

February 26, 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, Tom Rogers, W. B. Bullock and Christine Carroll Miller.

Councilmember absent: E. Lois Watkins.

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; Elayne Henderson, Director of Human Resources; Willie Williams, Chief of Police; Archie Jones, Director of Human Relations; Kim Batts, Deputy City Clerk; and Richard J. Rose, City Attorney.

Security Officer: Retired Police Sergeant Stoney Battle.

The Mayor opened the meeting and called on Councilmember W. B. Bullock to offer prayer. Councilmember Bullock requested a moment of silence for those lives lost in the Florida school shooting last week and offered prayer.

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.

Annette Brown requested guidance and assistance for a support group she has created for mothers of murdered sons/daughters (M.O.M.S.). **This matter was referred to the City Manager's office.*

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>				
2014	1000285	OLIVER, KENNETH LEE 121 JASMINE DR ROCKY MOUNT, NC 27804	21.46 CITY 2.15 PEN 7.02 INT	PERSONAL PROPERTY LOCATED OUTSIDE CITY LIMITS
		TOTAL RELEASE:	30.63	
<u>EDGECOMBE COUNTY</u>				
2017	22500	ROCKY MOUNT EDGECOMBE COMMUNITY DEVELOPMENT CORPORATION LT 4 NON- BUILDABLE 30' ACCESS ROCKY MOUNT, NC 27801	53.86 CITY 1.08 INT	EXEMPT PROPERTY
		TOTAL RELEASE:	54.94	

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>EDGECOMBE COUNTY</u>				
2017	17925	BATCHELOR, STEVEN ANTONIO SR LT 5 ROCKY MOUNT, NC 27801	108.25 CITY 2.98 INT	VALUATION CORRECTION
		TOTAL RELEASE:	111.23	
2016	17951	BATCHELOR, STEVEN ANTONIO SR LT 5 ROCKY MOUNT, NC 27801	130.11 CITY 15.29 INT	VALUATION CORRECTION
		TOTAL RELEASE:	145.40	
2015	17955	BATCHELOR, STEVEN ANTONIO SR LT 5 ROCKY MOUNT, NC 27801	130.11 CITY 27.00 INT	VALUATION CORRECTION
		TOTAL RELEASE:	157.11	
2014	17997	BATCHELOR, STEVEN ANTONIO SR LT 5 ROCKY MOUNT, NC 27801	124.73 CITY 37.11 INT	VALUATION CORRECTION
		TOTAL RELEASE:	161.84	
2017	8185	KINGDOM LIFE CHRISTIAN CENTER 610 S GLENDALE DR ROCKY MOUNT, NC 27801	3,948.48 CITY 108.58 INT	RELIGIOUS EXEMPTION
		TOTAL RELEASE:	4,057.06	
2017	22497	ROCKY MOUNT EDGECOMBE COMMUNITY DEVELOPMENT CORPORATION LT 1 THE CROSSING AT 64 ROCKY MOUNT, NC 27801	2,382.60 CITY 47.65 INT	EXEMPT PROPERTY
		TOTAL RELEASE:	2,430.25	

2017	22503	ROCKY MOUNT EDGECOMBE COMMUNITY DEVELOPMENT CORPORATION REMAINDER 30 ACRES PC6/S98 ROCKY MOUNT, NC 27801	3,052.70 61.05	CITY INT	EXEMPT PROPERTY
TOTAL RELEASE:			3,113.75		
2017	22524	ROCKY MOUNT EDGECOMBE COMMUNITY DEVELOPMENT CORPORATION LT 3 THE CROSSING AT 64 ROCKY MOUNT, NC 27801	1,515.89 30.32	CITY INT	EXEMPT PROPERTY
TOTAL RELEASE:			1,546.21		
2017	22485	ROCKY MOUNT EDGECOMBE COMMUNITY DEVELOPMENT CORPORATION 1 BLK B THORNE RIDGE II LLC ROCKY MOUNT, NC 27801	102.96 2.06	CITY INT	EXEMPT PROPERTY
TOTAL RELEASE:			105.02		

