

April 23, 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: André D. Knight, Reuben C. Blackwell, IV, Lamont Wiggins, Lois Watkins, Tom Rogers, W. B. Bullock and Christine Carroll Miller.

Staff Present: Rochelle D. Small-Toney, City Manager; Pamela O. Casey, City Clerk; Peter Varney, Interim Assistant City Manager; Tameka Kenan-Norman, Chief Communications and Marketing Officer; Amy Staton, Finance Director; Willie R. Williams, Interim Chief of Police; Rich Worsinger, Director of Energy Resources; Jonathan Boone, Director of Public Works and Water Resources; Kelvin Yarrell, Parks and Recreation Director; Yvette Jones, Police Community Services Manager; Bev Harrelson, Administrative Secretary, City Manager's Office; Elayne Henderson, Director of Human Resources; Steve Yetman, Assistant City Engineer/ Transportation; Robin Cox, Communications Specialist; Mark Adcox, Video Production Specialist; Kim Batts, Deputy City Clerk; and Richard J. Rose, City Attorney.

Also in attendance were the following **Energy Resources Employees**: Amy Blanton; Darryl Strother, Lakesha Arrington, Casey Temple, Josh Fore, Matthew Johnson, Nicholas Delbridge, Lex Martin, Jerry Hawkins, Trevor Evans, Ryan Black, Dylan Sauls, Cody Melvin, William Brown, Steve McBride, Trey Wiggins, Brandon Jones, Cody Ricks, Michael Winkler, Matt Proctor, Terry Pittman, Tim Phelps, Nick Peaden, Cecil Shaffer, Phillip Wells, Phillip Collins, Bryan Knox, Ronald Lee, Chris Winders, Joe Bell, Andy Hicks, Dennis Evans, Mark Langley, Benji Turner, John Locke, John Flowers, Alex Parker, Sammy Moss, Samuel Barnes, Danny Cobb and Randy Coggin.

Security Officer: Retired Police Sergeant Stoney Battle.

The Mayor opened the meeting and called on Councilmember Chris Miller to offer prayer.

#### **WELCOME**

Mayor Combs 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 regularly scheduled meeting of the City Council held April 9, 2018 and a Special Called Joint Meeting of the City Council and the Human Relations Commission held April 11, 2018 were approved as submitted to the City Council prior to the meeting.

#### **2017 NORTH CAROLINA PUBLIC POWER AWARDS OF EXCELLENCE AND EXCELLENCE IN RELIABILITY**

The Mayor introduced Roy Jones, CEO of Electricities of North Carolina, Inc.

Mr. Jones told the Council that the 2018 Public Power Lineworkers Rodeo will be held in Wake Forest, North Carolina. He thanked the Rocky Mount lineworkers for their work on the field through the cold, rain and mud and asked that they stand to be recognized. He noted this competition is a national competition and lineworkers from across the country, the best of the best, will come to represent their communities this coming Saturday. He stated the event will start at 8 a.m. and end about 2 p.m.

Mr. Jones added that Rocky Mount is featured in the 2018 Electricities annual report. He acknowledged Nash Community College for its excellent lineworkers training program and the City of Rocky Mount for its competitive pay and provision of good equipment for the safety of lineworkers.

Mr. Jones announced that the North Carolina Public Power Awards of Excellence honor public power communities across the state for outstanding performance in five key areas as follows:

**Continuous Improvement:** recognizes utilities for successfully implementing processes that increase efficiency;

**Grid Modernization:** recognizes utilities for their efforts to improve technologies and the security of their electric system;

**Value of Public Power:** recognizes utilities for their communication efforts about storms, outages and the benefits of being a public power community;

**Wholesale Power Cost:** recognizes utilities for their energy reduction efforts and load management program; and

**Workforce Development:** recognizes utilities for their safety practices and efforts to train and retrain employees.

He reported that the City of Rocky Mount received an award for all five categories.

Mr. Jones added that the American Public Power Association (APPA) has recognized the City of Rocky Mount for its excellence in electric service reliability based on outage and restoration data tracked through the eReliability Tracker service. He noted data was collected from 253 utilities that use the tracker service and compared to statistics from the U. S. Energy Information Administration (EIA) and using industry standard metrics the service shows the average outage duration for the City's electric customers was 48.5 minutes in 2017. He told the Council the average outage duration for other utilities using the tracker service was 161.8 and this recognition is a testament to the hard work of City staff to provide safe, reliable electric service to the City's customers.

Mr. Jones presented the Public Power Awards of Excellence and a Certificate of Excellence in Reliability to Director of Energy Resources Rich Worsinger; Electrical Distribution Superintendent Darryl Strother; Engineering Manager Michael Winkler; and Communications Coordinator Amy Blanton. The Mayor and Councilmember Knight joined Mr. Jones and Energy Resources staff for a photograph.

The Mayor thanked all Energy Resources employees in attendance for their excellent service.

#### **NC3C NORTH CAROLINA CITY & COUNTY COMMUNICATORS**

The Mayor recognized City Manager Rochelle D. Small-Toney. The Manager told the City Council that the City's Communications and Marketing Division earned recognition in the 11<sup>th</sup> annual North Carolina City & County Communicators' (NC3C) Excellence in Communications Awards at its annual spring conference in New Bern on April 19.

She noted that out of the 178 entries the City won three awards, one first place and two second place awards, as follows:

#### ***Second Place:***

- Best tv talk show produced by Mark Adcox and hosted by Tameka Norman; and
- City Beat e-newsletter produced by Robin Cox and Bev Harrelson

#### ***First Place:***

- Talk of the Town Magazine (quarterly employee magazine)

The City Manager added that this is the 6<sup>th</sup> year the City has won NC3C awards.

The Mayor and Manager joined Ms. Tameka Kenan-Norman and staff, Mark Adcox, Bev Harrelson and Robin Cox for a photograph.

#### **SPECIAL RECOGNITION**

The Mayor recognized Councilmember W. B. Bullock.

Mr. Bullock announced that Interim Assistant Manager Peter Varney has a birthday this week.

He added that the first Thursday in May is National Day of Prayer and there will be a ceremony in the City's Courtyard on Thursday, May 3, at 11:45 a.m. He invited all to attend.

#### **POLICE WEEK/PEACE OFFICERS MEMORIAL DAY**

The Mayor read a Proclamation proclaiming the week of May 13 through 19, 2018 as Police Week and May 15, 2018 as Peace Officers Memorial Day. The Mayor presented the Proclamation to Interim Chief of Police Willie Williams and joined him for a photograph.

#### **COMMUNITIES IN SCHOOLS DAY**

The Mayor presented a Proclamation recognizing and congratulating Communities in Schools for thirty (30) years of service in the Rocky Mount Region and proclaiming Friday, April 27, 2018 as Communities in Schools Day in the City of Rocky Mount to Dorothy Hinton, CIS Director of Community Programs & Partnerships; Kevin Jones, CIS Board Member; and Yvette Jones, CIS Board Member and joined them for a photograph.

#### **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 and recognized the following individual:

**Nehemiah Smith, Jr.** commended the City Council and Manager for the Site Experience at the Event Center recently. He said he is inspired by the City Council's expanding and ever-evolving vision for the Event Center and the City. He congratulated Councilmember Wiggins on his appointment as Superior Court Judge. Mr. Smith stated attention to diversity needs to be expanded to other City Departments. He added that as attention is given to economic growth attention to potholes throughout the City needs to be addressed as well.

