

CITY COUNCIL

AGENDA

FEBRUARY 13, 2023

Risen Voices

An Evening of Spoken Word and Slam Poetry
Celebrating and Honoring Black History
performed by the community members of Rocky Mount.

FEBRUARY 17 • 7 PM

**The Historic
Booker T. Theater**

Hosted by the Imperial Centre Theatre

FREE ADMISSION

Doors Open at 6 PM

Local artisans will have items available
for purchase before and after the show.



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.

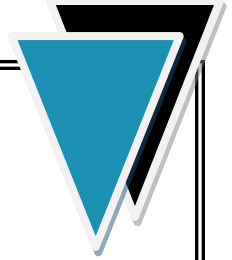
Councilmembers receive the agenda for a Council meeting, together with detailed background material, on the Thursday prior to each regular meeting. This gives them the opportunity to study each item on the agenda prior to the meeting and consult with the City Manager or City staff members. If no additional 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

T. J. WALKER, JR., MAYOR PRO TEM
(Ward 4)

ANDRÉ D. KNIGHT (Ward 1)

REUBEN C. BLACKWELL, IV (Ward 2)

RICHARD E. JOYNER (Ward 3)

LIGE DAUGHTRIDGE (Ward 5)

TOM HARRIS (Ward 6)

JABARIS D. WALKER (Ward 7)

CITY STAFF

PETER F. VARNEY, *INTERIM CITY MANAGER*

KIM BATTS, *CITY CLERK*

VACANT, *ASSISTANT CITY MANAGER*

ELTON DANIELS, *ASSISTANT CITY MANAGER*

KIRK BROWN, *Communications & Marketing Director*

RICHARD J. ROSE, *City Attorney*





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PUBLIC PETITIONS

The Public Petitions portion of the City Council meeting is an opportunity for public comment and the City Council appreciates your attendance and thanks you for expressing your views and opinions. The City Council values all citizen input.

This is an opportunity to raise a question or present a request to the Council; however, in most cases Councilmembers will not respond to public comments but may refer a matter to the City Manager or staff for follow up.

Time will be monitored in order to give everyone an opportunity to speak and speakers will have three minutes.

Please be aware that sign-in sheets must be presented to the Security Officer prior to the opening of the City Council meeting.

If an organized group is present to speak on a common issue, please designate one person to present the group's comments.

If your comments are in regard to an item that is the subject of a public hearing, please wait until that item is introduced to speak. Time will also be monitored.

If your comments are in regard to an evidentiary hearing additional time may be granted.

The City Council requests that you **PLEASE ADHERE TO THE FOLLOWING GUIDELINES:**

- **Complete a sign-in sheet;**
- **Address comments to the Council as a whole and not to individual Councilmembers or City staff;**
- **Speak from the podium in a civil, non-argumentative and respectful manner;**
- **Personal attacks which have the potential to disrupt the meeting will not be tolerated and you will be asked to sit down or be removed from the meeting;**
- **Keep comments to three minutes**

Thank you!



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AGENDA FOR A REGULAR SCHEDULED MEETING OF THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT TO BE HELD MONDAY, FEBRUARY 13, 2023 AT 7:00 P.M. IN THE GEORGE W. DUDLEY CITY COUNCIL CHAMBER OF THE FREDERICK E. TURNAGE MUNICIPAL BUILDING.

The City will be using YouTube to livestream the City Council meeting. To view the meeting click here: <https://www.youtube.com/user/CITYTV19>

1. Meeting Called to Order by the Mayor
2. Prayer
3. Roll Call by the City Clerk
4. A. Consideration of the Minutes of the Following Regular Scheduled Committee of the Whole Meetings:
 1. September 12, 2022: [View](#)
 - Cost of Service Report – Brenton Bent: *Received report; no formal action;*
 - Friends of Unity Cemetery - *Postponed*
 - Crime Report – Robert Hassell: *Received report; no formal action*
 - Short Term Rentals – *Item not reached*
 - Closed Session: Property Acquisition
 2. October 10, 2022: [View](#)
 - Reserve Parking Spaces for City Council Members – Peter Varney: *Received report; no formal action;*
 - Transportation Advisory Committee Alternates – Peter Varney: *Received report; no formal action;*
 - Crime Report – Robert Hassell: *Received report; no formal action;*
 - Fire Pumpers Purchase – Peter Varney: *Received report; by consensus – added to Regular City Council Meeting Agenda on October 10, 2022;*
 - Housing Code Ordinance Update – Peter Varney: *Received report; no formal action*
 - Closed Session: Property Acquisition
- B. Minutes of Regular Scheduled City Council Meeting held November 14, 2022 [View](#)