Motion was made by Councilmember Knight, seconded by Councilmember Wiggins 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 February 12, 2018. The minutes are as follows:

MINUTES OF A MEETING OF A REGULAR RESCHEDULED COMMITTEE OF THE WHOLE HELD MONDAY, FEBRUARY 12, 2018, AT 4:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING

MEMBERS 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
Thomas Moton, Jr.
Peter F. Varney
Tameka Kenan-Norman
Brad Kerr
JoSeth Bocook
Jonathan Boone
Kelvin Yarrell
Joel Dunn
David Griffin
Shiana Thomas
Archie Jones
Elayne Henderson
Kim Batts
Richard J. Rose

OPENING OF MEETING

Mayor Pro Tem E. Lois Watkins called the meeting to order and welcomed all present. She explained the guidelines for Committee of the Whole Meetings and called on City Manager Rochelle D. Small-Toney to introduce the agenda items.

The City Manager introduced Director of Engineering Brad Kerr to present the first agenda item.

1. ATLANTIC-ARLINGTON CORRIDOR STUDY - BRAD KERR

Director of Engineering Brad Kerr noted that a contract was approved last year with RATIO Design to conduct a study of the Atlantic-Arlington

Roadway Corridor to establish goals and objectives for land use planning and control along the corridor, identify roadway infrastructure improvements and identify development and redevelopment opportunities in the area. He said the project schedule calls for consultants to make contact with stakeholders who have interests along the corridor beginning at the end of February. He told the Council it is proposed that stakeholder interviews be conducted in four sessions grouped as follows:

NEIGHBORHOOD INTERESTS:

Down East Neighborhood Association
 Holly Street Neighborhood Association
 Down East Partnership for Children
 Edgemont Neighborhood Association
 Southeast Rocky Mount Neighborhood Association
 Rocky Mount Edgcombe Community Development Corporation

COMMERCIAL INTERESTS/OWNERS:

Downtown Merchants Association
 Chamber of Commerce
 Homebuilders Association
 Commercial Property Owners in the Study Area

INSTITUTIONAL/GOVERNMENT:

Planning Board
 Central City Revitalization Panel
 Redevelopment Commission
 Edgcombe Community College
 Rocky Mount OIC

FAITH-BASED INTERESTS:

St. John AME Zion Church
 Tri-Faith Ministries
 East End Baptist Church
 Mt. Pisgah Presbyterian Church
 1st National Rock of Ages Cathedral
 St. Mark AME Church

The City Council was advised it is planned that all property owners in the study area be invited to an open house meeting where the purpose of the study will be explained and comments received. Mr. Kerr told the Council that Charles Dillard, a new planner, with RATIO Design will be heading up the project. He added the overarching goal of the project is economic opportunity to include connectivity, safety, aesthetics and integration. He informed the Council that stakeholder interviews will be scheduled over one day, with one representative from each organization invited to participate and interviews scheduled according to organization mission/focus.

Mr. Kerr presented a PowerPoint presentation further identifying the project scope. The Council was provided with a map of the study area consisting of portions of five distinct neighborhoods, each with its own specific issues and opportunities and the area of influence. He explained the elements of the project and added that RATIO's approach to development opportunity site concepts key functions include the following:

- Sites are general and recommendations will not be tailored to specific properties, unless otherwise directed by Council, City staff and stakeholders;
- General massing recommendations are intended to guide development without proscribing detailed designs; and
- Concepts will provide recommendations for designing the public realm, including streets, sidewalks and open spaces.

Mr. Kerr stated there is not a traffic consultant on the study at this time, but previous studies prepared relative to the Event Center study are available.

He explained that RATIO's approach and the Atlantic-Arlington Land Use Corridor Study will be flexible and adaptable to particular sites; general areas will be organized according to common elements such as land

use and design character; all development opportunity concepts will be tailored to work in conjunction with each other and the study as a whole; and sites will be determined by the City Council, City staff, stakeholders and the public.

