

June 24, 2019

The City Council of the City of Rocky Mount met this day in a regular scheduled 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.

The Mayor called the meeting to order and called on Councilmember Richard Joyner to offer prayer.

Councilmembers present: André D. Knight, Reuben C. Blackwell, IV, Richard Joyner, E. Lois Watkins, Tom Rogers and W. B. Bullock.

Councilmember Miller absent: Christine Carroll Miller.

Staff Present: Rochelle Small-Toney, City Manager; Pamela O. Casey, City Clerk; Chris Beschler and Natasha Hampton, Assistant City Managers; Tameka Kenan-Norman, Chief Communications and Marketing Officer; Will Deaton, Director of Development Services; Brad Kerr, Director of Public Works; Elton Daniels, Director of Parks and Recreation; George Robinson, Police Chief; Elayne Henderson, Director of Human Resources; Bradley Walters, Gas Distribution Manager; Landis Faulcon, Community and Business Development Director; Amy Staton, Director of Finance; Ken Hunter, Budget & Evaluation Manager; Jeffery Walston, Human Relations Specialist; Nicki Gurganus, Accounting Manager; Kim Batts, Deputy City Clerk; and Richard J. Rose, City Attorney.

Members of the Fire and Police Departments were also present.

#### **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 regular rescheduled meeting of the City Council held May 28, 2019 were approved as submitted to the City Council prior to the meeting.

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

The City Council received the minutes and recommendations from Committee of the Whole meetings (budget sessions) held May 23, 28, 29 and June 5 and 10, 2019. The minutes are as follows:

### **2019 BUDGET SESSIONS - May 23, 2019**

**MINUTES OF A SPECIAL CALLED MEETING OF THE COMMITTEE OF THE WHOLE (BUDGET REVIEW SESSION) HELD WEDNESDAY, MAY 23, 2019 AT 4:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

#### **MEMBERS PRESENT:**

Tom Rogers, Mayor Pro Tem  
Richard Joyner  
E. Lois Watkins  
Chris Miller  
W.B. Bullock\*  
David W. Combs, Mayor\*

#### **STAFF PRESENT:**

Rochelle D. Small-Toney  
Kimberly Batts  
Chris Beschler  
Natasha Hampton  
Amy Staton  
Jessie Nunnery  
Ken Hunter

MEMBERS ABSENT:

André D. Knight  
Reuben C. Blackwell, IV

Landis Faulcon  
Richard J. Rose\*  
Tameka Kenan-Norman\*  
Cornelia McGee  
Elton Daniels

**NOTE: The complete FY 2020 Proposed Annual Operating Budget is on file in the City Clerk's Office.**

The City Council was provided with an agenda for today's meeting.

**BUDGET REVIEW**

City Manager Rochelle D. Small-Toney presented a review of the proposed FY 2019-2020 budget noting:

- Total proposed budget: \$220.1M (+6.2%)
- General fund: \$71.0M (+6.2%)
- No tax rate increases
- No utility rate increases
- 7 additional full-time (FT) positions funded (5 new)

The City Manager explained recommended changes, including the addition of new positions, provided the budget in the brief and responded to questions from Councilmembers.

\*Mayor Combs arrived.

**ECONOMIC STATISTICS**

City Manager Rochelle D. Small-Toney called on Budget and Evaluation Manager Ken Hunter to present information related to economic statistics. Mr. Hunter presented a PowerPoint presentation relative to Economic Statistics and responded to questions from Councilmembers.

- \*Tameka Kenan-Norman arrived
- \*Richard J. Rose arrived
- \*Councilmember Bullock arrived

**ANNUAL ACTION PLAN**

City Manager Rochelle D. Small-Toney called on Assistant City Manager Natasha Hampton to provide an update on the 2019-2020 Annual Action Plan. Ms. Hampton reported on the current status of the Annual Action Plan and the next steps involved and responded to questions from Councilmembers.

**CLOSED SESSION.** The Mayor Pro Tem requested a Closed Session for matters concerning attorney/client privilege and personnel.

**COMMITTEE RECOMMENDATION.** *Motion was made by Councilmember Miller, seconded by Councilmember Joyner and unanimously carried that the City Council go into Closed Session at 5:43 p.m. for matters concerning attorney/client privilege and personnel.*

The minutes of the Closed Session shall be placed on file as ESM-527 at the end of Minute Book 36 upon approval for release by the City Attorney.

**REGULAR SESSION/ADJOURN.** The Mayor convened the Committee in regular session at 7:50 p.m. and there being no further business for the Committee of the Whole, by consensus, the meeting adjourned.

**2019 BUDGET SESSIONS - May 28, 2019**

MINUTES OF A SPECIAL CALLED MEETING OF THE COMMITTEE OF THE WHOLE (BUDGET REVIEW SESSION) HELD TUESDAY, MAY 28, 2019 AT 5:40 P.M.

**(following the 4:00 p.m. regular meeting) IN THE COMMITTEE ROOM OF THE  
FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

MEMBERS PRESENT:

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

STAFF PRESENT:

Rochelle D. Small-Toney  
Pamela O. Casey  
Chris Beschler  
Tameka Kenan-Norman  
Amy Staton  
Nicki Gurganus  
Ken Hunter  
Richard J. Rose

**OPENING OF MEETING**

Mayor Pro Tem Tom Rogers called the meeting to order at 4:50 p.m. and welcomed all present. He explained the guidelines for Committee of the Whole work sessions. It was noted that today's meeting will consist of review of the proposed 2020 budget as it relates to the General Fund and there will be another meeting tomorrow. It was noted that today's meeting will last until approximately 6:30 p.m.

City Manager Rochelle Small-Toney stated the budget discussions are the beginning of an effort to better understand Council's desires about the Manager's recommended budget. She called on Budget Manager Ken Hunter to lead the budget discussion.

Mr. Hunter began with Section 4. General Fund highlighting the following:

Division	Account	Difference	Notes
Mayor & Council	Legal Fees	\$50,000	Increased legal activity, including Nexen Pruet
Mayor & Council	Election	\$83,000	Cost of upcoming municipal elections; expanded access to early voting
Community Services	Economic Development	\$365,970	Escalating agreement - Pfizer (10-year agreement); Pfizer exceeding goals
Community Services	Transfer to Powell Bill	\$125,000	Increase in revenue from vehicle license fees
Internal Audit	Computer Software	\$18,000	Auditing software
City Clerk	Subscriptions	\$4,000	Edits to City Code - name change - Development Services
City Manager's Office	Salaries & Wages	(\$9,470)	2 positions moved out to new division; requests 2 management analysts
Communications & Marketing	Professional Services	\$30,000	Consulting/PR Services
Human Resources	Salaries & Wages	(\$19,680)	Employee Relations Coordinator moved to Human Relations; requests Wellness Coordinator
Human Resources	Professional Services	\$33,500	Plan for at least one senior level hiring process; add contract for hazardous material evaluation
Human Resources	Supplies Medical	\$10,000	Largest inventory is flu shots
Human Resources	Appraisal Study	\$15,000	Hope to be completed in 2020
			Employee Relations Coordinator shifted from Human Resources; requests unfreezing one

Human Relations	Salaries & Wages	\$87,610	Human Relations Specialist
Human Relations	Neighborhood Events	\$25,000	New grant for Neighborhood Association events; hosting Ward-based activities

The Mayor noted he is still receiving information from Nexen Pruet which may require an amendment to the proposed budget.

