

Action Agenda - September 28, 2015

A = APPROVAL
AD = APPROVAL DENIED
NA = NO ACTION
D = ACTION DEFERRED
R = REFERRED
C = REFERRED TO COMMITTEE
T = TABLED
RA = REMOVED FROM AGENDA
I = INTRODUCED
RW = REQUEST WITHDRAWN
O = OTHER

ACTION AGENDA FOR A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT TO BE HELD MONDAY, SEPTEMBER 28, 2015 AT 4:00 P.M. IN THE GEORGE W. DUDLEY CITY COUNCIL CHAMBER OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING.

1. Meeting Called to Order by the Mayor.

2. Prayer.

3. Roll Call by the City Clerk.

A~ 4. Approval of the Minutes of a Regular Meeting of the City Council Held September 14, 2015.

5. Petitions to be Received from the Public. None.

Note: Citizens shall state their name and address for public record and limit presentations to three (3) minutes. Time will be monitored.

6. Presentations and Recognitions:

a. Presentation of prize check for \$50,000 for "Startup in a Day" to the City by Patrick Rodriquez, Senior Area Manager with SBA (prize will allow the City to design an online portal for small businesses to cut through red tape when starting a business).

b. Presentation of the APGA Gold SOAR Award and Safety Award to the Energy Resources' Natural Gas Division by Bert Kalisch, President and CEO of the American Public Gas Association (recognizes gas division for demonstrating commitment to excellence in areas of system integrity, system improvement, employee safety and workforce development; and safety award based on systems' overall incident [lost work time] rates).

c. Presentation of Proclamation Proclaiming the Week of October 4-10, 2015 Public Power and

Public Natural Gas Week in the City of Rocky Mount to Energy Resources Department Staff.

7. CONSENT AGENDA:

A. Consideration of Adoption of the Following FY2015-2016 Ordinance Amendments:

Budget Ordinance Amendment:

- 1) Appropriates funds in the General Capital Fund for HVAC and electrical upgrades at BTW High School and Community Center (\$811,000 - funding for project provided by lease installment purchase).
- 2) Appropriates reserve funds in the General Fund to cover a portion of the contract with Dell Marketing, LP for implementation and integration of Microsoft Office 365 software (\$70,000 - see Item 21b).

B. Tax Releases and/or Refunds:

1. Schedule A - Acknowledge receipt of report of taxes under \$100 approved for release and/or refund by the City Manager;
 2. Schedule B - Release taxes over \$100 as recommended.
- A~ Recommended Action: Approve Consent Agenda (inclusive of adoption of Ordinance and Release of Taxes).

8. Consideration of Capital Project Ordinance for Development of Downtown Community Facility (appropriates funds in the General Capital Development Projects Fund for Development and Legal Fees - \$100,000; funds eligible for reimbursement upon closing of project financing with proceeds from allocation of New Market Tax Credits).

A~ Recommended Action: Adopt Ordinance.

9. Consideration of Minutes from Special Called Committee of the Whole Meetings Held August 20, 2015 and September 14, 2015:

- August 20, 2015:

Tour of Spooky Nook Sports indoor sports complex - No Action

- September 14, 2015:

Presentation of Design-Build Strategy for DCF - Report Only. No Action

A~ Recommended Action: Approve Minutes.

10. Consideration of Resolutions Amending the following Energy Resources Administrative Policies:

a. Policy X.3.1 Entitled "Policy: Customer Service Fees and Charges" (clarifies normal working hours for reconnection at meter and reconnection at the pole, clarifies meters are "reinstalled" not "replaced" when removed for nonpayment and clarifies "Service Connection Fee" for activation

of new service after normal working hours);

b. Policy No. X.7.1 Entitled "Policy: Natural Gas Service Fees and Charges" (increases "Natural Gas Seasonal Reconnection Fee" for residential customers and adds "Natural Gas Seasonal Reconnection Fee" for commercial customers); and

c. Policy No. VI.10 Entitled "Policy: Natural Gas Equipment Incentive Program" (clarifies incentives for eligible equipment for residential customers and adds incentives for installation and retrofit of natural gas commercial cooking equipment).

A~ Recommended Action: Adopt Resolution Approving Policy Amendments.

11. Consideration of Preliminary Assessment Roll Prepared to Recover Costs Incurred by the City in Connection with Housing Code Enforcement on the Following Properties:

a. 504 Center Street

b. 510 Center Street

c. 814 Clark Street

d. 605/607 Cokey Road

e. 311/315 Coleman Avenue

f. 312 Coleman Avenue

g. 316 Coleman Avenue

h. 216 S. Howell Street

i. 2301 Liriope Drive

j. 839 Star Street

A~ Recommended Action: 1) Adopt Resolution of Determination of Cost of Repair/Demolition of Substandard Housing and Structures;

2) Adopt Resolution of Preliminary Assessment Roll; and

3) Schedule Public Hearing for October 26, 2015.

