

**City Council Regular Session  
June 27, 2016**

The City Council of the City of Elizabeth City met in regular session on Monday, June 27, 2016 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 Rickey King  
Councilman Darius Horton  
Councilman Johnnie Walton

MEMBERS ABSENT: None

OTHERS PRESENT: City Clerk Vivian White, Acting City Manager  
City Attorney Bill Morgan  
Planning Director June Brooks  
Chief of Police Eddie Buffaloe  
Electric Department Supervisor Jason Value  
Assistant to the Manager Angela Cole  
Human Resources Director Katherine Felton  
Public Utilities Director Paul Fredette  
Fire Deputy Chief Chris Carver  
IT Director Matthew Simpson  
Building Inspector Brent Thornton  
Parks and Recreation Director Bobbi 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 Councilman Darius Horton to give the invocation, after which he led the Pledge of Allegiance.

Mayor Peel announced that City Manager Olson was on vacation and unavailable to attend the meeting.

**1. Agenda Adjustments and Approval:**

Mayor Peel requested the Council's pleasure regarding approval of the prepared agenda.

Mayor Peel announced that a Call for a Public Hearing on Adoption of the new Code of Ordinances needed to be added to the agenda.

Councilman Stimatz stated that the completion of the Council goals and objectives report and the Committee Reports from the Work Session needed to be added to the agenda.

Mayor Pro Tem Hummer requested to add an additional discussion to the Closed Session as allowed by NCGS 143-318.11(a)(6) for discussion of personnel.

**Motion was made by Councilman Rickey King, seconded by Councilman Tony Stimatz, to approve the agenda with any necessary changes. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton, and Walton. 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. Proclamations:**

- a. Girl Scout Council of Colonial Coast Month in Elizabeth City:

Mayor Peel read and presented a proclamation declaring July 2016 as Girl Scout Council of Colonial Coast Month in Elizabeth City. The proclamation was accepted by CEO Tracy Keller, Girl Scout Leader Julie Wimsett and Girl Scout Ambassadors Emily and Jessica Wimsett. The recipients made brief comments regarding the Girls Scouts organization and thanked the City Council for the recognition.

- b. Park and Recreation Month in Elizabeth City:

Mayor Peel read and presented a proclamation declaring July 2016 as Park and Recreation Month in Elizabeth City. The proclamation was accepted by Parks and Recreation Director Bobbi White. Ms. White thanked the City Council on behalf of the Parks and Recreation Department staff for the recognition. She noted that 2017 would mark the department's 50<sup>th</sup> anniversary and stated that plans were in progress to make the anniversary a special time.

Councilman Donnelly requested an overview of the Trillium Playground being constructed at Fun Junction Park. Ms. White stated that the contractor would begin construction in mid-July with an anticipated completion date of late August.

Councilman King requested that an update on Veterans Park be given during the August Work Session of the Council.

### **4. Comments from the Public:**

There were no public comments.

### **5. Approval of Minutes:**

Mayor Peel requested the Council's pleasure regarding approval of the minutes.

- a. City Council Regular Session of June 13, 2016

**Motion was made by Councilman Rickey King, seconded by Councilman Ray Donnelly to approve the June 13, 2016 minutes. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**

### **6. Consent Agenda:**

*(Clerk Notation: All items recommended for approval by the Finance Committee during their meeting of June 22, 2016.)*

Mayor Peel recognized Acting City Manager White to read the items on the Consent Agenda into the record. Ms. White stated that staff recommended approval of all items, as follows:

#### **Beginning of Consent Agenda:**

- a. Consideration – Authorization for City staff to expend an additional \$1,792.92 to pay and close out expenditures for the Nexgrid pilot project;
- b. Consideration – Adoption of Budget Ordinance Amendments for Fiscal Year End 2015-2016, 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 the fiscal year ending June 30, 2016:

