

June 11, 2018

The City Council of the City of Rocky Mount met this day in regular session at 7:00 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, 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; Chris Beschler and Natasha Hampton-Clayton, Assistant City Managers; Tameka Kenan-Norman, Chief Communications and Marketing Officer; Archie Jones, Director of Human Relations; JoSeth Bocook, Interim Director of Development Services; Amy Staton, Finance Director; Ken Hunter, Budget and Evaluation Manager; Nicki Gurganus, Accounting Manager; Bob League, Principal Transportation Planner; Michael Shaw, Fleet Maintenance Supervisor; Constance Thompson, Transit Specialist; Amanda James, Laboratory Supervisor; Brenton Bent, Assistant Director of Public Works and Water Resources; Mike Vick, Electronic Communication Tech; Jonathan Boone, Director of Public Works and Water Resources; Mark Adcox, Video Production Specialist; Kim Batts, Deputy City Clerk; Chase Norwood, Lindsey Davis and Andrew Jakubiak, Summer Interns, City Manager's Office; and Richard J. Rose, City Attorney.

Security Officer: Police Sergeant Edwin Collins and Police Lieutenant Charles Williams.

The Mayor opened the meeting and called on Councilmember W. B. Bullock to offer prayer.

OATH OF OFFICE/COUNCILMEMBER RICHARD JOYNER

Mayor Combs recognized the Honorable Quentin T. Sumner, Senior Resident Superior Court Judge for the Seventh Judicial District, to administer the oath of office to newly appointed Ward 3 Councilmember Richard Joyner.

Judge Sumner administered the oath of office to Councilmember Richard Joyner to serve until the next municipal election scheduled in October 2019. Councilmember Joyner was joined for the swearing in by his aunt, Ms. Lucyrene Grant.

Councilmember Joyner took his seat at the Council table.

ROLL CALL

The City Clerk called the roll to include newly seated City Councilmember Richard Joyner and all Councilmembers were present.

WELCOME

Mayor David W. 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 regular meeting of the City Council held May 14, 2018 were approved as submitted to the City Council prior to the meeting.

STORMWATER AWARENESS WEEK

Mayor David W. Combs presented Public Works/Water Resources Director Jonathan Boone with a proclamation proclaiming the week of June 24-30, 2018 as "Stormwater Awareness Week" in the City of Rocky Mount. The Mayor joined Mr. Boone 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 noted there are two public hearing on the agenda and requested that citizens wait until those public hearings should the nature of their petition be related to the budget or a matter related to the Land Development Code. The Mayor opened the meeting for petitions from the public and recognized the following individuals:

Lige Daughtridg -

- spoke in support of the recommended engineering study, but he said he feels the findings will show the City's infrastructure is widely in need of repair with a price tag close to or surpassing the cost of the Event Center;
- said citizens cannot afford increased taxes;
- expressed concerns relative to parking for the Event Center and cost of a pedestrian bridge;
- expressed concerns relative to the need for market rate housing in the Downtown

Mayor Combs noted the budget process is ongoing and no decisions have been made relative to parking in the Downtown or a pedestrian bridge. He stated the budget process will consist of a number of meetings.

Ron Greene -

- introduced the Boys and Girls Club 2018 Youth of the Year, Charisma Cooper, and thanked the Council for its support

Charisma Cooper -

- spoke about the opportunities that organizations such as the Boys and Girls Club provide and thanked the Council for its support of the organization. She told the Council she now attends Pitt Community College.

City Manager Rochelle D. Small-Toney reported that she recently had the opportunity to serve as a judge in a contest at the Boys & Girls Club and was so impressed with Miss Cooper that she invited her to serve as a summer intern in her office and shadow her.

Mae Parker -

- requested assistance next year on Memorial Day in placing flags on the graves of veterans;

- thanked the Council for supporting Juneteenth and reported on the actions of the Community Empowerment organization

Gloria Wiggins-Hicks -

- stated she is here as a member of the Edgecombe Community College Board of Trustees and requested the Board be included in further discussions relative to Downtown development and properties owned by the college on Tarboro Street

Morrie Minges -

- stated she is worried about litter in Rocky Mount;
- said the meeting relative to "Community Conversations" went well, but questioned how much the facilitator is being paid

James McFarlin -

- complained that a house he received through a donation was recently demolished by the City without his consent and he is advised he will be billed in excess of \$11,000; he noted the house had burned prior to the demolition

Randy Adcox -

- noted he had been asked by others to speak at this meeting;
- stated the Event Center is looking good and he hopes it will be profitable;
- questioned the plan for the church in the Event Center parking lot and noted he knows the City does not own it;
- questioned who voted for/against a pay raise for Councilmembers;
- stated the "Community Conversation" meeting was good and inquired if a citizen can attend multiple meetings; and
- questioned if the parking deck and a pedestrian bridge will be excluded from the budget

Catherine Dowdy -

- requested that parking of commercial vehicles in residential neighborhoods be permitted for ongoing property repairs at private residences

Johnny Cunningham -

- welcomed incoming Councilmember Richard Joyner;
- acknowledged and thanked WHIG and the Rocky Mount Telegram for helping ReGroup be recognized by the business community;
- thanked Turn Key Contractors for employing participants of ReGroup;
- stated Councilmembers need to look at how they are spending tax funds;
- noted instead of spending tax money to demolish houses, the money should be paid to nonprofits to make improvements in impoverished neighborhoods