No one else came forward and the Mayor closed the public petitions portion of the meeting.

#### **CONSENT AGENDA**

##### **A. TEMPORARY STREET CLOSING (recommended for approval):**

- Request by Donna Clifton, on behalf of Peacemakers, for permission to close Davis Street from Anderson Street through Estell Street from 1:30 p.m. to 5:30 p.m. on Saturday, April 28, 2018 for a spring event; and
- Request from Steve Yetman, City Engineer, for temporary street closing for the Juneteenth Community Empowerment Festival (*ordinance adoption requirement of NCDOT standards*):

(temporary closures of N. Church Street from W. Thomas Street to Falls Road; Gay Street from N. Church Street to N. Franklin Street; W. Goldleaf Street from N. Church Street eastward for 150 feet; one lane closure on N. Franklin Street from Falls Road to Gay Street; and detour of traffic on N. Church Street onto W. Thomas Street and N. Grace Street on Friday, June 1, 2018 from 12:00 p.m. until Saturday, June 2, 2018 at 10 p.m.)

Motion was made by Councilmember Bullock, seconded by Councilmember Blackwell and unanimously carried that the recommendations relative to the Consent Agenda items be approved inclusive of approval of the street closings and that **Ordinance No. O-2018-17** entitled **ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT DECLARING A TEMPORARY ROAD CLOSURE FOR THE ANNUAL JUNETEENTH COMMUNITY EMPOWERMENT FESTIVAL** be adopted.

#### **COMMITTEE OF THE WHOLE MINUTES**

The City Council received the minutes from a Special Called Committee of the Whole Meeting held April 3, 2018 and a Regular Rescheduled Committee of the Whole Meeting held April 9, 2018 as follows:

**MINUTES OF A SPECIAL CALLED COMMITTEE OF THE WHOLE MEETING HELD TUESDAY, APRIL 3, 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\*

##### **STAFF PRESENT:**

Rochelle D. Small-Toney  
 Pamela O. Casey  
 Peter Varney  
 Tameka Kenan-Norman

Tom Rogers  
 W. B. Bullock  
 Chris Miller  
 David W. Combs, Mayor

Landis Faulcon  
 Willie Williams  
 Richard J. Rose

OTHERS PRESENT:

Sarah P. Odio, UNC/SOG, Project Manager, Development Finance Initiative  
 Rory Dowling, UNC/SOG, Senior Project Manager, Development Finance Initiative  
 Stephanie Watkins Cruse, UNC/SOG, Student (Fellows Program)

OPENING OF MEETING

Mayor Pro Tem E. Lois Watkins called the meeting to order and welcomed all Councilmembers and City staff in attendance. She stated that the City Council scheduled this special called meeting of the Committee of the Whole for the purpose of a presentation relative to the Development Finance Initiative of the UNC School of Government Housing Development concerning market analysis, public interests, selection of an architect and detailed discussion of potential sites (Tarboro Street and Crossing at 64) in the City of Rocky Mount.

She called on City Manager Rochelle D. Small-Toney for introductions. The City Manager introduced Community and Business Development Director, Dr. Landis Faulcon, to introduce special guests and provide a summary of the meeting.

Dr. Faulcon introduced UNC/SOG staff, Sarah Odio, Rory Dowling and student, Stephanie Watkins Cruse. She explained today's conversations will be about partnering with the City to select the site for housing development within the City and to provide information relative to the development finance initiative.

PUBLIC-PRIVATE PARTNERSHIPS (P3s) FOR HOUSING/MARKET ANALYSIS

Project Manager Sarah Odio provided an overview of the meeting agenda. She told the Council that in November of 2017 North Carolina Emergency Management (NCEM) engaged the UNC/SOG Development Finance Initiative (DFI) to assist with attracting private investment to leverage funds for the development of affordable housing for low- and/or moderate-income households in hurricane-impacted communities. She explained the scope of the work includes:

1. Identification of two development sites (Rocky Mount and Kinston: out of the 50 counties impacted);
2. DFI pre-development process; and
3. Solicitation of a private development partner to construct housing

She explained the Development Finance Initiative (DFI) is a program of the University of Chapel Hill's School of Government to collaborate with communities in North Carolina to attract private investment for transformative projects by providing special finance and real estate development expertise.

Senior Project Manager Rory Dowling told the Council that many team members have private real estate experience.

Ms. Odio explained the DFI Pre-development Process to include:

- Market analysis (to determine the demand; the type of product desired and the gap)
- Site Analysis (to determine what can actually be done at the site, considering any constraints) - site selection is complete; continuing to explore options to identify final site in Rocky Mount; will work with architect
- Financial Analysis (to determine what is financially feasible and will allow private investors to achieve a return on the project) - hope to come back to Council with final program for approval mid-summer and draft RFP to

provide to the City in September to leave out for approximately 45 days; then Council to select development partner

- Development Plan/Building Program (built from information received)
- Public Process (need to determine what level of public engagement Council desires)

Councilmember Wiggins arrived\*

The pre-development timeline was outlined as:

- Winter 2017-2018
  - Site selection
  - Market & Parcel Analysis
- Spring 2018
  - Continue Market & Parcel Analysis
  - Site Analysis
  - Public Engagement
  - Financial Analysis
- Summer 2018
  - Continue Site Analysis
  - Continue Public Engagement
  - Continue Financial Analysis
  - Identify Private Partner (partner will build and operate; facility will have an onsite manager)
- Fall/Winter 2018
  - Continue Identifying Private Partner

It was noted that the timing of the public engagement will be determined following completion of the early phase analysis and discussions with City staff and that timelines are subject to change based on site control, timing, type and scale of the public interest process, as well as response during private partner outreach.

Council was provided with a list of key housing definitions to include:

- Affordable housing - defined by U.S. HUD as housing that costs no more than 30% of a household's monthly gross income, including utilities for renters and property taxes, insurance and utilities for owners
- Area median income (AMI) - the midpoint of income distribution for a particular region (for this project the median income of all households in Edgecombe County, calculated by HUD annually using U. S. Census Bureau data)
- Cost-burdened - households paying over 30% of their gross household income in housing related expenses
- Severely cost-burdened - households paying more than 50% of gross income in housing related expenses
- Market rate - amount that a type of property would rent for in a geographic area, without subsidy
- Fair market rent (FMR) - calculated by HUD as "the 40<sup>th</sup> percentile of gross rents (rent paid plus utilities) for typical, non-substandard rental units occupied by recent movers in a local housing market"; used primarily for Section 8 voucher program to determine size of the subsidy
- Low income housing tax credits (LIHTC) - a federal housing program that enables the construction of affordable housing by giving state and local agencies the authority to issue income tax credits for the acquisition, rehabilitation or new construction of rental units reserved for lower-income households
- Qualified census tract (QCT) - a census tract with a high-concentration of qualifying low-income households (at least 50% of

households earn less than 60% AMI); projects located in a QCT qualify for a 30% boost in the eligible basis for tax credits

The Council was provided with a chart identifying area median income in 2017 and advised in order to afford a median-price home in Rocky Mount (\$76,200), a two-person household must earn roughly \$34,000 or between 80% and 100% AMI.

