

# CITY COUNCIL AGENDA JUNE 22, 2020



ROCKY MOUNT, NC  
THE CENTER OF IT ALL

[View Main Agenda](#)



## 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.**

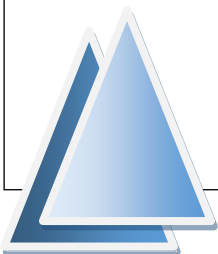
At these meetings, the City's business is conducted and ordinances and resolutions, the laws of Rocky Mount, are enacted. Ordinances take effect upon their adoption when approved by a majority of the Council. All ordinances must be in writing. They are introduced at one meeting and adopted at a subsequent 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*

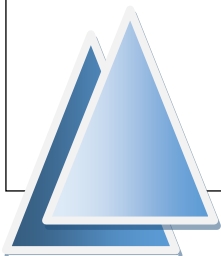
PAMELA O. CASEY, *City Clerk*

ELTON DANIELS, *Assistant City Manager*

NATASHA HAMPTON, *Assistant City Manager*

DOROTHY BROWN SMITH, *Communications & Marketing Consultant*

RICHARD J. ROSE, *City Attorney*



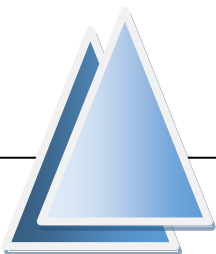


**ROCKY MOUNT**  
OFFICE OF THE CITY COUNCIL  
THE CENTER OF IT ALL



**AGENDA FOR A REGULAR SCHEDULED MEETING OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT TO BE HELD MONDAY, JUNE 22, 2020 AT 4:00 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 Regular Scheduled Meeting of the City Council Held June 8, 2020  
[View](#)  
Recommended Action: Approve Minutes
5. Consideration of Minutes of a Regular Scheduled Committee of the Whole Meeting Held June 8, 2020: [View](#)
  - 1) Proposed Annual Action Plan for FY 2020 – 2021 - Cynthia T. Jones – *Information only; no formal action*
  - 2) Urgent Repair Program (URP20) - Cynthia T. Jones - *Information only; no formal action*
  - 3) Downtown Outlook Report - Kevin Harris – *Information only; no formal action*
  - 4) Boards/Commissions/Committees Pamela Casey – *Did not discuss*
  - 5) Closed Session:
    - Attorney/Client Privilege  
Recommended Action: Approve Minutes
6. Community Update – City Manager Rochelle D. Small-Toney
7. Presentations and Recognitions: [View](#)
  - Presentation of Proclamation Proclaiming the Month of July 2020 as Parks and Recreation Month in the City of Rocky Mount to Parks and Recreation Interim Director, Joel Dunn and Staff Members





8. Petitions to be Received from the Public

**Note: Please complete Citizen Sign-In Sheet and provide to Security Officer prior to speaking. Please limit presentations to three (3) minutes. Time will be monitored.**

9. **CONSENT AGENDA:**

A. Consideration of Tax Releases and/or Refunds: [View](#)

- Schedule A – taxes under \$100 approved for release and/or refund by the City Manager; and
- Schedule B – taxes over \$100 recommended for release and/or refund by the City Council

B. Consideration of the Following FY 2020-2021 Ordinances:

- Project Ordinances:

1) Tar River Transit (\$5,613,802 – requires matching appropriations of \$439,892): [View](#)

- a. Urban Transit Operating Project - \$1,409,062;
- b. Urban Transit Capital Project - \$949,740;
- c. Transit System Planning Project - \$43,160;
- d. Rural Transit Operating Project - \$2,666,200;
- e. Rural Transit Capital Project - \$353,640;
- f. Rural Transit System Feeder Project - \$192,000; and

2) Community Development: [View](#)

- g. Community Development Block Grant (CDBG) Entitlement Grant Project (\$526,640); and
- h. HOME Investment Partnership Grant Project (\$467,205 - requires matching appropriation of \$50,000)

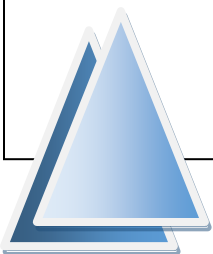
3) Coronavirus Emergency Supplemental Grant Program (\$121,771) [View](#)

Recommended Action: Approve Consent Agenda (inclusive of approval of tax releases and adoption of Ordinances)

10. **Public Hearing** Relative to the Proposed FY 2020-2021 Annual Action Plan for the City of Rocky Mount and the Down East HOME Consortium (required for eligibility for HOME Partnership Investment funds and CDBG Entitlement allocation; public review and comment period June 8 -July 8, 2020) [View](#)

**\*Overview by the Director of Community and Business Development or her designee**

Recommended Action: Receive Public Comment





11. Consideration of FY 2020-2021 Budget Ordinance and Amendments to Fees and Charges: [View](#)
- a. FY 2020-2021 Budget Ordinance – *establishes appropriations for FY 2020-2021; and sets ad valorem tax rate at \$0.685 per \$100 of taxable assessed value; same tax rate as current fiscal year*
  - b. Amendments to Fees and Charges: [View](#)
    1. Department of Public Works:
      - Policy No. X.8.5 Solid Waste Transfer Station Tipping Fee
  - c. Policies/Department of Human Resources: [View](#)
    - Position Classification and Pay Plan (includes funding for 8 new positions)

