

January 23, 2017

The City Council of the City of Rocky Mount met this day in regular session at 4:00 p.m. in the George W. Dudley City Council Chamber of the Frederick E. Turnage Municipal Building with Mayor David W. Combs presiding.

Councilmembers present: André D. Knight, Reuben C. Blackwell, IV, Lamont Wiggins, Tom Rogers, W. B. Bullock and Christine Carroll Miller.

Councilmember absent: E. Lois Watkins.

Staff Present: Charles W. Penny, City Manager; Pamela O. Casey, City Clerk; Tasha Logan Ford and Thomas M. Moton, Jr., Assistant City Managers; Tameka Kenan-Norman, Public Affairs Manager; Archie Jones, Director of Human Relations; Kellieanne Davis, Interim Community Development Administrator; Brad Kerr, Director of Engineering; Jeffery Walston, Human Relations Specialist; Heather White, Recreation Program Supervisor; Kim Batts, Deputy City Clerk; Stuart Lee, White House Special Council - SC2 Team Lead; and Richard J. Rose, City Attorney.

Security Officer: Retired Police Sergeant Stoney Battle.

Mayor Combs opened the meeting and prayer was offered by Councilmember Tom Rogers.

WELCOME

The Mayor welcomed citizens and directed them to copies of the agenda near the entrance of the City Council Chamber.

APPROVAL OF MINUTES

The minutes of a regular rescheduled meeting of the City Council held January 11, 2017 were approved as submitted to the City Council prior to the meeting.

PETITIONS FROM THE PUBLIC

Mayor Combs opened the meeting for petitions from the public.

The following individuals voiced complaints relative to a lack of response to requests made to the Animal Control Division of the Police Department: **Tasha Aldridge** of 316 Ansley Street; **Lisa Wynne** of 700 Kingston Avenue; **Breanna Daughtridge** of 353 Whitehall Drive; **Luke King** of 329 Whitehall Drive; **Ann Marie** of 333 Whitehall Drive; and **Dawn McGlohon** of 321 Whitehall Drive.

The following individuals requested reconsideration of placing speed cushions in the 1400 block of Michael Scott Road in an effort to reduce speeds: **Ashley Miles** of 1412 Michael Drive; **Kevin Holt** of 121 Warrenton Court; **Wes Strandberg** of 1333 Michael Scott Drive; and **Amanda Nelson**, 1408 Michael Scott Drive.

These matters were referred to the City Manager's Office for review and report to Council.

AD VALOREM TAX RELEASES

The City Council received the following schedules of ad valorem taxes recommended for release and/or refund:

SCHEDULE A – taxes under \$100 approved for release and/or refund by the City Manager:

<u>YEAR</u>	<u>BILL NO.</u>	<u>NAME/ADDRESS</u>	<u>TAX</u>		<u>COMMENT</u>
<u>NASH COUNTY</u>					
2016	10656	BROWN BERNARD W ANN L TRUSTEES 3820 GLOUCESTER RD ROCKY MOUNT, NC 27803	10.00	DOG	NO DOG
		TOTAL RELEASE:	10.00		
2010	1000424	PITTMAN, TRECINDA CARESA 137 KING RICHARD CT ROCKY MOUNT, NC 27803	53.46 10.69 25.56	CITY PEN INT	BILLED IN ERROR DID NOT OWN MOBILE HOME
		TOTAL RELEASE:	89.71		
2011	2127	PITTMAN, TRECINDA CARESA 137 KING RICHARD CT ROCKY MOUNT, NC 27803	49.89 4.99 21.68	CITY PEN INT	BILLED IN ERROR DID NOT OWN MOBILE HOME
		TOTAL RELEASE:	76.56		
2016	1721	SWEET JIMMY USA INC NADAS HAIR CONNECTION 1220 MCDUFFERS RD ROCKY MOUNT, NC 27804	31.76 3.18 0.70	CITY PEN INT	BILLED IN ERROR OUT OF BUSINESS
		TOTAL RELEASE:	35.64		

SCHEDULE B – taxes over \$100 recommended for release and/or refund by the City Council:

<u>YEAR</u>	<u>BILL NO.</u>	<u>NAME/ADDRESS</u>	<u>TAX</u>		<u>COMMENT</u>
<u>NASH COUNTY</u>					
2009	1000426	PITTMAN, TRECINDA CARESA 137 KING RICHARD CT ROCKY MOUNT, NC 27803	58.58 17.57 30.08	CITY PEN INT	BILLED IN ERROR DID NOT OWN MOBILE HOME
		TOTAL RELEASE:	106.23		
2016	1000467	REAL TIME DENTAL LAB LLC ROBERT CAPPS 3505 HUNTINGTON RD GREENVILLE, NC 27858	646.86 194.06 16.82	CITY PEN INT	BILLED IN ERROR OUT OF BUSINESS
		TOTAL RELEASE:	857.74		
2016	10028	ROCKY MOUNT RECYCLERS INC BLDG ONLY (816 S HALIFAX RD) ROCKY MOUNT, NC 27804	1,213.75 24.28	CITY INT	DENR EXEMPTION
		TOTAL RELEASE:	1,238.03		
<u>EDGECOMBE COUNTY</u>					
2016	22495	WILLIAMS, LILLIAN E LOT 438 HILLSDALE 4 TH ADDITION ROCKY MOUNT, NC 27801	151.53	CITY	SENIOR EXEMPTION
		TOTAL RELEASE:	151.53		

Motion was made by Councilmember Rogers, seconded by Councilmember Knight and unanimously carried that Tax Release Schedules A and B recommended for release and/or refund be acknowledged and approved for release as recommended.

COMMITTEE OF THE WHOLE MINUTES

The City Council received the minutes from a Regular Rescheduled Committee of the Whole meeting held January 11, 2017.

The minutes are as follows:

MINUTES OF A RESCHEDULED MEETING OF THE COMMITTEE OF THE WHOLE HELD WEDNESDAY, JANUARY 11, 2017 AT 5:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING

MEMBERS PRESENT:

W. B. Bullock, Mayor Pro Tem
 Andre D. Knight
 Reuben C. Blackwell, IV
 Lamont Wiggins
 Lois Watkins
 Tom Rogers
 Chris Miller
 David W. Combs, Mayor

STAFF PRESENT:

Charles W. Penny
 Pamela O. Casey
 Tasha Logan Ford
 Thomas M. Moton, Jr.
 Tameka Kenan-Norman
 Amy Staton
 Ken Graves
 Brad Kerr
 Kim Batts
 Richard J. Rose

Mayor Pro Tem W. B. Bullock called the meeting to order at 5:02 p.m. and surrendered the floor to City Manager Charles W. Penny to introduce the agenda items.

The City Manager reported that the UNC School of Government has asked that Rocky Mount participate in a learning modal for new managers.

1. DOWNTOWN COMMUNITY FACILITY (DCF) UPDATE - Charles W. Penny

City Manager Charles W. Penny congratulated the City Council on their efforts to bring the Downtown Community Facility project to fruition and stated that work began on the project in 2012 and the facility will now be a reality.

Mr. Penny gave a PowerPoint presentation updating the City Council on the Downtown Community Facility describing the following highlights:

- BOND FINANCING
 - Financing closed on December 28, 2016
 - All funds have been remitted to the City
 - Bonds worth \$36,815,000 have been sold
- PROPERTY ACQUISITION
 - Pemberton (largest property) - scheduled to close January 11, 2017
 - Stokes Mortuary property - scheduled to close February 1, 2017
- FACILITY UPDATE
 - Design work continues
 - Site preparations scheduled for March 1, 2017
 - Ground breaking scheduled for March 2017
 - Construction to begin in June 2017
 - Project completion estimated for August 15, 2018

Mr. Penny advised the City Council that a project ordinance is on the agenda for the regular City Council meeting today for consideration of approval to appropriate bond proceeds.

He responded to questions posed by Council and stated the facility will be pre-marketed, but events will not be scheduled to occur before September or August of 2018.

He added that the City is awaiting reservation letters relative to New Market Tax Credits (NMTC).

The City Manager advised the City Council that consideration of the SFM Management Agreement and the Owners Representative Agreement will be on the agenda for consideration at the next regular meeting.

A copy of the City Manager's PowerPoint presentation is on file in the office of the City Clerk.

COMMITTEE RECOMMENDATION. Report only. No action.

2. CREDIT PRESENTATION - David W. Combs, Charles W. Penny and Amy Staton

Mayor David W. Combs, City Manager Charles W. Penny and Finance Director Amy Staton presented the Credit Presentation prepared by Davenport & Company which they presented in New York on November 9-10, 2016 relative to obtaining a bond rating.