C. Consideration of the Following Special Called Committee of the Whole Meetings: [View](#)

1. September 28, 2022
2. October 3, 2022

Recommended Action: Approve Minutes

5. Consideration of additions or deletions to the agenda

6. Community Update - Interim City Manager Peter F. Varney

7. Presentations and Recognitions: [View](#)

- Consideration of Resolution Recognizing and Congratulating the Northern Nash Football Team on their Outstanding Season

Recommended Action: Adopt Resolution

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. Notification to Council of Intent and Authorization to Apply for a grant from the AKC Reunite Adopt A K-9 Cop Grant (Total cost to replace a canine is approximately \$10,000 - grant amount from AKC Reunite Adopt A K-9 Cop is \$7,500 the remaining balance of \$2,500 will be a match funded by the City) [View](#)

City Manager Recommendation: Authorize Submission

B. Consideration of Adoption of the Following FY 2022-2023 Ordinances: [View](#)

Budget Ordinance Amendments:

1. Appropriates funds in the General Fund for the procurement of an all- terrain vehicle (ATV) for Fire Department in accordance with grant awarded by the Firehouse Subs Public Safety Foundation (\$24,198)
2. Appropriates funds in the Water Fund to cover unanticipated inflationary increases in the costs of water treatment chemicals for the remainder of the current fiscal year (\$300,00)
3. Increasing appropriations in the Agency Canteen Fund to reflect revenues received by accounts in this fund greater than currently budgeted (\$27,510)





Project Ordinance:

4. Appropriating funds awarded by the Golden Leaf Foundation for water and sewer improvements associated with economic development along and in the vicinity of Peele Road (\$1,500,000 – Golden Leaf Foundation; \$271,000 - transfer from Sewer Fund = total \$1,771,000)

City Manager Recommendation: Adopt Ordinances

C. Consideration of Travel Policy for out-of-town travel by the Mayor or members of City Council [View](#)

City Manager Recommendation: Approve Policy

D. Consideration of the Following Petitions for Annexation:

1. No. 330 - Mason & Pearce Property [S. Halifax Rd.] (contiguous); and [View](#)
2. No. 331 - Arrow Road - (contiguous) [View](#)


City Manager Recommendation: Acknowledge Receipt of Petitions; and Adopt Resolutions

E. Consideration of 1) Resolution Authorizing submission of application to the North Carolina Department of Commerce for Rural Transformation Grant (*submission approved October 24, 2022*); and 2) Rural Transformation Grant Agreement with North Carolina Department of Commerce for Downtown Streetscape Improvements [View](#)

City Manager Recommendation: Adopt Resolution Authorizing Submission of Application; and Approve Grant Agreement

F. Consideration of Downtown Building Assistance Agreement with MF Triangle, LLC (assistance is to fully renovate and restore 8250 SFT at 138 SW Main Street. Total cost is \$530,000, staff proposes to bundle available incentives totaling \$100,000 – 19% of renovation cost) [View](#)

City Manager Recommendation: Approve Agreement





G. Consideration of Resolution Approving Amendments to Position Classification and Pay Plan to Adopt Staffing Plan Changes as Follows: [View](#)

Department	Division	Position	Qty.	Pay Range	Annual Range
Police	Support Services	Virtual Call Center Technician	4	10	\$36,117.90-\$54,176.85
Police	Support Services	Virtual Call Center Supervisor	1	12	\$39,819.98-\$59,729.98
Police	Administration	Public Information Officer	1	18	\$53,362.59-\$80,043.88
Police	Administration	Quartermaster	1	15	\$46,096.61-\$69,144.91
Police	Criminal Investigation	Victim's Advocate	1	19	\$56,030.72-\$84,046.08
Police	Criminal Investigation	Forensic Technician	4	13	\$41,810.98-\$62,716.48

