

# CITY COUNCIL AGENDA JUNE 26, 2023



ROCKY MOUNT, NC  
THE CENTER OF IT ALL



EVENTS WILL BE HELD AT THE CITY OF  
ROCKY MOUNT SPORTS COMPLEX  
MONDAY, JULY 3 STARTING AT 6 P.M.

[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

KEITH ROGERS JR., *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, JUNE 26, 2023 AT 4:00 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 Minutes of the Regular Scheduled City Council Meeting held February 27, 2023  
[View](#)  
B. Consideration of Minutes of the Regular Scheduled Committee of the Whole Meeting on February 13, 2023: [View](#)
  - 1) Second Quarter Financial Review: City and Event Center - Ken Hunter – *information only; no action;*
  - 2) Sunset Park Master Plan – Joel Dunn - *information only; no action;*
  - 3) RMPD January Report – Robert Hassell - *information only; no action;*
  - 4) Legislative Agenda - Peter Varney - *information only; no action;*
  - 5) City Council Retreat – Peter Varney - *information only; no action;*

Recommended Action: Approve Minutes

5. Consideration of additions or deletions to the agenda
6. Community Update – City Manager Keith Rogers Jr.
7. Petitions to be Received from the Public

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

8. **CONSENT AGENDA:**

- A. Consideration of Recommendation for Approval of Award of Duty Badge and Sidearm to Police Lieutenant Tim Hathaway for 30 Years of Dedicated Service [View](#)

*City Manager Recommendation: Approval of award of duty badge and sidearm*





- B. Consideration of Temporary Street Closing Request from the Happy Hill Neighborhood Community Club to Close the streets surrounding Bea Holman Parks (1000 Block of Star, 500 Block of N. Harris & 500 Block of N. Vyne Streets) from 2:00 p.m. to 6:00 p.m. on Sunday, July 2, 2023, for their annual Happy Hill Day event [View](#)

*City Manager Recommendation: Approve Temporary Street Closing*

- C. Consideration of: [View](#)

- 1) Approval of Urgent Repair Program Post-Approval Documentation; and
- 2) Resolution Amending/Adopting the following Administrative Policies (policies detail eligibility requirements for program participants, selection process and overall program process)
  - a) Policy No. II.29 (a) Entitled “Assistance Policy: Urgent Repair Program”; and
  - b) Policy No. II.29 (b) Entitled “Procurement & Disbursement Policy: Urgent Repair Program”

*City Manager Recommendation: 1) Adopt Resolution; and  
2) Approve Urgent Repair Program Post-Approval Documentation and Authorize the Mayor and City Clerk to Execute Required Documentation on Behalf of the City*

- D. Consideration of Pre-application Documents for the FY 2025 Community Transportation Program Grant (will fund a portion of Administrative, Operating and Capital expenses incurred by Tar River Transit) [View](#)

*City Manager Recommendation: 1) Authorize Mayor to Execute Pre-Application Documents; and  
2) Authorize Staff to Submit Pre-application on Behalf of the City*

- E. Consideration of a Proposal from Surry Insurance for Property and Casualty Insurance Services for Fiscal Year 2024 (not expected to exceed \$1,851,485 – covers existing and potential additions to property and equipment) [View](#)

*City Manager Recommendation: Accept Proposal and Approve Proposed Insurance Program*

- F. Consideration of Adoption of the Following FY 2022-2023 Ordinances:

*Budget Ordinance Amendments:*

1. Appropriates funds in the General Fund for purchase of a replacement Police canine, as requested and awarded in a grant from the AKC Reunite Adopt A K-9 Cop Grant Program (\$7,500) [View](#)
2. Appropriates funds in the Sewer Fund for the purposes of completion of a Sewer System Study (\$400,000 - grant funds received from the NC Department of Environmental Quality) [View](#)
3. Appropriates funds in the Self-Insurance Fund for the purposes of covering health insurance claims by the City for the current fiscal year (\$4,700,000) [View](#)





4. Appropriates funds in the General Fund for necessary budget adjustments - \$405,000 (\$260,000 required to pay LGERS to provide sufficient contributions for recently retired employees and \$145,000 to cover costs of repaving the parking lot at City Hall) [View](#)
5. Appropriates funds in the General Fund for a contribution by the City to United Community Ministries (\$100,000) [View](#)

Project Ordinance Amendments:

6. Transit [View](#)
  - Urban Transit Operating Cares Act (UOCRS) - \$113,967
  - Rural Transit Capital Project (RCA23) - \$25,915
  - Urban Transit Capital Project (UCA23) - \$65,250
  - Urban Transit Operating Project (UOP23) - \$159,750
7. Appropriates funds to the Economic Development Fund as awarded from the North Carolina Department of Commerce’s Building Reuse Grant Program for Project Blues (\$300,000) [View](#)
8. Community Development Grant Programs [View](#)
  - Community Development Block Grant (CDB) - \$30,424
  - Home Investment Partnership (HME) - \$142,077
9. Appropriates funds for Downtown improvement associated with receipt of the Rural Transformation Grant awarded to the City by the North Carolina Department of Commerce (\$800,000) [View](#)