SECTION I.	<u>Increase / (Decrease)</u>	
(103990.0000) General Fund Balance Appropriated	\$ 70,508	
(103970.1000) USCG Rent Revenue – Payment in Lieu of Taxes	60,000	
(104600.4600) Tax Purchase of Foreclosed Property		25,000
(104700.0401) Legal Expenses		20,000
(105000.3300) Public Buildings – Departmental Supplies		3,195
(105000.7100) Public Buildings – Public Safety Building		12,000
(105450.1700) Public Works Administration – Maintenance of Vehicles		2,702
(105450.4500) Public Works Administration – Contracted Services		1,806
(105450.5430) Public Works Administration – Insurance Claims Paid		1,000
(105550.6000) Public Works Garage – Labor Charges Allocation		(5,120)
(105550.6100) Public Works Garage – Parts Charges Allocation		(569)
(105600.0400) Public Works Street – Professional Services		7,549
(105600.1300) Public Works Street – Utilities		20,000
(105600.1700) Public Works Street – Maintenance of Vehicles		12,945
(106600.4527) USCG Payment in Lieu of Taxes Expenditure – Pasquotank County		30,000

(To record overages in General Fund)

This will decrease General Fund Balance by \$70,508

**SECTION II.**

(313990.0000) Water and Sewer Fund Retained Earnings Appropriated	\$ 196,500	
(318100.3302) Water Treatment – Chemical and Lab Supplies		39,000
(318200.1300) Wastewater Treatment - Utilities		36,000
(318200.3302) Wastewater Treatment – Chemical and Lab Supplies		25,000
(318200.4500) Wastewater Treatment – Contracted Services		41,500
(318280.1300) Water & Sewer Maintenance – Utilities		55,000

(To record overages in Water and Sewer Fund)

**SECTION III.**

(643990.0000) Middle School Fund Balance Appropriated	\$ 4,579	
(649012.9000) Transfer to General Fund		4,579

(To replace prior budget amendment that listed an incorrect account number.)

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Joseph W. Peel  
Mayor

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Vivian D. White, CMC/NCCMC  
City Clerk

- c. Consideration – Approval of Expenditure for a Phase II Environmental Assessment of the Shipyard property in connection with the City’s CWMTF grant application.

**End of Consent Agenda.**

Motion was made by Councilman Tony Stimatz, seconded by Councilman Ray Donnelly to adopt the Consent Agenda as presented. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.

**7. Regular Agenda:**

- a. Consideration – Reappointments to Elizabeth City-Pasquotank County Tourism Development Authority:

Mayor Peel requested the Council's pleasure regarding reappointments to the Tourism Development Authority. He noted that a roll call vote would be required.

**Motion was made Councilman Tony Stimatz, seconded by Councilman Rickey King to recommend to the Pasquotank County Board of Commissioners that Gwen Sanders be reappointed as the City representative on the TDA for a two-year term expiring on June 30, 2018. Those voting in favor of the motion by roll call vote were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Rickey King to recommend to the Pasquotank County Board of Commissioners that Maureen Donnelly be reappointed as the joint City/County representative on the Tourism Development Authority for a two-year term expiring on June 30, 2018. Those voting in favor of the motion by roll call vote were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**

- b. Consideration – Reappointment to Elizabeth City Board of Adjustment:

Mayor Peel requested the Council's pleasure regarding the recommended appointment to the Elizabeth City Board of Adjustment and noted that a roll call vote would be required.

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Rickey King to appoint Dr. Geraldine H. Hill to serve a three-year term on the Board of Adjustment ending June 30, 2019. Those voting in favor of the motion by roll call vote were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried**

- c. Consideration – Adoption of Fiscal Year 2016-2017 Budget Ordinance.

Mayor Peel requested the Council's pleasure regarding adoption of the fiscal year 2016-2017 budget ordinance.

**Motion was made by Councilwoman Jean Baker, seconded by Councilman Ray Donnelly to approve the budget ordinance as presented.**

Mayor Peel inquired if there was discussion on the motion.

Councilman Walton stated that he did not recall that it would cost \$100 to have electric service restored if it had been disconnected as called for in the fee schedule.

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Rickey King, to correct the fee to \$25.75 and move on.**

City Clerk White responded that the \$100 fee was the General Service reconnection fee for businesses. She pointed out that the residential reconnection fee as contained in the fee schedule was \$25.00.

**Mayor Peel inquired if Councilman Stimatz wanted to withdraw his motion. Councilman Stimatz stated "I do."**

Councilman Stimatz stated that he had sent some questions regarding the fee schedule to staff by email; and he asked if his questions had been addressed. He noted confusion regarding the provision for a "special permit" for taxicab owners and operators prior to obtaining a "permit." He also pointed out confusing language with regard to itinerant merchants as contained in the fee schedule. He said it was not clear that peddlers and itinerant merchants need a business registration and thought it should be explained and clarified. He noted that there was also a reference to "permits," "special

permits,” and “specialty permits” in one sentence. He stated that there was no clear reason for the use of all three terms and thought the language needed to be clarified.