He added the process will be upfront and clear and will be used as a framework to guide development and growth or as a transition to land use. He provided and explained the project schedule noting staff expects to have the market analysis completed within a couple of weeks.

Mr. Kerr stated that meetings with the Planning Board are expected to occur in June with additional meetings with Council to follow before the plan is presented for consideration of adoption.

City Manager Rochelle D. Small-Toney stated the plan may come back to the Council for review prior to Planning Board review. She noted this is not a hard-based schedule and there is room for flexibility.

The Council was advised that after a plan is drafted stakeholders will be invited to review the report and offer comments and recommendations for change and this will be followed by an open house review for any and all interested parties to review a near final draft plan with the process expected to be completed in July 2018.

Mr. Kerr responded to questions from the Councilmembers.

Councilmember Blackwell suggested the stakeholder group identified as Rocky Mount OIC should be identified as the Cross-Town Neighborhood. He added that OIC will be happy to serve as an anchor and host site for meetings.

COMMITTEE RECOMMENDATION. Report only. No official action.

2. HOLLY STREET PARK MAJOR IMPROVEMENTS - KELVIN YARRELL

The City Council was provided with an overview of the history, planning, funding and design build plan related to the Holly Street Park improvements as follows:

- 2015 Parks and Recreation Comprehensive Master Plan adopted December 14, 2015 (assessed current conditions of all park facilities)
- Impetus to renovate Holly Street Park first arose from the Master Plan process (citizens said the number 1 focus is to take care of what the City already has; safety was number 2)
- Holly Street Park
 - Built in 1970
 - Situated on 3.4 acres and currently offers playground equipment, baseball field with backstop and picnic pavilion
 - Classified as a neighborhood park
 - Assessment of the park noted it scored 2.4 on a scale of 5 in terms of condition and function
 - Last major repairs in 1999
- Ward 1 Master Plan meeting one of highest in attendance (Ward 1)

*Councilmember Lamont Wiggins arrived.

Parks and Recreation Director Kelvin Yarrell presented a PowerPoint presentation outlining the history, location, demographics, planning efforts and diagram of Holly Street Park.

Mr. Yarrell advised the City Council that staff was aware they needed to leverage City funds and look for funding options. He said not receiving the PARTF grant was a disappointment but staff sought and obtained the Land and Water Conservation Grant. He advised next steps will include the following improvements planned and funded by the Land and Water Conservation Fund:

- Renovation of picnic shelter
- Renovation of basketball court

- Adding a covered structure
- Adding a multi-use field
- Adding asphalt pathways (1,685 feet)
- Adding horseshoe pit
- Adding overlook deck
- Adding public art

Mr. Yarrell added that working with KaBoom also allowed staff to engage the community in renovations and future park planning.

Discussion was held relative to park design and the location of the basketball court (moving it away from the street). Mr. Yarrell stated that four times around the walking trail will equal one mile.

Councilmember Miller questioned if the grant requires hard surfaces to be permeable and if consideration relative to children interacting with nature is a planned focus. Councilmember Wiggins requested that considerations for tying in the Tar River Trail with the park be considered, as funding allows.

Director of Engineering Brad Kerr noted bike and pedestrian greenways are called for in the Transportation Plan.

The Parks and Recreation Director stated that it is time to move forward with the request for qualifications (RFQs) using the design-build procurement method; and that the RFQ has been prepared and reviewed by the Purchasing Department and City Management and is expected to be advertised in February 2018. He outlined the following proposed timeline:

- February 2018 - RFQ advertised
- March 2018 - contract awarded
- April 2018 - community celebration; groundbreaking ceremony
- October 2018 - grand opening/ribbon cutting

Council was provided with a list of the Holly Street Park project team members. Mr. Yarrell responded to questions relative to connectivity to Martin Luther King, Jr. Park, bike trails, wayfinding signage and bike rentals.

Mr. Kerr noted an RFQ is out at this time for a citywide wayfinding plan and citywide wayfinding is expected to be in place before the Event Center opens.

