



Minutes of the Roanoke Rapids City Council

A regular meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, June 16, 2020 at 5:15 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

Present: Emery G. Doughtie, Mayor
Carl Ferebee, Mayor Pro Tem
Ernest C. Bobbitt)
Sandra W. Bryant)
Suetta S. Scarbrough)
Wayne Smith)

Council Members

Joseph Scherer, MPA, MS, City Manager
Geoffrey Davis, City Attorney
Traci Storey, City Clerk
Leigh Etheridge, Finance Director
Kathy Kearney, Deputy City Clerk/Human Resources Manager
Bobby Martin, Police Chief
Kelly Lasky, Planning & Development Director
John Simeon, Parks & Recreation Director
Larry Chalker, Public Works Director
Jason Patrick, Fire Chief
Christina Caudle, Main Street Director

Mayor Doughtie called the meeting to order and opened the meeting with prayer.

Adoption of Business Agenda

Mayor Doughtie asked Council members if there were any additions, corrections or any known conflicts of interest with respect to the matters before them this evening.

Councilman Smith announced last time he had a conflict in reference to Item 6a). He has since been removed as a member of the Roanoke Valley Rescue Squad so he feels it is no longer a conflict of interest for him. He submitted a copy of the letter to the City Clerk so it would be on record that he was no longer a member of the Roanoke Valley Rescue Squad.

There being no conflicts, a motion was made by Councilman Smith, seconded by Councilwoman Bryant to adopt the business agenda as presented.

Councilman Smith asked for Attorney Davis' opinion on what he just said.

Attorney Davis stated he believes Councilman Smith resolved the conflict and that conflict does not exist anymore, therefore he can vote on the matter.

With a previous motion and second, Council unanimously voted to adopt the business agenda as presented.

Approval of City Council Minutes

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Scarbrough and unanimously carried to approve the June 2, 2020 Regular City Council Meeting and June 8, 2020 Special Meeting (Budget Work Session) Minutes as drafted.

Public Hearing

Proposed Fiscal Year 2020-2021 Budget

City Manager Scherer reviewed the following budget message with City Council:

City Manager's Budget Message

Fiscal Year 2020 / 2021

Mayor Doughtie and Members of the Roanoke Rapids City Council:

In accordance with the NC Local Government Fiscal Control Act, the recommended budget for Fiscal Year 2020-2021 is presented for your consideration. The budget document represents balanced revenues and expenditures. Achieving a balanced budget remains a challenge to provide effective services to our citizens.

- The General Fund operating budget includes revenues and expenditures each totaling \$15,580,502
- The property tax rate is recommended to remain at \$.651/\$100 of valuation.

Summary of Recommendations

I am recommending the following action for the Fiscal Year 2020-2021 Budget:

- Funding Priority w/Anticipated Revenue Decrease: Public Safety
- Funding for employee benefits at the current level, except for no COLA/Merit Raises. Does fund Longevity and Holiday Bonus
- No Major Capital Equipment Purchases
- No Grants Requiring a Major Match Amount
- Recommends use of \$60K from Undesignated Fund Balance

- Eliminates All Training & Travel Except License and Certification
- No Voluntary Contributions to Agencies or Committees
- The property tax rate remain at the rate of \$.651/\$100 of valuation

Economic Outlook

COVID-19 has had a shocking impact on both the global and American economies. Economic experts vary wildly on how our economy will look this coming fiscal year. The shock is affecting the US economy in three ways.

First, the global economy is already experiencing a sudden, significant downturn. Second, the global decline in commodity prices—particularly oil prices—will likely reduce investment spending in the United States. Third, even under relatively benign assumptions about the future course of the illness, US GDP growth will likely plunge in the first quarter, and very likely fall further in the second quarter.

A large number of economists feel that the immediate economic impact is likely to fade within the year, as a vaccine or the natural progression of an epidemic reduces the number of infections and consumers venture out of their homes to resume eating at restaurants and shopping for more than groceries and hand sanitizer. The economy will likely recover quickly once that happens.

