





## ROCKY MOUNT CITY COUNCIL VISION STATEMENT

*Rocky Mount is a City composed of people of diverse backgrounds, heritages, and interests with a shared sense of values, stewardship and community.*

*It is a City where all citizens have the opportunity to realize their full potential through individual initiative and community support.*

*Its citizens enjoy and value the benefits of efficient, cost-effective and responsive public services, a strong and diversified economy, and superior cultural and educational resources.*

*Rocky Mount recognizes and appreciates its history while responding to the challenges and opportunities of regional and global change in a proactive and realistic manner.*





# W E L C O M E !

We are pleased you are attending a Rocky Mount City Council meeting. You are now participating in the process of representative government. We appreciate your interest and hope you and your fellow citizens will attend often. Democracy cannot endure without an informed electorate.

Rocky Mount has the Council-Manager form of local government. Policy is set by the Mayor and Council, who are elected by the people. The policy is implemented by the City Manager, who is appointed by the Council. The Council decides what is to be done. The City Manager, operating through the entire City staff, does it. This separation of policy-making and policy administration is considered the most economical and efficient form of City government.

## COUNCIL MEETINGS

The City Council meets in regular session twice each month in the George W. Dudley City Council Chamber of the Frederick E. Turnage Municipal Building. These meetings are open to the public and are held on the following schedule:

**2nd Monday - 7:00 p.m.**

**4th Monday - 4:00 p.m.**

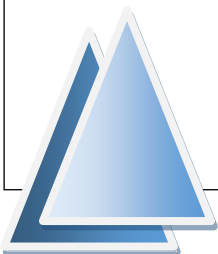
At these meetings, the City's business is conducted and ordinances and resolutions, the laws of Rocky Mount, are enacted. Ordinances take effect upon their adoption when approved by a majority of the Council. All ordinances must be in writing. They are introduced at one meeting and adopted at a subsequent meeting. The Council may, however, by an affirmative vote of five (5) members, adopt an ordinance at the same meeting it is introduced. The Council frequently uses this procedure.

Councilmembers receive the agenda for a Council meeting, together with detailed background material, on the Thursday prior to each regular meeting. This gives them the opportunity to study each item on the agenda prior to the meeting and consult with the City Manager or City staff members. If no additional pertinent facts are presented at the meeting, items are often acted upon without further discussion, particularly in routine matters. This procedure helps Council meetings to move more expeditiously.

## INFORMAL WORK SESSIONS OR COMMITTEE MEETINGS

The Council generally conducts a work session or COMMITTEE OF THE WHOLE meeting at 5:00 p.m. prior to the first regular monthly meeting. The COMMITTEE OF THE WHOLE is the entire City Council meeting as a committee to discuss matters requiring more in-depth explanation, study or discussion. The Committee frequently makes recommendations to the City Council, however, no recommendations made by the COMMITTEE OF THE WHOLE are final until accepted by the Council in a regular meeting.

*These meetings are open to the public.*





## HOW A CITIZEN CAN BE HEARD

Citizens may appear before the Council to be heard on any subject related to City government, or any individual matter which may involve City government. A provision is made on each City Council agenda for **PETITIONS TO BE RECEIVED FROM THE PUBLIC**. At this time, citizens are encouraged to bring to the Council's attention matters that are not otherwise specifically listed on the agenda. If the matter you are interested in is specifically listed on the agenda, you are asked to address that issue when it is being considered. If you desire to be heard, you are asked to advise the Mayor in which item you are interested at the time it appears on the agenda. You will be requested to use the speakers stand, give your name and address and identify any group which you represent. Citizens addressing the Council on any matter shall not abuse their privilege and shall confine themselves to the question under debate, and avoid all personal or indecorous language. The City Clerk prepares the minutes of the meetings. After approval by the Council, these become the official record of the proceedings. The entire meeting is tape recorded for accuracy in preparing the minutes.

### PUBLIC HEARINGS

Prior to the enactment of some ordinances or resolutions, the law requires that the City Council conduct a public hearing in order that the public may have an opportunity to be heard. The most common of these are zoning ordinance changes, the ordering of public improvements and determination of assessments. Most public hearings are conducted in the general course of a regular meeting and are usually scheduled for the evening meeting of the City Council on the second Monday of each month to afford more citizens an opportunity to attend.

