

January 22, 2018

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: Andre' Knight, Reuben Blackwell, IV, Lamont Wiggins, E. Lois Watkins, Tom Rogers, W. B. Bullock and Christine Carroll Miller.

Staff Present: Rochelle D. Small-Toney, City Manager; Pamela O. Casey, City Clerk; Thomas M. Moton, Jr., Assistant City Manager; Peter F. Varney, Interim Assistant City Manager; Tameka Kenan-Norman, Chief Communications and Marketing Officer; Brad Kerr, Director of Engineering; JoSeth Bocook, Interim Director of Development Services; Elayne Henderson, Director of Human Resources; Kim Batts, Deputy City Clerk; and Richard J. Rose, City Attorney.

Security Officer: Retired Police Sergeant Stoney Battle.

The Mayor opened the meeting and prayer was offered by Councilmember Reuben C. Blackwell, IV.

WELCOME

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

PETITIONS FROM THE PUBLIC

The Mayor outlined the guidelines for petitions from the public and requested that citizens wishing to speak complete a speaker request form. He noted this is an opportunity to raise a question or present a request to Council; that comments should be directed to the Council as a whole and not to individual Councilmembers or City staff; and, in most cases, Councilmembers will not respond to public comments, but may refer a matter to the City Manager or staff for follow-up. He requested that comments be made from the podium in a civil, non-argumentative and respectful manner and added that personal attacks that have the potential to disrupt the meeting will not be tolerated.

Mayor Combs opened the meeting for petitions from the public.

Bronson Williams suggested consideration be given to extending the time for public comment and identifying a place for citizen sign-up forms to be placed so citizens can pick them up rather than providing them with each agenda. He extended a welcome to Interim Assistant City Manager, Peter Varney.

Stacey Graham, owner and operator of Columbine Bed & Breakfast, told the City Council she did research prior to coming to Rocky Mount to open a business and the City looked good on paper. She said her experience in coming here was not welcoming nor were her efforts to open a business easy to navigate. She said she has received calls with concerns about safety in the City. Ms. Graham added that she has encountered difficulty in obtaining information from the Police Department and encouraged the following be considered in the hiring of a new Police Chief so that the person chosen be someone who will: 1) encourage and embody transparency; 2) empower police

staff; and 3) adhere to and want to use current technology. *This matter was referred to the City Manager's office for investigation and report.

SPECIAL USE PERMIT/1104 FALLS ROAD

The Mayor opened a public hearing relative to a request submitted by Evan Covington Chavez, Real Estate Development Manager, on Behalf of Rocky Mount Mills, LLC for a Special Use Permit to allow commercial use in an existing structure in the Historic District at 1104 Falls Road.

The City Council received the following staff report relative to the request prepared by the Department of Planning and Development and JoSeth Bocook, the Interim Director of the Department of Development Services (formerly Planning and Development) responded to questions posed by Councilmembers:

Special Use Permit: #01-22-17-01

Requested Action: Historic Preservation Commercial Use
 Location: 1104 Falls Road, Rocky Mount Mills Village
 Historic District
 Existing Land Use: Residential
 Proposed Land Use: Office: Travel and Tourism
 Zoning: Multifamily Residential (R-6MFA)
 Property Owner: Rocky Mount Mill Village, LLC
 Applicant: Evan Covington Chavez, Real Estate Development
 Manager, on behalf of Rocky Mount Mills, LLC
 Code Reference: Section 506: Zoning special use permit standards
 and conditions
 Case Manager: JoSeth Bocook, AICP, Interim Director of Planning
 & Development

Analysis:

a) Land uses: Subject site and vicinity

The subject site consists of a single parcel having 9,724 square feet (0.22 acres) located at 1104 Falls Road, within the Rocky Mount Mills Village Historic District. The subject site currently contains a two-story building with a living area of 1,944 square feet that was historically utilized as a residence. The property is zoned R-6MFA; the applicant has indicated the intent is to convert the building for occupancy as an office should the required special use permit be granted.