Councilman Stimatz stated that clarification was also needed with regard to the RS1 rate in the electric fee schedule. He noted that it was his understanding that the basic rate had been changed and the demand rate had also been changed after the first 100 kilowatt hours. He said that the fee schedule did not match his recollection of the Council’s discussion.

Staff placed a call to the City Manager for clarification of the RS1 rate but the Council was unable to hear him due to a poor phone connection. Councilman Stimatz suggested that the budget ordinance be approved subject to clarification at a later time of the RS1 rate, as shown in the fee schedule.

Councilman Donnelly requested that staff look into requirements for Uber drivers operating within the City.

Councilman Walton suggested that going forward, if the City Manager is unavailable to attend the meeting during which the budget ordinance is adopted, the Finance Director must be in attendance.

Mayor Peel asked if the Council would like to modify the motion made to adopt the budget ordinance.

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Rickey King, to adopt the fiscal year 2016-2017 budget ordinance and Road Street Water and Sewer Improvement Capital Project Ordinance as presented with clarification on the RS1 rate, clarification of the taxicab special permit information, a change in the language regarding special festivals, and clarification on whether peddlers and itinerant merchants need a business permit, all in the fee schedule. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**

**FY 2016-2017 BUDGET**

BE IT ORDAINED by the City Council of the City of Elizabeth City, North Carolina:

SECTION 1. It is estimated that the following revenues will be available for the City of Elizabeth City for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

<u>General Fund</u>	
Current Year's Property Taxes	\$ 7,555,000
Delinquent Property Taxes	221,255
Sales Taxes	1,490,500
Powell Bill Funds	485,000
Local Option Sales Tax	3,550,000
Investment Earnings	20,000
Licenses and Permits	346,000
Sales and Services	686,840
Payments in Lieu of Taxes and Services	1,775,000
Other Revenues	3,144,188
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 19,273,783</b>
<u>Electric Fund</u>	
Energy Sales	\$ 34,000,000
Other Revenues	902,118
<b>TOTAL ELECTRIC FUND REVENUES</b>	<b>\$ 34,902,118</b>
<u>Water &amp; Sewer Fund</u>	
Water Sales	\$ 4,944,000
Sewer Sales	3,090,000
Other Revenues	1,407,503
<b>TOTAL WATER &amp; SEWER FUND REVENUES</b>	<b>\$ 9,441,503</b>
<u>Stormwater Utility Fund</u>	
Residential Revenue	\$ 205,000
Commercial Revenue	195,000
Other Revenues	3,120

TOTAL STORMWATER UTILITY FUND REVENUES	\$ 403,120
<u>Solid Waste Fund</u>	
Residential Revenue	\$ 1,600,000
Other Revenues	79,688
TOTAL SOLID WASTE FUND REVENUES	\$ 1,679,688
SUBTOTAL	\$ 65,700,212
LESS INTERFUND PAYMENTS	<1,875,000>
TOTAL	\$ 63,825,212

SECTION 2. The following amounts are hereby appropriated for the operation of the City of Elizabeth City and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

<u>General Fund</u>	
Legislative	\$ 130,473
Administrative	375,849
Finance	400,202
Tax	140,000
Legal	70,800
Planning	413,838
Public Building	476,346
Police	7,070,270
Fire	4,090,752
Fire Inspections	268,252
Inspections	458,973
Public Works	1,728,446
Parks and Recreation	2,474,885
Non-Departmental	787,455
Human Resources/Safety Liability	248,739
Information Technologies	138,503

TOTAL GENERAL FUND APPROPRIATIONS \$ 19,273,783

<u>Electric Fund</u>	
Data Processing	\$ 165,394
Warehouse & Purchasing	185,354
Non-Departmental	29,210,432
Customer Service Department	570,460
Electric Distribution	3,453,642
Energy Management	1,316,836

TOTAL ELECTRIC FUND APPROPRIATIONS \$ 34,902,118

<u>Water &amp; Sewer Fund</u>	
Data Processing	\$ 120,131
Non-Departmental	1,733,568
Customer Service Department	514,849
Water Supply & Treatment	1,784,531
Wastewater Treatment	1,658,117
Water & Sewer Maintenance	3,630,307