The City Manager noted that \$30,000 is set aside for assistance for community use of the Event Center. Discussion was held relative to the criteria for use to ensure equity.

Councilmember Knight stated the City Clerk's budget may require an increase relative to constituency services. Discussion was held relative to what those services would entail. The following Councilmembers stated they are interested in such services: Councilmembers Knight, Blackwell, Watkins and Joyner. Councilmember Blackwell noted there are ward specific accomplishments and feels it would be a benefit to provide a document outlining such accomplishments at Neighborhood Association meetings. The City Manager stated there is a team ready to assist Council in carrying out neighborhood meetings upon advance notice.

Discussion was held relative to concerns of street racing mentioned in the regular rescheduled 4:00 p.m. City Council meeting today. The City Manager told the Council that she and the Police Chief will meet with Ms. Maria Avila, the mother of the child killed in a street racing crash.

The City Manager noted there are two (2) very skilled interns in part-time positions which are supervised by Budget Manager Ken Hunter that have provided assistance in various departments. She said one has graduated and the other will graduate soon and she does not want to lose that talent. She stated they bring much needed skills.

Councilmember Miller said she has recently called the Manager's office and the phone continued to ring and did not roll over to another line or voicemail. Conversation continued relative to the recently implementation of a security guard and Councilmember Blackwell stated that Rocky Mount is not the only city to implement such a process. He stated he appreciates the Manager's efforts and the Mayor's vocal and dedicated announcements at today's meeting. The City Manager stated there will be other areas that will be keycard accessible and conversation is being held relative to reserved parking for Councilmembers.

Conversation was held relative to collaboration of the Wellness Coordination with external agencies.

The City Manager noted that there is an opportunity for a cross-development team in the Human Relations Department created by the transfer of the Employee Relations Coordinator under the supervision of Archie Jones, Director of Human Relations. She noted the change will expand the focus of the Human Relations Department to include both and external and internal focus.

**CLOSED SESSION.** The Mayor Pro Tem requested a Closed Session for a personnel matter.

**COMMITTEE RECOMMENDATION.** Motion was made by Councilmember Joyner, seconded by Councilmember Watkins and unanimously carried that the City Council go into Closed Session at 6:29 p.m. for a personnel matter.

The minutes of the Closed Session shall be placed on file as ESM-529 at the end of Minute Book 36 upon approval for release by the City Attorney.

**REGULAR SESSION/ADJOURN.** The Mayor Pro Tem convened the Committee in regular session at 7:08 p.m. and there being no further business for the Committee of the Whole, by consensus, the meeting adjourned. It was noted that a Committee of the Whole - Budget Session is scheduled for tomorrow, May 29, 2019 at 4:00 p.m.

**2019 BUDGET SESSIONS - May 29, 2019**

**MINUTES OF A SPECIAL CALLED MEETING OF THE COMMITTEE OF THE WHOLE (BUDGET REVIEW SESSION) HELD WEDNESDAY, MAY 29, 2019 AT 4:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

**MEMBERS PRESENT:**

Tom Rogers, Mayor Pro Tem  
Reuben C. Blackwell, IV\*  
Richard Joyner  
E. Lois Watkins  
W. B. Bullock  
Chris Miller

**STAFF PRESENT:**

Rochelle D. Small-Toney  
Pamela O. Casey  
Chris Beschler  
Natasha Hampton  
Tameka Kenan-Norman  
Amy Staton  
Ken Hunter

**MEMBERS ABSENT:**

David W. Combs, Mayor  
André D. Knight

**OPENING OF MEETING**

Mayor Pro Tem Tom Rogers called the meeting to order at 4:06 p.m.

City Manager Rochelle Small-Toney reported that budget discussions relative to the General Fund will continue and called on Ken Hunter, Budget Manager to lead the discussion.

\*Councilmember Blackwell arrived @ 4:10 p.m.

Mr. Hunter directed the Council to Page 31 of Section 4. General Fund and noted the following highlights:

Division	Account	Difference	Notes
Finance	Administration	\$4,050	Audit costs - Event Center tax credits
Finance	Accounting	\$1,500	Replacement copier (will look at different cost-effective ways to replace - may lease)
Finance/Purchasing	Auction	\$7,150	GovDeals (increase in revenue makes it a wash)
Finance	Business Services	\$45,000	Overall salaries down due to turnover; hiring of full-time billing technician
Finance	Business Office	\$15,000	Increase of e-payment; results in lower write-offs; customer service enhancement justifies cost
Finance	Business Office	\$45,000	Replacement of handheld ITRON meter readers (current models obsolete)
Central Services	Print Shop/Postage	\$5,000	Increased postage; annual occurrence
Central Services	Building Improvements	\$1,115,000	CIP: improvements to City Hall
Central Services	Other Improvements	\$70,000	CIP: Improvements to City Hall

Central Services	Property maintenance/building improvements	\$475,000	CIP: South Rocky Mount Community Center roof
Central Services	Judicial Center	\$78,000	Improvements to Judicial Center - upgrading elevator; second floor remodel to accommodate personnel; aesthetic improvements (roof replaced this year)
Police	Accreditation	\$5,000	Annual CALEA membership
Police	Grant Match	\$6,000	Increased annual Bulletproof Vest Grant allocation; requires increased match
Police	Support Services/Uniforms	\$5,000	Additional funding for uniforms for new Officers
Police	Support Services/Medical Supplies	\$10,300	Cost for equipping officers with NARCAN (no longer free); refill free (used for opioid overdoses)
Police	Support Services/Supplies	\$3,500	Simulations for training
Police	Software	\$16,000	Software for accreditation
Police	Hardware	\$11,800	Security upgrades (key pads; lock boxes)
Police	Building improvements	\$60,000	Reservoir boat storage building
Police	SRT Supplies	\$20,000	Equipment for additional Special Response Team members
Police	Building Repairs	\$19,000	Shower facilities for locker room
Police	Equipment	\$35,000	Replace in-car camera systems with latest technology
Police	Motor Vehicles	\$84,000	Replace sedans with SUV's (12 vehicles)
Police	Maintenance Contract	\$4,150	Special fees re DNA testing (tied to cold cases)
Fire	Misc. Supplies	\$5,000	New account; setting up EOC & other services; looking at usage of secondary site at Environmental Services
Fire	Hardware	\$40,000	Records management system for accreditation; replaces case management and dispatch systems
Fire	Other Improvements	\$5,000	Improvements to fire stations
Fire	EMS Supplies	\$5,000	NARCAD and other equipment
Fire	Tech Rescue Supplies	\$3,500	Replace supplies/equipment; some Swiftwater Rescue
Fire	Safety & Training	\$5,000	Training, recruit
Fire	Building Repairs	\$1,300	Repairs to Life Safety facility
Fire	Subscriptions	\$2,000	Replace training manuals
Public Works	Other Equipment	\$54,000	CIP: Brine Plant
Public Works	Fleet Maintenance	\$15,000	Fuel - Gasoline; relatively stable prices
Public Works	Fleet Maintenance	\$15,000	Inventory - Diesel; relatively stable prices