Brenda Cooper -

- stated she lives in the South Rocky Mount community and is an advocate for all good in the community, especially the Community Center
- told the Council she has learned of programing planned (the Heroes Program) for the Community Center and said this program would displace current programing; she said is strongly opposed to such programing;
- reiterated her concern relative to a roof on a warehouse in Ward 3 on South Church Street which is in disrepair and poses a danger to the community

Samuel Battle -

- welcomed incoming Councilmember Richard Joyner;
- spoke about crime and the lack of jobs in the City;
- stated there is nothing for kids in Wards 2, 3 and 4 to do

Bronson Williams

- voiced concern relative to the City Council appointment process;
- welcomed Councilmember Richard Joyner;
- stated the park in Ward 3 is in dire need of a facelift and suggested it needs a walking trail, Wi-Fi and a small building where kids can go and feel safe;
- said the City needs more people to move here and increased property values and tax base

Debrah Parker

- voiced concern for the addition of high level jobs in the budget stating "worker bees" need jobs;
- stated if property values were higher taxes would increase;
- asked that Council reconsider the decision to increase its salary by 7.6% and noted the planned increase seems out of line

Charles Chambliss

- questioned the procedure relative to Council work sessions and stated the Council should look for ways to better inform the community on matters for discussion in work sessions and hold the sessions in a larger room

Stanley King -

- told the Council a property at 538 Center Street demolished by the City in January was his deceased father's project and the family does not have the \$10,000 to pay demolition cost;
- noted the property had burned prior to the demolition;
- asked if there is a way to come to a compromise

James Tharrin -

- congratulated Councilmember Joyner on his appointment;
- spoke in support of the ordinance preventing parking of industrial equipment in residential neighborhoods and stated parking this type equipment in yards or in front of homes brings down property values; this is a constant problem on property next to his home

Troy Davis -

- thanked Councilmembers for being available to him and spoke in support of an increase in salary for them;
- stated the Community Appeals Board should make recommendations relative to demolitions rather than City staff;
- spoke in support of a property owner on Lafayette with industrial equipment on their property by saying they are making home repairs and recommended Councilmembers ride by the property

The Mayor closed the public petitions portion of the meeting.

Councilmember Blackwell stated that several discussions have been held in work sessions relative to how to incent growth and development, particularly in older neighborhoods and neighborhoods of people of color and Council has been concerned with property demolition. He noted two citizens have appeared at this meeting to complain about demolition of property and Council needs to look at the process.

City Manager Small-Toney stated the process can be slowed and noted there was mention of not receiving notice. She added heir property makes the process difficult at times. She told the Council currently there is no ordinance dealing with the demolition of commercial property and Assistant City Manager Chris Beschler has been requested to work with the Interim Director of Development Services to draft an Ordinance to cover commercial property demolitions.

Councilmember Knight stated it was this Council back in 2003 that saw the need for more demolition particularly in boarded up houses in older neighborhoods and increased the budget from \$60,000 to \$200,000, but now we are at a difference place and Councilmembers have requested the process slow.

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that a moratorium be imposed relative to property demolition until such time as the policy is refined and a new procedure is in process.

Councilmember Rogers requested a speedy redraft of the demolition policy.

Councilmember Miller stated there are pros and cons relative to property demolition. She stated if you are the owner of property next to a dilapidated property the value of your property is reduced making it difficult to rent or sale. She stated the desire of Council is to protect citizens and not to hurt anyone. She requested patience as Council works to improve property city-wide.

Councilmember Watkins moved that the motion be amended to include that staff look at creative ideas on how to return dilapidated properties back to use when redrafting the policy. The amendment was seconded by Councilmember Blackwell and unanimously carried.

CONSENT AGENDA

A. TEMPORARY STREET CLOSING (recommended for approval):

- Request by Orah Pierce, Jr., on behalf of United Friendship Church, for permission to close the 1200 block of Scott Street and Mercedes Street (runs along the left side of the church) from 11:00 a.m. until 3:00 p.m. on Saturday, June 23, 2018 for the church's Community Block Party

B. AD VALOREM TAX RELEASES:(recommended for adoption)

SCHEDULE A - acknowledge receipt of report of the following 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	1696	MACQUARIE EQUIPMENT FINANCE LLC 2285 FRANKLINE RD STE 100 BLOOMFIELD HILLS, MI 48302	15.66 CITY 1.57 PEN	BILLED IN ERROR
		TOTAL RELEASE:	17.23	
2017	22	WILLIAMS JEAN ELIZABETH 213 COVENANT LN ROCKY MOUNT, NC 27804	10.00 DOG	NO DOG
		TOTAL RELEASE:	10.00	

SCHEDULE B - approve release and/or refund of the following taxes over \$100:

<u>YEAR</u>	<u>BILL NO.</u>	<u>NAME/ADDRESS</u>	<u>TAX</u>	<u>COMMENT</u>
<u>NASH COUNTY</u>				
2014	324	COUSINS INC DAIRY QUEEN BENVENUE 124 VINEYARD CT ROCKY MOUNT, NC 27803	115.57 CITY 36.98 INT	BUSINESS CLOSED 2008
		TOTAL RELEASE:	152.55	

C. FY 2017-2018 PROJECT ORDINANCE AMENDMENT:(recommended for adoption)

- **Ordinance No. O-2018-53** entitled **GRANT PROJECT ORDINANCE/BULLETPROOF VEST PARTNERSHIP GRANT** (appropriates grant funds from the U. S. Department of Justice for the purchase of bulletproof vests for the Police Department - \$2,938 plus local match = \$5,876)

D. FIREWORKS DISPLAYS: (recommended for approval)

1. Request from Englewood Baptist Church for permission to conduct a fireworks display on church property at 1350 South Winstead Avenue on Wednesday, July 4, 2018 - event time approximately 9:15 p.m. (alternate date - July 5, 2018); and
2. Request from City of Rocky Mount for permission to conduct a fireworks display at 300 Barnum Road (Sports Complex) on Tuesday, July 3, 2018 - event time 9 p.m. (alternate date - July 10, 2018)

Motion was made by Councilmember Knight, seconded by Councilmember Rogers and unanimously carried that the recommendations relative to the Consent Agenda items be approved inclusive of approval of the street closing; tax releases; fireworks displays; and adoption of Project Ordinance.

