



A = APPROVAL
AD = APPROVAL DENIED
NA = NO ACTION
D = 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RW = REQUEST WITHDRAWN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 HELD MONDAY, NOVEMBER 27, 2017 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 November 13, 2017.
5. Presentations and Recognitions:
 - Adoption and Presentation of Resolution Congratulating Faith Christian School 2016 Varsity Soccer Team on Winning the Carolina Independent Conference Regular Season Title and Receiving the 13th Seed in the NCISAA 2-A State Tournament; and
 - Adoption and Presentation of Resolution Congratulating Faith Christian School 2017 Varsity Baseball Team on Winning the Carolina Independent Conference Regular Season Title and Winning the NCISAA 2-A Baseball State Championship.
- A~ Recommended Action: Adopt Resolutions.
6. Petitions to be Received from the Public.

Note: Please complete Citizen Sign-In Sheet and provide to City Clerk/Deputy City Clerk prior to speaking. Please limit presentations to three (3) minutes. Time will be monitored.

Lige Daughtridge voiced concern relative to the new positions and salary increase proposed and posed the following questions: 1) do these figures include benefits or are they just base salary; 2) if they do not include benefits then what is the cost with benefits; 3) should we wait for the compensation and job classification study to be finished before we proceed with these proposals? He questioned what affect the proposals will have on the interfund transfers?

Johnny Cunningham of 1105 Branch Street voiced concern that more is not being done for the most vulnerable communities.

7. **CONSENT AGENDA:**

A. Consideration of Adoption of the Following FY 2017-2018 Ordinance Amendments:

• *Budget Ordinance Amendments:*

1. Increases revenues/appropriations in the Sports Complex Recreation Supplies account due to sponsorship funds from Coca-Cola (\$15,000); and
2. Appropriates funding to the E-911 (Emergency Communications) fund and the General Capital fund for construction and outfit of the City's backup Public Safety Answering Point (PSAP) System - \$258,600 and Fire Station #7 Building Improvements - \$556,300 – (total increase of \$814,900) [*See Item 11 for Bid - \$378,832, plus 10% contingency (\$37,883); remaining funds used to cover purchase of equipment and materials for associated improvements - \$436,068*].

B. Consideration of Tax Releases and/or Refunds:

- Schedule A – taxes under \$100 approved for release and/or refund by the City Manager; and
- Schedule B – taxes over \$100 recommended for release and/or refund by the City Council

C. Consideration of Recommendation for Approval of Award of Duty Sidearm:

- 1) Chief James Moore for 6 years of dedicated service, retirement date January 1, 2018; and
- 2) Sergeant Steve Parker for 24 years of dedicated service, retirement date January 1, 2018.

A~ Recommended Action: Approve Consent Agenda (inclusive of approval of adoption of Ordinances, approval of tax releases and award of duty sidearms).

8. Consideration of Minutes and Recommendations from a Committee of the Whole Meeting Held November 13, 2017:

1. Recommendation to Schedule Special Called Committee of the Whole Meeting for Wednesday, December 20, 2017 for Tour and Discussion of Utility Infrastructure;
2. Audit Report – Amy Staton and Kari Dunlap (Martin Starnes): approve audit as submitted;
3. Implementation Strategies Plan and the Land Development Code Update - Jackie Turner, RATIO Design: report only; no action;
4. Special Use Permit & Text Amendments/Land Development Code - JoSeth Bocoook: report only; no action;
5. Community Discussion Dealing with Sensitive Issues – Archie Jones: report only; no action;

- 6. Contract for Classification and Compensation Contract - Elayne Henderson: place contract on November 27, 2017 agenda for consideration; and
- 7. Closed Session - Personnel and Attorney/Client Privilege.

A~ Recommended Action: Approve Minutes and Recommendations Inclusive of Scheduling Special Called Committee of the Whole Meeting for Wednesday, December 20, 2017.

- 9. Consideration of Application for Special Use Permit Submitted by Mac Hines to Convert Buildings at 3320 and 3300 Sunset Avenue into Apartments.