Public Works	Env. Services	\$275,000	CIP: replace sideloader
Public Works	Equipment	\$27,000	Backup GPS unit; replace survey data collector
Public Works	Wayfinding	\$25,000	Downtown and targeted wayfinding signage
Parks & Recreation	Consultant	\$150,00	CIP: Planning for Battle Park (\$100,000) and Battleboro Community Facilities (\$50,000)
Parks & Recreation	Service Contracts	\$13,000	Reduction in part-time staff; lower shows; increase in maintenance - want to use more booking services
Parks & Recreation	Service Contracts - SRMCM	\$25,500	Improved custodial services
Parks & Recreation	Service Contracts - BTWCC	\$14,000	Improved custodial services
Parks & Recreation	Building improvements SRMCM	\$50,000	CIP: South Rocky Mount Community Center Spraypark Improvements (similar to Sunset Park)
Parks & Recreation	Building Improvements	\$225,000	CIP: Denton Street Pool Renovations
Parks & Recreation	Cemetery	\$92,300	CIP: Replacement of Backhoe
Parks & Recreation	Part-time	\$14,380	Stewards for City Parks (to assist vendors and do maintenance of site and trails)
Parks & Recreation	Parks Maintenance	\$102,700	Grounds maintenance for key facilities
Parks & Recreation	Park Improvements	\$85,000	CIP: Improvements to Marigold Park (\$200,000) and Lancaster Park (\$100,000)
Parks & Recreation	Museum	\$550	VGO equipment [robot] for enhanced accessibility (shared with Cultural Arts); need
Parks & Recreation	Sports Complex/equipment	\$33,000	Dethacher for field maintenance in heavy rain event
Parks & Recreation	Imperial Centre	\$10,000	Adjusted to reflect actual utility costs (also to be addressed with conservation)
Parks & Recreation	Imperial Centre	\$51,000	Improved custodial services
Development Services	Planning & Administration	\$76,780	Reflects full staffing of Division
Development Services	Inspections	\$50,600	Reflects full staffing and addition of one administrative secretary for one-stop shop
Development Services	Community Code	(\$38,430)	Reflect relocation of KAB Coordinator to Environmental Services (Public Works)
Development Services	Telephone	\$13,000	Split out telephone expenses due to division realignment (from Public Works)
Community & Business Development	Administration; Gateway Partnership	\$140,000	Increase due to departure of Nash County from Partnership
Community & Business Development	Salaries & wages	\$15,750	Promotion of part-time Compliance Coordinator to full-time

Community & Business Development	Façade Grant	\$50,000	Continue to support façade grants; re-established in early 2019
Community & Business Development	Revitalization Programs	\$80,000	Increase support for Downtown Business Assistance Program (\$20,000) and create new Roof Grant program (\$60,000)
Neighborhood Redevelopment	Housing Incentives	\$350,000	Additional funding for additional housing incentive efforts

Mr. Hunter noted there is an increase in janitorial services and an increase in security will be reviewed. City Manager Rochelle Small-Toney stated that she hopes Council has noticed the difference in the level of janitorial services. Councilmember Joyner questioned if janitorial staff are paid a livable wage.

Councilmember Miller requested that special attention be given to the Imperial Centre relative to an unpleasant smell.

Budget and Evaluation Manager Ken Hunter reported the capital outlay is \$2.65M (an increase of \$1.6M; including, but not limited to warehouse elevator rehab; elevator replacement/rehab at City hall; rehab/painting relative to moisture intrusion in some stairwell; renovation of first and second floors [one-stop shop and Community Development]; and security). He told the Council the plan is to replace the elevator on the Police side of the building in 2021.

The City Manager reported there are still needs at the Imperial Centre, the Senior Center, and the BTW building. She said staff works to match resources with the greatest needs. She added roof replacements and elevators are a focus.

It was reported that the pool repairs at the Senior Center are complete and roof repair is currently underway.

The City Manager told the Council that Judge Sumner has asked to meet with city staff and court staff regarding renovations to the Judicial Center. She stated staff has toured the building and a list has been created, though there are challenges. It was noted there is some small amount of rental income from the State and the Judicial Center offers a convenience for residents who would alternatively have to travel to Nashville or Tarboro for court. Councilmember Blackwell stated that the Cokey Road Corridor could be a great opportunity for a retail corridor to accommodate legal traffic.

Councilmember Blackwell questioned if there is an opportunity to create a public safety complex for the Courts to include a jail and storage for evidence. Ms. Small-Toney reported that staff was looking at a site for evidence; however, the site generated interest through the Carolinas Gateway Partnership and continues to be an active prospect for tax generation, but other considerations for being consideration including restoration/retrofitting vs. building new.

She added that prior to Nash County leaving the Carolinas Gateway Partnership there had been conversation about the City and Counties joining the ranks to create a regional emergency management facility that could convert to a training center when the ECO is not activated. Conversation continued relative to the potential for a location for hazard mitigation preparation and the creation of a safety complex.

Discussion was held relative to the armory and the City Manager advised that there has been some conversation with a brewery who has an interest in relocating at that location to also offer entrepreneurship for those in the community to have pops ups as well as cultural offerings. She noted there has also been conversation about having a

baseball field and community garden at that location. She said it is an interesting concept. She advised that Toys for Tots are currently storing toys at the location. It was noted that all the properties and building located within the fenced area are a part of the armory property.

Budget discussion resumed with the Budget and Evaluation Manager noting that Technology Services became a stand-alone department last year and effort is being made to bring on an IT Director. He added that funds have been set aside for software updates to MUNIS and Office 365 improvements and staff is working to mitigate and minimize as many new projects as possible and utilize existing technology. City Manager Small-Toney noted the national search for an IT Director continues.

Mr. Hunter told the Council that security improvements are included in the budget. He added that a multi-use drone is included for use in spotting and scouting fires as well as other uses in the Department of Energy Resources and Police Department. He stated this is not a product that can be "bought off the shelf" and users can be certified through the FAA.

The Budget Manager noted a separation allowance is funded for retired Police Officers and there has been recent movement in the Legislature towards such a program for firefighters, but it has not yet moved forward. He noted this would be a significant increase for the City should it be approved. The City Manager reported that it is expected that the Police Department will become accredited this year (still need to locate evidence area).

Mr. Hunter reported that Fire Department salaries will increase due to realignment of positions (largest increase in Fire Department budget). It was noted that no large-scale equipment purchases are anticipated this year. Ms. Small-Toney told the City Council that efforts are being made to set up the larger, more functional secondary ECO site at Environmental Services. Discussion was held relative to the pros and cons of a mobile EOC command center.

It was noted that all personnel that travel to a fire are trained paramedics. Councilmember Blackwell stated he has had the opportunity to observe the Fire Department in action and has been impressed with their level of knowledge, compassion and consistency in care, customer service and level of care. Mayor Pro Tem Rogers agreed that these are the people who do heroic work and their stories need to be told more because they add to the quality of life of others.

The Budget and Evaluation Manager noted that Public Works was recently reorganized. He stated there is no real change in the Public Works budget except for some reorganization expenses. Councilmember Blackwell questioned if the City manufactures asphalt. Mr. Hunter responded by advising that it is more cost effective to purchase asphalt.

**BOARDS, COMMISSIONS AND COMMITTEES (ADDED IN OPEN SESSION) - Pam Casey**

City Clerk Pam Casey provided the City Council with personal history forms received relative to the Animal Care and Control Advisory Board current vacancies in Wards 1, 2, 3, 4 and 6.

\*Councilmember Blackwell left

**BUDGET PRESENTATION CONTINUED - Ken Hunter**

The Budget and Evaluation Manager advised the City Council that costs for street lights has gone down due to LED lighting.