Councilmember Blackwell expressed a desire that opportunities for local and minority businesses in the area be in place in the design-build process. He added efforts need to be made to engage the community similar to those implemented with the KaBoom grant.

COMMITTEE RECOMMENDATION. Motion was made by Councilmember Wiggins, seconded by Councilmember Miller, and unanimously carried that staff be authorized to proceed as outlined.

3. MLK STREET NAMING PROJECT - THOMAS M. MOTON, JR.

Assistant City Manager Thomas M. Moton, Jr. provided background relative to the Martin Luther King, Jr. Street Naming Project. He advised the City Council that the North Carolina Department of Transportation has notified staff that the signs will be ready within about one month. He added there has been conversation in the past about holding a "sign unveiling event" to commemorate the sign installation and asked the City Council to provide direction relative to its desire for a public celebration. He noted the signs will be installed at US 64 from I-95 (Exit 464) and on E. Raleigh Boulevard (Exit 472) within the City limits. Discussion was held relative to consideration of a public event to be held on April 4, 2018 and City Manager Rochelle D. Small-Toney advised that staff will look at options and provide recommendations for Council consideration.

COMMITTEE RECOMMENDATION. Report only. No official action.

ECONOMIC DEVELOPMENT – EDGECOMBE COUNTY SEWER CONTRACT AMENDMENT REQUEST – THOMAS M. MOTON, JR.

Assistant City Manager Thomas M. Moton, Jr. advised the City Council that a request has been received from Edgecombe County for a revision of the Sewer Service Contract between the City and Edgecombe County to increase capacity from 240,000 gpd by 164,000 gpd for a total of 404,000 gpd. He told the Council the existing agreement has a 30-year term, commencing on November 1, 1999 and terminating on October 31, 2029.

Mr. Moton noted the increase is needed due to the recent Kingsboro Industrial Park announcements about Corning Pharmaceuticals and Triangle Tire. He told the Council the City's sewer treatment facility has the capacity to accommodate the request should that be the desire of Council. Council was provided with a draft agreement. Mr. Moton added that staff recommends approval of the agreement and will be prepared to place consideration of the amendment on an upcoming agenda for Council consideration, upon preliminary approval of Council.

COMMITTEE RECOMMENDATION. *By Consensus, the City Council authorized staff to place the amendment on an upcoming agenda for formal consideration.*

4. COMMUNITY DISCUSSION DEALING WITH SENSITIVE ISSUES UPDATE – ARCHIE JONES

Human Relations Director Archie Jones provided an update on the Human Relations Commission's project of developing and implementing a process to improve race relations in the City. He noted the goal is to create a process that will provide a safe and welcoming setting for diverse groups of residents to share feelings, thoughts and stories involving sensitive community issues. He outlined Council's directives as:

- Improving Race Relations by developing an approach to address race relations in the City by:
 - Developing a Plan;
 - Identifying sustainable action items;
 - Identifying a solid scope and course of action; and
 - Providing a recommendation.

Council was advised that the Human Relations Commission met on September 13, September 27, October 11 and November 8, 2017 and after the series of meetings a draft model of a conversational guide was development and the following plan of action developed:

- Identify needed resources;
 - Identify additional community leaders for partnership/service as facilitators
 - Provide training for Human Relations Commission and other community meeting facilitators; and
 - Conduct community survey to identify opportunities and challenges.

Mr. Jones told the Council a request for proposals (RFP) has been developed and sent to potential candidates and proposals are due on February 7, 2018.

He outlined next steps as:

- February 19, 2018 - team to review, evaluate proposals and select trainer
- March 12, 2018 - COW meeting introduction of trainer/facilitation process
- March 26, 2018 - approval of training facilitation consultants
- April 2-6, 2018 - training for facilitators
- April 16-20, 2018 - first community dialogue meeting

City Manager Rochelle D. Small-Toney advised Council the schedule is intended to be aggressive in response to Council's instructions and that staff's recommendation of a facilitator will be provided to the Council at the next Committee of the Whole Meeting.

COMMITTEE RECOMMENDATION. Report only. No official action.