A~ Recommended Action: 1) Acknowledge Receipt of Application for Special Use Permit; and
2) Schedule Public Hearing for January 8, 2018.

- 10. Consideration of 1) Grant from the Futrell-Mauldin Community Fund secured through the City of Rocky Mount Keep America Beautiful program; and 2) Budget Amendment Appropriating Grant Funds (\$1,000) for Hiring of Temporary Help for Litter Cleanup Activities.

A~ Recommended Action: 1) Authorize the Mayor and City Clerk to Execute Required Documentation and Certifications, including Subsequent Grant Agreement; and
2) Adopt Budget Ordinance.

- 11. Consideration of Personnel Pay and Classification Plan Amendments as Follows:

- a. Rename Planning and Development Department to Department of Development Services and Amend Job Classification:

Dept/ Division	Current Classification	New Classification	Pay Grade
Department of Planning and Development rename as Department of Development Services	Planning Director	Development Services Director	26 *no change

b. Create new department entitled Department of Community and Economic Development and Amend Job Classification:

Current Dept/Division and Classification	New Dept/Division and Classification
Planning/Community Development CDBG/Manager	Department of Community and Economic & Business Development/Community Development Manager
Planning/Community Development CDBG/Secretary	Department of Community and Economic & Business Development/Secretary
Planning/Community Development CDBG/Community Development Specialist - Compliance	Department of Community and Economic & Business Development/Community Development Specialist – Compliance
Planning/Community Development CDBG/Community Development Specialist - HOME Coordinator	Department of Community and Economic & Business Development/Community Development Specialist – HOME Coordinator
Planning/Community Development CDBG/Community Development Specialist - Housing Rehab	Department of Community and Economic & Business Development/Community Development Specialist – Housing Rehab
Planning/Community Development CDBG/Special Projects	Department of Community and Economic & Business Development/Community Development/Special Projects
Planning/Community Development CDBG/Office Assistant	Department of Community and Economic & Business Development/Office Assistant
CMO/Downtown Development Manager	Department of Community and Economic & Business Development/Downtown Development Manager
CMO/Downtown Coordinator	Department of Community and Economic & Business Development/Downtown Coordinator

c. Create new positions and Amend Job Classification and Pay Range:

Dept/Division	Classification	Pay Grade
Department of Community and Economic & Business Development	Director	26
Department of Community and Economic & Business Development	Business Development Manager	22
Department of Community and Economic & Business Development	Administrative Assistant	13

d. Amend Pay Range:

Dept/Division	Current Pay Grade	New Pay Grade
CMO/Internal Auditor	20	26

A~ Recommended Action: Adopt Resolution.

12. Consideration of Resolution Amending Administrative Policies No. VI.11 Entitled “Policy: Renewable Energy” and X.7.6 Entitled “Policy: Electric and Gas Service and Equipment Fees” (provides more opportunities for customers to install renewable energy generating facilities).

A~ Recommended Action: Adopt Resolution Amending the Administrative Policies.

13. Consideration of Contract with Gallagher Benefit Services, Inc. for the City’s Classification and Compensation Study (outlined project not to exceed \$142,500, plus the costs of developing new classification specifications/job descriptions subject to both the appropriation and availability of funds (See Exhibit A).

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

14. Consideration of Bid for Fire Station #7 Improvements and 911 Backup Dispatch (\$299,082) and Alternate Generator Replacement (\$79,750) - award to Calvin Davenport, Incorporated @ total cost of \$378,832, plus 10% contingency in the amount of \$37,883).

A~ Recommended Action: 1) Award Bid as Recommended; and
2) Authorize the Mayor and City Clerk to Execute the Bid Contract on Behalf of the City.

NA~ 15. Appointments:

- a. Board of Adjustment (Alternate – expires 6/30/2020);
- b. Human Relations Commission (Mayor appointment – expires 6/30/2019); and
- c. Martin Luther King, Jr. Commission (expires 6/30/2020)

16. Closed Session:

- Attorney-Client Privilege; and
- Personnel

**Added to agenda in open meeting*