TOTAL WATER & SEWER FUND APPROPRIATIONS \$ 9,441,503

<u>Stormwater Utility Fund</u>	
Stormwater Utility	\$ 403,120

TOTAL STORMWATER UTILITY FUND APPROPRIATIONS \$ 403,120

<u>Solid Waste Fund</u>	
Solid Waste	\$ 1,679,688

TOTAL SOLID WASTE FUND APPROPRIATIONS \$ 1,679,688

SUBTOTAL	\$ 65,700,212
LESS INTERFUND PAYMENTS	<1,875,000>
TOTAL	\$ 63,825,212

SECTION 3. There is hereby levied a tax at the rate of \$.655 per \$100 valuation of property as listed for taxes as of January 1, 2016 for the purpose of raising the revenue listed as "Current Year's Property Taxes" as set forth in the foregoing estimates of revenue and a motor vehicle fee of \$5.00 per vehicle.

The tax rate is based on an estimated total valuation of property for the purpose of taxation of \$1,136,842,105 and an estimated rate of collection of 95 percent.

SECTION 4. There is hereby levied a tax at the rate of \$.085 per \$100

valuation of property listed for taxes as January 1, 2016 located within the Municipal Service Tax District.

SECTION 5. That an increase of 2 percent cost of living adjustment be established for City payroll.

SECTION 6. That a Christmas bonus of 0 percent be given.

SECTION 7. That pay compression adjustment be continued at the rate of \$125 per year of employment.

SECTION 8. That the health insurance coverage be authorized with Blue Cross & Blue Shield of North Carolina and employees shall participate in Healthy Outcomes Program or pay \$50 month towards their health insurance coverage.

SECTION 9. That a revenue-neutral electric rate realignment be implemented as recommended in the Booth and Associates Cost of Service Study.

SECTION 10. That water and sewer rates be increased by 3 percent.

SECTION 11. That the parking rental fee be increased to \$25.00 monthly for City-owned parking lots.

SECTION 12. That the City of Elizabeth City fee schedule be adopted by reference.

SECTION 13. That the City of Elizabeth City Capital Improvement Program be adopted.

SECTION 14. That the Road Street Water and Sewer Improvement Capital Project Ordinance be adopted.

SECTION 15. The Budget Officer shall be authorized to reallocate departmental appropriations among the various expenditures within each department.

SECTION 16. Outstanding purchase orders and projects as of June 30, 2016, are hereby re-appropriated to this budget.

SECTION 17. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

ADOPTED this the 27th day of June 2016.

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Joseph W. Peel  
Mayor

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Vivian D. White, CMC/NCCMC  
City Clerk

## ROAD STREET WATER AND SEWER IMPROVEMENT CAPITAL PROJECT ORDINANCE

**BE IT ORDAINED** by the City Council of the City of Elizabeth City, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**SECTION I.** The project authorized is the Road Street Water and Sewer Improvement Capital Project.

**SECTION II.** The officers of this unit are hereby directed to proceed with the project within the terms of the project documents and the budget contained herein.

**SECTION III.** The following revenues are anticipated to be available to complete this project:

(473970.1000)	Transfer from Water & Sewer Fund	\$1,400,000
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**SECTION IV.** The following amount is appropriated for this project:

(476616.7300)	Capital Improvements	\$1,400,000
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**SECTION V.** Copies of this capital project ordinance shall be made available to the Budget Officer and Finance Director for direction in carrying out this project.

**ADOPTED**, this the 27<sup>th</sup> day of June 2016.

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Joseph W. Peel  
Mayor

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Vivian D. White, CMC/NCCMC  
City Clerk

- d. Consideration – Call for a Public Hearing on Adoption of New Code of Ordinances:

Mayor Peel recognized City Clerk White for comments on this matter. She stated that a memo had been provided to the Council regarding the need to call for a public hearing to adopt the new Code of Ordinances.

Ms. White stated that in December 2014, the City Council approved the Codification Agreement that was received from American Legal Publishing Corporation and the North Carolina League of Municipalities. She said that in early 2015, staff began working with American Legal to provide all information required to publish an up to date Code of Ordinances. She stated that initially, copies of all ordinances adopted since September 12, 2005 were provided; and American Legal began the process of incorporating all ordinances adopted, deleting all ordinances repealed and amending all sections requiring amendments. She advised that when this was completed, a review of the entire manuscript was performed by their legal team; and at the completion of the legal review, staff received an updated manuscript.