The applicant represents the owner of many properties within the vicinity of the subject site and is seeking to adaptively reuse the property as part of the ongoing revitalization of the Rocky Mount Mills. In the rear of the property, along W. Elm Street exists single-family dwellings, on properties zoned R-6MFA. Adjacent to the site, to the North, is a commercial property that is currently undergoing renovation, zoned Commercial Corridor (B-2). Across Falls Road exists the Rocky Mount Mills main campus that contains a mix of commercial uses, zoned B-2 and B-2CU.

b) Conformance with Comprehensive Plan

Together Tomorrow: Tier I Smart Growth Comprehensive Plan identifies the subject site as being in a "Developed Area" and a historic district.

The Falls Road and Peachtree Street Corridor Land Development Plan recommends owners of historic properties seek a Historic Preservation Commercial Use Special Use Permit as a means of allowing flexibility in the land uses permitted while ensuring the character of the area is maintained.

c) In approving the permit, the City Council shall find:

1. That the use will not materially endanger the public health, safety or general welfare if located where proposed and developed according to the plan as submitted and approved;
2. That the use meets all required conditions;
3. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property, or that the use is a public necessity; and
4. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the plan of development of Rocky Mount and its environs.

The Mayor announced that a public hearing on a conditional use rezoning is quasi-judicial and all who testify must be sworn.

Dan Jewell, landscape architect with Coulter, Jewell, Thames, 111 West Main Street, Durham, NC, and **Evan Covington Chavez**, real estate development manager for Rocky Mount Mills, were sworn by the City Attorney.

Mr. Jewell told the Council the applicant is requesting to use the former residential building for an office and noted there are specific findings in the ordinance that, if sufficient evidence is provided, the Council will grant the special use permit. He noted Evan Covington Chavez with Rocky Mount Mills is in attendance to help answer any questions the Council may have. He testified as to the following:

- He has been a landscape architect in private practice and licensed for 33 years;
- Most of his work involves site plans and special use permits;
- He has had the privilege of working with Rocky Mount Mills on their design and shepherding their various site plans through the approval process for the past three (3) years;
- The renovations on Falls Road by Rocky Mount Mills speak for themselves in terms of the level of quality of the enhancements to the historic district and provision of locations for business opportunities in the district; and
- No addition to or expansion of the building is planned; and
- Exterior and interior renovations of the building are planned for the change of use to a business occupancy.

He outlined the findings required for issuance of a special use permit and stated he hoped those findings will be reached at the conclusion of today's testimony and responded to questions posed by Councilmembers.

No one else from the public appeared and the Mayor declared the public hearing closed.

Motion was made by Councilmember Rogers, seconded by Councilmember Wiggins and unanimously carried that the Rocky Mount City Council, after having heard all of the evidence presented at the hearing, finds that the application submitted on behalf of Rocky Mount Mills, LLC for a Special Use Permit for commercial use in an existing structure in the Historic District at 1104 Falls Road is complete; that the application complies with all of the applicable requirements of the Land Development Code; and, if constructed as proposed, will:

1. Not materially endanger the public health, safety or general welfare if located where proposed and developed according to the plan as submitted and approved;

2. Meet all required conditions;
3. Not adversely affect the use or any physical attribute of adjoining or abutting property, or, is a public necessity; and
4. Be in harmony with the area in which it is to be located and in general conformity with the plan of development of Rocky Mount and its environs.

And, that, therefore, issuance of the Special Use Permit for commercial use in an existing structure in the Historic District at 1104 Falls Road is hereby approved, subject to all applicable provisions of the Land Development Code, and pursuant to the testimony given and with the caveat that the Special Use Permit require strict adherence to the site plan and that the site plan be made a part of said Special Use Permit.

SPECIAL USE PERMIT/1032 FALLS ROAD

On January 8, 2018, the City Council received an application from Evan Covington Chavez, Real Estate Development Manager, on behalf of Rocky Mount Mills, LLC for a Special Use Permit for commercial use in a Historic District for use as a motel, hotel or motor court operation. A public hearing was scheduled for January 22, 2018 at 4:00 p.m. and notice published.