#### MAYOR

C. SAUNDERS ROBERSON, JR.

#### CITY COUNCIL

ANDRÉ D. KNIGHT, MAYOR PRO TEM  
(Ward 1)

REUBEN C. BLACKWELL, IV (Ward 2)

RICHARD E. JOYNER (Ward 3)

T. J. WALKER, JR. (Ward 4)

LIGE DAUGHTRIDGE (Ward 5)

W. B. BULLOCK (Ward 6)

CHRISTINE CARROLL MILLER (Ward 7)

#### CITY STAFF

ROCHELLE D. SMALL-TONEY, *City Manager*

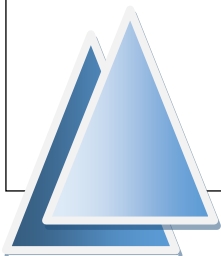
PAMELA O. CASEY, *City Clerk*

ELTON DANIELS, *Assistant City Manager*

NATASHA HAMPTON, *Assistant City Manager*

DOROTHY BROWN SMITH, *Communications & Marketing Consultant*

RICHARD J. ROSE, *City Attorney*





**ROCKY MOUNT**  
OFFICE OF THE CITY COUNCIL  
THE CENTER OF IT ALL



**AGENDA FOR A REGULAR SCHEDULED MEETING OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT TO BE HELD MONDAY, APRIL 13, 2020 AT 7:00 P.M. IN THE GEORGE W. DUDLEY CITY COUNCIL CHAMBER OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING.**

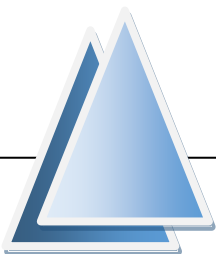
1. Meeting Called to Order by the Mayor
2. Prayer
3. Roll Call by the City Clerk
4. Approval of the Minutes of a Special Called City Council Meeting on March 19, 2020 and a Regular Scheduled Meeting of the City Council Held March 23, 2020 [View](#)

Recommended Action: Approve Minutes

5. Consideration of Minutes and Recommendations from a Special Called Committee of the Whole Meeting Held March 19, 2020: [View](#)
  - Update on City's Response to COVID-19 – *City Manager Rochelle D. Small-Toney*; and
  - Discussion and Direction to the City Manager

Recommended Action: Approve Minutes

6. Community Update – City Manager Rochelle D. Small-Toney
7. Presentations and Recognitions: [View](#)
  - Presentation of Proclamation Proclaiming the Week of April 13-17, 2020 as Community Development Week in the City of Rocky Mount to the Director of Community and Business Development, Cynthia Jones; and
  - Presentation of Proclamation Proclaiming the Month of April 2020 as Fair Housing Month in the City of Rocky Mount to the Director of Human Relations, Archie Jones





8. Petitions from the Public Will Not be Held Due to the Safety of Citizens, the Council and Staff Pursuant to the Governor’s Social Distancing Order for COVID-19.
9. Consideration of the Minutes and Recommendations from a Regular Scheduled Planning Board Meeting held March 10, 2020: [View](#)

***\*Overview of request and recommendation by the Director of Development Services or his Designee***

**A. Public Hearing** Relative to the Following Rezoning Request Recommended for Approval and Found in Compliance with the Comprehensive Plan by the Planning Board: [View](#)

- Request by William Carter Keller to rezone ±12.62 acres located on the corner of River Drive and Carr Street from R-10 and I-1 to R-6MFA

Recommended Action: 1) Acknowledge Receipt of Planning Board Minutes; and  
2) **Defer Public Hearing and Consideration of Ordinance Amending the Land Development Code and Map until the April 27, 2020 Council Meeting at 4:00 p.m. pursuant to the Governor’s Social Distancing Order.**

10. *LEFT BLANK INTENTIONALLY. THIS ITEM WAS REMOVED TO BE PLACED ON THE APRIL 27, 2020 AGENDA.*

11. Consideration of Ordinance Amending Chapter 2 of the Code of the City of Rocky Mount Entitled “Administration”, Article IV. Entitled “Emergency Management” [View](#)

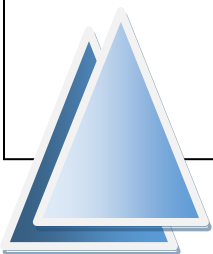
Recommended Action: Adopt Ordinance

12. Consideration of Petition for Annexation No. 316 – 3786 Weatherford Street [View](#)

Recommended Action: 1) Acknowledge Receipt of Petition; and  
2) Adopt Resolution Ordering City Clerk to Investigate Sufficiency of Petition