However, any prediction must consider whether the disease outbreak begins to recede by the end of summer and people are able to return to normal activities during the summer and into the fall, or if outbreaks of the disease continue to affect economic activity for over a year.

GOALS

Continue to provide quality services and amenities within our limited means.

Finance Director Etheridge reviewed the following Revenue Sources:

Revenue – Major Sources

- Ad Valorem (Property Tax)
- Sales Tax
- Utility Franchise Tax
- Solid Waste User Fees

Ad Valorem (Property Tax)

- City's primary source of revenue
- 44% of total General Fund Budget
- Projected total tax levy \$6,973,498

Tax rates and prior year budgeted amounts are listed below

2014	2015	2016	2017	2018	2019	2020-21
0.624	0.624	0.651	0.651	0.651	0.651	0.651
6,872,871	7,332,371	6,805,041	6,602,661	6,655,115	6,997,737	6,973,498

Sales Tax Revenues

- City's second largest source of revenue
- 22% of the total General Fund Budget
- Proposed sales tax revenues for 2020/2021 totals \$3,420,903
- Revenue trending flat and may see losses due to COVID-19 unknowns into next year.

Appropriated Sales Tax Revenues are listed below:

2015	2016	2017	2018	2019	2020	2021
2,090,541	2,817,600	2,954,907	3,353,527	3,387,062	3,403,130	3,420,903

Utility Franchise Tax

- City's third major source of revenue
- 9.2% of the total General Fund budget
- Proposed franchise tax revenues for 2020/2021 totals \$1,437,456.

Appropriated Revenues for Utility Franchise Taxes

2015	2016	2017	2018	2019	2020	2021
1,200,000	1,200,000	1,320,569	1,470,344	1,475,132	1,447,529	1,437,456

Solid Waste Fees

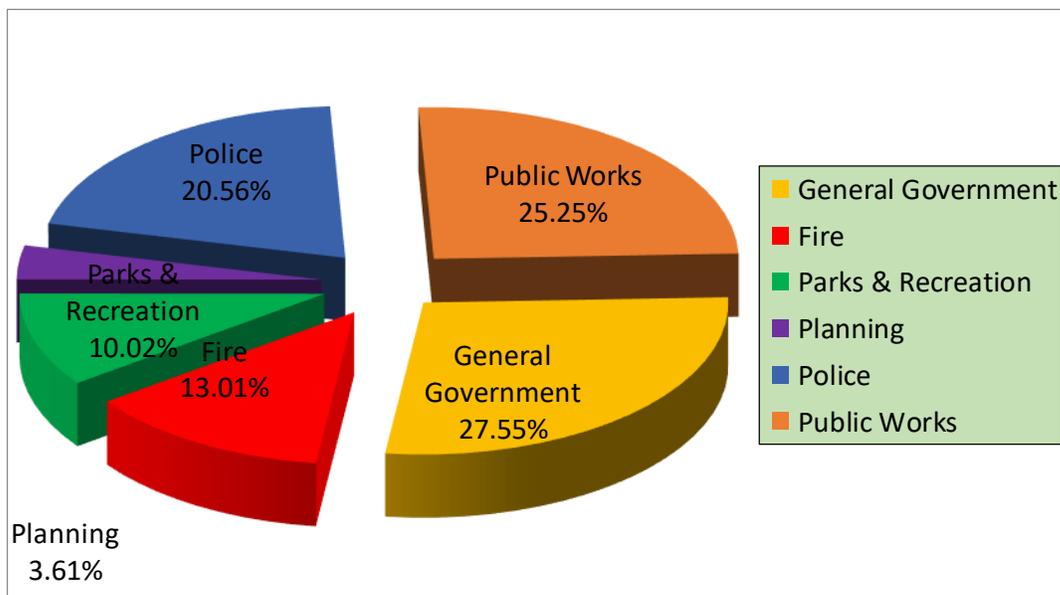
- Solid waste user fees are the fourth largest source of revenue
- These fees are designated to cover the actual cost of providing this service.
- Projected Revenue: \$1,515,256 Residential and Commercial combined
- We are recommending continued user fees of \$220.00, annually.
- We are also recommending continued Commercial Solid Waste Fees of \$20.00, monthly.
- Revenue helps cover costs of refuse tipping fees.