\*Councilmember Joyner left

Mr. Hunter reported that disposal cost for recyclables is going up. He stated the only expected increase is for the transfer station.

He reported there are no significant changes in amusements and special events. Councilmember Miller questioned if there are plans to replace the dance floor used for Downtown Live. Mr. Hunter reported the dance floor cannot be placed on grass. Assistant City Manager Natasha Hampton it would be most cost effective to build a dance floor.

Councilmember Miller questioned if the City is looking for accreditation for Parks & Recreation. Assistant City Manager Natasha Hampton responded that part of the process is to make sure that facilities are inclusive to individuals with disabilities. She estimated the timeframe for the process to be two years.

Mr. Hunter noted that accounts related to the Event Center reflect the budget provided by SFM. He said the total cost for operation is \$2.66M and \$3.06M is for debt service. He added this presents an increase of \$1.45M which is offset by debt payments in other areas. The said the total costs for the first full year relative to the Event Center is \$5.526M which is consistent with the pro forma.

Conversation was held relative to Nash County's departure from the Carolinas Gateway Partnership. The City Manager reported that she believes Norris Tolson is working to recruit corporate and individual partners and, though Nash County is not contributing, they will still benefit from economic development in the area.

Councilmember Watkins questioned how many neighborhoods are presented in the Neighborhood Redevelopment line item. City Manager Small-Toney indicated it was not budgeted per neighborhood, but it was recognized that more was needed to be done across the City. She said this is a major step forward and part has to do with the fact that HOME funds are being reserved to help with the repayment to Nash and Edgecombe Counties. She added the intent is to use budgeted funds to leverage private development.

Discussion of the General fund budget concluded. It was noted that budget meetings are scheduled for Monday, June 3 at 4 p.m. (work session) and Wednesday, June 5, at 4 p.m., if necessary.

Mayor Pro Tem Rogers stated it would be helpful to see the fund balance ratio for a comparison of the current year, last year and upcoming year. Councilmember Miller requested that Mr. Hunter share his notes with Council.

**ADJOURN.** There being no further business for the Committee of the Whole, by consensus, the meeting adjourned at 5:55 p.m.

***2019 BUDGET SESSIONS - June 3, 2019 - Canceled***

***2019 BUDGET SESSIONS - June 5, 2019***

**MINUTES OF A SPECIAL CALLED MEETING OF THE COMMITTEE OF THE WHOLE (BUDGET REVIEW SESSION) HELD WEDNESDAY, JUNE 5, 2019 AT 4:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING:**

MEMBERS PRESENT:

Tom Rogers, Mayor Pro Tem  
André D. Knight  
Richard Joyner  
W.B. Bullock  
Chris Miller  
Mayor David W. Combs

STAFF PRESENT:

Rochelle D. Small-Toney  
Pamela O. Casey  
Chris Beschler  
Tameka Kenan-Noman  
Amy Staton  
Ken Hunter

MEMBERS ABSENT:

Reuben C. Blackwell, IV  
E. Lois Watkins

OPENING OF MEETING

Mayor Pro Tem Tom Rogers called the meeting to order at 4:08 p.m.

City Manager Rochelle Small-Toney reported that budget discussions relative to the General Fund will continue and called on Ken Hunter, Budget Manager to lead the discussion.

Mr. Hunter provided the City Council with a Budget in Brief, fund balance report and notes.

**NOTE: The Budget Manager provided the City Council with a copy of his notes relative to changes in appropriation accounts**

The Budget and Evaluation Manager began today's discussion with Section 5 - Public Energy Resources. He stated there is no change in the administrative service charge. He provided the City Council with an overview of the financial summary for the following by division:

- Public Energy Resources
  - Administration
  - Electric Distribution
  - Energy Services
  - Engineering
    - Repairs for equipment down \$200,000 (separate account for generator repairs to better account for expenses in divisions)
  - Electric Capital
    - \$250,000 in CIP for replacements of equipment, circuit system replacements, upgrade of City fiber along electrical system, load management switches, replacement of silencer or muffler at Substation 9; Substation 10 circuit switch replacement, distribution system improvements; \$1.46 underground relocations Phases A and B [first part of a 4-year project]
  - Gas Distribution
  - Gas Capital

It was noted that the WARM program is handled as a trust and goes through the electric fund.

Mr. Hunter noted the contracts for tree trimming have increased due to labor and the increase area of service; however, contracting this service out is still most effective. Councilmember Miller questioned whether glyphosate (ingredient in Roundup) is used by the City. The City Manager stated staff could check on that.

It was noted that all utilities (cable, telephone and electrical) will be moved underground in the Downtown area. Mr. Hunter explained the project consists of five (5) zones. He stated the work in Zones A & B is planned 2020; work in Zone C is planned for 2021; work in Zone D is planned for 2022 and work in Zone E is planned for 2023. Council questioned the location of the zones.

Mr. Hunter made the following comments:

- Significant work has been made to replace transmission poles, but some old and wooden ones remain; the budget has been increased to \$500,000 for the past couple years;

- Lease payment upgrades include the financing payment for the extension improvements for Pfizer natural gas project; significant portion of cost is being reimbursed;
- Gas Capital does not change much from year to year; \$25,000 budgeted for risk manager for operation risk;
- \$200,000 budgeted for heavy motorized equipment for boring rig for line extension work
- \$300,000 budgeted for new gas mains
- \$150,000 budgeted for extension of new service
- Some larger customers, but most residential expansion both inside and outside of the City
- Water Resources
  - Administration - no change
  - Technical Services - vehicle replacement - pickup truck for FOG (fats, oils and greases) Program
  - Water Treatment - operation cost up for chemicals and sealants; demand up as well as use due to high turbidity; one more water tank to paint and then enter into maintenance phase
  - Water Services - no significant change
  - Wastewater Treatment - utility costs is up \$40,000; significant operations last year due to above average rainfall; seeing some revenue; equipment increase for electric and automated process; sludge removal \$10,000 and \$360,000 for land-applied contract
  - Sewer Services - building repairs \$20,000 [locker room and showers on Albemarle Avenue]
  - Stormwater Administration/Operations - no significant changes in administration; project outlined

Mr. Hunter made the following comments:

- The largest expenses have to do with cost of reimbursement to NCDOT for road widening projects; used to have three (3) years to repay, but now only one (1) year

\*Councilmember Knight arrived

- Councilmember Miller questioned if water sales are expected to increase as a result of new development in Edgecombe County and it was noted that Edgecombe County buys water from Tarboro and Tarboro buys water from Rocky Mount, so some increase may be expected, although the businesses are not expected to be large water users. It was noted the electrical service to the new businesses will be provided by Edgecombe-Martin Electric.
- Phase 2 of the Parkers Canal project is expected to be done in 2021
- Sludge application was explained

Mr. Hunter explained the Powell Bill, emergency telephone, canteen, self-funded insurance and communications. He explained that the City receives funds through the Federal Forfeiture Program.

The review of the FY 2020 annual operating budget concluded.

Conversation was held with regard to the Carolinas Gateway Partnership funding. Councilmember Knight questioned if there is an agreement with Nash County following its departure. Mayor Combs advised that the agreement can be provided to the Council. It was noted that the City's contribution has increased, as has the contribution of Edgecombe County. Mayor Combs explained the new structure for the Partnership will take effect in September. Councilmember Knight questioned if the Partnership will limit its concentration to that portion of Nash County located within the City limits and the Mayor responded that that is his understanding.