Council was provided with information relative to:

- Households by income bracket in the City;
- Area median income in 2017;
- Affordable rents in Rocky Mount;
- Projected growth for 2017-2022 (looked at median income, households and population; based on past 10 years and looking at historic trends);
- Projected household growth by age in the City (all age groups expected to decline except for senior population over 65 years who are staying and aging in place; middle age populations leaving);
- Unmet demand (considerable unmet affordable housing need in the City);
- Supply (housing conditions, affordable rental units, multi-family pipeline in Edgecombe County)

The Council was informed that:

- Information was obtained through publicly available census data;
- 49% of households in Rocky Mount rent, compared to 40% in Edgecombe County and 37% in North Carolina
- 74% of low income, renter households in the City are cost-burdened compared to 65% state-wide;
- 44% of low income, renter households in the City are severely-cost-burdened compared to 35% state-wide;
- There is a high number of vacant rental units in the City, but not necessarily in good condition (a lot of substandard housing which increases utility costs);
- Over 3,000 severely cost-burdened low-income renter households live in the City;
- Rocky Mount is home to 60% of the severely cost-burdened, low-income, renter households in Nash and Edgecombe Counties combined
- 45% of severely cost-burdened households are small families and 24% are single, elderly households
- Vacancy rates in low income housing tax credit (LIHTC) developments in the City average 7%
- Roughly 74 of the projected new units in Edgecombe County are part of the Rocky Mount Mill redevelopment and the remaining projected units are low income housing tax credit (LIHTC) development (Councilmember Blackwell noted that the Rocky Mount Mill redevelopment cannot be included as affordable housing);
- There is a mismatch in what is affordable and those who are actually occupying the units (due to some choosing to spend less for housing);
- KEY FINDINGS:
  - Area median income is growing slightly;
  - Development Finance Initiative (DFI) has identified unmet demand (based on severely cost-burdened households) for the following:
    - Est. 1,700 rental units at or below 30% AMI
    - Est. 1,300 rental units between 30% and 80% AMI
  - Further demand for affordable units exist for the following reasons:
    - 200 households living in sub-standard housing and 145 in overcrowded units;
    - new multi-family development is picking up with upcoming LIHTC projects and the development of the Rocky Mount Mill, but still lags significantly behind demand; and

-534 rental units in Edgecombe County (135 in Rocky Mount) remain at risk of flooding

The next steps were identified as:

- Begin work with architect on site analysis;
- Begin financial feasibility analysis; and
- Provide project program recommendations

Councilmember Knight stated some individuals from the Raleigh area are coming to Rocky Mount, purchasing properties and drastically increasing the rent causing those living in the properties to relocate due to not being able to afford the increased rent. He voiced concern with Rocky Mount being marketed as a location where property can be purchased cheap and rents elevated. He agreed with there being a need for affordable housing in the City and said utility bills still are a disadvantage to citizens.

Project managers responded to questions posed by Councilmembers.

**Presenters' Full Presentation is on file in the City Clerk's Office.**

**COMMITTEE RECOMMENDATION. Report only. No action.**

**CONCLUSION/COMMENTS - Rochelle D. Small-Toney**

The City Manager reminded the Council of the upcoming special called joint meeting of the City Council and the Human Relations Commission scheduled for Wednesday, April 11, 2018 at 4 p.m. in the City Council Chamber relative to the 1898 Race Riot Reconciliation Process in Wilmington, North Carolina.

**ADJOURN.** There being no further business for the Committee of the Whole, the Mayor Pro Tem adjourned the meeting at 5:17 p.m.

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**MINUTES OF A MEETING OF A REGULAR RESCHEDULED COMMITTEE OF THE WHOLE HELD MONDAY, APRIL 9, 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  
Peter F. Varney  
Tameka Kenan-Norman  
Ken Hunter  
Landis Faulcon  
Archie Jones  
Elayne Henderson  
Kellianne Davis  
Kelvin Yarrell  
JoSeth Bocook  
Willie Williams  
Kim Batts  
Richard J. Rose

**OPENING OF MEETING**

Mayor Pro Tem E. Lois Watkins called the meeting to order at 4:11 p.m. 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.

City Manager Rochelle D. Small-Toney stated the Committee of the Whole agenda is rather lengthy. She introduced Perry James with the North Carolina League of Municipalities to bring a report to the Council relative to the internal auditor position

## 1. INTERNAL AUDITOR REPORT - Perry James, III and Chris Nida, NCLM

Perry James, III told the Council he is the Municipal Operations Consultant with the North Carolina League of Municipalities, a new program that started in 2018. He introduced Chris Nida, Director of Research, who supervises the program. He stated the City Manager approached the NCLM relative to internal audit governance and reporting options. He thanked the Council for the opportunity to make the presentation.

Mr. James told the Council the purposes of the report are:

- To describe options for alignment of the internal audit function and present pros and cons of each; and
- To provide information on potential size of the internal audit staff.

He commended the City on its positive commitment to internal auditing noting the City's website describes a comprehensive and wide-ranging program covering a number of types of audits. He stated with the vacancy in the one-person internal audit office it is an excellent time to look at the office's mission and related issues of alignment and staffing size.

Mr. Perry told the City Council as a best practice the internal audit function should be formalized by a charter and other means that allows it to be effective.

He presented a PowerPoint presentation outlining the following:

1. Public Sector Reporting Models for Internal Audit
  - There is no universal model that works for every organization;
  - Models often change as the internal audit function matures;
  - Alignment decisions for the internal audit function should consider:
    - Independence of the program;
    - Scope of the work desired; and
    - Effectiveness of administering the function.
  - There are varied models, but they can be organized into four overall options:
    - Part of the Finance Department;
    - Reports directly to the Chief Executive (City Manager);
    - Reports to the Governing Body; or
    - Reports to the Chief Executive, but with additional oversight provided by an Audit Committee of the Governing Body

Mr. Perry highlighted the characteristics of each model and outlined the pros and cons of each:

1. Part of the Finance Department:
  - Historically a popular option because much of internal audits focus on financial compliance of systems and processes;
  - Works best when Finance has broad responsibilities within the organization in ensuring good financial management practices;
  - Executive management typically provides the direct oversight and enforces audit report result when needed
2. Reports directly to the Chief Executive (City Manager):
  - As internal audit activities mature, the reporting model often used has the internal audit function reporting to the Chief Executive who is legally in charge of managing the City government's business;
  - An internal audit manager typically manages a separate internal audit office that has the broad ability to audit across the whole organization;
  - Most effective when the Chief Executive takes an active role in approving the annual audit plan, supporting audit results by directing actions by departments and evaluating strategic

and budgetary implications for the organization when recommended by audits; and

- Chief Executive or Internal Audit Manager often provides updates to the governing body on audit activities

3. Reports to the Governing Body:

- Provides independence of the internal audit effort outside the business framework of the organization;
- Provides a direct means to show accountability of the governance process to the citizenry;
- Can be consistent with legal roles in the Council-Manager form of government, particularly when audit results call for administrative actions that the Manager is responsible for

Councilmember Wiggins arrived\*

4. Report to the Chief Executive, but with additional oversight provided by an Audit Committee of the Governing Body (hybrid):

- Is a common alignment model in the private sector combining benefits of models 2 and 3;
- Is also becoming more common in the public sector as it allows for the roles of Chief Executives and Boards to be more consistent with Council-Manager form of government;
- The Chief Executive is administratively responsible for the internal audit function, but specific board oversight responsibilities are formalized through an audit committee of the Board;
- Audit committees often provide independent oversight of both the external and internal audit efforts, seeing that all audit results are addressed and implemented; and
- The audit committee can be a subset of the governing board members or can include members from both the board and the public

Mr. James told the Council all 4 models have pros and cons and there is no right or wrong way. He stated audits are not just to find problems but to offer opportunities and each model can have its own independent problems.