2018-2019 PROPOSED BUDGET/PUBLIC HEARING

The Mayor opened a public hearing relative to the proposed budget for the City of Rocky Mount for FY 2018-2019.

The Mayor reiterated that the Council is still working on the budget. He recognized the following citizens:

Troy Davis -

- Noted there has been conversation relative to reducing community development funding from \$500,000 to \$200,000
- Said he has owned property at 730 Clark Street for four (4) years and has completely rehabbed the property and has used grant funding; he expressed a desire that the program be kept and adjusted to allow the grant to be used for up to five houses each year to help private investors who are willing to invest in neighborhoods

Lige Daughtridge -

- Questioned if another public hearing will be held since the budget is incomplete

City Attorney Richard J. Rose responded that only one public hearing is legally required; however, it can be continued.

Mr. Daughtridge read a prepared statement voicing concerns regarding:

- The increased budget (Davenport suggested upper limit was 2% range);
- Increased property taxes;

- Increased salaries and benefits for Council;
- Deficiencies across the City in Parks and Recreation facilities and concentration of tax dollars in particular neighborhoods;
- Cost of a potential pedestrian bridge;
- Why funding is in the budget for Rocky Mount Edgewood CDC (\$150,000) for the Douglas Block when they no longer manage the property;
- Funding of allocations for the weekend festival and the construction trade class;
- Questioned why excess money is not allocated to augmenting the Powell Bill funding to repair city streets

Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the public hearing on the budget be continued until the June 25, 2018 City Council meeting.

The public hearing continued and the Mayor recognized the following individuals:

Morrie Minges -

- Voiced opposition to a raise for Councilmembers and hiring of a third assistant city manager

Johnnie Cunningham -

- Stated he has had three houses demolished without notice;
- Said people don't have the funds to bring their property up to code;
- Stated developers should not qualify for receipt of grant funds and it should be set aside for the betterment of impoverished communities and those living there;
- Said ReGroup is capable of performing work to bring houses up to code and their work can be compared to any contractor

Bruce Harris -

- Said the NO EVENT CENTER sign is still in his yard and it seems he has lost the battle;
- Inquired if the budget includes parking and a traffic pattern for the Event Center and requested a copy
- Asked if there is an emergency plan for the area surrounding the Event Center in the event of a train incident
- Thanked the Council for the Beal Street project and congratulated those who were re-elected and Councilmember Joyner on his appointment

The City Manager stated studying parking for the Event Center is in the current year budget and those plans are currently underway.

Bronson Williams -

- Stated quality of life is important in Rocky Mount and he sees great things on the horizon;
- Said detrimental cutbacks may stifle growth;
- Noted the City Manager made a compelling argument at the work session for the hiring of a third assistant manager;
- Said if services are cut there will be a new set of complaints;
- Said a 2.5 cent tax increase is no surprise; and
- Voiced support for making the City more business-friendly

Samuel Battle -

- Said the budget should be reduced
- Stated the church in front of the Event Center needs to be moved;
- Said some Councilmembers have businesses Downtown

Charles Chambliss -

- Questioned why a moratorium on demolitions was imposed after hearing from only two people about their experiences and that the community should have had an opportunity to weigh in;
- Said people are concerned about dilapidated houses left standing for years and homeowners associations are concerned;
- Said hasty decisions impact people

Councilmember Blackwell responded by saying Council has been having conversations relative to property demolition for a long time. He stated he did not say don't tear down houses, but instead called for an examination of the process.

PLANNING BOARD RECOMMENDATIONS

The City Council received the minutes and recommendations from Planning Board meetings held April 10 and May 8, 2018. The minutes are on file in the office of the City Clerk. The following action was taken upon the recommendations of the Planning Board at the May 8, 2018 meeting:

A. LAND DEVELOPMENT CODE AMENDMENTS/PUBLIC HEARING

The Interim Director of Development Services gave a brief overview of the request.

The Mayor opened a public hearing relative to the following Land Development Code amendments recommended for approval and found in compliance with the City's Comprehensive Plan by the Planning Board:

- Amendment to add the term and definition for Recreational Vehicle Park in alphabetical sequence in the Land Development Code and to the General Use Tables as a land use requiring a special use permit in Commercial Corridor (B-2) and Commercial Services (B-5) zoning districts.

No one from the public appeared. By consensus, the public hearing was continued until the June 25, 2018 City Council meeting.

B. LAND DEVELOPMENT CODE AMENDMENT/PUBLIC HEARING

The Interim Director of Development Services gave a brief overview of the request.

*It was noted the public hearing on this item is not listed on the agenda; however, it was properly noticed. Consideration was given to deferring the public hearing; however, by consensus, it was agreed to hold the public hearing and continue it until the June 25, 2018 City Council meeting.