City Manager Recommendation: Adopt Resolution Amending Position and Classification Plan

H. Consideration of Memorandum of Understanding between Rocky Mount Police Department and Nash County Public Schools (the MOU includes the addition of five new SRO officers fully funded by Nash County Public Schools for elementary schools) [View](#)

City Manager Recommendation: Approve Memorandum of Understanding

I. Consideration of Rezoning Request Recommended for Approval and Found in Compliance with the Comprehensive Plan by the Planning Board: [View](#)

- Request by Grey Berry (F & B Development Company) to rezone portions of PIN 373912861673U, 373912769624, 373912766624U and 373911670078U near S. Halifax Road totaling ± 7.08 acres from A-1 and R-6

***Note - Public Hearing was held on January 9, 2023; Ordinance was postponed until receipt of legal description*

City Manager Recommendation: Adopt Ordinance Amending the Land Development Code and Map





J. Consideration of Interlocal Resolution enabling the City to join the North Carolina Cooperative Liquid Assets Securities System (NC CLASS) [View](#)

City Manager Recommendation: Adopt Resolution

K. Consideration of the following Bids:

- 1) Rebid 15 KV Circuit Breakers for Substation No. 1 – award to ABB in the amount of \$194,648 [View](#)
- 2) City of Rocky Mount Property and Casualty Insurance Broker Selection – award to Surry Insurance in the amount of \$22,500 per year (five (5) year contract at a total cost of \$112,000) [View](#)
- 3) Audit Services – award to Mauldin & Jenkins, LLC for a three-year contract totaling \$319,500 [View](#)

City Manager Recommendation: 1) Award Bids as Recommended;

2) Authorize the Purchasing Division to Issue Purchase Order and Execute Bid Document for (a) in Accordance with the Council's Award

3) Authorize the Mayor and City Clerk to Execute Bid Contracts for (b) and (c) on Behalf of the City

Recommended Action: Approve Consent Agenda inclusive of:

- 1) Authorization for Staff to Submit Grant Application; and for the Mayor, City Clerk and/or Appropriate Staff to Execute Required Documentation, Including Final Application and Subsequent Grant Agreement Certifications and Assurances on Behalf of the City;
- 2) Adoption of Ordinances and Resolutions;
- 3) Approve Travel Policy
- 4) Acknowledge Receipt of Petitions of Annexations;
- 5) Award Bids as Recommended

10. Consideration of the Minutes and Recommendations from a Planning Board Meeting held on January 10, 2023 [View](#)

****Overview of request(s) and recommendation(s) by the Director of Development Services or his designee***

Recommended Action: Acknowledge Receipt of Planning Board Minutes





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 Amanda Flora (Flora’s Jewelry, Inc.) to rezone ± 1.23-acre parcel located at 3321 Sunset Avenue from O-I to B-2CD

Recommended Action: 1) Receive Public Comment; and
2) Adopt Ordinance Amending the Land Development Code and Map

11. Consideration of Canceling March 27, 2023 City Council Meeting due to the National League of Cities Congressional City Conference

Recommended Action: Approve Cancellation of Meeting

12. Appointments:

- Animal Care and Control Advisory Board - three (3) appointments: Wards 1, 2, 7;
- Board of Adjustment – two (2) appointments: Ward 4, and (1) Alternate Member;
- Business Development Authority – two (2) appointments (Mayoral appointments);
- Central City Revitalization Panel - four (4) appointments: one (1) Commercial Builder/Developer; one (1) Members-at-Large; and two (2) Ex-Officios;
- Community Appeals Board – two (2) appointments: Wards 2, and 4;
- Housing Authority – one (1) appointment (Mayoral appointment);
- Redevelopment Commission – one (1) appointment;
- Tree Advisory Board – two (2) appointments – Wards 1, and 2;
- Utility Service Review Board – four (4) appointments: Wards 1, 4, 5 and 7; and
- Workforce Housing Advisory Commission – two (2) appointments: one (1) Faith-based Community members, one (1) Business Community member