Recommended Action: 1) Adopt FY 2020-2021 Budget Ordinance;  
2) Adopt Resolution Amending Fees and Charges Listed Above; and  
3) Adopt Resolution Approving Revised Position and Classification Plan

12. Consideration of FY 2019-2020 Budget Ordinance Amendment Appropriating Funds in the Self-Insurance Internal Service Fund (\$2,000,000; covers claims expensed during the current and prior fiscal years) [View](#)

Recommended Action: Adopt Ordinance

13. Consideration of FY 2019-2020 Budget Ordinance Amendment Appropriating Funds to Cover Expenditures for Operations at the Rocky Mount Event Center from April 2020 to June 2020 (\$251,260; revenues not available due to closure of facility in compliance with required response to COVID-19 pandemic) [View](#)

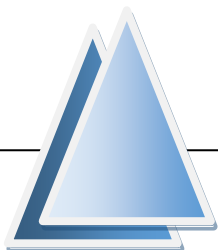
Recommended Action: Adopt Ordinance

14. Consideration of Renewal of Joint Cooperative Agreement between the City, as Lead Entity, and Other Members of the Down East HOME Consortium (Spring Hope, Pinetops, Whitakers, Edgecombe County, Sharpsburg, Princeville, Middlesex, Conetoe and Rocky Mount) [View](#)

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

15. Consideration of 1) Urgent Repair Program Assistance Policy; 2) Urgent Repair Program Procurement and Disbursement Policy (details eligibility requirements for program participants, selection process and overall program process); and 3) Urgent Repair Program Post-Approval Documentation [View](#)

Recommended Action: 1) Approve/Adopt Urgent Repair Program Assistance Policy;  
2) Approve/Adopt Urgent Repair Program Procurement and Disbursement Policy; and  
3) Authorize the Mayor, Manager and City Clerk to Execute Required Documentation on Behalf of the City





16. Consideration of Approval of Award of Duty Sidearms and Badges to the following Retiring Police Officers for Dedicated Service:

- a. Sergeant Leslie Wayne Harrell – 30 years of service; retirement date July 1, 2020 [View](#)
- b. Senior Police Officer Teresa Lassiter – 14.5 years of service; retirement date July 1, 2020 (Officer Lassiter will pay \$350 for her sidearm due to retiring with less than 20 years of service pursuant to City policy) [View](#)

Recommended Action: Approve Award of Duty Sidearms and Badges

17. Consideration of Water Assessment Contract with Edna R. Roberson for Water Service at 1125 Freer Drive (\$265 water meter and capacity fees prepaid; \$4,000 water main and tap fee to be assessed)

[View](#)

Recommended Action: Approve Contract and Authorize the Mayor and City Clerk to Execute the Same on Behalf of the City.

18. Consideration of Petition for Annexation No. 317 – 762 Vestal Road (non-contiguous)

[View](#)

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

19. Consideration of Operating Agreement with Duke Energy Progress, LLC (DEP) allowing Rocky Mount City Employees to Operate DEP’s System under Certain Conditions in Order to Provide Faster Response Time during Power Outages

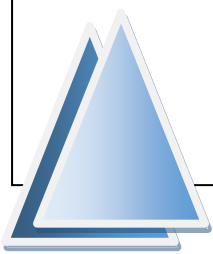
[View](#)

Recommended Action: Approve Agreement and Authorize the Mayor to Execute the Same on Behalf of the City.

20. Consideration of Declaring Certain Personal Property Surplus and Authorizing Disposal by Electronic Auction via GovDeals, Inc.

[View](#)

Recommended Action: Adopt Resolution Declaring Property Surplus and Authorizing Disposal by Electronic Auction







21. Appointments:

*NOTE: some terms will expire June 30, 2020 (not listed)*

- a) Animal Care and Control Advisory Board – 1 vacancy (Ward 1)
- b) Board of Adjustment – 2 vacancies (Ward 6 and Alternate)
- c) Central City Revitalization Panel – 2 vacancies (Ex-Officios)
- d) Community Appeals Board – 2 vacancies (Wards 4 and 5)
- e) Historic Preservation Commission – 2 vacancies
- f) Mayor’s Commission – 1 vacancy
- g) Tree Advisory Board – 3 vacancies (Wards 2, 3 and 4)
- h) Utility Service Review Board - 3 vacancies (Wards 4, 6 and Ward 7)
- i) Workforce Housing Advisory Commission – 3 vacancies (Ward 7; Faith-based Community; Business Community)
- j) Braswell Memorial Library – 2 vacancies
- k) Tar River Transit Governing Board – (Councilmember)
- l) Step Board – (Councilmember)
- m) Upper Coastal Plain Brownfields Coalition Steering Committee – (Councilmember)