Fiscal Year	Solid Waste Fee
2020-2021	220.00
2019-2020	220.00
2018-2019	215.29
2017-2018	204.50
2016-2017	204.50
2015-2016	204.50
2014-2015	204.50

City Manager Scherer continued with the proposed budget overview.

Departmental Summary – General Fund Operating

Department	Amount
General Government	\$ 4,292,999.00
Fire	\$ 2,027,616.00
Parks & Recreation	\$ 1,560,404.00
Planning	\$ 562,361.00
Police	\$ 3,203,629.00
Public Works	\$ 3,933,493.00
Total Fund Summary	\$15,580,502.00



Personnel & Employee Benefits

Personnel

- No new positions recommended
- Retaining Christmas Bonus and Longevity
- Continuing 3% Match for 401K Retirement Benefit

Employee Benefit Package

Benefit	Annual Cost	
Group Health Insurance	\$ 1,492,236	
Dental	\$ 52,275	
Life Insurance	\$ 7,995	
Longevity	\$ 78,544	
Christmas Bonus	\$ 44,545	
Employee's Assistance Program	\$ 3,933	
Health Reimbursement Account	\$ 70,000	\$2,000 towards deductible
3% 401k Employer Match	\$ 88,000	

Summary:

- This will be a challenging fiscal year, with the unknown economic impact of the COVID-19 virus.
- We will need to be more resolute in our management of expenses against revenue received for prioritizing our funds use for maximum return of investment against benefit. (Priority of Need)
- Extreme expense reductions may be needed in the second half of the fiscal year as revenue trends become better defined.
- State and/or Federal Revenue Aid will be critical to our budget.

The Fiscal Year 2020-2021 Budget is balanced in accordance with the Local Government Budget and Fiscal Control Act. As always, we will continue to explore ways we can minimize our costs and improve efficiencies.

I'd like to thank the City Administration staff for their efforts in preparing this proposed tight budget. In these extremely difficult financial times, they have been cooperative and supportive in cutting their budget to operate within our limited financial resources. I offer a special thank you to Leigh Etheridge and her staff, who worked hard to provide the financial information needed to prepare this proposed budget.

Despite the uncertainty of the economic impact of the COVID-19 virus, we are confident that our long-term prospects for improvement remain good. As we move forward, we remain committed to providing quality services to all our citizens!

Respectfully submitted,

Joseph Scherer, City Manager

City Manager Scherer stated the adoption of the 2020-2021 Budget Ordinance will be requested later in this meeting. A proposed budget is available on the City's website and a copy is also available in the City Clerk's Office.

Mayor Doughtie opened the public hearing for comments from the public on the Fiscal Year 2020-2021 budget.

Dr. Jim Ketoff

Dr. Ketoff representing the Library Board said currently several of the services are not being offered such as Parks & Recreation and the library is closed. He asked how is that going to affect expenditures. He asked if hours had been reduced for salaried employees or do they remain working. If that is the case, when they reopen and offer services, are they going to have more funding going forward since they did not have these expenditures during the time services were not available and places were closed.

City Manager Scherer replied any funds that would remain in this budget year do not roll over into next year's budget. What the City spends this year is done at the end of June, July 1st starts a new budget year.

Dr. Ketoff asked what about any expenditures if they do not resume in July and August, will they be made up when services do reopen and become available.

City Manager Scherer replied if the budget for the library allows for any pick up of those services or expenditures that were not done for this budget year, they would have the opportunity to see if they can afford to do it in the upcoming budget year.