The Council was advised that adoption of the City's budget will be on the agenda for the June 24, 2019 meeting.

Councilmember Knight noted there are duplications in marketing and it was noted that while all departments work with the Communications and Marketing Office, some departments have specific marketing needs requiring budgets for supplies.

Councilmember Knight stated that he has been advised that some employees manning utility calls work the night shift but receive few calls. He questioned if calls during the night could be forwarded to E-911 for cost savings and requested that be reviewed.

Councilmember Miller reported there has been an effort through KAB to use individuals involved with Tri County Industries and the Christian Fellowship Home (Tri-County Litter Patrol) for trash pickup and that seemed to work well. She stated she believes a concentration is being made to maintain four (4) interchanges and requested that effort be expanded to include eight (8) interchanges.

Councilmember Knight questioned if there are City employees who are not public safety employees that are required to work on holidays that do not receive overtime/holiday pay. He said if there are they should be compensated. The City Manager stated that staff would investigate this matter and review the holiday pay policy.

Mayor Pro Tem Rogers stated that the City's contribution to United Community Ministries and The Bassett Center is currently \$20,000 and Nash County's contribution is \$30,000. He requested Council consider increasing its support to the same level as Nash County.

**COMMITTEE RECOMMENDATION. Motion was made by Councilmember Rogers, seconded by Councilmember Joyner and unanimously carried that the City's contribution to United Community Ministries/The Bassett Center be increased by \$10,000 for a total annual contribution of \$30,000.**

Councilmember Knight questioned if the WARM Program receives adequate donations. Finance Director Amy Staton reported that it has been a long time since the City has had to contribute to the WARM Program due to contributions received and she is not aware that the program has run out of money, though funding does get low towards the end of the winter season. She reported that the funds are sent to the Salvation Army and they administer the program. He requested staff investigation the matter to determine if additional funding should be added. He suggested if funding is needed that Council consider increasing the contribution by \$10,000.

Discussion was held with regard to the Urgent Repair Program (weatherization). The City Manager stated that funding was increased this year and an additional program for emergency repair was added this year.

**BOARDS, COMMISSIONS AND COMMITTEES (ADDED IN OPEN SESSION) - Pam Casey**

City Clerk Pam Casey provided the City Council with additional personal history forms received relative to the Animal Care and Control Advisory Board.

**COMMITTEE RECOMMENDATION. Motion was made by Councilmember Bullock, seconded by Councilmember Joyner and unanimously carried that the following individuals be appointed to the Animal Care and Control Advisory Board:**

- Ellen Matthews - Ward 6 - term expires June 30, 2020
- Bruce Wetzel - contingent upon receipt of personal history form - (lives in Ward 6, but will represent Ward 1) - term expires June 30, 2021

OXFORD HOME

Councilmember Bullock stated that a home in Ward 6 (Winstead Avenue) was purchased recently and the new owner has opened an Oxford Home (recovery house). He said that four (4) males who have been released from some type of institution are now living there and are involved in some type of work release program whereby they are picked up each morning and returned to the home at the end of the work day. He added that it is troubling to the widowed lady to learn about the recovery home being located next to her home. He stated that apparently this type home does not need special zoning and is approved by the State and is allowed to have up to five (5) individuals reside in the home.

Mayor Combs reported that Oxford Homes are required to be a certain distance from other group homes.

It was requested that the City investigate this matter.

**CLOSED SESSION.** The Mayor Pro Tem requested a Closed Session for a personnel matter.

**COMMITTEE RECOMMENDATION.** *Motion was made by Councilmember Miller, seconded by Councilmember Joyner and unanimously carried that the City Council go into Closed Session at 5:40 p.m. for a personnel matter.*

The minutes of the Closed Session shall be placed on file as ESM-530 at the end of Minute Book 36 upon approval for release by the City Attorney.

**REGULAR SESSION/RECESS.** The Mayor Pro Tem convened the Committee in regular session at 6:25 p.m. and by consensus the Committee of the Whole was recessed to reconvene on Monday, June 10, 2019 at 3:30 p.m.

### **2019 BUDGET SESSIONS - June 10, 2019**

**MINUTES OF A RECESSED SPECIAL CALLED MEETING OF THE COMMITTEE OF THE WHOLE (BUDGET REVIEW SESSION) HELD WEDNESDAY, JUNE 5, 2019 AT 4:00 P.M. IN THE COMMITTEE ROOM OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING AND RECESSED UNTIL JUNE 10, 2019 AT 3:30 P.M.**

MEMBERS PRESENT:

Tom Rogers, Mayor Pro Tem  
Reuben C. Blackwell, IV\*  
Richard Joyner  
E. Lois Watkins  
W. B. Bullock  
Chris Miller  
Mayor David W. Combs

STAFF PRESENT:

Pamela O. Casey

MEMBERS ABSENT:

André D. Knight

OPENING OF MEETING

Mayor Pro Tem Tom Rogers called the meeting to order at 3:40 p.m.

**CLOSED SESSION.** The Mayor Pro Tem requested a Closed Session for a personnel matter.

**COMMITTEE RECOMMENDATION.** *Motion was made by Councilmember Joyner, seconded by Councilmember Bullock and unanimously carried that the City Council go into Closed Session at 3:40 p.m. for a personnel matter.*

The minutes of the Closed Session shall be placed on file as ESM-531 at the end of Minute Book 36 upon approval for release by the City Attorney.

**REGULAR SESSION/RECESS.** The Mayor Pro Tem convened the Committee in regular session at 4:58 p.m. and by consensus the Committee of the Whole recessed to reconvene following the 7:00 p.m. regularly scheduled City Council meeting.

**COMMITTEE OF THE WHOLE/RECONVENE**

The Mayor Pro Tem reconvened the Committee of the Whole in regular session at 8:09 p.m. with the following present:

**MEMBERS PRESENT:**

Tom Rogers, Mayor Pro Tem  
 Reuben C. Blackwell, IV\*  
 Richard Joyner  
 E. Lois Watkins  
 W. B. Bullock  
 Chris Miller  
 Mayor David W. Combs

**MEMBERS ABSENT:**

André D. Knight

**COMMITTEE RECOMMENDATION.** *Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the City Council return to Closed Session at 8:09 p.m. to continue discussion relative to a personnel matter.*

**REGULAR SESSION/ADJOURN.** The Mayor Pro Tem convened the Committee of the Whole in regular session at 9:15 p.m. and there being no further business, the meeting adjourned.

Motion was made by Councilmember Rogers, seconded by Councilmember Joyner and unanimously carried that the minutes and recommendations of the budget sessions/Committee of the Whole meetings be approved.

**PETITIONS FROM THE PUBLIC**

Mayor Combs outlined the guidelines for public petitions and opened the meeting for petitions. He recognized the following individuals and a summary of comments are as follows:

- ***Samuel Battle:***
  - Expressed appreciation for the service of Private First-Class William Hoover Jones, his family, the government and those who participated in the recognition service for him;
  - Said some of the black leadership has failed the community and one of the areas is related to crime and meeting with those representing gangs to work towards a truce
- ***Demetrey Clark:***
  - Said Monday morning his dog was shot by Police Officer Jerry Judd and left outside his home for an hour and half before he got home;
  - Said the Officer did not give any explanation for shooting his dog;
  - Said he wants justice for his dog and no compensation has been offered

\*This matter was referred to the City Manager's Office for investigation and follow-up.