The Mayor opened a public hearing relative to the following Land Development Code amendment recommended for approval and found in compliance with the City's Comprehensive Plan by the Planning Board:

- Amendment to amend the Land Development Code to define the maximum size of commercial vehicles and trailers prohibited from parking on properties with a residential use or zoning designation

The Mayor recognized the following individuals:

James Tharin -

- Requested the item not be deferred; stated industrial equipment is regularly parked at the residence next to his home; he said this detrimentally affects his property value and added people need to rent a space for their business

Mae Parker -

- Said parking of industrial equipment in neighborhoods is a serious problem and the equipment blocks the street so cars cannot pass

Catherine Dowdy -

- Said there is a misconception relative to parking of industrial equipment at her home and that it is not parked there unless they are performing home improvements; she added they make improvements once a month when they get an opportunity and some machinery is there; she said her home is older and requires a lot of work; she apologized for any noise made and said no one has ever complained to them

David Purinai -

- Said zoning laws exist for a reason; he stated there is a broken cherry picker in the front yard of a home in his neighborhood that hasn't moved for three years and it hurts property values; he added he hopes the Council will protect properties by maintaining the zoning requirements

Troy Davis -

- Stated he understands the complaints relative to tractor trailers, but working equipment needs to be reconsidered; he added he does not want Council telling him he cannot park his van in his yard; he said the zoning law requirement needs to be reviewed as to how it is written and implemented

Bruce Harris -

- Asked if city vehicles are considered commercial vehicles and said that should be considered because some city employees drive their vehicles home

Jovan Dowdy -

- Said if someone is working on their property for a number of days it does not make sense to take equipment away every day if the work is being done continually; he said his property is worth more when it is well landscaped and maintained

Mayor Combs questioned if the ordinance reflects a time period wherein industrial equipment may remain. JoSeth Bocook, Interim Director of Development Services responded that the current ordinance does not contain language relative to construction, but only language relative to temporary loading and unloading.

Pete Armstrong -

- Told the Council this is also an issue in the Northgreen community; he said his home decreased in value during the recent revaluation; as a member of the Northgreen Property Owners Association, he encouraged Council to move forward with adoption of the ordinance

By consensus, the public hearing was continued until the June 25, 2018 City Council meeting.

ASSESSMENTS/HOUSING CODE ENFORCEMENT/PUBLIC HEARING

The Mayor opened a public hearing relative to assessments proposed to be levied to recover costs incurred by the City in connection with Housing Code Enforcement on the following properties:

- a. 512 Arlington Street
- b. 1233 Barnes Street
- c. 821 Beal Street
- d. 538 Center Street
- e. 1226 SW Main Street
- f. 1332 Maple Street
- g. 505 Pender Street
- h. 801 Pender Street

- i. 1517 Tadlock Street
- j. 117 N Tillery Street
- k. 511 S Washington Street

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

Motion was made by Councilmember Watkins, seconded by Councilmember Rogers, and unanimously carried that **Resolution No. R-2018-26** entitled **RESOLUTION CONFIRMING ASSESSMENTS** be adopted.

COMMITTEE OF THE WHOLE MINUTES

The City Council received the minutes from a Committee of the Whole meeting held May 14, 2018. The minutes are as follows:

MINUTES OF A MEETING OF A REGULAR SCHEDULED COMMITTEE OF THE WHOLE HELD MONDAY, MAY 14, 2018, AT 5:00 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
 Tom Rogers
 W. B. Bullock
 Chris Miller
 David W. Combs, Mayor

STAFF PRESENT:

Rochelle D. Small-Toney
 Pamela O. Casey
 Chris Beschler
 Peter F. Varney
 Natasha Hampton-Clayton
 Tameka Kenan-Norman
 Jonathan Boone
 Ken Hunter
 Elayne Henderson
 Kelvin Yarrell
 JoSeth Bocook
 Kim Batts
 Richard J. Rose
 Amy Staton*
 Brad Kerr*

OTHERS PRESENT:

The Jacobs Team:
 J.D. Solomon
 Katus Watson
 Kathryn Benson
 Dennis Jackson

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 (work sessions) and called on Mayor David W. Combs for comments.

1. WARD THREE COUNCILMEMBER APPOINTMENT

The Mayor stated that at the last Committee of the Whole meeting there was discussion relative to the Ward 3 appointment. He noted that appointment of the Ward 3 Councilmember is on the agenda for the 7 p.m. regularly scheduled Council Meeting and that Council desired to have further discussion. He called on City Attorney Richard S. Rose to explain the procedure and respond to any questions from the City Council.

Councilmember Blackwell questioned which process the Council desires to use for the appointment, i.e., motion and vote (the Mayor breaks the tie) or nomination and vote. The City Attorney described each process and there was discussion among Councilmembers.

Councilmember Knight questioned if all candidates meet the requirements and are eligible for appointment. The City Attorney advised that as of today one candidate is not a registered voter in Ward 3 and could not be sworn today; however, pursuant to information received from the Edgecombe County Board of Elections, that candidate will be eligible after May 21, 2018.

COMMITTEE RECOMMENDATION. A motion made by Councilmember Rogers and seconded by Councilmember Miller that the nomination and vote process be

employed to appoint the Ward 3 Councilmember passed by a vote of 4-2 (Councilmembers Knight and Blackwell opposed).

2. COST OF SERVICE ANALYSIS - Jonathan Boone

City Manager Rochelle D. Small-Toney called on Director of Public Works & Water Resources Jonathan Boone to provide information relative to the cost of service analysis.