Mr. James noted that currently the Rocky Mount Internal Audit Office consists of one position. He said there is no formula for setting the size of the Internal Audit function, but the number of internal auditors needed should factor in the size of the organization and the type of desired audit coverage. He added that experiences of other governments show the negative financial implications that can occur when internal audit coverage is not sufficient.

He outlined the following considerations in sizing internal audits:

- Internal Audit Offices for peer governments in North Carolina having Internal Audit offices range in staff size between 1 and 4;
- Given the scope of audit services described on the City's website, a size of 3 audit personnel could be justified; and
- A 3-person Internal Audit Office would consist of the Internal Audit Manager and 2 internal auditors.

Mr. Perry offered the following conclusions:

1. Each of the four reporting models provide varying options for the City with each having pros and cons;
2. Alternative 4 combines the benefits of several models and matches up well with the characteristics of Council-Manager governments. The model maximizes effective administration of the internal audit function with a board ability to be engaged and accountable; and
3. Staff sizing is an important consideration as the City moves forward with hiring decisions for the Internal Audit Office; a staff of 3 auditors could likely be justified.

Discussion was held among Councilmembers.

**COMMITTEE RECOMMENDATION. Report only. No formal action.**

**2. TWIN COUNTY HALL OF FAME AND ROCKY MOUNT EVENT CENTER - Charles Penny**

City Manager Rochelle D. Small-Toney called on Charles Penny with CW Penny Consulting, LLC to provide information relative to the Twin County Hall of Fame and the Rocky Mount Event Center.

Mr. Penny told the City Council the Event Center is only 6 months away from opening. He said the original completion date was set for September 12, but at this time it appears there may be an official request for a change order. He states the date for substantial completion is October 4 and date for final completion is October 22. He added work is ongoing for a national act to be at the Event Center on November 4, 2018.

He noted there has been a prior mention of the possibility of including the Twin County Hall of Fame in the Event Center and individual conversations were held with Councilmembers about the possibility of displaying the formal portraits of the inductees in the Event Center.

Mr. Penny stated the purpose of today's conversation is to recommend and ask for Council's consideration of including the Twin County Hall of Fame inductee portraits in the Event Center to be displayed in the pre-function area of the facility on the north end of the building next to Gold Leaf Street outside the entrance to the conference rooms and banquet hall area. He noted there is enough space to accommodate 250 portraits on the first and second floor of the Event Center and there are currently 148 inductees in the Hall of Fame. He told the Council the portraits are currently housed in the Helen P. Gay Historic Train Station. He added that there is no place to house artifacts and memorabilia at the Event Center.

Mr. Penny stated should the portraits be displayed at the Event Center they would remain the property of the Board of Directors of the Hall of Fame. He stated the pre-function area is under video surveillance which should ensure the security of the artwork. Mr. Penny told the Council that digital portraits was also an option; however, the digital portraits would cost an additional \$20,000 which the Board of the Hall of Fame would be responsible for raising and, therefore, the Board chose to make the original portraits available.

Mr. Penny provided a rendering of the proposed display and recommended Council approval for inclusion of the Twin County Hall of Fame in the Rocky Mount Event Center with final terms of the agreement to be negotiated with the Board of the Hall of Fame and prepared by the City Manager for Council's consideration. He further recommended the space currently occupied by the Hall of Fame be vacated once the portraits are relocated to the Event Center.

Discussion was held among Councilmembers.

**COMMITTEE RECOMMENDATION. Motion was made by Councilmember Knight, seconded by Councilmember Rogers, and unanimously carried that the concept to allow the Twin County Hall of Fame to display portraits of inductees on the first floor of the Event Center up to five years be approved and other means for highlighting the community and providing information to be considered. Note: the final agreement with the Twin County Hall of Fame will be placed on an agenda for an upcoming meeting for formal consideration.**

**3. SUMMARY OF CAPER GOVERNMENT FUNDS - Landis Faulcon, Director of Community and Business Development**

The Director of Community and Business Development, Dr. Landis Faulcon, provided the Council with a summary of the 2016-2017 Consolidated Annual Performance and Evaluation Report (CAPER).

Dr. Faulcon told the Council that the City and the Down East HOME Consortium has an annual reporting requirement from HUD known as the CAPER which documents progress toward goals and objectives outlined in the Consolidated Plan and 2016-2017 Annual Action Plan, as well as expenditures related to those activities.

She noted that with each report public notice is given and the public notice period has expired with no public comments being received.

She outlined the following CAPER summary to include:

- New agreements executed with:
  - Public Service Agreements:
    - o The Boys & Girls Club of the Tar River Region;
    - o The Rocky Mount/Edgecombe Community Development Corporation; and
    - o United Community Ministries
  - New Multifamily Development Agreement:
    - o The WODA Group
- 20 Urgent Repairs completed for low-income homeowners
- 189 small business and entrepreneurs received business assistance services
- 38 homeowners received foreclosure mitigation or pre-purchase counseling
- The following projects were completed or were ongoing between July 1, 2016 and June 30, 2017:
  - Harambee Square - completed
  - Genesis Estates - completed
  - Beal Street Square Apartments - completed
  - Holly Street Duplexes - in progress

Dr. Faulcon advised that staff plans to submit the report to HUD following presentation to the City Council.

**COMMITTEE RECOMMENDATION. Report only. No formal action.**

**4. TINY HOMES/RECREATIONAL VEHICLE PARK SPECIAL USE PERMIT - JoSeth Bocook, Interim Director of Development Services**

JoSeth Bocook, Interim Director of Development Services, told the Council that "tiny houses", informally defined as single-family dwellings typically having 400 square feet or less of floor area, have gained in popularity in recent years through television shows, social media and stories in pop culture outlets. He stated that recently the Rocky Mount Mills put forth a proposal to establish a motor court (motel) comprised entirely of tiny house structures. Mr. Bocook said that in recognizing the potential benefits of also allowing this type structure as a housing option the question was raised of how this development could be permitted throughout the City.

He stated that the City's Land Development Code (LDC) as currently written, permits for a dwelling of any size, including a tiny house, to be erected within any residential district provided the unit and its foundation comply with the North Carolina State Residential Code. He added that the Code also allows for the establishment of a community of tiny houses under the regulations for a residential cluster development.

Mr. Bocook told the Council a tiny house that meets the North Carolina State Residential Code is also permitted as an accessory dwelling on a property with an existing primary dwelling; however, the North Carolina Department of Insurance and the City's LDC does not allow for a tiny house that is constructed to the standards of a recreational vehicle to be occupied as a permanent dwelling unit or accessory dwelling unit.

He told the City Council that in an effort to allow for the development of a community of tiny homes that do not make use of a permanent foundation (recreational vehicle), the Department of Development Services has proposed to add "recreational vehicle park" to

the LDC as a use requiring a special use permit from the Board of Adjustment with the Commercial Corridor (B-2) and Commercial Services (B-5) zoning districts. He provided a draft of the proposed text amendment.

Discussion was held among Councilmembers. Mr. Bocook responded to questions from the Council.

He noted the amendment will need to go before the Planning Board prior to Council consideration.

