

**Town of Washington Park
Municipal Building
January 5, 2026, 7:00 p.m.**

United Bank	General Fund	\$ 313,351.69
United Bank	Capital Reserve CD	85,157.75
United Bank	Powell Bill Checking	60,908.20
United Bank	Powell Bill/Saving CD	11,254.93
United Bank	American Rescue Plan Account	<u>98,300.15</u>
	Total	\$ 568,972.72

Present: Thomas Richter, Mayor; Jeff Peacock, Mayor pro tem; Lee Bowen, Commissioner; Wade Dale, Commissioner; Trey Howdy, Commissioner; Vail Rumley, Commissioner

Approve Agenda: Mayor pro tem Peacock made a motion to amend and approve the amended agenda by moving New Business - Audit presentation to be heard just after Public Input. Seconded by Commissioner Dale. Passed by all

Public Input: None

New Business

FY25 Audit Presentation: Danya Layne presented the FY25 audit report. The audit had no findings, received an unmodified opinion, the highest you can receive, and has been approved by the LGC. Additional documents such as DOT records, bank records, invoices, etc. were used to assist in completing the audit. Mrs. Layne suggested reading the financial statement section for a comprehensive review of the findings. The total fund balance for the end of FY25 was \$829,286; of that amount, \$472,647 was unassigned. There were no material weaknesses and the audit passed all state performance indicators.

December Minutes and Financial Report: The December financial report and minutes were reviewed. Mayor pro tem Peacock made a motion to approve the financial report. Seconded by Commissioner Rumley. Passed by all. Mayor pro tem Peacock made a motion to approve the minutes. Seconded by Commissioner Dale. Passed by all.

Old Business

320 Isabella Avenue: Louis Porras abated the yard on December 12, 2025. Invoice paid in the amount of \$300. Letter sent to Mr. Bell providing him a copy of the invoice and requesting reimbursement; deadline to pay is January 31, 2026. The letter also outlined fees incurred for non-compliance with repairs to the structure of the home; \$25/day since November 11, 2025, totaling \$950 accrued by date letter sent (December 18, 2025). Daily fines continue to accrue until proof of repairs made; amount due as of January 5, 2026, was \$1,400. The letter and fee structure were approved by Attorney Sasnett. The Clerk received an email from Mr. Bell and Ms. Zografos this afternoon noting they intend to pay the abatement fee and outstanding fines. They also said they are working to obtain quotes to repair or replace the windows.

320 River Road: Mr. Sorrell anticipates completing the survey of the property this week. He intends to provide a map with pin locations of the flags marking the wetlands areas.

RCCP Update: Engineering/Design of Living Shoreline (LSL) – Phase 3

Received, paid, and submitted for reimbursement RK&K invoice for \$13,976. The 60% design plans have been prepared and provided for review. The team is working to schedule a follow-up scoping meeting with the state permitting agencies.

Commissioner Howdy stated he spoke with RK&K representative Gordon Marsh concerning next steps for this project. Commissioner Howdy referred to the River Dunes Resort (1300 acres in Oriental) as an example of the different looks for LSL projects. The Point area (Site 2B) will be a revetment. Currently there are 17 trees that will have to be removed; however, 25 trees will be replanted. Commissioner Howdy is most concerned with the end of Site 1, where he feels it will look like a swamp; Mr. Marsh referred to it as a marshland. If the current plan for Site 1 is implemented, it cannot be undone in the future. The primary purpose of the RCCP grants is to establish an ecosystem or the grant will not pay for the work performed. March 31, 2026, is the application deadline for RCCP Phase 4 – Construction projects. The Board will have to decide specifically how much of the proposed design they want to pursue in Phase 4. It is not an all or nothing project; individual sites can be selected to proceed while holding on some sites to allow additional time to explore other options. One question the Board would like to consider is what can be done, if anything, if a storm causes future issues once construction is implemented or completed on a particular site.