Dr. Ketoff stated for example the pool is closed and asked if the hours would be increased when it reopens to use the funds that were saved or what will happen to the money that was not spent.

City Manager Scherer said they will have a balancing of the budget after the end of this fiscal year and if there are any funds remaining, that stays in the general government fund to be used as needed for next year in accordance to the budget they are proposing.

Mayor Pro Tem Ferebee asked if the monies they would be allocating to the pool will be in this year's budget but then again are they going to discuss the hours they have allocated or planned to allocate. City Manager Scherer said Parks & Recreation Director Simeon will address that issue.

Mayor Pro Tem Ferebee said the NCLM is working with our legislative group on a stimulus package that is related directly to cities and towns. If those funds are received based on our loss (reduced budget) due to COVID-19 and those funds are replaced, what was the plan on those specific funds at this time. City Manager Scherer said there is no plan right now. We would come back to City Council with a budget amendment to recommend where to put those funds in the budget for use.

Mayor Pro Tem Ferebee said there were departments that had some heavy hits and asked if they would look at those first or consider those who had those heavy hits. City Manager Scherer replied they would come back to City Council with a recommendation based on the priority of need. He could not say it would be a particular department. It would depend on what they would recommend to them as what they think would be the best use of those funds. Not necessarily allocate them right now to a specific department. Mayor Pro Tem Ferebee said he was not requesting that. He feels City Manager Scherer would consider those that had a heavier hit if they were replaced dollar for dollar from the NC League of Municipalities or they get some of those stimulus packages directly. The City did reduce the budget pretty heavy for this upcoming year.

Councilman Smith asked if they cut part-time help at the library and City Council added all that part-time help to the Aquatic Center. City Manager Scherer replied he could not quote exact figures on the cuts to the different departments versus how many went to the Aquatic Center. Finance Director Etheridge and Parks & Recreation Director Simeon could better address those numbers. Councilman Smith said he knows they increased the part-time salaries about \$20,000 and cut it from the other organizations to put it into the Aquatic Center for people to swim. It looks like the part-time help was cut out of the library and some of the other places to put in the Aquatic Center. If he was wrong, he would like to be corrected on it now so he will understand.

Parks & Recreation Director Simeon said the budget was presented to him with a 50% reduction in all part-time salaries. Then at that point he was to reduce the budget another 20% so some of that had to come from additional part-time salaries. But then when they added hours to the Aquatic Center that was \$20,000. They had to go back and find that additional \$20,000 from the other facilities that was used to make up the difference at the Aquatic Center. So, yes, the library, Canal Museum, Chaloner Recreation Center and TJ Davis Recreation Center took a 50% hit right off the bat and then took some more and then had to take more to go and fund the Aquatic Center.

Councilman Smith clarified that they killed part-time help somewhere else so they

could add part-time help to the Aquatic Center. Parks & Recreation Director Simeon stated that was correct. Councilman Smith stated he did not agree with that.

With no further comments or questions, Mayor Doughtie closed the public hearing.

Old Business

Consideration of Resolution Supporting Referendum for One-Cent Property Tax Levy for the Roanoke Valley Rescue Squad

City Manager Scherer stated this matter was brought before City Council on May 5, 2020. City Council voted to table the matter until they looked into the City's budget further.

He said over the years, the City has assisted the Rescue Squad with monetary contributions and other resources. NCGS 160A-209(c)(4) allows the City the option to levy property taxes for ambulance services.

He reported the Roanoke Valley Rescue Squad has requested City Council consider adopting a resolution of support for a ballot proposition for a one-cent property tax levy and referendum in the November 2020 election to help fund vital rescue operations in the City of Roanoke Rapids.

City Manager Scherer said Mr. Barnes with the Roanoke Valley Rescue Squad was in attendance and available to answer any questions.

Mayor Pro Tem Ferebee asked if this was to allow the one-cent levy to be a referendum on the November ballot. City Manager Scherer replied that was correct. The Board of Elections will put it on the ballot for the city registered voters to vote on.