The City Council was advised that:

- Upon reexamination, the applicant plans to offer only four (4) rental rooms which is fewer than the number of rooms required to meet the definition of "hotel" in the Land Development Code;
- The subject property is currently zoned R-6MFA and the Land Development Code allows a "boardinghouse" as a use by right in this zone; and
- The applicant has requested to be allowed to withdraw the application for a Special Use Permit.

By consensus, Council approved applicant's request to withdraw the application for a Special Use Permit.

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>				
2017	1150	DECISION RESOURCES PO BOX 8314 ROCKY MOUNT, NC 27804	68.07	CITY MOTOR VEHICLE BILLED IN ERROR
		TOTAL RELEASE:	68.07	

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>				
2017	1151	DEERE CREDIT INC LEASE 0010001674 PO BOX 14505 DES MOINES, IA 50306	761.69	CITY VALUE REDUCTION
		TOTAL RELEASE:	761.69	
2017	1152	DELL EQUIPMENT FUNDING LP PROPERTY TAX DEPT ONE DELL WAY RR1 35 ROUND ROCK, TX 78682	173.22 3.46	CITY VALUE REDUCTION INT
		TOTAL RELEASE:	176.68	
2017	15773	JORDAN JAMERSON D & CATHERINE 1613 HUNTER HILL RD ROCKY MOUNT, NC 27804	1,049.20 20.98	CITY PERSONAL PROPERTY INT LOCATED OUTSIDE CITY LIMITS
		TOTAL RELEASE:	1,070.18	
2017	10022	ROCKY MOUNT RECYCLERS INC K7 4A, BLDG ON LEASED LAND ROCKY MOUNT, NC 27804	1,257.23 25.14	CITY VALUE REDUCTION - DENR INT CERTIFICATION FOR POLLUTION ABATEMENT ACTIVITIES
		TOTAL RELEASE:	1,282.37	
2017	15898	UNITED GROUP OF HOTELS INC BEST WESTERN 7095 NC 4 BATTLEBORO, NC 27809	2,357.39 47.15	CITY VALUE REDUCTION INT
		TOTAL RELEASE:	2,404.54	
2017	10021	WARD CHARLES TED & GARRY K 816 S HALIFAX RD ROCKY MOUNT, NC 27803	1,624.80 32.50	CITY VALUE REDUCTION - DENR INT CERTIFICATION FOR POLLUTION ABATEMENT ACTIVITIES
		TOTAL RELEASE:	1,657.30	
2017	10011	WARD CHARLES TED & GARRY K 4601 COMMUNITY DRIVE ROCKY MOUNT, NC 27804	817.66 16.35	CITY VALUE REDUCTION - DENR INT CERTIFICATION FOR POLLUTION ABATEMENT ACTIVITIES
		TOTAL RELEASE:	834.01	

EDGECOMBE COUNTY

2017	5622	HART, ORLANDO LIFE ESTATE	352.12	CITY	SENIOR EXEMPTION
		CHAPMAN LAND	7.04	INT	
		ROCKY MOUNT NC 27801			
		TOTAL RELEASE:	359.16		
2017	6867	SOUTH EASTERN NORTH CAROLINA DEV	194.54	CITY	EXEMPT PROPERTY
		901 TESSIE ST	3.89	INT	
		ROCKY MOUNT NC 27801			
		TOTAL RELEASE:	198.43		

Motion was made by Councilmember Wiggins, seconded by Councilmember Watkins and unanimously carried that the report from the City Manager of taxes under \$100 listed on Schedule A approved for release and/or refund be acknowledged; and that the taxes over \$100 listed on Schedule B be approved for release and/or refund.

COMMITTEE OF THE WHOLE MINUTES

The City Council received the minutes from a Committee of the Whole meeting held January 8, 2018. The minutes are as follows:

MINUTES OF A MEETING OF A REGULAR SCHEDULED COMMITTEE OF THE WHOLE HELD MONDAY, JANUARY 8, 2018, AT 5:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDINGMEMBERS PRESENT:

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

STAFF PRESENT:

Rochelle D. Small-Toney
 Pamela O. Casey
 Tasha Logan Ford
 Thomas Moton, Jr.
 Tameka Kenan-Norman
 Brad Kerr
 JoSeth Bocook
 Ken Hunter
 Elayne Henderson
 Kim Batts
 Richard J. Rose

OTHERS PRESENT:

Ronnie Charles, Arthur J. Gallagher & Co.