- ***Nathlyn Ohree:***
  - Said she is the wife of Gregory Ohree who is the nephew of Private First-Class William Hoover Jones;
  - Thanked the Council and community for all efforts to communicate with the family and with the counties from Rocky Mount to Raleigh including the Governor and Congressman to help the family bring their family member home;
  - Said she has been in the family for 32 years and William Hoover Jones has been part of many family discussions and said the family believes he has come home for such a time as this to help unite the City;
  - Said the family is looking forward to bringing to fruition his desire for everyone to have liberty, justice and freedom;
  - Thanked the City for coming out in support of the family
  
- ***Robert Carr:***
  - Agreed that the event for Private First-Class William Hoover Jones was a wonderful event and added the events held at the Veterans Memorial are very meaningful, especially for those who have been in the military;
  - Said he served in Vietnam;
  - Commended the City Manager on her appointment George Robinson as Police Chief;
  - Requested an update relative to profit and loss of the Event Center and said he believes there should be a statement in the newspaper on a monthly or quarterly basis relative to income and outflow and a schedule of events so citizens can be aware of the progression;
  - Said he understands OIC gets free utilities;
  - Said he is curious as to how the Manager is progressing on appointments for department heads

Councilmember Blackwell stated it is untrue that OIC receives free utilities.

City Manager Rochelle Small-Toney responded that she will have an announcement relative to the Fire Chief appointment and Interim Director of Energy Resources in another week or so.

- ***Bronson Williams:***
  - Said he is sure throughout America most cities are having difficulty recruiting officers from the local community;
  - Said he would love to see an environment where young people can see themselves as police officers and, particularly Rocky Mount police officers;
  - Said often times he hears people in the community talking about an “us versus them” and we need to create an environment where it is just “us” as a community;
  - Suggested marketing strategies be created where the community can see police engagement and the great work the police department is doing
  
- ***Lige Daughtridge:***
  - Made a formal request for a copy of the Davenport presentation made in the Committee of the Whole in conjunction with the proposed hotel and the impact it will have in addition to the Event Center;
  - Voiced his support of Council’s decision to increase financial support of the Bassett Center;
  - Relative to Item number 15 on the agenda, said a closed session in 2015 the Council agreed to purchase the same property for \$335,000 and he understands the City is now paying an additional \$25,000 bringing the total to \$360,000 and said he cannot find that there was lease or rent paid for the shed after the City purchased the property; said he is confident this is an oversight because he has documentation referencing the signed agreement which was filed in the Edgecombe County Register of Deeds (provided a copy) and said he hopes clarification will be made and if there are questions that Council table the matter without paying an additional \$25,000

- **Michael Deloach:**
  - Thanked the City, the City Council and the Police Department for support of his recent basketball camp;
  - Said the camp reached up to 400 children and some other pro athletes came and enjoyed coming out;
  - Thanked the Police Department for stopping by other events he has held;
  - Said he will continue to help the City and do what he has to do to help the youth become better

Councilmember Bullock thanked those who spoke relative to the ceremony for Private First-Class William Hoover Jones and stated that a Proclamation was prepared on behalf of the Council to recognize and honor Mr. Jones and his family which was presented to the family at the service. He thanked those who were present at the ceremony.

**CONSENT AGENDA**

**A. TEMPORARY STREET CLOSINGS: (recommended for approval)**

- 1) Request from Daphne Trevathan on behalf of the Happy Hill Neighborhood Association for permission to close the 1000 block of Star and Gold Streets; and 500 block of N. Harris and N. Vyne Streets from 1:00 p.m. to 5:00 p.m. on Sunday, July 7, 2019 for the community's Annual Happy Hill Day Event; and
- 2) Request from Katrina Jordan Blunt to close the 600 block of Green Street from 11:00 a.m. to 3:00 p.m. on Saturday, June 29, 2019 for a Community Block Party.

**B. AD VALOREM TAX REFUNDS AND/OR RELEASES: (recommended for approval)**

Approval for release and/or refund of taxes over \$100 (Schedule B) as follows:

**SCHEDULE B – taxes over \$100 recommended for release and/or refund by the City Council:**

<u>YEAR</u>	<u>BILL NO.</u>	<u>NAME/ADDRESS</u>	<u>TAX</u>	<u>COMMENT</u>
<b><u>NASH COUNTY</u></b>				
2018	1389	ACTION COMMUNITY TELEVISION BROADCASTING NETWORK INC WHIG 201 TYLER DR ROCKY MOUNT, NC 27804	177.74 10.22	CITY VALUATION INT CORRECTION
		<b>TOTAL RELEASE:</b>	<b>187.96</b>	
2018	1335	UNITY TRANSPORT LOGISTICS LLC DICKENS CARLTON DEON 141 PARKRIDGE CT ROCKY MOUNT, NC 27804	156.80 15.68 9.92	CITY DUPLICATE BILL PEN INT
		<b>TOTAL RELEASE:</b>	<b>182.40</b>	

**C. FY 2019-2020 PROJECT ORDINANCE AMENDMENTS: (recommended for approval)**

Consideration was given to the following Project Ordinance amendments:

- **PROJECT ORDINANCE ADMENDMENTS:**
  - 1) Tar River Transit (\$5,392,037 - requires matching appropriations of \$345,150):
    - a) **Ordinance No. O-2019-24** entitled **GRANT PROJECT ORDINANCE/FY 2020 URBAN TRANSIT OPERATING PROJECT - \$1,309,000;**
    - b) **Ordinance No. O-2019-25** entitled **GRANT PROJECT ORDINANCE/FY 2020 URBAN TRANSIT CAPITAL PROJECT - \$662,500;**

- c) Ordinance No. O-2019-26 entitled GRANT PROJECT ORDINANCE/FY 2020 TRANSIT PLANNING PROJECT - \$39,000;
- d) Ordinance No. O-2019-27 entitled GRANT PROJECT ORDINANCE/FY 2020 RURAL TRANSIT OPERATING PROJECT - \$2,577,645;
- e) Ordinance No. O-2019-28 entitled GRANT PROJECT ORDINANCE/FY 2020 RURAL TRANSIT CAPITAL PROJECT - \$628,000;
- f) Ordinance No. O-2019-29 entitled GRANT PROJECT ORDINANCE/FY 2020 RURAL TRANSIT SYSTEM FEEDER PROJECT - \$140,892;
- g) Ordinance No. O-2019-30 entitled GRANT PROJECT ORDINANCE/FY 2020 RURAL MOBILITY MANAGEMENT GRANT - \$35,000

2) Community Development Grants (\$1,148,462):

- h) Ordinance No. O-2019-31 entitled GRANT PROJECT ORDINANCE/FY 2019-2020 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT GRANT PROJECT - \$560,957;
- i) Ordinance No. O-2019-32 entitled GRANT PROJECT ORDINANCE/FY 2019-2020 HOME INVESTMENT PARTNERSHIP GRANT PROJECT - \$587,505 - requires matching appropriation of \$50,000

**D. GRANT PROJECT ORDINANCE CLOSEOUTS: (recommended for approval)**

Consideration was given to the following Grant Project Ordinance closeouts:

- GRANT PROJECT ORDINANCE CLOSEOUTS:

- 1) Ordinance No. O-2019-33 entitled FINAL GRANT PROJECT ORDINANCE/2009-2010 EECBE/ARRA;
- 2) Ordinance No. O-2019-34 entitled FINAL GRANT PROJECT ORDINANCE/2016 SUMMER FEEDING PROGRAM GRANT;
- 3) Ordinance No. O-2019-35 entitled FINAL GRANT PROJECT ORDINANCE/2016 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT;
- 4) Ordinance No. O-2019-36 entitled FINAL GRANT PROJECT ORDINANCE/BULLET PROOF VEST PARTNERSHIP 2015 GRANT
- 5) Ordinance No. O-2019-37 entitled FINAL GRANT PROJECT ORDINANCE/BULLET PROOF VEST PARTNERSHIP 2016 GRANT;
- 6) Ordinance No. O-2019-38 entitled FINAL GRANT PROJECT ORDINANCE/URGENT REPAIR PROGRAM 2013;
- 7) Ordinance No. O-2019-39 entitled FINAL GRANT PROJECT ORDINANCE/URGENT REPAIR PROGRAM 2015;
- 8) Ordinance No. O-2019-40 entitled FINAL GRANT PROJECT ORDINANCE/URGENT REPAIR PROGRAM 2016;
- 9) Ordinance No. O-2019-41 entitled FINAL GRANT PROJECT ORDINANCE/2013 CONSTRUCTION TRADE CLASS PROJECT;
- 10) Ordinance No. O-2019-42 entitled FINAL GRANT PROJECT ORDINANCE/HOME INVESTMENT PARTNERSHIP PROGRAM GRANTS FISCAL YEARS 2005-2011;
- 11) CDBG ENTITLEMENT GRANT CLOSEOUTS - multiple years:
  - a) Ordinance No. O-2019-43 entitled FINAL GRANT PROJECT ORDINANCE/FY 2008 CDBG ENTITLEMENT GRANT;
  - b) Ordinance No. O-2019-44 entitled FINAL GRANT PROJECT ORDINANCE/FY 2009 CDBG ENTITLEMENT GRANT;
  - c) Ordinance No. O-2019-45 entitled FINAL GRANT PROJECT ORDINANCE/FY 2010 CDBG ENTITLEMENT GRANT;
  - d) Ordinance No. O-2019-46 entitled FINAL GRANT PROJECT ORDINANCE/FY 2011 CDBG ENTITLEMENT GRANT;
  - e) Ordinance No. O-2019-47 entitled FINAL GRANT PROJECT ORDINANCE/FY 2012 CDBG ENTITLEMENT GRANT
- 12) TRANSIT GRANT CLOSEOUTS - multiple years:
  - a) Ordinance No. O-2019-48 entitled FINAL GRANT PROJECT ORDINANCE/FY 2018 RUAL MOBILITY MANAGEMENT OPERATING PROGRAM;
  - b) Ordinance No. O-2019-49 entitled FINAL GRANT PROJECT ORDINANCE/FY 2017 URBAN TRANSIT SYSTEM CAPITAL PROJECT;
  - c) Ordinance No. O-2019-50 entitled FINAL GRANT PROJECT ORDINANCE/FY 2018 RURAL EVENING SERVICE PROGRAM;
  - d) Ordinance No. O-2019-51 entitled FINAL GRANT PROJECT ORDINANCE/FY 2017 RURAL TRANSIT SYSTEM FEEDER PROJECT;
  - e) Ordinance No. O-2019-52 entitled FINAL GRANT PROJECT ORDINANCE/FY 2017 TRANSIT SYSTEM PLANNING PROGRAM GRANT

Motion was made by Councilmember Joyner, seconded by Councilmember Rogers and unanimously carried that the Consent Agenda be approved inclusive of approval of the temporary street closings, tax releases and adoption of the Ordinances set out above.

**BUDGET REVIEW - FY 2019-2020 ORDINANCE/FEEES & CHARGES**

Consideration was given to recommendations made during review of the Fiscal Year 2019-2020 Budget for the 2019-2010 Budget Ordinance and amendments to the following fees and charges:

1. Department of Public Works
  - Policy No. X.8.5 Solid Waste Transfer Station Tipping Fee

Motion was made by Councilmember Watkins, seconded by Councilmember Joyner and unanimously carried that **Ordinance No. O-2019-53** entitled **CITY OF ROCKY MOUNT 2019-20 BUDGET ORDINANCE**; and **Resolution No. R-2019-25** entitled **RESOLUTION AMENDING CERTAIN ADMINISTRATIVE POLICIES FOR FEES AND CHARGES** be adopted. The above ordinance and resolution adopts the FY 2019-2020 budget maintaining the City's current tax rate at \$0.685 per \$100 valuation and enacts the recommendations of the City Council during review of the budget for amendments to certain fees and charges.

**FY 2018-2019 BUDGET ORDINANCE AMENDMENTS**

Consideration was given to FY 2018-2019 Budget Ordinance Amendments that increase appropriations as follows:

- 1) **ELECTRIC**: increases appropriation in the Electric Fund for additional Electric Working Capital (\$500,000);
- 2) **GAS**: increases appropriations in the Gas Fund in order to fund the following:
  - Wholesale gas purchases for the remainder of the current fiscal year (\$1,400,00);
  - Working Capital Reserve (\$250,000); and
  - Rate Stabilization Reserves (\$250,000)

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the following ordinances be adopted:

- a) **Ordinance No. O-2019-54** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2018-2019 FOR ADDITIONAL ELECTRIC WORKING CAPITAL**; and
- b) **Ordinance No. O-2019-55** entitled **ORDINANCE AMENDING THE BUDGET ORDINANCE FOR THE FISCAL YEAR 2018-2019 FOR ADDITIONAL NATURAL GAS PURCHASES, WORKING CAPITAL AND RATE STABILIZATION**.

**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-2019-10**.

Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that **Resolution No. R-2019-26** entitled **RESOLUTION AUTHORIZING THE SALE OF CERTAIN PERSONAL PROPERTY AT ELECTRONIC AUCTION** be adopted.

## BANKING SERVICES CONTRACT AMENDMENT

The City Council was advised that the City entered into a banking services contract with PNC Bank on July 30, 2014 which held fees firm for five (5) years. Council was further advised that PNC has proposed to amend the fee structure whereas the net financial impact will provide additional net revenue to the City of approximately \$42,800 and increase the earnings credit rate (interest rate) from 0.60% to 1.25% and change various transaction fees. It was noted that staff has analyzed the proposed amendment and verified it is expected to have a positive impact on the City.

Motion was made by Councilmember Blackwell, seconded by Councilmember Rogers and unanimously carried that the amendment to the PNC Treasury Management Agreement be accepted and that the Director of Finance be authorized to execute the banking services contract amendment on behalf of the City. The amendment will be filed with the original agreement (C-2014-7) in the City Clerk's Office.

## FIRST AMENDMENT TO GAS SERVICE AGREEMENT/PIEDMONT NATURAL GAS

City Manager Rochelle Small-Toney provided the City Council with a First Amendment to Gas Services Agreement with Piedmont Natural Gas Company, Inc. The Council was advised that the City entered into an agreement with Piedmont Natural Gas Company, Inc. on November 1, 2005 outlining the terms and conditions under which PNG would redeliver supplies of natural gas to the City at the various points of delivery known as City Gate Stations and specified the maximum delivery point entitlement (MDPE) at each City Gate Station.