Mayor Pro Tem Ferebee clarified it was for a property levy and asked if there were any other revenue sources from the City to the rescue squad. City Manager Scherer replied no, this year the City did not fund the voluntary contribution as they had done in the past.

Councilwoman Scarbrough wanted to clarify that it was not the City Council raising a one-cent tax, it would be up to the voters in the town whether they would want to do that or not. City Manager Scherer replied that was correct, voters would vote to approve a one-cent tax levy to support the Roanoke Valley Rescue Squad which is not part of the City administration.

Mayor Pro Tem Ferebee asked what kind of dollars would that generate. City Manager

Scherer replied according to Finance Director Etheridge, her preliminary estimate was \$121,000.

Mayor Doughtie asked if there was any cost to the City for having this on the ballot. City Manager Scherer replied no, and they confirmed this with the Board of Elections today.

Mayor Pro Tem Ferebee asked how much had the City been contributing to the rescue squad. City Manager Scherer said in the past they had contributed \$17,000 per year. Mayor Pro Tem Ferebee stated that was a large dollar difference going to the rescue squad so if the City would have contributed the \$17,000 to them this year, would that have been satisfactory or would they still be requesting the one-cent tax levy. City Manager Scherer replied that was a question for the rescue squad because he did not know their financial situation.

Mr. Barnes with the Roanoke Valley Rescue Squad said the \$17,000 annual contribution is valuable to them, but it is not enough to get them over the hump because of the cuts from Medicaid and Medicare. Other than what the City and the County gives to them they are 100% funded by Medicaid and Medicare. The rescue service does not make any money so the transport service is integrated there to help fund the rescue service. With the 13% cut from the federal government that has basically devastated the squad. They are doing fundraisers, they've gotten a federal grant, the payroll forgiveness loan but things like this are just band aids with short-term results, but they need long-term stability. They offer their service to the citizens of Roanoke Rapids basically at a free charge except for the monetary dollars the City normally gives every year.

Mayor Pro Tem Ferebee confirmed the 13% cut was what brought them to this stage. Mr. Barnes replied that was correct.

Councilwoman Bryant asked if the citizens approve the tax levy this year would this automatically be continued every year going forward; it's not a one-time thing. Mr. Barnes replied normally it is an annual thing. It would be part of paying your City taxes.

Mayor Doughtie asked what percentage of the labor force at the rescue squad is paid versus volunteer. Mr. Barnes replied 99% of the volunteers are paid staff. They have approximately 27 volunteers and 30 paid staff. There was only 4 full-time transporters and 2 full-time rescue techs, everything else is filled in with part-time.

Motion was made by Councilman Smith, seconded by Councilman Bobbitt and unanimously carried to adopt Resolution No. 2020.03 supporting a one-cent City

property tax levy and referendum in the November 2020 election for the Roanoke Valley Rescue Squad.

Resolution No. 2020.03

**RESOLUTION IN SUPPORT OF A ONE-CENT CITY PROPERTY TAX LEVY &
REFERENDUM IN ORDER TO PROVIDE STABLE AND LONG-TERM FUNDING
TO THE ROANOKE VALLEY RESCUE SQUAD FOR EMERGENCY RESCUE SERVICES FOR
THE CITY OF ROANOKE RAPIDS, NORTH CAROLINA**

WHEREAS, the delivery of emergency rescue services is an essential function of the fire and life safety responsibility of local and regional government; and

WHEREAS, the Roanoke Valley Rescue Squad has provided rescue services to the City of Roanoke Rapids since 1956 where they have been an integral part of the City's safety program and functions; and

WHEREAS, the vital services provided by the Roanoke Valley Rescue Squad have been beneficial to the citizens of Roanoke Rapids; and

WHEREAS, the City of Roanoke Rapids has supported the Roanoke Valley Rescue Squad with resources and monetary contributions for many years; and

WHEREAS, with the current health and economic state of the rescue squad, annual funding from the City of Roanoke Rapids is critical to maintain their ability to respond to all needed calls, replace much needed vital equipment and building repairs; and

WHEREAS, N.C.G.S. 160A-209(c)(4) allows cities to levy property taxes to provide ambulance services, rescue squads, and other emergency medical services;

NOW, THEREFORE, IT BE RESOLVED, that the City Council of the City of Roanoke Rapids do hereby fully support submitting to the voters a ballot proposition for a one-cent city property tax levy and referendum for the November 2020 election in order to provide stable and long-term funding to the Roanoke Valley Rescue Squad for emergency rescue services for the City of Roanoke Rapids.