Closing America’s Wastewater Access Gap (CAWAG) – Wastewater Analysis

TEAMS meeting December 22; finalizing cost estimates for PER and reviewing history of repair/replace work for septic systems in Washington Park. Public input meeting tentatively planned for February 10. Next check-in call scheduled for January 26, 2026.

Stormwater Analysis – Phase 3 The RFQ is posted; a virtual meeting to select a firm is scheduled for January 12, 2026.

Commissioner’s Areas of Responsibility: Commissioner Bowen said he is ok with keeping his current responsibilities. If he ends up with a big project, he will ask for help. Commissioner Howdy will do what is needed. The Board decided to keep their current areas of responsibility and will discuss changes as may be needed in the future.

Commissioners’ Reports

Commissioner Dale: The Arts on the Pamlico will be hosting a 5K event on April 11, from 5p – 7p. Will work with the Clerk to order benches for the playground. Brief discussion regarding the timer for the lights on the tennis courts; appears to be working at the present time.

Commissioner Rumley: One incident was reported on College Avenue in December and the Beaufort County Sheriff’s Office conducted 24 drive-through neighborhood checks.

Mayor tem Peacock: Regarding delivery of the Town Criers, it is too labor intensive to continue door-to-door hand delivery. Can distribute via email and post on the Town website. By consensus, the Board decided to no longer hand deliver the Town Criers. Commissioner Rumley will share this decision on the community Facebook page.

Commissioner Bowen: The driveway work has been completed at the Shipley’s. Received a request from the Grants on Bank Street to fill-in their ditch. It is not the same

situation as the Shipley's ditch. Based on historical decisions, and other factors, the request was denied. The drainage solution on the east end of Isabella, near the Few's residence, has been an excellent solution; they have not had to pump since that project finished. Stuart Dudley plans to raise the grate on the drain in the Kirven's yard this week.

Commissioner Howdy: Previously hired an arborist to walk his property. While there, he commented on the crepe myrtles, noting if the dead stuff was cut out of the trees, it would help extend their life expectancy. The time to do it is late winter, early spring. Brief comment concerning difficulty in finding homeowner's insurance coverage. Currently in the NCJUA pool coverage; anticipate more properties may be or will be in the same situation.

Clerk's Report

Deposits received in December totaled **\$31,283.09** (Ad Valorem / NCVTS: \$5,663.46; Local Option Sales Tax: \$13,350.75; Quarterly Utilities Sales Tax: \$3,160.75; Powell Bill: \$8,948.13; Tennis/PB keys: \$30; Misc – Town Crier: \$130). **Ordinance Review:** Latest draft received Dec. 22; MEC making additional edits; hope to distribute to Town Board and Town attorney later this week. Need to schedule a public hearing for either the February 2 or March 9 meeting. NCGS §160A-81 allows for the governing Board to establish governing rules for the hearing. Agreed to allow 30 minutes total for the hearing; the hearing can be continued if additional time is needed. Each speaker will be allowed three (3) minutes to speak. Commissioner Bowen noted he would like the ordinance review to address minimum housing standard and ADUs. Additional discussion on ADUs, short-term rentals, housing standards. **Clegg's:** sprayed waterfront; invoice paid. **Back shop entrance:** ok to proceed with purchasing a load of rock for the entrance area behind the municipal building. **Rental policy:** Received an email from Ali Woolard regarding a rental policy in Washington Park. Responded no specific ordinance addresses rental agreements; they are between the property owner and tenant. Washington Park Zoning ordinance does indicate the residential district is for single family homes; the Board previously decided Airbnb's are a business which is not allowed in the residential district. Can address more specific definition of short-term rentals in the ordinance review. **Required Ethics Training:** The MEC will be reaching out after the first of the year with information regarding the mandatory two (2) hour ethics training. **IIMC Regional Conference:** Will be held in Wrightsville Beach February 17-20; costs for Clerk to attend included in the travel/training budget.

The next meeting will be held on Monday, February 2, 2026. There being no further business, the Mayor adjourned the meeting.

April S. Alligood, Clerk
Town of Washington Park