12. Consideration of FY 2016 Metropolitan Planning Program Grant from the North Carolina Department of Transportation (City is designated Federal Transit Administration recipient for the Rocky Mount Urban Area Metropolitan Planning Organization) for Development of Improved Techniques and Methods of Transit Activities (\$35,700 - local match of \$3,570 required).

A~ Recommended Action: Accept Grant and Authorize the Mayor and City Clerk to Execute the Grant Agreement and Required Certification on Behalf of the City.

13. Consideration of Declaration of Perpetual Land Use Restrictions Required to be Filed with the North Carolina Department of Environment and Natural Resources, Division of Waste Management, Relative to 628 Albemarle Avenue and 108 East Grand Avenue [the former City of Rocky Mount Manufactured Gas Plant Site #2] (restricts property use to industrial or commercial, with limitations, and from having a groundwater well).

A~ Recommended Action: 1) Authorize the Mayor to Execute the Declaration on Behalf of the City; and

2) Authorize Staff to Submit Declaration to the North Carolina Department of Environment and

Natural Resources and Record Declaration with the Edgecombe County Register of Deeds.

14. Consideration of Acceptance of Property Transfer of 218/220 Tarboro Street from Edgecombe County (transfer requires City work to develop parking in this area to support needs of Edgecombe Community College).

A~ Recommended Action: Approve Acceptance of Property Transfer and Authorize the Mayor and City Clerk to Execute Any Necessary Documents on Behalf of the City.

15. Consideration of Modification to Lease Agreement with Nash County Travel and Tourism (adds additional space of approximately 240 sq. ft./Room 314) on the Third Floor of the Train Station @ \$240 additional rent per month; effective October 1, 2015 and ending January 30, 2016.

A~ Recommended Action: Approve Modification and Authorize the Mayor and City Clerk to Execute the Same on Behalf of the City.

16. Consideration of Petition Submitted by the City of Rocky Mount Requesting the Closing of an Unnamed Alley between Albemarle Avenue and Atlantic Avenue.

A~ Recommended Action: 1) Acknowledge Receipt of Petition;
2) Adopt Resolution Declaring Intent to Close (schedule public hearing for October 26, 2015).

17. Consideration of Funding Resolution Required in Connection with State Revolving Loan Application for the Following Water and Sewer Projects (designates Amy Staton, Finance Director, as Authorized Official to execute and file applications):

- a. Two-Inch Water Main Replacements; and
- b. Rehabilitation and Relining of 24" Sewer Main

A~ Recommended Action: Adopt Resolution.

18. Consideration of Proposal from Ratio Architects for Services Related to Holly Street Park Master Plan Project (cost not to exceed \$12,500).

A~ Recommended Action: Approve Proposal and Authorize the Mayor and City Clerk to Execute the Contract on Behalf of the City.

19. Consideration of Water Assessment Contract with Wayne Coley for Water Service at 2117 Coral Drive (\$1,315 water tap, meter and capacity fees prepaid; \$2,500 water main fees assessed).

A~ Recommended Action: Approve Contract and Authorize the Mayor and City Clerk to Execute the Same on Behalf of the City.

20. Consideration of Task Order No. 2 on Contract with The Wooten Company for Engineering Services for Rehabilitation of Screw Pumps at the Tar River Regional Wastewater Plant and the

Lift Station on Highway 97 (\$24,975).

A~ Recommended Action: Approve Task Order and Authorize the Mayor to Execute the Same on Behalf of the City.

21. Consideration of the following Bids:

- a. Upgrade of HVAC, fire alarm and electrical service at the Rocky Mount BTWHS Facility - award to Allred Mechanical, Incorporated @ total cost of \$811,000; and
- b. Migration Service from the City's Google mail to Microsoft Office 365 - award to Dell Marketing, LP @ total cost of \$180,989.

A~ Recommended Action: Award Bids as Recommended and Authorize the Mayor and City Clerk to Execute the Bid Contract on Behalf of the City.

NA~ 22. Appointments:

- a. Board of Adjustment (Ward 3 - term expires 6/30/18);
- b. Martin Luther King, Jr. Commission (Ex-officio - term expires 6/30/18); and
- c. Utility Service Review Board (Ward 6 - unexpired term expires 6/2018).

23. Consideration of Ordinance Amending the Budget Ordinance for the Fiscal Year 2015-2016 for Resurfacing Project (increases the FY 2015-2016 Operating Budget by \$1,300,000 in Powell Bill Funds).

A~ Recommended Action: Adopt Ordinance.

24. Consideration of Bid for Street Resurfacing FY 15 (award to Barnhill Contracting Company @ a total project cost of \$2,098,992.10).

A~ Recommended Action: Award Bid as Recommended and Authorize the Mayor and City Clerk to Execute the Bid Contract on Behalf of the City.