City Manager Charles W. Penny recognized and congratulated Finance Director Amy Staton and her staff for their excellent work in preparing documentation in relation to the annual audit, the presentation to the Local Government Commission (LGC) and the presentation to the rating agencies resulting in an excellent bond rating for the City and for the Downtown Community Facility project.

A copy of the full Credit Presentation is on file in the office of the City Clerk.

COMMITTEE RECOMMENDATION. Report only. No action.

3. WELCOME TO ROCKY MOUNT SIGNS - Tasha Logan Ford and Brad Kerr

The City Council was provided with a copy of a PowerPoint presentation relative to "Welcome To" Rocky Mount signs.

Assistant City Manager Tasha Logan Ford provided the City Council with a memo as a follow up to questions posed by Council relative to a resolution previously presented to Council for consideration at the December 2016 meeting for endorsement of four (4) "Welcome to Rocky Mount" signs proposed for installation near the city limits on US 64 and US 301 in accordance with NCDOT standards.

Ms. Ford reported that the "Welcome To" signs are recommended to:

- Promote Rocky Mount;
- Orient travelers;
- Help create a sense of place; and
- Will be an initial step to address sign clutter and improve wayfinding on major corridors.

Ms. Ford added that the NCDOT "Welcome To" sign policy provides for:

- The City to be responsible for all costs;
- A maximum of two (2) slogans not to exceed a total of three (3) lines of copy;
- A resolution specifying any slogans and seal/emblem/flag; and
- Approval of resolutions by both the City and County.

The Council was provided with examples of the "Welcome To" signage and photographs of recommended locations.

Ms. Logan advised the Council that costs associated with design, fabrication and installation of the signs, estimated at \$45,000 (City responsibility); \$10,000 for slogan signs (entities to

share related costs). She outlined the following staff recommendations:

- Locations of "Welcome To" signs:
 - Ford initial installations to focus on US 64 and US 301 based on travel volume and visibility
- Proposed Slogans:
 - 1) Two-Time All-American City; and
 - 2) Home of the NC Wesleyan Battling Bishops

Discussion was held relative to the content of slogan signs.

COMMITTEE RECOMMENDATION. *Motion was made by Councilmember Miller, seconded by Councilmember Blackwell and unanimously carried to approve placement of the "Welcome To" signs and for Council to work on providing slogans to the City Manager's office for compilation of a list for Council's selection and approval.*

4. **OTHER MATTERS:**

The City Manager advised the City Council that:

- The Mayor will make his "State of the City" presentation at the first City Council meeting in February @ 6:00 p.m. (COW at 5 p.m.)
- Rocky Mount High School football team has been invited to attend the first meeting in February to be recognized for participating in the NCHSAA 3-A Championship for the second year in a row
- Consideration of a street name change - Martin Luther King, Jr. Highway (US 64 - I-95 [Exit 467] to Raleigh Boulevard [Exit 472] will be on today's regular agenda for consideration;
- A SC2 closeout reception will precede the January 23, 2017 regular City Council meeting @ 3:30 p.m.

Councilmember Blackwell requested that staff attempt to ascertain the goals and objectives identified by the incoming Governor in order to brief Council on the impact of any anticipated changes.

5. **ADJOURN.** There being no further business for the Committee of the Whole, the Mayor Pro Tem adjourned the meeting at 6:56 p.m.

Motion was made by Councilmember Wiggins, seconded by Councilmember Miller and unanimously carried that the minutes and recommendations from the Committee of the Whole be approved.

WELCOME TO ROCKY MOUNT SIGNS

Assistant City Manager Tasha Logan Ford requested consideration of a resolution endorsing placement of four (4) "Welcome to Rocky Mount" signs near the city limits on US 64 and US 301 in accordance with NCDOT standards. She advised the Council that all costs associated with design, fabrication and installation of the signs, estimated at \$37,000, will be the responsibility of the City.

Motion was made by Councilmember Blackwell, seconded by Councilmember Wiggins and unanimously carried that **Resolution No. R-2017-5** entitled **RESOLUTION ENDORSING "WELCOME TO ROCKY MOUNT" SIGNS BY THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT** be adopted.