OPENING OF MEETING

Mayor Pro Tem E. Lois Watkins called the meeting to order and thanked the City Council for its confidence in electing her Mayor Pro Tem. She welcomed all present and explained Committee of the Whole Meetings are work sessions and Council does not normally accept questions from the floor.

She called on City Manager Rochelle D. Small-Toney to introduce the agenda items.

PROPOSED NON-PROFIT AGENCY FUNDING POLICY - KEN HUNTER

City Manager Rochelle D. Small-Toney stated that item two on the agenda, the proposed non-profit agency funding policy, will be tabled at the request of the City Council.

CLASSIFICATION/COMPENSATION STUDY - GALLAGHER PRESENTATION - ELAYNE HENDERSON/RONNIE CHARLES

Ms. Rochelle D. Small-Toney called on Human Resources Director Elayne Henderson to introduce Ronnie Charles, Managing Director, with the Arthur J. Gallagher & Co.

Mr. Charles thanked the Mayor and City Council for the opportunity to provide an overview of the classification and compensation study. Mr. Charles provided the Council with the following information about Gallagher Benefit Services, Inc.:

- Have offices throughout the country including eight in North Carolina;
- 35 years of nationwide experience;
- In-depth understanding of public sector environments (not just consultants, but practitioners from the public sector);
- Practical and realistic solutions for public sector human resources issues including (specializing in):
 - Compensation and benefits;
 - Classification;
 - Job evaluation;
 - Performance management; and
 - Organization development
- Experience in both union and non-union environments

He shared information relative to his experience as the project director and the experience of practice leader and technical advisors, Bruce Lawson and Jim Fox, indicating the firm has 35 years' experience and has directed more than 300 similar projects. Mr. Charles provided information relative to the project staffing identifying the following senior level project team members: Sandra Spellman, Annette Hoefer and Mike Verdoorn. He stated approximately 12 certified professionals with experience in government will be assigned to the project. He noted the firm used to be the Lawson Group and is known across the country.

Mr. Charles told the Council it is important to the company that deliverables exceed expectations.

He outlined the approach as:

I. STUDY INITIATION & STRATEGY DEVELOPMENT:

- Organization and salary material collected;
- Identification of possible barriers to implementing and maintaining change;
- Review of the current state of the City's current classification and compensation system;
- Review of current job evaluation approach and presentation of DBM (decision brand method) job evaluation methodology or alternatives for consideration (important to assure pay equity);
- An updated strategy document provided to the City;
- Position description questionnaire developed and provided to the City's Human Relations Department (to understand work performed and various levels of work);
- Project timetable confirmed (expect to take about 8 months and will require management and department head support); and
- Project information/orientation sessions with City employees (desire for the process to be transparent)

He told the Council it is expected the process will begin by the end of January (anticipated completion - September 2018) and it is important to understand the City's compensation philosophy to know if the desire is to: 1) match the market; 2) lead the market or 3) lag the market.

II. CLASSIFICATION & JOB EVALUATION:

- Review of current organization material and job descriptions and position description questionnaires (905 full-time employees and 350 part-time employees; to include representation from jobs at all levels);
- Conduct interviews of representative employees using occupational panels and employee and management interviews, as necessary;
- Development of recommendations for new class structures or revision;
- Job evaluation applied to new classifications;

- Initial training on the job evaluation system will be conducted by webinar and detailed training provided on-site at the close of the study; and
- (Optional) Development of new class specifications including FLSA and ADA recommendations as appropriate, based on the approved job classification structure

III. MARKET PRICING AND PAY STRUCTURE DEVELOPMENT:

- Labor market confirmed and study sources identified (important to understand jobs and who the City loses employees to and gains employees from;
- Benchmark jobs identified and summarized;
- Market pricing of benchmark jobs using a customized survey document and published sources will be conducted, as appropriate;
- (Optional) Pay premium and benefits data collection from the survey process and comparison;
- Competitive analysis performed on pay system and results communicated to the City; and
- New pay structures developed with cost implications and communicated to and reviewed by the City