13. Consideration of Application for One (1) New Taxi Right License for Melvin Hines [View](#)

Recommended Action: Approve Issuance of New Taxi Right License as Recommended and Authorize the City Clerk to Execute the Same on Behalf of the City





14. Consideration of Ordinance Amending Chapter 5 of the Code of the City of Rocky Mount Entitled “BUILDINGS AND BUILDING REGULATIONS”, Article IV. Entitled “Building Construction Standards”, Sec. 5-109 Entitled - Electrical code adopted; additional requirements (amends ordinance to refer to the current Electrical code as adopted by the State and removes additional requirements to modernize and update standards for consistency) [View](#)

Recommended Action: Adopt Ordinance.

15. Consideration of Declaring Certain City Owned Personal Property - one (1) Derrick truck [V4473] - Altec Model on a 2005 International 7400 - as Surplus and Authorizing Disposal by Donation to Nash Community College to be Used in their Electric Lineman Training Program (includes clawback agreement in the event the lineman certification program ceases to exist) [View](#)

Recommended Action: 1) Adopt Resolution Declaring Property Surplus and Authorizing Donation; and  
2) Authorize the Mayor to Execute the Clawback Agreement on Behalf of the City

16. Consideration of the Following Recommendations from the Traffic Engineer: [View](#)

- Adopt:

- No Parking Anytime on Both Sides of Ravenwood Drive from W. Raleigh Boulevard to Recreation Drive

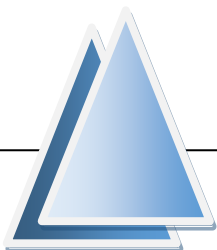
Recommended Action: Adopt Ordinance Amending the Traffic Control Ordinance Map

17. Consideration of Contract with Professional Recovery Consultants (PRC) as a Third-Party Collection Agency (cost associated with collection service is 16.54% of debt collected – accounts to be referred to agency will be inactive utility accounts, delinquent taxes and other general billings) [View](#)

Recommended Action: 1) Approve Use of Collection Agency and Award Contract to Professional Recovery Consultants; and  
2) Authorize Director of Finance to Work with Firm to Develop Contract and Execute Same on Behalf of the City

18. Consideration of Municipal Agreement with the North Carolina Department of Transportation (NCDOT) to Add Pedestrian Signals at Signalized Intersections on Sunset Avenue between Church Street and US 301 (estimated cost of \$150,000; City will be reimbursed 80% of eligible expenses up to \$120,000) [View](#)

Recommended Action: Approve Agreement and Authorize the Mayor, City Clerk and Finance Director to Execute the Same on Behalf of the City





19. Consideration of Community Development Block Grant Agreement with Rocky Mount Housing Authority Relative to the Down Payment Assistance Program [View](#)

Recommended Action: Approve Agreement and Authorize the City Manager, Director of Community & Business Development, Finance Director and City Clerk to Execute the Same on Behalf of the City

20. Consideration of Resolution Amending Administrative Policy No. II.33 Entitled “Policy: Downtown Building Assistance Program” (revises Section 3.4 to add language to authorize the City Manager to implement, administer and grant funding in accordance with the revisions and full program scope, as needed) [View](#)

Recommended Action: Adopt Resolution Approving Policy Amendment

21. Consideration of Resolution Approving Administrative Policy No. II.36 Entitled “Policy: Residential Façade Improvement Grant” [View](#)

Recommended Action: Adopt Resolution

22. Appointments: [View](#)
- a) Animal Care and Control Advisory Board – 2 vacancies (Wards 1 and 5)
  - b) Board of Adjustment – 2 vacancies (Ward 6 and Alternate)
  - c) Business Development Authority – 1 vacancy – *Steven Larry Cederberg; unexpired term expires 6/30/2020*
  - d) Central City Revitalization Panel – 2 vacancies (Ex-Officios)
  - e) Community Appeals Board – 2 vacancies (Wards 4 and 5)
  - f) Historic Preservation Commission – 5 vacancies
  - g) Human Relations Commission – 1 vacancy
  - h) Mayor’s Commission – 1 vacancy
  - i) Tree Advisory Board – 3 vacancies (Wards 2, 3 and 4)
  - j) Utility Service Review Board - 3 vacancies (Wards 4, 6 and Ward 7)
  - k) Workforce Housing Advisory Commission – 3 vacancies (Ward 7; Faith-based Community; Business Community)