Mr. Boone introduced J. D. Solomon with CH2M HILL to present a PowerPoint presentation to introduce the proposed cost of service analysis for the Water, Sewer and Stormwater Utilities. The Director of Public Works & Water Resources explained that the project is the first of its kind for the Department and is intended to provide a more in-depth evaluation of the cost to provide these services and how these costs are allocated across the various customer classes. Mr. Boone noted that Jacobs, the consultant chosen to assist with the project, was selected by a steering committee made up of representatives from the City Manager's Office, Finance Department, Engineering Department, Community & Business Development and Public Works & Water Resources, based on an RFP issued in February 2018. He stated that Jacobs brings considerable experience to the project and a blend of disciplines on the project team, both operational and financial. He told the City Council that due to the complexity of the analysis and the policy decisions that will inform the work and, ultimately decisions regarding changes to the rate and fee structure for water, sewer and stormwater utilities, Council input on the front end of the process is requested in order to finalize the scope of the project.

J. D. Solomon introduced his team and provided a PowerPoint presentation covering:

- The difference between a rate study and a cost of service analysis (rate study: typically recommends rate increases; cost of service analysis: attempts to measure and recover a utilities costs from classes of customers in proportion to the cost of service to those customers);
- An outline of the current rate structure;
- An explanation of the desired results of the study;
- Information about the Jacobs' team;
- The Jacobs' team approach to the City's cost of service analysis;
- The desire to build off recent studies and assessments;
- Key issues for Rocky Mount;
- An explanation of the six-step method to the cost of service analysis and planned benchmarks; and
- The proposed schedule of the analysis (kickoff workshop on June 11, if Council approves; hope to complete by December).

Mr. Solomon responded to questions posed by the Councilmembers.

Mr. Boone explained that the desire is to involve Councilmembers and stakeholders in the process and allow the Council and Manager to define the scope of the cost analysis. He outlined the three big deliverables as: 1) Financial Plan; 2) Cost of Service; and 3) Rate Design.

COMMITTEE RECOMMENDATION. Report only. No action.

3. SPONSORSHIP AGREEMENT WITH ROCKY MOUNT EVENT CENTER - Kelvin Yarrell

City Manager Rochelle D. Small-Toney called on Parks and Recreation Director Kelvin Yarrell to provide information relative to a sponsorship agreement with the Rocky Mount Event Center. She introduced Marcus Murrell, Rocky Mount Event Center General Manager.

Mr. Yarrell provided the City Council with a sample sponsorship agreement with Sports Facilities City Management, LLC and stated that the Parks and Recreation Department is seeking approval to appoint the Rocky Mount Event Center as a non-exclusive authorized sales agent beginning June 1, 2018. He added that it is anticipated that the City will

receive revenues estimated at \$25,000-\$50,000 annually as a result of same.

He outlined the following benefits of the appointment as:

- 1) Assistance in accomplishing Rocky Mount Parks and Recreation objectives;
- 2) A way to generate partnerships and additional revenue (\$25,000-\$50,000 annually) to support improvements and upgrades to the Sports Complex;
- 3) Publicity for the Rocky Mount Business Community;
- 4) A dedicated full-time staff at the event center for sponsorship sales; and
- 5) The ability for potential sponsors to advertise at both the Event Center and the Sports Complex giving year-round coverage for events.

He provided a PowerPoint presentation, including examples of sponsorships, to the City Council and responded to questions from the Councilmembers.

COMMITTEE RECOMMENDATION. Report only. No action.

4. INTERNAL AUDIT COMMITTEE CHARTER - Rochelle D. Small-Toney

The City Council was provided with a draft of a proposed Resolution and Audit Committee Charter for consideration pursuant to direction from Council following an internal auditor report received from Perry E. James, III, Municipal Operations Consultant for the North Carolina League of Municipalities at the April 9, 2018 Committee of the Whole meeting. City Manager Rochelle D. Small-Toney stated the Internal Auditor, once hired, will develop the Charter for Council's approval. She stated she would caution the Auditor against making personnel decisions. She responded to questions from the Council and stated Council would receive quarterly reports and special reports for any unusual circumstances.

Councilmember Miller stated it is Council's intent that the Manager not act as a governor on what is reported to the Council. Mayor Pro Tem Watkins concurred that should be a part of the agreement. Councilmember Knight stated he remains interested in seeing reports of audits prepared by the former Internal Auditor and stated he has previously requested them, but nothing has been received. Councilmember Blackwell recommended the Charter include Council expectations relative to accountability and an understanding relative to nonretaliation and the balance of relationships between the Manager's Office, Departments and the Council. By consensus, the Committee agreed that the City Manager and Finance Director should serve as ex-officios.

COMMITTEE RECOMMENDATION. By consensus, Council instructed the City Manager to move forward with final preparation of the Resolution for the June agenda and with advertising for the Internal Auditor position.

5. EDGECOMBE COMMUNITY COLLEGE PURCHASE OPTION AGREEMENT - Peter Varney

Interim Assistant City Manager Peter Varney told the City Council that several weeks ago the City applied to the Development Finance Initiative (DFI) at the UNC School of Government for assistance in developing affordable housing or a possible mixed-used commercial-residence development in the City. He noted the DFI accepted the City's request, along with a request from the City of Kinston. He stated that of three (3) sites proposed by the City, the DFI expressed interest in two (2): the old post office block Downtown and the Crossing at 64.

Mr. Varney advised that the City owns four (4) of the nine (9) parcels at the old post office site, Edgecombe Community College owns three (3), Self-Help Credit Union owns the old post office and George Rose owns the final site. He added that the City has negotiated an option to purchase agreement with Edgecombe Community College for their three (3) parcels and outlined the agreement as follows:

- 1) The City will acquire five (5) parcels in the block bounded by Hill, Washington, Marigold and Arlington Streets (The Hill Block) in FY 2018-19 (appraised values = \$238,000);
- 2) The City will demolish the structures on the City-acquired properties and the properties already owned by the City and remediate any environmental contamination in FY 2019-20; and
- 3) The City would build a parking lot on the Hill Street Block and title its property in this block to Edgecombe Community College in FY2020-21.