**COMMITTEE RECOMMENDATION. Report only. No formal action.**

**5. RECESS**

By consensus, the Committee of the Whole was recessed for a short break at 5:53 p.m.

**6. COMMITTEE OF THE WHOLE RECONVENED**

The Mayor Pro Tem reconvened the Committee of the Whole in regular session at 6:01 p.m. with the Mayor, Councilmembers, City Manager, City Clerk, Interim Assistant City Manager, Director of Community and Business Development, Interim Director of Development Services, Chief Communications Officer, Deputy City Clerk and City Attorney in attendance.

**7. PLANNING BOARD MEETING SUMMARY - JoSeth Bocook, Interim Director of Development Services**

JoSeth Bocook, Interim Director of Development Services, told the City Council that the Planning Board met on March 13, 2018 and considered and recommended the following requests for rezonings:

- Beaver Pond Drive and Northern Boulevard - Four Griffins, LLC requested the rezoning of a 3.3 acre site along Northern Boulevard near the intersection with Beaver Pond Drive from B-2CU to R-6MFA
- 383 Fairview Road - the Bywater Development Group, LLC requested rezoning of a 4.3 acre site at 383 Fairview Road from B-5 to R-6MFA
- 704 Pennsylvania Avenue - The City of Rocky Mount requested the rezoning of a .17 acre site at 704 Pennsylvania Avenue located at the northwest corner of Pennsylvania and Virginia from B-ICU to B-ICU

A request by Halcon Companies, LLC for the rezoning of a 6.7 acre site at the intersection of Country Club Road and Benvenue Road (1621 Benvenue Road) from B-5 and R-15 to O&I 2 was tabled by the Planning Board with a recommendation that the applicant meet with the neighbors to review their plans for use of the property. Mr. Bocook stated the request has been withdrawn.

**COMMITTEE RECOMMENDATION. Report only. No formal action.**

**8. PANHANDLING ORDINANCE - Peter Varney, Interim Assistant City Manager**

Interim Assistant City Manager Peter Varney told the City Council that the City adopted an ordinance in 2002 to regulate panhandling within the City. He said as defined in the ordinance, panhandling involves someone approaching another person and engaging them in making a request for money. He noted the ordinance does not address those who stand or sit passively holding a sign with a statement often about homelessness or job status.

Mr. Varney informed the Council that staff has received complaints relative to solicitations for donations at high traffic locations such as the 64 off ramp onto Wesleyan Boulevard, the 64 off ramp onto Winstead Avenue, the Wesleyan Boulevard off ramp onto Benvenue Road and others. Safety was noted as a concern.

He provided the City Council with three amendments to the panhandling ordinance intended to provide authority for the Police Department to prevent solicitation at high traffic locations.

Mr. Varney noted a charge would be a misdemeanor.

Discussion was held by Councilmembers.

***COMMITTEE RECOMMENDATION. A motion made by Councilmember Rogers and seconded by Councilmember Bullock that the amendments be recommended for adoption, upon revision of same to add a warning feature for the first offense, failed by a vote of 3-4 (Councilmembers Knight, Blackwell, Wiggins and Watkins opposed).***

***By consensus, it was agreed the matter would be placed on the May 2018 Committee of the Whole agenda for further discussion.***

**9. RED LIGHT CAMERAS - Peter Varney, Interim Assistant City Manager**

Interim Assistant City Manager Peter Varney told the City Council that last August Leon Henderson sent in a request asking that Council reconsider installing red light cameras at various intersections as a means of reducing damage and injury from vehicle accidents at high volume intersections. Mr. Varney reported that pursuant to a contract with PEEK Traffic Services, the City activated red light cameras at the following locations in 2002-2003:

- George and Hill (9/30/02)
- Wesleyan and Stone Rose (9/30/02)
- Sunset and Circle (9/30/02)
- Benvenue and Tiffany (10/15/02)
- Wesleyan and Sutters Creek (1/16/03)

He advised that the cameras operated through the end of 2008 and gave the following summary of revenue and citations for the period of operation:

• Collected from fines	\$1,019,353.00
• Paid to PEEK	791,887.30
• Paid to Adjudicators	10,160.00
• Cost of data transmission lines	<u>2,986.86</u>
NET PROGRAM REVENUE	\$ 214,318.64

Number of citations issued: 20,590  
 Amount of fine per citation: \$50

Accident data one year after installation:

- 31% reduction in total accidents
- 23% reduction in rear end collision accidents
- 17% reduction in angle accidents

Mr. Varney told the City Council that the City terminated the red light camera program at the end of 2008 because of concern over the Appeals Court decision in the case of Shavitz v. the City of High Point issued in May 2006 relative to clear proceeds. He provided further details of the case and added that applying the result of the court decision to our program at the time would have meant that for every \$50 citation, \$5 could be used for the camera contract and adjudication expense and \$45 would go to the Board of Education. He stated the City was paying \$39 for the camera contract.

Mr. Varney provided an update stating that in 2007 the General Assembly enacted legislation providing that a violation detected by a red light camera is a noncriminal violation for which a civil penalty is assessed; no points or insurance points are assigned to the owner or driver of the vehicle. He added that the owner of the vehicle must either pay the civil penalty or challenge the assessment within 30 days

after the citation is served or mailed and failure to respond within the allotted time increases the civil penalty to \$100 and the right to contest the citation is forfeited.

He noted municipalities who plan either to maintain red light cameras or re-install them address the "clear proceeds" issue by entering into interlocal agreements with their local boards of education which include provisions on sharing the cost of operating the red light camera program. He said legislative authority may be required for a board of education to pay all or a portion of the operating costs of the red light camera program. It was noted that in North Carolina the cities of Wilmington and Raleigh maintained their red light camera program following the Shavitz v. High Point case, but most jurisdictions dropped the program and that the City of Fayetteville reinstated the program in 2015 and the City of Greenville reinstated the program in the fall of 2017.

The City Council was advised that if the City chooses to implement the red light camera program, legislative authority will be needed for the amount of the fine and authority for the Board(s) of Education to levy fines and enter into an interlocal agreement with the City of Rocky Mount whereby the City would help administer the program and the money flow to the Board(s) of Education. It was explained that currently the City is allowed to charge \$75 per violation, but if Council wishes to raise the amount of the fine, authorization will be required.

Conversation was held pursuant to the change expected in two years relative to the Nash-Rocky Mount Schools and the need for separate agreements with Nash County and Edgecombe County schools.

Councilmember Wiggins said he made the motion to terminate the program back in 2002; however, he is not opposed as long as an agreement with the school systems is clearly delineated relative to where the funds will go. He stated it sounds simple, but he does not think it will be simple.

Discussion continued relative to safety, the location of cameras and costs recovery. City Attorney Richard S. Rose stated legislative authority will be needed to get the program in place.

**COMMITTEE RECOMMENDATION. Motion was made by Councilmember Miller, seconded by Councilmember Rogers, and unanimously carried that staff be authorized to move forward with drafting interlocal agreements with the school systems and that the City Attorney be authorized to proceed to obtain the required legislative authority.**

10. **TEXT AMENDMENT/COMMERCIAL VEHICLES AND TRAILERS IN RESIDENTIAL ZONES - Peter Varney, Interim Assistant City Manager**

The City Council was advised that as a result of complaints from residents in neighborhoods relative to the parking of commercial vehicles and trailers on property zoned for residential use, Development Services has drafted a text amendment that would prohibit this activity. Interim Assistant City Manager Peter Varney stated that while the City does not allow commercial vehicles to be parked on the street within residential areas, to date, it has not implemented any regulations to address parking these vehicles on private property. Mr. Varney stated the intent of the text amendment is to define the maximum size of commercial vehicles and trailers that may be parked on a residential property.