*City Manager Recommendation: Adopt Ordinances*

G. Consideration of [View](#)

- 1) Ordinance repealing the following project ordinances, adopted January 23, 2023 in order to correct and align appropriation of funds for affordable housing consistent with the North Carolina Local Government Budget & Fiscal Control Act :
  - Ordinance O-2023-45 “Grant Project Ordinance Amendment Workforce Housing Repair Grant Program”
  - Ordinance O-2023-46 “Grant Project Ordinance Amendment Matching Rebate Housing Repair Grant Program
  - Ordinance O-2023-47 “Grant Project Ordinance Amendment Down Payment Assistance Grant Program”
  - Ordinance O-2023-48 “Grant Project Ordinance Amendment Community Wealth Building Grant Program”
- 2) Budget Amendment appropriating \$400,000 of American Rescue Plan funds in accordance with the North Carolina Local Government Budget & Fiscal Control [View](#)

*City Manager Recommendation: Adopt Ordinances*







H. Consideration of the purchase of a next generation Storage Area Network (SAN) for Technology Services at a total cost of \$124,140.00. Due to security concerns, the model and manufacture will not be disclosed. [View](#)

*City Manager Recommendation: Approve purchase and Authorize the Purchasing Division to Issue Purchase Order in Accordance with the Council's Award*

Recommended Action: Approve Consent Agenda inclusive of:

- 1) Approval of award of duty badge and sidearm;
- 2) Approve Street Closing;
- 3) Adopt Resolutions and Ordinances;
- 4) Approve Urgent Repair Program Post-Approval Documentation and Authorize the Mayor and City Clerk to Execute Required Documentation on Behalf of the City
- 5) Authorize Mayor to Execute Pre-Application documents; and Authorize Staff to Submit Pre-Application documents on Behalf of the City
- 6) Accept Proposal and Approve Proposed Insurance Program; and
- 7) Authorize the Purchasing Division to Issue Purchase Order in Accordance with the Council's Award

9. Consideration of FY 2023-2024 Budget Ordinance and Amendments to Fees and Charges: [View](#)

a. FY 2023-2024 Budget Ordinance – *establishes appropriations for FY 2023-2024; and sets the City property 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 Entitled “Solid Waste Transfer Station Tipping Fee” – *increases tipping fees to accommodate 2.5% increase in solid waste disposal contract fee.*

2. Department of Water Resources:

- Policy No. X.9.2 Entitled “Water and Sewer Retail Rates” – *increase rates by 7.5% for water service and 8.5% for sewer service to increase revenue for operational and capital expenditures, in accordance with recommendations of the Cost-of-Service Analysis*
- Policy No. X.9.3 Entitled “Water and Sewer Wholesale Rates” – *increase rates by 7.5% for water service and 8.5% for sewer service to increase revenue for operational and capital expenditures, in accordance with recommendations of the Cost-of-Service Analysis*

Recommended Action: 1) Adopt FY 2023-2024 Budget Ordinance;  
2) Adopt Resolution Amending Fees and Charges Listed Above; and  
3) Adopt Ordinance Amending Water and Sewer Retail and Wholesale Rates Listed Above





10. Consideration of Resolution Amending the Classification & Compensation Plan [View](#)

Recommended Action: Adopt Resolution Approving Classification & Compensation Plan

11. Consideration of Adoption of the Following FY 2023-2024 Ordinances: [View](#)

*Community Development Project Ordinances*

1. Community Development Block Grant (CBD24) - \$536,901
2. Home Investment Partnership Grant (HME24) – \$514,399

*Tar River Transit Grants*

3. Urban Operating (UOP24) - \$1,770,000
4. Urban Capital (UCA24) - \$1,572,174
5. Transit Planning (TPL24) - \$53,950
6. Rural Operating (ROP24) - \$3,068,470
7. Rural Capital (RCA24) - \$1,250,900
8. Rural Feeder (FEE24) - \$250,000

Recommended Action: Adopt Ordinances

12. Consideration of Resolution allocating FY 2023-2024 Appropriations for the following activities administered by Opportunities Industrialization Center (OIC) [View](#)

- a. \$75,000 to Support Youth Connect Program; and
- b. \$100,000 to Support Construction Trades

Recommended Action: Adopt Resolution

13. Consideration of Sealed Bids Received for 406 Beal Street – high bid was \$35,550 by AU Estates Services, Inc. [View](#)

Recommended Action: Accept Bid of AU Estates Services, Incorporated and Authorize the Mayor and City Clerk to Execute the Deed(s) Conveying the Property on Behalf of the City

14. Consideration of a Quitclaim Deed for 0.023-acre gap between the property line of the Ruby Grey Heirs and the Municipal Stadium to the Nash Board of Education [View](#)

Recommendation Action: Authorize Mayor and City Clerk to Execute Quitclaim Deed

15. Closed Session:

- Economic Development