IV. PERFORMANCE MANAGEMENT REVIEW (important in attracting and maintaining employees):

- Review of current policies, documents and forms related to performance management within the City;
- Selected interviews of staff conducted;
- Recommendations made for update and improvement;
- It was noted this activity does not involve the design/redesign of the performance management system, documentation and forms

V. DRAFT AND FINAL REPORT:

- Draft report development and presented to the City (goal is to exceed expectations);
- City review and feedback; and
- Final report and presentation provided to executive management and City Council

Mr. Charles explained the project schedule and noted it is expected it will take eight to nine months and require significant management investment. He told the Council typically such studies are conducted every three years, but historically they have been done every ten years and when that happens a gap should be expected. He responded to questions posed by Councilmembers.

The City Manager stated it is known that certain positions have been difficult to fill, especially electrical and engineering positions, and the consultant has been asked to pay particular attention to those jobs.

Councilmember Knight stated particular attention needs to be paid to rank and file employees who work in a job 15-18 years and see new employees enter the work force at a higher wage than they are receiving.

COMMITTEE RECOMMENDATION. Report only. No official action.

LAND DEVELOPMENT CODE REVISIONS/SPECIAL USE PERMIT - JOSETH BOCOOK

JoSeth Bocoock, Interim Director of Development Services, told the City Council the Department has received requests for special use permits (SUP) from the Rocky Mount Mills for Historic Preservation Commercial Uses. He stated the standards for the type of SUP on tonight's agenda for a public hearing were updated via amendment to the Land Development Code (LDC) as part of the recommendations relative to the Falls Road and Peachtree Street Corridor Land Development Plan adopted in 2016; however, in review the specific requirements for the SUP staff discovered additional revisions are needed to ensure clarity of the regulations.

Mr. Bocoock noted the pending amendment approved by the Planning Board on December 12, 2017 removes the cap on the gross floor area allowed for a

Historic Preservation Commercial Use within a building (allows for use of up to 100% of building in Central City) and specifies matters related to the appearance of the building shall be reviewed by the Historic Preservation Commission.

He stated two additional SUPs at 1032 and 1104 Falls Road (properties located within the Rocky Mount Mills Village Historic District) will be forthcoming and involve the conversion of the historic residences to a three or four-unit hotel and tourism office. He noted these requests will require quasi-judicial public hearings. The City Attorney explained in a quasi-judicial public hearing Council will hear evidence and all that can be considered is the actual evidence presented at the public hearing. He added Council will need to find specific facts as evidence in the event they find the use not to be in harmony and wish to deny approval.

He added the staff report will contain an analysis of land use of the subject sites and properties in the immediate area, how the requests conform to the applicable plans and how the requests conform to the SUP standards found in the LDC. He further explained the quasi-judicial process and advised the Council these requests are on today's agenda with a recommendation that Council schedule public hearings for January 22, 2018.

Mr. Bocook and the City Attorney responded to questions posed by Council.

COMMITTEE RECOMMENDATION. Report only. No official action.

CLOSED SESSION. The City Manager requested a Closed Session for a matter concerning real estate and economic development.

COMMITTEE RECOMMENDATION. Motion was made by Councilmember Wiggins, seconded by Councilmember Knight and unanimously carried that the City Council go into Closed Session at 6:07 p.m.

The minutes of the Closed Session shall be placed on file as **ESM-488** at the end of **Minute Book 34** upon approval for release by the City Attorney.

REGULAR SESSION/ADJOURN. The Mayor Pro Tem convened the Committee in regular session at 6:41 p.m. and, there being no further business for the Committee of the Whole, motion was made by Councilmember Blackwell, seconded by Councilmember Knight and unanimously carried that the meeting adjourn.

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

FY 2017-2018 GRASSROOTS ARTS PROGRAM GRANT

The City Council was advised that the Nash County Arts Council Grassroots Arts Program sub-grant panel has approved a grant award made possible by Nash Arts and the North Carolina Arts Council in the amount of \$4,000 to be used to pay artists stipends for workshops, demonstrations and other opportunities to engage visitors and increase not only visitation, but also appreciation for the exhibits on display and additional marketing. Staff requests permission to accept the grant and approval of a budget amendment.