Ms. White stated that at that point all Department Directors were asked to perform a review of the sections pertinent to their operations and provide comments and suggestions to the City Clerk on any changes they felt were necessary to update the code to reflect new state or federal law and to reflect current operational procedures. She stated that once that was complete, a comprehensive review of the document was performed by the City Clerk, City Manager and City Attorney and all suggested changes and updates were compiled for submission to American Legal in March 2016.

Ms. White stated that the new code incorporates all ordinances adopted, repealed or amended through November 9, 2015 as well as minor changes to reflect operations, corrections of typographical errors and updates relative to state and federal law. She noted that staff received the new Code of Ordinances on July 24, 2016 and pointed out that a copy of the manuscript had been provided to the Council.

Ms. White noted that the City Council's Rules of Procedure require a Public Hearing prior to the adoption of all ordinance changes, with the exception of budget amendments. She stated that staff is requesting that the Council call for a Public Hearing to be held on July 11, 2016 in order to adopt an ordinance ordering adoption and publishing of the City's new Code of Ordinances.

**Motion was made by Councilman Tony Stimatz, seconded by Councilman Ray Donnelly, to call for a Public Hearing to be held on Monday, July 11, 2016 at 7:30 p.m. or as soon thereafter as the agenda allows in Council Chambers of the Municipal Administration Building to gather public input on the adoption of an ordinance ordering adoption and publishing of the City's new Code of Ordinances. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**



e. Discussion - Council Goals and Objectives (*continued discussion from Work Session*)

Mayor Peel recognized Assistant to the City Manager Angela Cole to complete the presentation on the City Council goals and objectives that she began during the Work Session.

Ms. Cole continued her presentation of the Council's fiscal year 2016-2017 goals and objectives as follows: Goal 4 - Provide Youth and Senior Activities; Goal 5 - Deliver Cost Effective Quality Services; Goal 6 - Improve the Quality and Safety of All Neighborhoods; and Goal 7 - Increase Community-wide Business Development Opportunities to Increase the Quantity and Quality of Jobs. Her presentation included an up-to-date overview of each goal's objective, the deadline assigned for the objective, the staff assigned for the objective, the status details of the objective and any related budget and policy changes required.

Councilman Donnelly requested that a conversation regarding the proposed Town Hall Meetings be scheduled for the next Council Work Session.

Councilman Stimatz requested an update regarding a "youth activities survey." Parks and Recreation Director Bobbi White stated that her department had been working with Tammy Sawyer, who is in charge of communications for the School District, and the plan is to have the survey available when students return for the upcoming school year just after Labor Day. She stated that the School District had chosen to administer the survey online.

During the discussion of the road improvement plan objective, Councilman Walton requested that a history of recently repaired streets be provided. Councilman Stimatz stated that the rubric, which had been developed by staff to determine the streets to be improved, provided an objective guideline based on certain criteria during the consideration of street improvements. He stated that he did not feel it necessary to change that process. Councilman Walton stated that he wanted to make certain that all wards benefit from street improvement funding.

Councilman Brooks pointed out that several streets that had recently been improved already had new sinkholes. He opined that the City should make certain the work being performed by contractors was quality work.

Mayor Pro Tem Hummer stated that the Council needed to make street repair a top priority because almost every street in town has issues. She said she understood that the reason was the underlying infrastructure, but still thought that something needed to be done. She suggested that the Council should make funding for street repair a top priority.

Mayor Peel thanked Ms. Cole for her report.

**Clarification of RS1 Electric Rate:**

Mr. Olson sent a text message during the meeting to Mayor Peel, which explained that the RS1 rate shown in the fee schedule was correct. Mayor Peel read from the text message that the basic electric charge had been increased to reflect operating expenses and the energy charge had been decreased across several rate classes, which would result in customer savings as more energy is consumed. He said that the text message explained that the increase in basic fees is offset by decreasing the price per kilowatt hour and noted that once a customer reaches 1000 kW, the increase in the basic charge has been offset.