The City Council was advised that the provision of natural as a service to Pfizer requires an increase of the MDPE at City Gate Station #2 (Battleboro) from 284 dekatherms (Dt) per hour and 6,816 Dt per day to 350 Dt per hour and 8,400 Dt per day. Council was further advised as a part of the Pfizer project the City has secured verbal approval from PNG for the increase and recommendation of the amendment was recommended by staff.

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the First Amendment to Gas Services Agreement with Piedmont Natural Gas Company, Inc. be approved, and that the Mayor be authorized to execute the same on behalf of the City. The first amendment will be filed with the original agreement (C-2005-36) in the City Clerk's Office.

## MUNICIPAL AGREEMENT/UTILITY CONSTRUCTION PLANS

Assistant City Manager Chris Beschler provided the City Council with a municipal agreement with the North Carolina Department of Transportation (NCDOT) for the adjustment and relocation of certain street and highway improvements as a part of the interchange improvements at the I-95 interchange at NC4 and Halifax Road (SR 1522).

He explained that the City will be responsible for reimbursing NCDOT for 100% of the construction costs estimated at \$57,030.

Motion was made by Councilmember Rogers, seconded by Councilmember Joyner and unanimously carried that the municipal agreement (**C-2019-24**) with the North Carolina Department of Transportation (WBS Element: 47617.2.1/TIP# B-5980) be approved and that the Mayor, Finance Director and City Clerk be authorized to execute the agreement on behalf of the City.

**FY URGENT REPAIR PROGRAM ASSISTANCE POLICY, PROCUREMENT POLICY AND DISBURSEMENT POLICY**

The City Council was advised that Council approval is required for the adoption of the City's Urgent Repair Program (URP 19), Assistance Policy and Procurement and Disbursement Policy. Council was further advised that:

- that the Assistance Policy details the eligibility requirements for program participants, the selection process and the overall program process;
- The Procurement and Disbursement Policy details the bidding and payment process; and
- Both policies have been reviewed and approved by the North Carolina Housing Finance Agency (HUD).

Motion was made by Councilmember Watkins, seconded by Councilmember Joyner and unanimously carried that the Urgent Repair Program Assistance Policy; Procurement and Disbursement Policy; and Urgent Repair Program Post-Approval Documentation be approved; that the Mayor and City Clerk be authorized to execute the policies and any required documentation related to the FY 2019 Urgent Repair Program; and that the City Manager be authorized to execute the Post-Approval documentation on behalf of the City.

**AGREEMENT/GOD OF DELIVERANCE MINISTRIES, INC.**

The City Council was advised that on or about September 29, 2015 the City and God of Deliverance Ministries entered into a Settlement and Release Agreement whereby the church conveyed a portion of its property bounded by Tarboro Street, Parker Street and Cokey Road containing 0.408 acres, more or less, to the City to be used for drainage purposes. It was noted that a brick building was located on the City's drainage property adjacent to Parker Street which the City agreed to permit the church to continue to use until it was needed by the City for drainage purposes. The Council was further advised that the City has determined it necessary to undertake a stream stabilization project on the City's drainage property (Parkers Canal Stream Stabilization) which will require that the brick building be removed. It was noted that the City has agreed to a payment to the church in the amount of \$25,000 to be used by the church to build a replacement building on church property or for any purpose(s) the church deems appropriate. The City Council was

provided with an agreement with God of Deliverance Ministries, Inc. outlining the above-described terms.

Motion was made by Councilmember Blackwell, seconded by Councilmember Joyner and unanimously carried that the agreement with God of Deliverance Ministries, Inc. (**C-2019-25**) be approved and that the Mayor be authorized to execute the same on behalf of the City.

**POLICE IN-CAR CAMERA SYSTEM/SOLE-SOURCE PURCHASE**

The City Council received a proposal from Axon Enterprise, Inc. for the purchase of twelve (12) in-car camera systems for twelve (12) new vehicles including a five (5) year warranty, maintenance agreement, software licensing, taser assurance plan, replacement parts and replacement cameras (at the end of the term) at a total cost of \$113,483.79 utilizing the "sole-source" purchase option based on standardization or compatibility as permitted by G.S. 143-129(e)(6).

The information furnished by the Purchasing Division supporting the recommendation will be placed on file in the office of the City Clerk as **BD-2019-11**.

Motion was made by Councilmember Rogers, seconded by Councilmember Blackwell and unanimously carried that the "sole-source" purchase of the in-car camera system from Axon Enterprise, Inc. be approved, and that the Mayor be authorized to execute the bid contract on behalf of the City.

**BIDS/HOLLY STREET PARK RENOVATION**

The City Council was advised that sealed bids for the Holly Street Park Renovation were received and opened on May 30, 2019 and the bid tabulation is on file in the office of the City Clerk as **BD-2019-12**.

The City Council was advised that staff recommends award of a contract for the Holly Street Park construction and renovations to the lowest responsive responsible bidder, Weaver's Asphalt and Maintenance Company, Incorporated, at a total amount not to exceed \$648,008 which includes a base bid cost of \$556,000; alternate bid amount of \$59,428 and contingency of \$32,580.

Council was provided with a project ordinance for appropriation of funds for the alternate bid amount.

Motion was made by Councilmember Joyner, seconded by Councilmember Blackwell and unanimously carried that the bid be awarded to Weaver's Asphalt and Maintenance Company, Incorporated at a total cost not to exceed \$648,008 and that the Mayor and City Clerk be authorized to execute the bid contract on behalf of the City; and that **Ordinance No. O-2019-56** entitled **CAPITAL PROJECT ORDINANCE AMENDMENT FOR HOLLY STREET PARK REDEVELOPMENT** be adopted.

Councilmember Rogers requested that the Council receive an update at an upcoming Committee of the Whole relative to the Parks and Recreation expansion and renovation plan.

**FY 2019-2020 DOWN EAST HOME CONSORTIUM ANNUAL ACTION PLAN**

Assistant City Manager Natasha Hampton advised the City Council that the 2019-2020 Annual Action Plan represents year two of the Down East HOME Consortium's (DEHC) three-year consolidated plan, mandated by federal law (HUD) and is a requirement for the City to receive federal funding for affordable housing and community development initiatives that benefit primarily low- and moderate-income individuals. It was noted that the DEHC is expecting to receive \$537,505 in HOME funds with allocations and the City is expecting to receive \$560,957 in Community Development Block Grant funding. Approval of the plan was recommended.

Motion was made by Councilmember Knight, seconded by Councilmember Joyner and unanimously carried that the 2019-2020 Action Plan be approved, as completed; and that the Mayor be authorized to execute the required documentation or certifications on behalf of the City.

**APPOINTMENTS**

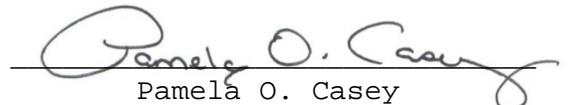
Motion was made by Councilmember Joyner, seconded by Councilmember Knight and unanimously carried that Sauuda Y. Esché be appointed to the Animal Care and Control Advisory Board. This term expires June 30, 2020.

**CLOSED SESSION**

The Mayor stated that the closed session relative to a personnel matter will be moved to the Committee of the Whole Meeting which is set to reconvene immediately following the City Council meeting. This item was removed from the agenda.

**ADJOURNMENT**

There being no further business, the Mayor adjourned the City Council meeting at 4:53 p.m.

  
Pamela O. Casey  
City Clerk