Motion was made by Councilmember Miller, seconded by Councilmember Wiggins and unanimously carried that the grant be accepted and that the Mayor, Finance Director and City Clerk be authorized to execute the grant agreement and any other required documentation or certificates on behalf of the City; and that the following budget ordinance be adopted:

- **Ordinance No. O-2018-5** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2017-2018 FOR GRASSROOTS ARTS GRANT (\$4,000)**

SUBORDINATION INSTRUMENT/BEAL STREET SQUARE AFFORDABLE HOUSING PROJECT

The City Council was advised that Rockys World, LLC executed to Battle, Winslow, Scott & Wiley, P. A., Trustee, for the benefit of the City, a deed of trust, Assignment of Rents and Security Agreement which was recorded on March 22, 2016 in Book 2817, Page 492, in the Nash County Register of Deeds conveying a deed of trust lien and security interest and that Rockys World, LLC has executed a Deed of Trust to CICCAR Auxiliary Corporation, as Trustee, for the benefit of Community Investment Corporation of the Carolinas (CICCAR) which secures a Promissory Note in the original principal amount of \$2,125,696. City Attorney Richard S. Rose further advised the Council that as a condition to entering into the CICCAR Note, CICCAR is requiring that Rockys World, LLC enter into an Assignment of Lessor's Interest in Leases, Rents and Profits in favor of CICCAR, a Regulatory Agreement by Rockys World, LLC in favor of CICCAR; a UCC-1 Financing Statement naming Rockys World, LLC as a debtor and CICCAR as the secured party; and a UCC-1 Financing Statement naming Rockys World, LLC as debtor and CICCAR as the secured party.

The City Council was further advised that Rockys World, LLC has requested the City consent to the filing of the CICCAR Deed of Trust and other aforesaid documents as a lien and subordinate the lien of the City Deed of Trust to the right, title and interest of CICCAR and the CICCAR Trustee and their successors and assigns in and to the CICCAR Deed of Trust, the CICCAR Assignment, the CICCAR Regulatory Agreement and the CICCAR UCC.

Motion was made by Councilmember Watkins, seconded by Councilmember Rogers and unanimously carried that the Subordination Instrument consenting to the filing of the CICCAR Deed of Trust and other aforesaid CICCAR loan documents as a lien against the property and subordinating the lien of the City Deed of Trust to the right, title and interest of CICCAR and the CICCAR Trustee and their successors and assigns in and to the CICCAR Deed of Trust, the CICCAR Assignment, the CICCAR Regulatory Agreement and the CICCAR UCC to the same extent as if the CICCAR Deed of Trust, the CICCAR Assignment, the CICCAR Regulatory Agreement and the CICCAR UCC had been recorded prior to the City Deed of Trust; provided however, that it is expressly understood and agreed that, except for this Subordination Instrument, the City Deed of Trust and all and singular of the terms and conditions thereof shall be and remain in full force and effect and unmodified; and that the Mayor be authorized to execute the Subordination Instrument on behalf of the City.

ALCOHOL REGULATION/CITY PROPERTY

Assistant City Manager Thomas M. Moton, Jr. advised the Council that during the past year, the Parks and Recreation Department has been approached by event organizers interested in hosting non-athletic events at the Rocky Mount Athletic Stadium. He stated most of the events have been music festivals or special events that last longer than four (4) hours and the event organizers have requested to be able to sell alcohol for longer than the four-hour period currently allowed. Staff recommended extending the

length of time for events allowed at the Rocky Mount Athletic Stadium located at the Sports Complex. Council was provided with an amended administrative policy that would:

- Amend the length of time events may last at the Rocky Mount Athletic Stadium located at the Rocky Mount Sports Complex from four hours to eight hours and prohibit alcoholic beverages from being served during the last hour of any event lasting longer than four hours; and
- Add the Booker T. Theater to the list of locations where alcohol consumption may be allowed

Council was advised consumption of alcohol will continue to require the attendance of off duty police officers at said events.