The City Council was provided with a proposed text amendment which was developed after researching how other municipalities in North Carolina address the issue. The recommended amendment would prohibit parking of commercial vehicles and trailers in excess of 25 feet in length or 10,000 pounds gross vehicle weight on properties in a residential zone, with some exceptions.

It was noted this would allow parking of the tractor (truck portion) but not the trailer.

*Note: The amendment will need to go before the Planning Board prior to Council consideration.*

**COMMITTEE RECOMMENDATION.** *Motion was made by Councilmember Miller, seconded by Councilmember Bullock, and unanimously carried that the text amendment be recommended for approval.*

**11. WHOPPER-HOPPER- Peter Varney, Interim Assistant City Manager**

Interim Assistant City Manager Peter Varney told the City Council that the ACL-303 historic office car on display between the train station and the bus station has sustained damage from vandals and from water intrusion and to provide for its protection staff plans to relocate it to the Imperial Centre where it can be maintained and made more accessible to the public.

He stated an arrangement has been worked out with the Rail Division at NCDOT which provides that the Rail Division bear the cost of installing ties and track at the Imperial Centre and the cost to move the car. He added that the City will be responsible for building a canopy over the car to protect it from water damage which is estimated at \$200,000.

Mr. Varney added that after the car is relocated the City will need to remove the steel cladding, replace the damaged wood and repaint the car. He noted it is planned that much of the work will be performed by City employees.

Interim Assistant Manager Varney informed the Council that in addition to the ACL-303 office car, the City has on display the ACL Stainless Whopper Hopper which was restored in 2001-2002 with funding from the Rail Division. He stated this car is on loan to the City for as long as the City would like to have it on display.

He noted that the City entered into a Municipal Agreement with NCDOT in 2001 which provided funding for restoration of the car and that "if the City, for whatever reason, determines that it no longer desires to display the car to the public, the title to the car shall transfer back to the Department." He added that because the Whopper Hopper has not drawn public attention as the ACL-30 has, it is recommended that the City Council request NCDOT to take the car. Council was advised that the Transportation Museum at Spencer, North Carolina, is interested in having the car for display at their facility. Mr. Varney recommended that the bronze plaque beside the Whopper Hopper be donated to the Transportation Museum when they take the car.

**COMMITTEE RECOMMENDATION.** *Motion was made by Councilmember Wiggins, seconded by Councilmember Miller, and unanimously carried that the recommendations outlined in the memo be recommended for approval and that the Mayor and City Clerk be authorized to execute any necessary documentation to effect the transfer of the Whopper Hopper to the North Carolina Transportation Museum.*

**12. RECESS**

The City Manager requested a recess for the regular scheduled Council meeting and that the meeting reconvene following the 7:00 p.m. meeting to go into a Closed Session for a matter concerning attorney/client privilege.

**COMMITTEE RECOMMENDATION.** *By consensus, the Committee of the Whole recessed at 6:47 p.m.*

**13. COMMITTEE OF THE WHOLE RECONVENED**

The Mayor Pro Tem reconvened the Committee of the Whole in regular session at 7:37 p.m. with the Mayor, Councilmembers, City Manager, City Clerk, Interim Assistant City Manager and the City Attorney in attendance.

14. CLOSED SESSION

The City Manager requested a Closed Session for matters concerning attorney/client privilege.

**COMMITTEE RECOMMENDATION.** *By consensus, the City Council went into Closed Session at 7:38 p.m.*

The minutes of the Closed Session shall be placed on file as **ESM-492** at the end of **Minute Book 34** upon approval for release by the City Attorney.

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15. REGULAR SESSION/ADJOURN. The Mayor Pro Tem convened the Committee in regular session at 8:44 p.m. and, there being no further business for the Committee of the Whole, by consensus, the meeting adjourned.

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

**INSTALLMENT PURCHASE CONTRACT FOR FY 2018 CONSTRUCTION PROJECTS/  
PUBLIC HEARING**

The Mayor opened a public hearing relative to filing an application to the Local Government Commission for approval of an installment purchase contract for construction of improvements.

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

The City Council was provided with copies of the tabulation of proposals received on April 10, 2018 for financing a total of \$2,900,000 for 120 months for the following construction projects:

Backup Public Safety Answering Point Construction and Renovations at Fire Station 7	\$557,000
Substation # 6 Rebuild	\$490,000
Sewer Outfall Rehabilitation Project	\$1,853,000
TOTAL	\$2,900,000

The Council was advised that the most favorable rate was received from PNC Bank, National Association which proposes to finance the construction improvements at the fixed interest rate of 3.20% for 120 months.

Motion was made by Councilmember Rogers, seconded by Councilmember Wiggins and unanimously carried that the proposal of PNC Bank, National Association be accepted and that **Resolution No. R-2018-17** entitled **RESOLUTION APPROVING A PROPOSAL FROM PNC BANK NATIONAL ASSOCIATION TO ENTER INTO AN INSTALLMENT PURCHASE CONTRACT IN THE AMOUNT OF NOT TO EXCEED \$2,900,000 IN ORDER TO FINANCE THE CONSTRUCTION OF THE BACKUP PUBLIC SAFETY ANSWERING POINT AND RENOVATION AT FIRE STATION 7, THE REBUILD OF SUBSTATION 6 AND THE SEWER OUTFALL REHABILITATION PROJECT AND AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED INSTRUMENTS AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH** be adopted.

This resolution authorizes the City Manager and the Director of Finance and any other officer of Lessee who shall have power to execute contracts on behalf of Lessee, and each of them, to execute the Agreement required in connection with the financing; and authorizes the City Clerk of Lessee, and any other officer of Lessee who shall have power to do so, to affix the official seal of Lessee to said Agreement and to attest the same.

**FY 2018 INSTALLMENT PURCHASE CONTRACT FOR EQUIPMENT**

The City Council received copies of the tabulation of proposals received on April 10, 2018 for financing a total of \$2,745,000 for the following equipment:

- <b>36-month term</b>	
• Dump Trucks (2)	\$183,000
• Crane Carrier Cab/Chassis & Collection Body	\$214,000
• Aerial Device with Elevator	\$389,000
• Digger Derrick	\$332,000
• Generator	\$128,000
• Front Loader	\$127,000
• Right of Way Mower	\$ 89,000
• Backhoe Loader	\$ 78,000
• Dump Trucks (Stormwater) (2)	\$194,000
- <b>59-month term</b>	
• Fire Pumpers (2)	\$1,011,000
	\$2,745,000

The Council was advised that the most favorable rate was received from PNC Equipment Finance, LLC which proposes to finance purchase of the equipment at the fixed interest rate of 2.67% for the 36-month term and 2.87% for the 59-month term.

Motion was made by Councilmember Bullock, seconded by Councilmember Rogers and unanimously carried that the proposal of PNC Equipment Finance, LLC be accepted and that **Resolution No. R-2018-18** entitled **RESOLUTION APPROVING A PROPOSAL FROM PNC EQUIPMENT FINANCE, LLC TO FINANCE THE ACQUISITION OF VEHICLES AND EQUIPMENT** be adopted.