6. RECESS

By consensus, the Committee of the Whole was recessed for a short break at 5:33 p.m.

7. COMMITTEE OF THE WHOLE RECONVENED

The Mayor Pro Tem reconvened the Committee of the Whole in regular session at 5:49 p.m. with the Mayor, Councilmembers, City Manager, Assistant City Manager, Interim Assistant City Manager, City Clerk, City Attorney, Chief Communications Officer and Engineering Director in attendance.

*Councilmember Tom Rogers arrived.

CLOSED SESSION. The City Manager requested a Closed Session for matters concerning property acquisition and personnel.

COMMITTEE RECOMMENDATION. Motion was made by Councilmember Knight, seconded by Councilmember Wiggins and unanimously carried that the City Council go into Closed Session at 5:49 p.m.

The minutes of the Closed Session shall be placed on file as **ESM-490** 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 6:59 p.m. and, there being no further business for the Committee of the Whole, by consensus, the meeting adjourned.

Printed copies of the PowerPoint presentations are on file in the office of the City Clerk

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

ANNEXATION NO. 311 - FAIRVIEW ROAD/PROCTOR LAND

The City Council received a petition from the Richard G. Proctor Heirs for annexation of a contiguous parcel.

Motion was made by Councilmember Blackwell, seconded by Councilmember Knight and unanimously carried that receipt of the petition be acknowledged and that **Resolution No. R-2018-8** entitled **RESOLUTION ORDERING THE CITY CLERK TO INVESTIGATE THE SUFFICIENCY OF A PETITION FOR ANNEXATION OF A CONTIGUOUS AREA INTO THE CORPORATE LIMITS OF THE CITY OF ROCKY MOUNT ANNEXATION NO. 311 - FAIRVIEW ROAD/PROCTOR LAND/PARCEL 376923913900** be adopted.

TAXICAB/LICENSE RENEWALS AND NEW APPLICATIONS

The City Council received recommendations from Interim Chief of Police Willie Williams for the annual renewal of taxicab licenses and issuance of new permits as follows:

a. **Renewals/Taxi:**

Robert E. Lancaster	# 27
Lonnie Parker	# 4
Kendrick P. Scott	# 25
Mable R. Page	# 5
Christopher R. Baker	# 1
Lareston R. Lewis	# 2,10
Otis T. Battle Jr.	# 53

b. **New/Additional Taxi:**

Allan C. Walters	(1 permit)
Lloyd J. Cowan	(1 permit)
Jermaine A. Lennon	(1 permit)
Wilkins Vincent	(1 permit)

Motion was made by Councilmember Wiggins, seconded by Councilmember Miller and unanimously carried that the license renewals and new permits be approved as outlined above and recommended by the Interim Chief of Police.

BENEFITS CONTRACT AMENDMENT/FY 2017-2018 FLEXIBLE SPENDING AND HEALTH REIMBURSEMENT ACCOUNT PLANS

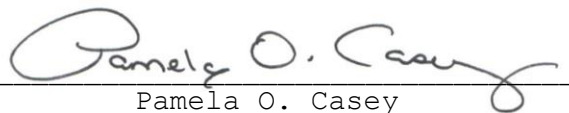
Human Resources Director Elayne Henderson advised the Council that when the City decided to offer only the Consumer Driven Health Plan to new employees, Gilsbar, the director of the City's Flex Spending and Health Reimbursement Account Plans required changes to some of the language in the contract as follows:

1. Flexible Spending accounts - contract change results in no "waiting period" and that language has been deleted; and
2. Health Reimbursement accounts - language change clarifies how an employee's account is funded; employer portion is awarded annually and prorated for new hires

Motion was made by Councilmember Wiggins, seconded by Councilmember Blackwell and unanimously carried that the amendment to the benefits contract with Gilsbar be approved, as recommended; and that the Mayor be authorized to execute the appropriate document(s) on behalf of the City.

ADJOURNMENT

There being no further business, the Mayor adjourned the City Council meeting at 4:16 p.m.



Pamela O. Casey
City Clerk