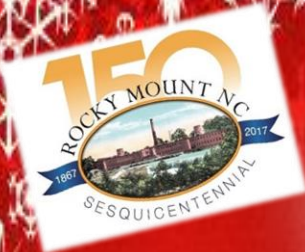


CITY COUNCIL AGENDA NOVEMBER 27, 2017



62nd Annual
Rocky Mount
Christmas Parade
December 3th @ 3:00 pm



[View Main Agenda](#)



ROCKY MOUNT CITY COUNCIL VISION STATEMENT

Rocky Mount is a City composed of people of diverse backgrounds, heritages, and interests with a shared sense of values, stewardship and community.

It is a City where all citizens have the opportunity to realize their full potential through individual initiative and community support.

Its citizens enjoy and value the benefits of efficient, cost-effective and responsive public services, a strong and diversified economy, and superior cultural and educational resources.

Rocky Mount recognizes and appreciates its history while responding to the challenges and opportunities of regional and global change in a proactive and realistic manner.





W E L C O M E !

We are pleased you are attending a Rocky Mount City Council meeting. You are now participating in the process of representative government. We appreciate your interest and hope you and your fellow citizens will attend often. Democracy cannot endure without an informed electorate.

Rocky Mount has the Council-Manager form of local government. Policy is set by the Mayor and Council, who are elected by the people. The policy is implemented by the City Manager, who is appointed by the Council. The Council decides what is to be done. The City Manager, operating through the entire City staff, does it. This separation of policy-making and policy administration is considered the most economical and efficient form of City government.

COUNCIL MEETINGS

The City Council meets in regular session twice each month in the George W. Dudley City Council Chamber of the Frederick E. Turnage Municipal Building. These meetings are open to the public and are held on the following schedule:

2nd Monday - 7:00 p.m.

4th Monday - 4:00 p.m.

At these meetings, the City's business is conducted and ordinances and resolutions, the laws of Rocky Mount, are enacted. Ordinances take effect upon their adoption when approved by a majority of the Council. All ordinances must be in writing. They are introduced at one meeting and adopted at a subsequent meeting. The Council may, however, by an affirmative vote of five (5) members, adopt an ordinance at the same meeting it is introduced. The Council frequently uses this procedure.

Councilmembers receive the agenda for a Council meeting, together with detailed background material, on the Thursday prior to each regular meeting. This gives them the opportunity to study each item on the agenda prior to the meeting and consult with the City Manager or City staff members. If no additional pertinent facts are presented at the meeting, items are often acted upon without further discussion, particularly in routine matters. This procedure helps Council meetings to move more expeditiously.

INFORMAL WORK SESSIONS OR COMMITTEE MEETINGS

The Council generally conducts a work session or COMMITTEE OF THE WHOLE meeting at 5:00 p.m. prior to the first regular monthly meeting. The COMMITTEE OF THE WHOLE is the entire City Council meeting as a committee to discuss matters requiring more in-depth explanation, study or discussion. The Committee frequently makes recommendations to the City Council, however, no recommendations made by the COMMITTEE OF THE WHOLE are final until accepted by the Council in a regular meeting.

These meetings are open to the public.





HOW A CITIZEN CAN BE HEARD

Citizens may appear before the Council to be heard on any subject related to City government, or any individual matter which may involve City government. A provision is made on each City Council agenda for **PETITIONS TO BE RECEIVED FROM THE PUBLIC**. At this time, citizens are encouraged to bring to the Council's attention matters that are not otherwise specifically listed on the agenda. If the matter you are interested in is specifically listed on the agenda, you are asked to address that issue when it is being considered. If you desire to be heard, you are asked to advise the Mayor in which item you are interested at the time it appears on the agenda. You will be requested to use the speakers stand, give your name and address and identify any group which you represent. Citizens addressing the Council on any matter shall not abuse their privilege and shall confine themselves to the question under debate, and avoid all personal or indecorous language. The City Clerk prepares the minutes of the meetings. After approval by the Council, these become the official record of the proceedings. The entire meeting is tape recorded for accuracy in preparing the minutes.

PUBLIC HEARINGS

Prior to the enactment of some ordinances or resolutions, the law requires that the City Council conduct a public hearing in order that the public may have an opportunity to be heard. The most common of these are zoning ordinance changes, the ordering of public improvements and determination of assessments. Most public hearings are conducted in the general course of a regular meeting and are usually scheduled for the evening meeting of the City Council on the second Monday of each month to afford more citizens an opportunity to attend.

MAYOR

DAVID W. COMBS

CITY COUNCIL

W. B. BULLOCK, MAYOR PRO TEM
(Ward 6)

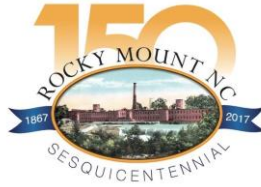
ANDRÉ D. KNIGHT (Ward 1)
REUBEN C. BLACKWELL, IV (Ward 2)
LAMONT WIGGINS (Ward 3)

LOIS WATKINS (Ward 4)
TOM ROGERS (Ward 5)
CHRIS MILLER (Ward 7)

CITY STAFF

ROCHELLE D. SMALL-TONEY, *City Manager*
PAMELA O. CASEY, *City Clerk*
TASHA LOGAN FORD, *Assistant City Manager*
THOMAS MOTON, JR., *Assistant City Manager*
TAMEKA KENAN-NORMAN, *Chief Communications & Marketing Officer*
RICHARD J. ROSE, *City Attorney*





AGENDA FOR A REGULAR SCHEDULED MEETING OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT TO BE 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.
4. Approval of the Minutes of a Regular Meeting of the City Council Held November 13, 2017.
[View](#)
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.

[View](#)

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.

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 [View](#)
 - 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]. [View](#)





B. Consideration of Tax Releases and/or Refunds: [View](#)

- 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: [View](#)

- 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.

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: [View](#)

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 Bocook: 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.

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. [View](#)

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. [View](#)





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: [View](#)

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 Development/Community Development CDBG Manager
Planning/Community Development CDBG/Secretary	Department of Community and Economic Development/Community Development CDBG/Secretary
Planning/Community Development CDBG/Community Development Specialist - Compliance	Department of Community and Economic Development/Community Development CDBG/Community Development Specialist - Compliance
Planning/Community Development CDBG/Community Development Specialist - HOME Coordinator	Department of Community and Economic Development/Community Development CDBG/Community Development Specialist – HOME Coordinator
Planning/Community Development CDBG/Community Development Specialist - Housing Rehab	Department of Community and Economic Development/Community Development CDBG/Community Development Specialist – Housing Rehab
Planning/Community Development CDBG/Special Projects	Department of Community and Economic Development/Community Development CDBG/Special Projects
Planning/Community Development CDBG/Office Assistant	Department of Community and Economic Development/Community Development CDBG/Office Assistant





CMO/Downtown Development Manager	Department of Community and Economic Development/ Downtown Development Manager
CMO/Downtown Coordinator	Department of Community and Economic Development/ Downtown Coordinator

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

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

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).

[View](#)

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).

[View](#)

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).

[View](#)

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.





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)

