



## Eastern Carolina Council

### Minutes

#### Executive Committee Meeting

6:30 p.m. - Thursday, August 14, 2025

Third Floor Conference Room

233 Middle Street, New Bern, NC

#### Executive Committee in Attendance:

Jay Bender, Caucus Rep., Jones County (Mayor of Pollocksville)

Jesse Dowe, Duplin County Commissioner via Zoom

Cindy Edwards, Treasurer (City of Jacksonville)

Frank Emory, 1<sup>st</sup> Vice President (Jones County Commissioner)

Tim Harrell, Wayne County Commissioner

Bennie Heath, Greene County Commissioner

Rick Prill, City of New Bern

Ed Riggs Jr, President (Pamlico County Commissioner)

Bill Taylor, Caucus Rep., Carteret County (Town of Morehead City)

Billy Ward, Caucus Rep., Duplin County

Lorraine Washington, 2<sup>nd</sup> Vice President (Caucus Rep., Greene County)

#### General Membership Board in Attendance:

Carol DeMoranville, Town of Minnesott Beach

Wayne Jackson, Town of Fremont

#### ECC Staff in Attendance:

David Rosado, Interim Executive Director

Carol Bell, Finance Director

Jenny Miller, Consultant

Carlton Gideon, Senior Community Planner

#### Guests in Attendance:

Knox Proctor, Attorney, Ward & Smith via Zoom

Oscar Mooring, Town of Fremont

1. **Welcome, Invocation, and Call to Order** –Ed Riggs, Jr., President, called the meeting to order at 6:38 p.m. President Riggs welcomed everyone. Commissioner Bennie Heath provided the invocation.
2. **Adoption of Agenda** – President Riggs asked for a motion to adopt the agenda.  
*Motion to adopt the agenda, and second were made; the motion was approved unanimously.*

3. **Consent Agenda – Ed Riggs, Jr., President**
  - a. **Minutes – Executive Committee Meeting – May 29, 2025**
  - b. **Area Agency on Aging Update**
  - c. **Community Planning/Technical Assistance Update**
  - d. **Transportation Update**

President Ed Riggs then asked if there were any questions about the consent agenda or any items for discussion. Carol DeMoranville, Town of Minnesott Beach, asked for the Minutes for May 29<sup>th</sup>, 2025 to be corrected to reflect that she was in attendance for this meeting. David Rosado, Interim Executive Director updated the AAA funding status from the state and is closely monitoring the situation.

*Motion & Second to approve the Consent Agenda noting the correction to the May 29<sup>th</sup>, 2025 Minutes were made; the motion was approved unanimously.*

4. **ECC Financial Update and Current Status – Ed Riggs, Jr., President, David Rosado, Interim Executive Director, and Carol Bell, Finance Director.**

Carol Bell reviewed the current financial situation referring to items listed in the Budget and Audit Report and David Rosado verified the current lease status of both locations.

5. **Budget & Audit Committee Report**
  - a. **Check Register**
  - b. **Financial Statements**
  - c. **FY 23-24 Audit Contract**
  - d. **Lease for O'Mark's and 242 Craven St.**
  - e. **Health Insurance Coverage update**
  - f. **Committee Information & Recommendations**

Treasurer Cindy Edwards stated they reviewed the financial statement and check register. She further stated that FY 23-24 Audit Contract was signed and auditors were on site Monday and Tuesday this past week. She referred any additional questions or needed information to Finance Director Carol Bell.

*Motion and Second to approve the committee report were made; the motion was approved unanimously.*

6. **Appointment of Deputy Finance Director – David Rosado, Interim Executive Director**

Interim Executive Director Rosado stated in order for the finance department to perform required audits/pre-audits a Deputy Finance Director would be needed. Once approved, Kim Baker would be able to perform these tasks in the absence of Carol Bell, the Finance Director.

*Mayor Jay Bender motioned to approve Kim Baker as the Deputy Finance Director, seconded by 2nd Vice President Lorraine Washington; the motion was approved unanimously.*

**7. Budget Amendment #1 – Finance Director Carol Bell**

Carol gave a brief overview of Budget Amendment #1 for FY 25/26. She stated the budget amendment was needed to amend the current fiscal year budget for sales and use taxes. We request to increase the 2026 budget by \$15,000 to include new revenue and expenditures in the General Fund for sales & use taxes. This amount reflects the estimated sales tax we will pay out and the refund we will receive from the North Carolina Department of Revenue. These taxes were previously recorded to an A/R line item. They will now be in the approved budget ordinance per recent guidance from UNC School of Government.

*Motion and Second were made to pass Budget Amendment #1 for FY 25/26; approved unanimously.*

**8. ECC Local Government Services Presentation – Carlton Gideon, Senior Planner**

Carlton offered information about the services offered by ECC's Local Government Services Department: Planning Administration/ Ordinance Review & Update/ New Ordinances/ Land Use Plans/ Board Training/ Grant Writing & Administration/ Small Area Plans and GIS Services. If additional information is needed by your organization, reach out to Carlton Gideon at 252-638-3185 ext. 3018 or [cgideon@eccog.org](mailto:cgideon@eccog.org).

**9. Organizational Chart – David Rosado, Interim Executive Director**

Interim Executive Director Rosado explained the new Organizational Chart in regard to the Planning/Transportation section and services offered by them, noting that going forward this department will be referred to as Local Government Services.

**10. Executive Director's Report - The following are some highlights of Interim Executive Director David Rosado's Report:**

- Collaborating with Mid-East Commission and Albemarle Commission to align resources and share information in order to develop our programs to strengthen our smaller COGs.
- Grounded in the ECC Needs & Gaps Assessment, ECC has partnered with the Recovery Alliance Initiative (RAI) to discuss challenges with Substance Abuse Disorder (SUD) and identify the gaps through a 9 county regional collaboration.

- Building a New Digital Economy (BAND-NC), a Digital Inclusion project partnership with NC State University will provide complete Digital Inclusion Plans for our 9 counties by September 2025. Each County will receive funding to implement their strategies that can be used to purchase digital devices, establish digital navigator learning centers, or partner with libraries.
- ECC partnered with the International Economic Development Council (IEDE) where communities of Cove City, Fremont, Magnolia, Maysville, New Bern, and Surf City participated in a 5-step project. The last step, conducting a workshop to discuss findings and recommendations will be held on September 25, 2025 from 9 a.m. to 1 p.m. at ECC office 233 Middle St O'Marks Bldg 3<sup>rd</sup> floor, New Bern.
- Upcoming presentation from the North Carolina Railroad Company (NCRC) for information on economic development program/grant funding will be held during the September meeting.

**11. Member Comments** – President Riggs asked if there were any on-line member comments and then comments from those present. He stated that no Closed Session was needed this evening and asked for Adjournment.

**12. Closed Session – Attorney-Client Privilege & Personnel**

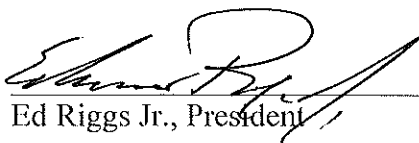
**Closed session pursuant to (if needed):**

- *NC General Statute § 143-318.11 (a)(3)*
- *Attorney-Client Privilege and § 143-318.11 (a)(6)*
- *Personnel. G.S. 143-318.11(1) – Confidential Information*

**Closed Session was not necessary for this evening meeting.**

**13. Adjournment** – President Riggs asked if there was any further business, Motion to Adjourn was Duly Made and Seconded: Passing unanimously. The meeting was adjourned at 7:33 p.m.

Respectfully Submitted,




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Ed Riggs Jr., President




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David Rosado, Interim Executive Director