The City Council was provided with a draft of the proposed agreement previously approved by the Edgecombe Community College Board of Trustees and advised that staff recommends approval of the purchase option agreement. Discussion was held.

COMMITTEE RECOMMENDATION. By consensus, the City Council provided authority for further negotiations with Edgecombe Community College and for the City Attorney to refine the Memorandum of Agreement for consideration by Council at a City Council meeting in June 2018.

6. PLANNING BOARD MEETING SUMMARY - JoSeth Bocook

Interim Director of Development Services JoSeth Bocook provided the City Council with a brief summary of the April and May (2018) Planning Board meetings.

April:

Three (3) development review items on the April agenda: 1) a preliminary plat for a major subdivision, Stonewall Villas, (28 acres adjacent to U.S. 64 and Stonewall Manor) to contain about 60 single family residential lots; 2) Rocky Mount I Facility (Jones Road and Curtis Ellis Drive; owner is now moving forward to construct facility; 3) Warehouse in support of Twin Motor Sports at 2830 N. Wesleyan Boulevard (along one of the corridors requiring appearance and design standards).

May:

Three (3) items on the agenda: 1) an amendment of the development agreement that runs along with planned residential zoning for Belmont Lake Preserve; 2) creation of the recreational vehicle park as a land use within our development code; and 3) establishing a maximum size for commercial vehicles on residentially zoned properties.

Planning Board approved the three (3) items from the April meeting and the two rezoning from the May meeting and tabled the Belmont Lake Preserve Conditional Use Permit to allow more time for the developer to speak with residents, property owners and homeowner's association.

COMMITTEE RECOMMENDATION. Report only. No action.

7. BELMONT LAKE PRESERVE CONDITIONAL USE PERMIT - Peter Varney

Interim Assistant City Manager Peter Varney advised the City Council that at the May 8, 2018 Planning Board meeting a request from the current owner of the Belmont Lake Preserve to revise the conditional use permit for the 1400-acre development formerly known as Ford's Colony was tabled to allow the majority owner, the Halle Companies, an opportunity to more thoroughly engage with the residents and property owners of the community to explain how they may be affected. He noted that specially the residents desired more information as to the potential costs of bring the streets up to standard and a comparison of the previous and proposed conceptual plan indicating where various land uses would be permitted within the development. Mr. Varney provided and explained a map of the area.

He noted the conditional use permit approved several years ago allowed the development of Ford's Colony as a gated community with the street system privately owned and maintained and in 2016 the current owner approached the City about dedicating the street system as a public

right-of-way with maintenance to be performed by the City. He added that through a series of meetings involving City staff from various departments, the City Attorney, the developer and legal counsel for the Homeowners Association, the City and the developer negotiated a revised conditional use permit which:

- Revises the names and title (Ford's Colony to Belmont Lake Preserve);
- Revises the boundary to include and undeveloped tract south of Cummings Road now zoned A-1;
- Deleted alternative density housing from the conditional use permit;
- Provided minor modifications to dimensional standards to ensure adequate space for utility installation;
- Added a requirement for a 10-foot utility easement along all street frontages to provide for standardized locations of utilities;
- Clarified that liability for and maintenance of monument signs rests with the property owner and/or Homeowners Association; and
- Clarified that the golf course can be counted as open space provided restrictive covenants are in place to guarantee it remains open space
- Revised conditions of the Beech Branch Outfall recovery fee to guarantee a minimum annual payment to the City with complete resolution of the lien within 10 years (reimbursement to the City of \$325 for each sewer connection; conditional use permit would change agreement to require developer to reimburse the City \$231,616 over 10 years with interest of 3% on unpaid balance);
- Revised the development approval process to follow standard City processes which requires substantial completion of the streets and infrastructure prior to approval of the subdivision plat; and
- Added a process for the acceptance of private streets as public streets.

He told the Council that although the streets were platted as private streets to facilitate the gating of the community, the streets were constructed and inspected to public street standards and prior to acceptance of the streets, the development will be required to complete any necessary repairs and infrastructure. Mr. Varney said the streets and easements were inspected and a video inspection done on all storm drainage infrastructure. He noted a list of the required street and storm drainage repairs has been provided to the developer and they have agreed to complete the repairs prior to acceptance of the streets for public maintenance. It was noted that water and sewer infrastructure is already maintained by the City and stormwater ponds serving the family residential sections will be maintained by the City in accordance with existing standard practice. Mr. Varney advised that stormwater control measures serving the multifamily and commercial sections will be maintained by the property owner or the Homeowners Association. He told the Council the recommendation of the Planning Board will come before the Council for consideration at the June 11, 2018 City Council meeting.

COMMITTEE RECOMMENDATION. Report only. No action.

8. THIRD QUARTER FISCAL YEAR 2018 REPORT OF REVENUE/EXPENDITURES - Ken Hunter

City Manager Rochelle D. Small-Toney suggested in the interest of time that the Third Quarter Fiscal Year 2018 Report of Revenues and Expenditures be furnished to Council via email, but added that the City is in good financial condition.

ADJOURN. There being no further business for the Committee of the Whole, motion was made by Councilmember Bullock, seconded by Councilmember Miller and unanimously carried that the meeting adjourn at 6:45 p.m.