This resolution authorizes the Mayor, the Finance Director and the City Manager, or any one of them, to execute and deliver an installment financing agreement consistent with the PNC Proposal, to execute certificates and documents, and to take all such further action as may be considered necessary or desirable to carry out the financing of the equipment as contemplated by the PNC Proposal and this resolution.

**ANNEXATION NO. 311 - FAIRVIEW ROAD/PROCTOR LAND**

The City Clerk informed the City Council that the Petitioners, Richard G. Proctor Heirs, have requested to withdraw their previously filed petition for annexation of a contiguous parcel identified as Fairview Road/Proctor Land/Parcel 376923913900.

Motion was made by Councilmember Watkins, seconded by Councilmember Blackwell and unanimously carried to accept Petitioner's request to withdraw the annexation petition.

**MEMORANDUM OF UNDERSTANDING/NATIONAL RECREATION AND PARKS ASSOCIATION (NRPA) HEALTHY OUT-OF-SCHOOL TIME PROGRAM GRANT**

The City Council was informed that the Parks and Recreation Department has been selected to receive grant funding in the form of the 1028 National Recreation and Parks Association (NRPA) Healthy Out-of-School Time Program Grant in the amount of \$25,000 in support of its efforts relative to increasing access to meals, providing nutrition education and implementing healthy living practices and policies. Council was informed the grant is a result of a partnership between the NRPA and the Walmart Foundation. They were informed the grant's purpose will be to increase the number of healthy meals served to children during out-of-school times, provide evidence-based nutrition education to children and families and implement healthy eating and physical activity standards.

Motion was made by Councilmember Knight, seconded by Councilmember Miller and unanimously carried that notification of receipt of the grant funds be acknowledged and that the Memorandum of Understanding with NRPA (C-2018-8) be approved and the Mayor be authorized to execute the agreement on behalf of the City.

**SURPLUS PROPERTY DISPOSAL/ELECTRONIC AUCTION**

The City Council received a list of personal property proposed to be declared surplus and sold at electronic auction. The list shall be placed on file in the office of the City Clerk as **BD-2018-12**.

Motion was made by Councilmember Watkins, seconded by Councilmember Rogers and unanimously carried that **Resolution No. R-2018-19** entitled **RESOLUTION AUTHORIZING THE SALE OF CERTAIN PERSONAL PROPERTY AT ELECTRONIC AUCTION** be adopted.

**RE-BID/ROCKY MOUNT EVENT CENTER PORTABLE VOLLEYBALL SYSTEM**

The City Council received the tabulation of re-bids received for the Rocky Mount Event Center Portable Volleyball System. Re-bids were received and opened on April 3, 2018 after all necessary legal procedures had been implemented and the bid tabulation is on file in the office of the City Clerk as **BD-2018-13**.

Motion was made by Councilmember Blackwell, seconded by Councilmember Wiggins and unanimously carried that the re-bid for the Rocky Mount Event Center Portable Volleyball System be awarded to Eleven 22 Sports, LLC at a total cost of \$108,400 and that the Purchasing Division be authorized to issue a purchase order for the equipment in accordance with the Council's award.

**CITY COUNCIL MEETING/CANCELLATION**

The City Clerk advised the City Council that the second regular Council meeting in May scheduled for May 28, 2018 falls on Memorial Day.

Motion was made by Councilmember Blackwell, seconded by Councilmember Knight and unanimously carried that the regular City Council meeting scheduled for May 28, 2018 be canceled.

RECOGNITION/OUTGOING COUNCILMEMBER

Mayor Combs presented the City Council with the following resolution honoring Councilmember Lamont Wiggins for twenty (20) years of faithful and dedicated service as a member of the City Council:

**Resolution No. R-2018-20**

**RESOLUTION EXPRESSING APPRECIATION TO  
COUNCILMEMBER LAMONT WIGGINS  
FOR FAITHFUL AND DEDICATED SERVICE  
TO THE CITY OF ROCKY MOUNT**

**WHEREAS**, Lamont Wiggins served the City of Rocky Mount as a member of the City Council representing Ward 3 more than twenty (20) years from December 15, 1997 until April 27, 2018; serving as Mayor Pro Tem four (4) times; and

**WHEREAS**, during his tenure, Lamont Wiggins discharged the responsibilities of his office dutifully, thoughtfully and faithfully and with dignity and courage; and

**WHEREAS**, Lamont Wiggins conscientiously studied and deliberated all issues that came before him as a member of the City Council and made decisions that contributed significantly to the economic, social and planned growth of the City of Rocky Mount; and

**WHEREAS**, Lamont Wiggins was a strong and devoted advocate for the citizens of Ward 3, but fully understood that decisions he made as a member of the City Council impacted the entire citizenry of the City and cast his votes according to what he deemed to be in the best interest of all citizens; and

**WHEREAS**, because of his great interest in economic development and transportation, Lamont Wiggins served as a member of the Board of Directors of the Carolinas Gateway Partnership and the Transportation Advisory Committee for many years; and

**WHEREAS**, Lamont Wiggins served two terms from 2014-2017 on the North Carolina League of Municipalities representing member towns and cities in six (6) counties; and

**WHEREAS**, Lamont Wiggins was appointed by Governor Roy Cooper in March 2018 as Senior Resident Superior Court Judge for the 7B Judicial District made up of Edgecombe and Wilson Counties; and whereas he will tender his resignation as a valued member of the Rocky Mount City Council effective April 27, 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of Rocky Mount hereby congratulate Lamont Wiggins on his appointment as Superior Court Judge and commend him for his loyal, conscientious and dedicated service to the City as a member of the Rocky Mount City Council.

**BE IT FURTHER RESOLVED** that this resolution shall be spread upon the pages of this proceeding and a copy shall be presented to Lamont Wiggins.

Adopted this the 27th day of April, 2018.

RECEPTION

Mayor Combs invited all in attendance to join the City Council for a reception in the third floor atrium during a brief recess.

RECESS

Motion was made by Councilmember Blackwell, seconded by Councilmember Watkins, and unanimously carried that the meeting recess

at 4:51 p.m. to reconvene immediately following a reception for Councilmember Lamont Wiggins.

**RECONVENED**

The Mayor reconvened the meeting in regular session at 5:20 p.m. with the Mayor, Councilmembers, City Manager, City Clerk, Interim Assistant City Manager, Brad Kerr, Bob League, Steve Yetman, Tameka Kenan-Norman, Rich Worsinger, Mike Wissler and the City Attorney in attendance.

**PRESENTATION/ROCKY MOUNT METROPOLITAN AREA TRANSPORTATION PLAN 2045**

Interim Assistant City Manager Peter Varney told the City Council that over the past several months the Transportation Planning Team has been working on an update of the comprehensive plan for the Rocky Mount Metropolitan Planning Area and is ready to present their final report.

Engineering Director Brad Kerr explained that there will be an open house relative to the long range transportation plan (CONNECT 2045) on April 23, 2018, from 3 p.m. until 7 p.m. on the second floor of City Hall to allow the public will have an opportunity to review the final drafts and the updated plan will be presented as follows:

- On May 7 to the Technical Coordinating Committee
- On May 21 to the Transportation Advisory Committee

He added the Bicycle Master Plan process will be a part of the open house. He introduced project manager, Allison Fluitt with Kimbley Horn to present the updated Transportation Plan.

