Councilman Stimatz advised that the board is down to five members from seven. He stated that the board met to discuss and prioritize projects for the coming fiscal year based on projected revenues, with recommendations as follows: Fairgrounds, \$30,000; Tiber Creek Phase I, \$150,000; Halstead Boulevard Extended Overlay Master Plan, \$50,000 for modeling; and finally, up to \$80,000 for professional services. He stated that the board believes that an outreach program needs to be instituted to get the message out to the public regarding the criticality of not placing grass and weeds in the gutters. He also stated that the City needs to make sure that, as buildings are built or changes to properties occur, we are capturing the increase in the amount of impermeable square footage for billing purposes.
- k) Tourism Development Authority: Councilwoman Baker reported that the upcoming meeting will include an update on the Discover Elizabeth City website that is nearing completion.

#### **4. Tour of Former Elizabeth City Middle School Renovation Project:**

City Manager Olson reported that the former Middle School Renovation Project is 85-90% complete and is currently on budget. He stated that the project engineer was waiting at the facility to provide a tour of the building.

*Clerk Notation:* Mayor Peel, Mayor Pro Tem Hummer, Councilwoman Baker, Councilman Donnelly, Councilman Brooks, Councilman King, City Manager Olson, City Attorney Morgan, Parks and Recreation Director White and City Clerk White traveled by City minibus to the project site and participated in the tour provided by Project Engineer Sean Robey. At the conclusion of the tour, all participants returned to Council Chambers at 6:30 p.m.

#### **5. ADJOURNMENT**

There being no further business to be discussed, Mayor Peel adjourned the meeting at 6:30 p.m.

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Joseph W. Peel  
Mayor

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Vivian D. White, NCCMC  
City Clerk