Presenters' Full Presentations are on file in the City Clerk's Office.

Councilmember Knight responded to a comment made by the chair of the Edgecombe Community College Board of Trustees during the public petitions portion of the meeting by saying that the City has a forty-year record of working with the college and continues to work with the college, as evidenced by the Edgecombe Community College Purchase Option Agreement discussed at the May 14, 2018 Committee of the Whole.

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

PERSONNEL/CODE AMENDMENT

The City Manager provided the City Council with an amendment to Chapter 16 of the City Code entitled "PERSONNEL", Article II. entitled "**PERSONNEL PLAN OF THE CITY OF ROCKY MOUNT**", Division 3. PAY PLAN, Sec. **16.81. Personal payment by finance director.** to no longer require the Director of Finance to personally deliver each employee of the City his/her check at least once each year. Council was advised this requirement has been in place for many years and no phantom employee has ever been discovered.

Motion was made by Councilmember Rogers, seconded by Councilmember Watkins and unanimously carried that Ordinance No. **O-2018-54** entitled **ORDINANCE AMENDING CHAPTER 16 OF THE CODE OF THE CITY OF ROCKY MOUNT ENTITLED "PERSONNEL PLAN OF THE CITY OF ROCKY MOUNT", DIVISION 3. PAY PLAN, SEC. 16.81. PERSONAL PAYMENT BY FINANCE DIRECTOR.** be adopted.

PROPERTY AND CASUALTY INSURANCE RENEWAL

The City Manager provided the City Council with a proposal from the John Hackney Agency for insurance coverage to meet the City's risk management goals for FY 2019 at a total cost not to exceed \$1,275,000. She reported that the current proposal keeps the primary carrier, Travelers Insurance Company, and continues coverage at existing levels with a proposed increase of an overall 7%. Council was advised that property and inland marine are impacted by changes in the replacement value of property and equipment; the City also added property at the Douglas Block and the Business Services Center; auto liability and law enforcement liability rates are influenced and up due to trends nationally for which carriers feel are elevating risk; and cyber exposure is also influenced by national events involving compromises to computer networks. The Manager advised that during the year policies may be amended and/or added as needed as changes to property, equipment and operations change. She recommended approval of the proposed insurance program.

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the proposal of the John Hackney Agency be accepted.

AUDIT COMMITTEE CHARTER

City Manager Rochelle D. Small-Toney provided the City Council with a resolution allowing the Mayor and City Manager to sign the Audit Committee Charter setting forth the purpose, responsibilities and

membership of the internal audit committee recently discussed during a Council work session. She noted the following amendments have been added at the direction of Council:

1. The Finance Director has been added as an ex officio member; thereby, increasing the number of the Committee from eight to nine; and
2. The following language has been added: "To ensure the roles, responsibilities and relationships between the City Council, the City Manager and the departments are preserved and that retaliation in any form against any employee by anyone is strictly prohibited."

Motion was made by Councilmember Miller, seconded by Councilmember Watkins, and unanimously carried that Resolution No. **R-2018-27** entitled **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT, NORTH CAROLINA ALLOWING THE MAYOR AND CITY MANAGER TO SIGN THE AUDIT COMMITTEE CHARTER SETTING FORTH THE PURPOSE, RESPONSIBILITIES AND MEMBERSHIP OF THE INTERNAL AUDIT COMMITTEE** be adopted.

2018 KABOOM! PLAYGROUND GRANT/AYCOCK PARK

Assistant City Manager Natasha Hampton-Clayton advised the City Council that staff is preparing a grant application to KaBoom for the construction of a new playground at Aycock Park. She provided the Council with a Letter of Intent which signifies the Mayor and City Council approve of the Community Partner Playground Agreement and advised that matching funds in the amount of \$8,500 will be required for the project.

Councilmember Knight inquired why this particular park was identified for the project. The Assistant Manager responded that she would provide more information to Council.

Motion was made by Councilmember Watkins, seconded by Councilmember Knight and unanimously carried that the Mayor be authorized to execute the Letter of Intent and that **Resolution No. R-2018-28** entitled **RESOLUTION APPROVING APPLICATION FOR KABOOM PLAYGROUND GRANT (AYCOCK PARK)** be adopted.

ANNEXATION NO. 312/FELLOWSHIP OF PRAISE CHURCH OF GOD/3201 BENVENUE ROAD

The City Clerk provided the City Council with a resolution certifying the petition submitted by Gary V. Bradley on behalf of Fellowship of Praise Church of God as sufficient to proceed with annexation of the non-contiguous parcel pursuant to NCGS 160A-58.1.

Motion was made by Councilmember Miller, seconded by Councilmember Rogers and unanimously carried that the following resolutions be adopted and that the Department of Development Services be instructed to prepare a feasibility study in connection with the annexation:

- a. **Resolution No. R-2018-29** entitled **RESOLUTION OF CERTIFICATION OF RESULTS OF INVESTIGATION OF THE SUFFICIENCY OF PETITION FOR ANNEXATION OF A NON-CONTIGUOUS AREA BY CITY CLERK OF THE CITY OF ROCKY MOUNT/ANNEXATION NO. 312 - FELLOWSHIP OF PRAISE CHURCH OF GOD/3201 BENVENUE ROAD; and**

- b. **Resolution No. R-2018-30** entitled **RESOLUTION CALLING A PUBLIC HEARING TO CONSIDER A PROPOSED EXTENSION OF THE CITY LIMITS OF THE CITY OF ROCKY MOUNT TO INCLUDE ANNEXATION OF A NON-CONTIGUOUS AREA/ANNEXATION NO. 312 - FELLOWSHIP OF PRAISE CHURCH OF GOD/3201 BENVENUE ROAD** (schedules public hearing for August 13, 2018).