DOWNTOWN COMMUNITY FACILITY MANAGEMENT AGREEMENT/SPORTS FACILITIES MANAGEMENT, LLC

Assistant City Manager Thomas M. Moton, Jr. provided the City Council with a proposed agreement with Sports Facilities Management,

LLC (SFM) for management of the Downtown Community Facility. Mr. Moton noted that operating an amateur sports venue requires industry expertise to ensure the City achieves the maximum economic impact and, therefore, staff made a decision early in the process to recommend outsourcing of operations and management of the Downtown Community Facility. He added that Sports Facilities Management, LLC (SFM) has the largest network of this type of venues under contract and approval of the facility management agreement will allow the City to take advantage of SFM's extensive network and tournament/event rights holder portfolio.

Mr. Moton explained that the proposed agreement is a five-year renewable contract. He outlined the main terms of the agreement to include:

- Analysis of spectator and participant circulation patterns
- Maximization of space efficiency
- Design of cash handling spaces
- DCF pre-marketing
- Set up of operations/personnel staffing/budgeting & forecasting
- Pre-opening and post-opening activities

He added that the agreement establishes parameters to compensate SFM for achieving operating/financial performance targets.

Mr. Moton advised that pre-development consultative services of \$225,000 shall be paid in equal installments based on the expected construction schedule and the five-year operating base management fee will decline over time as follows:

- Years 1 & 2 - \$204,000 annually;
- Years 3 & 4 - \$180,000 annually; and
- Years 5 & beyond - \$168,000 annual

Motion was made by Councilmember Rogers, seconded by Councilmember Wiggins and unanimously carried that the Facility Management Agreement with Sports Facilities Management, LLC be approved and that the Mayor be authorized to execute the Agreement (C-2017-2) on behalf of the City.

DEMOLITION ORDINANCE

The City Council received an ordinance ordering the Community Code Inspector to proceed with demolition of the following substandard property:

- 118 N Tillery Street

Motion was made by Councilmember Blackwell, seconded by Councilmember Rogers and unanimously carried that **Ordinance No. O-2017-6** entitled **ORDINANCE ORDERING THE COMMUNITY CODE INSPECTOR TO PROCEED TO DEMOLISH CERTAIN DILAPIDATED STRUCTURES PURSUANT TO THE HOUSING CODE OF THE CITY OF ROCKY MOUNT** be adopted.

OWNERS REPRESENTATIVE AGREEMENT/CMTS, LLC

City Manager Charles W. Penny provided the City Council with a contract for owner's representative for the Downtown Community

Facility (DCF). He told the City Council that, due to the decision to use the design build approach for construction of the DCF, the City is in need of an independent source to oversee the contract documents, day-to-day construction activity and payment reviews and recommended approval of the owner's representative contract with CMTS, LLC. The City Manager added that Edgecombe County utilized CMTS for their Biotech facility at Edgecombe Community College and the project finished ahead of schedule and came in under budget.

The City Council was advised that the cost to serve as owner's representative is just under \$240,000 for the entirety of the project ranging from review of construction plans, contract administration, review of invoices and final inspections upon completion of the project.

A motion by Councilmember Bullock to defer action on the contract to allow for further discussion failed for lack of a second.

Motion was made by Councilmember Knight, seconded by Councilmember Rogers and carried by a vote of 6-1 (Councilmember Bullock opposed) that the City Manager be authorized to execute the contract with CMTS, LLC (**C-2017-3**) on behalf of the City.

APPOINTMENTS

Motion was made by Councilmember Miller, seconded by Councilmember Rogers and unanimously carried that Mark Henry Hinson be appointed to fill the vacant ex-officio position on the Central City Revitalization Panel. This unexpired term expires June 30, 2019.

SPECIAL GUEST

Mayor Combs introduced and welcomed Chief Executive Officer of the Rocky Mount Housing Authority, Kelvin Macklin.

STRONG CITIES, STRONG COMMUNITIES (SC2) PRESENTATION/(ADDED TO AGENDA IN OPEN MEETING)

Assistant City Manager Tasha Logan Ford introduced Stuart Lee, White House Special Council - SC2 Team Lead, for the Strong Cities, Strong Communities (SC2) initiative and thanked him for his outstanding service to Rocky Mount.

Ms. Ford and Mr. Lee presented a PowerPoint presentation highlighting objectives and accomplishments of the SC2 initiative.

A copy of the PowerPoint presentation is on file in the office of the City Clerk.

The Mayor thanked Mr. Lee for his work in Rocky Mount and also expressed appreciation for the efforts of David Glasgow, SC2 Team Lead for the first year of the program.

CLOSED SESSION

City Manager Charles W. Penny requested a Closed Session to discuss matters concerning attorney-client privilege and personnel.