Discussion was held and Mr. Moton responded to questions from Councilmembers.

Motion was made by Councilmember Blackwell, seconded by Councilmember Wiggins and unanimously carried that **Resolution No. R-2018-6** entitled **RESOLUTION AMENDING ADMINISTRATIVE POLICY NO. II.2 ENTITLED "POLICY: REGULATIONS FOR THE USE OF ALCOHOL ON CITY PROPERTY"**

be adopted.

ELECTRICITIES ANNUAL UTILITY POLE COOPERATIVE BID AGREEMENT AND PURCHASE CONTRACTS

The City Council was provided with the tabulation of bids received by ElectriCities for the Annual Utility Pole Fixed Price Purchase Contracts for wooden utility poles for fourteen (14) participating municipalities. Council was advised that the City of Rocky Mount will execute the contracts on behalf of the participating municipalities. The information submitted by ElectriCities supporting award of the bids for purchase of the utility poles will be placed on file in the office of the City Clerk as **BD-2018-2**.

Motion was made by Councilmember Wiggins, seconded by Councilmember Miller and unanimously carried that the bids for wooden utility poles be awarded as follows and that the Mayor and City Clerk be authorized to execute the fixed price purchase contracts on behalf of the fourteen (14) participants:

- McFarland Cascade - CCA poles - Apex, Drexel, GUC, High Point, Lexington, Morganton, Newton, Rocky Mount, Shelby, Tarboro and Washington; and
- McFarland Cascade - PENTA poles - High Point, Huntersville/Cornelius, Kings Mountain, Newton and Statesville.

ANNEXATION AND WATER/SEWER SERVICE AGREEMENT

The City Council received an Annexation and Water/Sewer Service Agreement (including an Irrevocable Petition for Annexation of Property and Hold Harmless Agreement) with Nash Community College for water and sewer service for the new cosmetology building at 3880 and 3882 Eastern Avenue at outside customer rates. Council was advised that the property owner has paid the standard annexation petition fee of \$125 and has agreed to be bound by all provisions of the Irrevocable Annexation Petition.

Motion was made by Councilmember Wiggins, seconded by Councilmember Blackwell and unanimously carried that the Annexation Petition be received and annexation postponed; that the Annexation and Water/Sewer Service Agreement for water/sewer service to Nash Community College cosmetology

building at 3880 and 3882 Eastern Avenue **(C-2018-2)** be approved and that the City Manager and City Clerk be authorized to execute the same on behalf of the City.

SECOND RENEWAL - LEASE/TRAIN STATION

The City Council was advised that Greyhound Lines, Inc. desires to renew its lease agreement for approximately 1,941 square feet of space at the bus station facility located at 100 Coastline Street (Railway Express Agency [REA] building) which will expire on February 28, 2018, unless renewed. The main terms of the original lease agreement are outlined as follows:

- 2nd year lease at \$3,600 per year or \$300 per month;
- Term of lease: March 1, 2018 until February 28, 2019 (lease may be renewed up to three (3) additional periods of one (1) year each by delivering written notice of such renewal to Lessor at least sixty (60) days prior to the expiration of the then-current lease);
- 3rd year lease at \$3,600 per year or \$300 per month; and
- Term of lease: March 1, 2019 until February 28, 2020 (final year of lease).

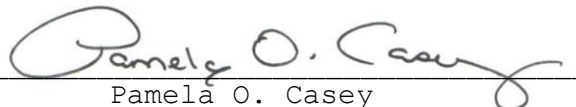
Motion was made by Councilmember Knight, seconded by Councilmember Wiggins and unanimously carried that the City Council approve the second and third renewals of the lease. The documentation relative to the renewals of the lease will be placed on file with the original lease agreement **(C-2016-3)** in the City Clerk's office.

APPOINTMENTS

No action was taken to fill the vacancies on the Board of Adjustment, the Human Relations Commission, Martin Luther King, Jr. Commission, Braswell Memorial Library Board and STEP Board.

ADJOURNMENT

There being no further business, the Mayor adjourned the City Council meeting at 4:35 p.m.


 Pamela O. Casey
 City Clerk