SURPLUS PROPERTY DISPOSAL/BUCKET TRUCK

The City Council received a request from Rich Worsinger, Director of Energy Resources, to declare a bucket truck (Altec model AM50, 55' working height) as surplus to the needs of the Department of Energy Resources and approval for the donation of said bucket truck to Nash Community College to be used in their Electric Lineman Training Program.

Motion was made by Councilmember Rogers, seconded by Councilmember Joyner and unanimously carried that **Resolution No. R-2018-31** entitled **RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS AND AUTHORIZING DONATION** be adopted.

ENGINEERING SERVICES TASK ORDERS NO. 5 AND 6/SCREW PUMP REPLACEMENT

The City Council was provided with Task Orders No. 5 and 6 on a contract with L. E. Wooten & Company d/b/a The Wooten Company for engineering services as follows:

TASK ORDER 5 - \$14,900:

- Entails completing an engineering study to the Goldrock pump station (further build-out of Whitaker's Industrial Park necessitates this station be upgraded to accommodate future demands)

TASK ORDER 6 - \$15,975:

- Involves evaluating the replacement of the Webb's Pump Station (study will evaluate options to replace pump station or eliminate station)

Motion was made by Councilmember Joyner, seconded by Councilmember Rogers and unanimously carried that Task Orders No. 5 and 6 with L. E. Wooten & Company d/b/a The Wooten Company be approved, and that the Mayor be authorized to execute the Task Orders on behalf of the City. Task Orders No. 5 and 6 will be filed with the original contract (C-2015-15) in the office of the City Clerk.

EVENT CENTER SPONSORSHIP AGREEMENT/SPORTS FACILITIES MANAGEMENT, LLC

The City Council was provided with a proposed sponsorship agreement with Sports Facilities Management, LLC (SFM) for the referral of potential partners who have expressed an interest in sponsorship or advertising opportunities with the City. Council was advised the agreement is anticipated to generate revenues of \$25,000 to \$50,000 annually for the Parks and Recreation Department.

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the sponsorship agreement with Sports Facilities Management, LLC be approved, and that the Mayor be authorized to execute the Agreement (C-2018-11) on behalf of the City.

COST OF SERVICE ANALYSIS FOR THE WATER, SEWER AND STORMWATER UTILITIES

Assistant City Manager Chris Beschler provided the City Council with a contract with CH2M HILL (Jacobs Engineering Group) for services related to a cost of services analysis for the water, sewer and stormwater utilities. Council was advised that this is a first of its kind project for the Public Works & Water Resources Department and is intended to provide an in-depth evaluation of the City's cost to provide water, sewer and stormwater services and how these costs are attributed to the various customer classes. The City Council was advised the total contract for services is \$179,000.

Motion was made by Councilmember Miller, seconded by Councilmember Joyner and unanimously carried that the contract (C-2018-12) with CH2M HILL (Jacobs Engineering Group) be approved and that the Mayor be authorized to execute the contract on behalf of the City.

HYPOCHLORITE CONVERSION PROJECT/TAR RIVER REGIONAL WASTEWATER TREATMENT PLANT

The City Council was provided with a contract with Freese and Nichols, Inc. for professional engineering services in connection with the Hypochlorite Conversion Project at the Tar River Regional Wastewater Treatment Plant to include preliminary and final design, bid and award phase assistance and construction and startup assistance. Council was advised that the total contract for services is \$137,875.

Motion was made by Councilmember Knight, seconded by Councilmember Miller and unanimously carried that the contract (C-2018-13) with Freese and Nichols, Inc. be approved and that the Mayor and City Clerk be authorized to execute the contract on behalf of the City.

BIDS/TUBULAR STEEL STRUCTURES FOR POLE REPLACEMENT

The City Council received copies of the tabulation of bids received for tubular steel structures for pole replacement. Bids were received and opened on April 19, 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-2018-15**.

Motion was made by Councilmember Joyner, seconded by Councilmember Rogers and unanimously carried that the bids for the tubular steel structures for pole replacement in the total amount of \$169,802 be awarded to Trinity Meyer Utility Structures, LLC and that the Purchasing Division be authorized to issue a purchase order for the equipment in accordance with the Council's award.

BIDS/ROCKY MOUNT EVENT CENTER CATERING ITEMS

The City Council received copies of the tabulation of bids received for Rocky Mount Event Center catering items. Bids were received and opened on May 8, 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-2018-16**.

Motion was made by Councilmember Joyner, seconded by Councilmember Rogers and unanimously carried that the bids for the Rocky Mount Event Center catering items in the total amount of \$504,082.78 be awarded to

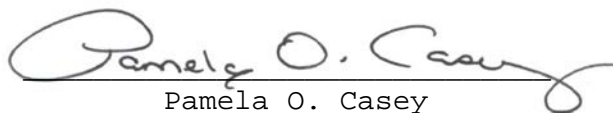
Edward Don & Company and that the Purchasing Division be authorized to issue a purchase order for the equipment in accordance with the Council's award.

RECEPTION

Mayor Combs invited all in attendance to join the City Council for a reception for incoming Councilmember Richard Joyner in the third floor atrium following the meeting.

ADJOURNMENT

There being no further business, the City Council meeting adjourned at 9:18 p.m.

A handwritten signature in cursive script that reads "Pamela O. Casey". The signature is written in black ink and is positioned above the printed name and title.

Pamela O. Casey
City Clerk