Motion was made by Councilmember Miller, seconded by Councilmember Wiggins and unanimously carried that the City Council

adjourn to Closed Session at 5:14 p.m. The minutes of the Closed Session shall be designated as **ESM-458** and filed at the end of **Minute Book 33** upon approval for release by the City Attorney.

REGULAR SESSION

The Mayor convened the City Council in regular session at 5:53 p.m.

RETIREMENT OF CITY MANAGER CHARLES W. PENNY

City Manager Charles W. Penny read the following prepared statement to the Mayor and Members of the Rocky Mount City Council:

"Thank you for the opportunity to fulfill a career goal of becoming a City Manager. The experience in Rocky Mount has fully met my expectations; however, I have decided to retire as City Manager of Rocky Mount, effective April 1, 2017. July 2016 marked 35 years in local government for me, and January 1, 2017 marked the beginning of my 7th year as City Manager. I now believe it is time to write another chapter in my life.

I am excited about the future of Rocky Mount. You have established a bold and aggressive vision for Rocky Mount, which I am proud to have been a part.

- It was great to see the completion of the Duke Energy purchase of the Power Agency's assets and to see reductions in our customers' electric utility bills. In the next several months, I anticipate you will have another opportunity to further reduce electric rates for our citizens and insure no electric rate increases beyond the next five years.
- The vision for revitalizing the City Center will have a tremendous impact on Rocky Mount and the Rocky Mount MSA. The Event Center has such potential to create a new economy for the community and increase the tax base for the entire City. I fully expect the facility to encourage the development of hotels in the downtown area and spur additional private investment. The operational pro forma provides the guide to its success and there is plenty of potential events not even calculated in the pro forma.
- The housing study is critical to improving the quality of life in Rocky Mount intercity and continuing to rebuild quality housing in the city limits. We are generating interest from developers and potential investors. The improvement to the housing will not be immediate and will require investment from the City to get it moving. We are also seeing interest in our housing market from people moving into North Carolina from other parts of the country. Our housing cost is very attractive when compared to the Triangle and other North Carolina Housing Markets.
- Pfizer is completing its additional \$160,000,000 expansion with completion by the end of 2017 or early 2018. The investment

will be for several new product lines and will help ensure their continued presence in Rocky Mount.

- The Brewmill has tremendous potential for Rocky Mount and will bring new people to the community who have an interest in investing in the City. You are already seeing the benefit of the private investment by Capital Broadcasting and if the American Tobacco Factory is any indication of the future, Rocky Mount has good reason to be excited.
- The Biotech Center in downtown Rocky Mount will increase enrollment in Edgecombe Community College and will add to the downtown critical mass for urban development. The Council can be proud of the role the City played in moving the project forward.
- As a \$200 billion industry, sports tourism has been a major boost for Rocky Mount and the region. Since 2006 the Sports Complex has been responsible for more than \$40,000,000 in economic impact to the local community. In 2019, the Sports Complex debt will be paid off and we can continue our momentum by attracting tournament directors and visitors to the Event Center for an even greater impact.
- The City is in excellent financial condition and recently received AA+ ratings from both Fitch and Aa2 from Moody's. The fund balances for all funds are in good shape. The General Fund was my biggest concern when I became City Manager in 2011; however, we have been able to build it back with the help of the City's leadership team.
- The announcement of CSX last July has tremendous implications for Rocky Mount and the region. I believe over the next few years other major announcements will occur, which will just add to the forward momentum for the City.

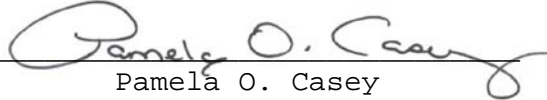
All of the things I have mentioned make it extremely hard to decide to retire; however, I intend to submit paperwork to the North Carolina Local Government Retirement System on January 24, 2017, and am hopeful my retirement date can be effective April 1, 2017. I am committed to work hard every day for the City until I can officially retire.

The City's professional leadership team is all in place. The two Assistant City Managers are very capable and provide me great confidence the major projects you are committed to can go forward during the transition. Now is the optimal time for Council to select a new City Manager and bring the established vision to fruition over the next 5 to 10 years.

Rocky Mount has been good to Edith, Eva, Chas and me and we are forever grateful for the opportunity, the relationships, the guidance and the support. It is time for a new chapter in our lives."

ADJOURNMENT

There being no further business, the City Council meeting adjourned at 6:03 p.m.


Pamela O. Casey
City Clerk