Ms. Fluitt explained that the process included public outreach, review of previous plans and data analysis.

She stated the public outreach consisted of:

- Steering Committee Meetings
- Stakeholder Interviews
- Public Workshops
- Bicycle Plan Coordination
- An Online Survey
- TAC & TCC Presentation

She noted there was good participation from the community and the best stakeholder participation of any plan she has ever prepared.

She outlined the benefit/cost as:

- Purpose: measure the expected benefits of the project with respect to its cost over a 10-year period; and
- Metric: Delay savings over 10 years divided by the project cost estimate

Mr. Fluitt told the City Council:

- The Committee was sensitive to all going on locally and worked hand in hand with the partners;
- A lot of time was spent on roadway recommendations; prioritization is important;
- Intersections with high crashes were a priority;
- Substantial time was spent on preparing recommendations and identifying projects that run the gamut from widening, to better use of roadways to complete streets with considerations for road diets (including bikes and pedestrians). She noted "complete streets" mean streets that are more inclusive for all users of the road, i.e., drivers, bus riders, walkers or bicycles.

- Considerations relative to prioritizing included the following: safety/congestion reduction (to get a better sense of how financially viable a project is and identify the number and severity of crashes), freight (to understand if improvements would have a beneficial impact), economic competitiveness (to help get the full picture of what issues need to be addressed), accessibility and connectivity (to look at employment opportunities, shopping centers, etc.), multimodal benefit (ran several roadways through models to show benefits and which have sidewalks, bicycle paths, etc.), pavement condition (to get a good indication if maintenance needs are being satisfied), economic vitality, regional support and public support (interactive map was provided for feedback at public presentation)
- Economic vitality was a number one guiding principle

She identified the top ten priority projects for corridors as:

- Atlantic Avenue - complete street
- Benvenue Road (NC 43) - access management
- Cokey Road - center turn lane
- Cokey Road - complete street
- Grace Street and Grand Avenue - complete streets
- Halifax Road - widening
- Hunter Hill Road - widening
- Jeffreys Road - center turn lane/phase one
- Jeffreys Road - center turn land/phase two
- Sunset Avenue - access management

She noted she was very pleased to see the geographic distribution (balance of Edgecombe/Nash Counties) come out on its own. Ms. Fluitt explained the NCDOT goes through different rounds of a Strategic Transportation Prioritization (SPOT) process.

Councilmember Wiggins noted that the southwestern connection has been completed and he does not want to see that portion become tattered before the southeastern connector (that would extend to Sutton and Old Wilson Road) has been addressed. He expressed a desire to move that process up. Ms. Fluitt stated it could be lower on the NCDOT list due to the high cost, but she does not know for sure. She stated the plan is to study the project and gain more information to make the project as competitive as it can be, noting a possibility of breaking the project into phases to make it more attractive for funding.

She identified the following funded roadway, bicycle/pedestrian and financially constrained projects:

**ROADWAY PROJECTS:**

- Eastern Avenue widening (Red Oak Road to Old Carriage Road)
- Northern Connector (Hunter Hill Road to US 301)
- I-95 at Sunset Avenue interchange
- NC 43 (Benvenue) at US 64 Bypass roundabout
- NC 48 widening (Red Oak/Battleboro Road to NC 4)
- US 301 Bypass widening (NC 43/48 Benvenue Road to May Drive)
- Springfield Road widening (US 64 Alternate to Leggett Road)
- Old Carriage Road center turn lane (Green Hills Road to Eastern Avenue)
- Hunter Hill road widening (North Winstead Avenue to NC 43/48 Benvenue Road)
- Country Club road widening (US 64 Business to Jeffreys Road)
- US 64 upgrade to interstate standards
- Benvenue Road (NC 43/NC 48) at Jeffreys Road intersection improvements

**BICYCLE AND PEDESTRIAN PROJECTS:**

- Benvenue Street, Tarboro Street, Falls Road, Franklin Street, Leggett Road and Church Street sidewalks
- Winstead Road sidewalks
- US 64 Business at Thomas Street pedestrian signals
- US 64 Business at Sunset Avenue pedestrian signals
- US 301 Business (Church Street) streetscape (US 64 to NC 97 overpass)
- Cowlick Trail (Leggett Road to Eastern Avenue Park)
- Sixth Street/Aviation Avenue sidewalk
- Tar River Trail Extension (Stith Park to Springfield Road)
- Grand Avenue/Grace Street bike lanes
- Rails to trails (US 301 Business SB to Monk Street)

**FINANCIALLY CONSTRAINED PROJECTS (2032 dollars - Total: \$102,958,000):**

- Atlantic Avenue - complete street (US 64 to E. Raleigh Boulevard - NC 97) - \$11,914,000
- Benvenue Road (NC 43) - access management (Hunter Hill Road to Peele Road) - \$10,470,000
- Cokey Road - center turn lane (Redgate Avenue to Old Wilson Road) - \$10,390,000
- Cokey Road - complete street (S. Fairview Road to E. Raleigh Boulevard) - \$9,926,000
- Grace Street and Grand Avenue - complete streets (W. Raleigh Boulevard [NC 97] to E. Raleigh Boulevard [US 64 Business]) - \$6,511,000
- Hunter Hill - road widening (Winstead Avenue to Halifax Road) - \$30,304,000
- Jeffreys Road - center turn lane/phase one (Northgreen Lane to Jeffreys Court) - \$7,149,000
- Jeffreys Road - center turn lane/phase two (US 301 Bypass to Northgreen Lane) - \$8,587,000
- Sunset Avenue - access management (Halifax Road to Buck Leonard Boulevard [US 64 Business]) - \$7,707,000

**FINANCIALLY CONSTRAINED PROJECTS (2041 dollars - Total: \$150,762,000):**

- Bethlehem Road - realignment - \$12,249,000
- Eastpointe Road - extension (current terminus to Oak Level Road) - \$25,633,000
- Erkin Smith Road - modernization (Old White Oak Road to Old Spring Hope Road) - \$19,253,000
- Halifax Road - widening (Sunset Avenue to Bethlehem Road) - \$45,885,000
- Old Mill Road - center turn lane and complete street (Bethlehem Road to US 301 Bypass) - \$26,299,000
- Phase One - Highway 58 Connector (Western Avenue [US 64] to Old White Oak Road) - \$6,655,000
- Railroad Street Extension (Rock Quarry Road to Armstrong Drive) - \$14,788,000

Ms. Fluitt responded to questions posed by Councilmembers and Mayor Combs thanked her for her presentation.

**CLOSED SESSION**

The City Manager requested a Closed Session to discuss matters concerning property acquisition and the City Attorney requested a closed session to discuss an attorney/client matter.

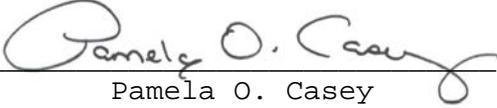
Motion was made by Councilmember Miller, seconded by Councilmember Rogers and unanimously carried that the City Council adjourn to Closed Session at 6:07 p.m. The minutes of the Closed Session shall be filed

as **ESM-493** at the end of **Minute Book 34** upon approval for release by the City Attorney.

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**REGULAR SESSION/ADJOURNMENT**

The Mayor convened the City in regular session at 6:32 p.m. and there being no further business, the City Council meeting adjourned.

  
\_\_\_\_\_  
Pamela O. Casey  
City Clerk