Councilman Stimatz stated that he understood the concept with that explanation.

f. Committee Reports (*carried over from Work Session*);

- a) EC-PC Economic Development Commission: Mayor Pro Tem Hummer, Councilwoman Baker, Councilman King and Mayor Peel

Councilwoman Baker stated that EDC had engaged an ECSU student to be a summer intern. She stated that the Chamber of Commerce had selected its new Director who would report for work on July 11 or July 18. Mayor Pro Tem Hummer stated that the EDC Finance Committee had met and reviewed the proposed budget for the coming fiscal year. She noted that expenses to the City and County did not increase.

b) Central Communications Advisory Board: Councilman Brooks

Councilman Brooks had no report.

c) Fireman's Relief Fund Board: Councilman Brooks

Councilman Brooks had no report.

d) NC Eastern Municipal Power Agency: City Manager Olson and Mayor Peel

Mayor Peel had no report.

e) Elizabeth City Downtown, Inc.: Councilman Donnelly

Councilman Donnelly stated that the summer film festival is beginning for the season at Mariners' Wharf Park and encouraged everyone to take part in this fun activity.

f) Elizabeth City Area Chamber of Commerce Board: Mayor Peel

Mayor Peel stated that the Chamber Board is looking forward to the arrival of the new director.

g) Finance Committee: Mayor Pro Tem Hummer, Councilman Donnelly, Councilman Horton and Mayor Peel

Mayor Pro Tem Hummer stated that the items on the Consent Agenda during this meeting were the items discussed during the last meeting of the Finance Committee.

h) Parks and Recreation Advisory Board: Councilman Walton

Councilman Walton had no report.

i) Elizabeth City/Pasquotank County Airport Authority: Councilman Stimatz

Councilman Stimatz announced that the airport manager had resigned effective July 15, 2016. He said that he would be available to help transition to the new manager. He stated that the taxiway and apron upgrades in front of the terminal had been completed. He reported that the Technical Review Committee had met to help prepare the Strategic Master Plan and the airport layout plan.

j) Storm Water Advisory Board: Councilman Stimatz, Councilman King and Councilman Brooks

Councilman Stimatz stated that the Public Utilities Director is in the process of preparing an update.

k) Tourism Development Authority: Councilwoman Baker

Councilwoman Baker stated that a public hearing had been held during the last meeting of the TDA to approve the budget for the upcoming year. She stated that a Facebook initiative was in process to gain more "likes". She noted that the campaign began with 800 "likes" and was now up to 9,000. She stated that a report will be forthcoming on the Goss Agency seminar, which was held to determine where tourism is going and what it means to the community. She announced that the TDA website had been improved and invited everyone to check out [www.discoverelizabethcity.com](http://www.discoverelizabethcity.com).

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

Councilman Brooks stated that he had seen some yards with grass in violation of the City's ordinance. He noted that citizens have a responsibility to keep their grass cut.

Councilman Stimatz wished everyone a happy Fourth of July.

Councilman Horton had no further comments.

Mayor Pro Tem Hummer requested that the City Manager be asked to determine if anyone was lobbying to receive funds for mosquito control in connection with the Zika virus. Councilman Brooks noted the problem with "ever-standing water" on Dawson Street and requested that the City Manager be reminded of that issue.

Councilman King had no further comments.

Councilwoman Baker thanked the 4<sup>th</sup> Ward Quality of Life Organization for their recent event held at Fish Court Park.

Councilman Walton had no further comments.

Councilman Donnelly wished everyone a safe and happy summer.

Mayor Peel stated that he had received a letter from Senator Tom Tillis congratulating the City on receiving renewal of its Tree City USA designation. He wished everyone a happy Fourth of July.

**9. Closed Session as allowed by NCGS 143-318.11(a)(3) for consultation with the City Attorney NCGS 143-318.11(a)(6) and NCGS 143-318.11(a)(6) for discussion of personnel:**

Mayor Peel requested a motion to go into Closed Session.

**Motion was made by Mayor Pro Tem Hummer, seconded by Councilman Stimatz, to go into closed session as allowed by NCGS 143-318.11(a)(3) for consultation with the City Attorney NCGS 143-318.11(a)(6) and NCGS 143-318.11(a)(6) for discussion of personnel. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**

Mayor Peel declared a five minute recess at 8:27 p.m. after which the Council retired into Closed Session.

**Motion was made by Councilman Stimatz, seconded by Councilman Brooks, to come out of Closed Session. Those voting in favor of the motion were: Baker, Donnelly, Hummer, Stimatz, Brooks, King, Horton and Walton. Against: None. Motion carried.**

The Council returned to regular session at 8:42 p.m.

**10. Adjournment:**

There being no further business to be discussed, Mayor Peel adjourned the meeting at 8:43 p.m.

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Joseph W. Peel  
Mayor

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Vivian D. White, CMC/NCCMC  
City Clerk