ADOPTED this 16th day of June, 2020.

Emery G. Doughtie, Mayor

ATTEST:

Traci V. Storey, City Clerk

New Business

Consideration of Fiscal Year 2020-2021 Budget Ordinance

City Manager Scherer stated The Proposed FY 2020 – 2021 Budget was presented to City Council at the May 19, 2020 City Council meeting and a copy the budget has been on display for public inspection at the Clerk’s Office and on the City’s website since May 20, 2020.

City Council held a public hearing earlier tonight for citizen input. The following Budget Ordinance (Ordinance No. 2020.06) has been prepared to adopt the FY 2020-2021 Budget.

ORDINANCE NO. 2020.06

City of Roanoke Rapids

***FY 2020 - 2021 Budget
Ordinance***

BE IT ORDAINED by the City Council of the City of Roanoke Rapids, North Carolina that the following anticipated fund revenues and departmental expenditures together with a certain Fee and Charge Schedule, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.

SUMMARY

General Fund (Operating)	\$ 14,324,318.00
General Fund (Capital)	0.00
Municipal Swimming Pool	36,150.00
Drug Enforcement Fund	25,000.00
Roanoke Rapids Theatre	<u>1,256,184.00</u>
TOTAL	\$15,641,652.00

Section 1. General Fund

Anticipated Revenues:

2020 Ad Valorem Taxes	\$6,877,133.00
Prior Years Ad Valorem Taxes & Penalties	76,440.00
Payments in Lieu of Taxes	33,000.00
Credit/Collections Lien Accounts	5,000.00
NC Tax and Tags	775,993.00
Lease Vehicles	19,925.00
Business Registry Collections	2,400.00
Powell Bill Street Allocations	431,082.00
Sales Tax	3,393,903.00
Solid Waste Disposal Tax	11,048.00

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ABC Profits	42,000.00
Christmas Parade	6,000.00
Police Grants and Donations	6,450.00
Fire Grants and Donations	200.00
Recreation Grants	0.00
Senior Center Grants and Donations	71,625.00
Library Grants and Donations	14,260.00
Roanoke Canal Museum Grants and Donations	23,000.00
Public Works Grant/NCDOT Street Sweeper	9,000.00
Solid Waste User Fees and Penalties	1,515,256.00
Court Costs	2,460.00
Animal Control	1,000.00
Inspection Fees	102,640.00
Lot Cutting Revenue	12,000.00
Cemetery Revenue	115,300.00
Recreation User Fees	65,262.00
Roanoke Canal Museum Fees	1,800.00
Community Center Receipts	32,000.00
Lease Revenue	14,732.00
Planning/Zoning Fees	14,206.00
Public Works Fees	12,601.00
Library User Fees	12,260.00
Utility Franchise Taxes	1,437,456.00
Beer and Wine Tax	65,000.00
Miscellaneous Grants	10,000.00
Miscellaneous Revenue	20,070.00
Insurance Reimbursement	27,000.00
Interest Earnings – General Fund	15,000.00
Sale of Wreck Reports	8,000.00
Occupancy Tax	4,000.00
Sale of Surplus Property	15,000.00
Municipal Ordinance	29,000.00
CARES Funding COVID-19	190,000.00
Fund Balance – Regular	60,000.00
TOTAL REVENUES	\$15,580,502.00

Authorized Expenditures:

Operating

Legislative	\$51,391.00
General Government	1,557,561.00
Administrative	303,736.00
Main Street Development	64,448.00
Elections	4,000.00
Finance	266,146.00
Information Systems	49,710.00
Revenue Collections	276,472.00
Legal	26,233.00
Planning & Development	562,361.00
Government Buildings	75,844.00
Police	3,203,629.00

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Fire	2,027,616.00
Public Works	444,591.00
Central Garage	279,953.00
Combined Street and Powell Bill	1,301,784.00
Solid Waste	744,447.00
Refuse	436,751.00
T. J. Davis Center	359,980.00
Aquatic Center	189,069.00
Parks and Recreation Maintenance	409,330.00
Chaloner Center	66,075.00
Senior Center	101,082.00
Transportation Grant	16,500.00
Andrews Meeting Hall	6,250.00
Miscellaneous Grants	30,000.00
Community Center	49,500.00
Library	230,936.00
Cemetery	121,090.00
Property Maintenance	529,033.00
Roanoke Canal Museum	101,682.00
Miscellaneous	0.00
Debt Service	437,018.00
Capital Reserve	100.00
Subtotal Operating Expenditures	\$14,324,318.00

General Fund Capital **0.00**

Roanoke Rapids Theatre

Theatre Debt Payment **\$1,256,184.00**

TOTAL GENERAL FUND EXPENDITURES **\$15,580,502.00**

Section 2. Municipal Swimming Pool Fund

Anticipated Revenues:

Interest Earnings	\$800.00
Concession Revenue	5,700.00
Miscellaneous Revenue	2,000.00
Special Programs	17,850.00
Kings Dominion Ticket Sales	2,000.00
Athletic Sponsorships	<u>7,800.00</u>

TOTAL REVENUES **\$36,150.00**

Authorized Expenditures:

TOTAL EXPENDITURES **\$36,150.00**

Section 3. Drug Enforcement Fund

Anticipated Revenues:

Drug Forfeiture Revenue **\$25,000.00**

TOTAL REVENUES **\$25,000.00**

Authorized Expenditures:

TOTAL EXPENDITURES **\$25,000.00**

Section 4. Additional Appropriations

- A. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all outstanding encumbrances on June 30, 2020.
- B. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all unencumbered line item balances at June 30, 2020 having derived from contributions, donations or grant funds.

Section 5. Fee Schedule

There is hereby established for the Fiscal Year 2020 – 2021 various fees and charges as scheduled herewith:

Revenue/Tax Department

Business Solid Waste User Fee & Disposal Fee	\$20.00 per Container per month
Roll-Out Containers	\$20.00 for each Additional Container
Residential Solid Waste Fee	\$220.00 per Residential Unit per year \$220.00 per year for 2 nd Container
Roll-Out Containers	City cost per Container
Business Registration Fee	\$20.00 per year
Itinerant Merchant, Peddler & Vendor License Fee	\$20.00 per year
Motor Vehicle Tax	\$11.00 per Licensed Vehicle
Municipal Taxi/Limo Tax	\$15.00 per Vehicle
City Beer & Wine Retail Licenses	
On-premises malt beverage	\$15.00
Off-premises malt beverage	\$ 5.00
On-premises unfortified wine, on-premises fortified wine, or both	\$15.00
Off-premises unfortified wine, off-premises unfortified wine, or both	\$10.00
City Beer & Wine Wholesaler License	\$37.50

General Government

Photocopies	\$.20 per copy/Letter Size B/W \$.25 per copy/Letter Size Color \$.25 per copy/Legal Size B/W \$.30 per copy/Legal Size Color \$.30 per copy/Oversize B/W \$.35 per copy/Oversize Color
Recording Fees	Fees correspond with Fees Set by Halifax County Register of Deeds

Police Department

Taxi Permits	\$50.00
Incident Reports	\$ 6.00
Accident Reports	\$ 6.00
Fingerprinting	\$10.00
Photographs	\$10.00
Animal Disposal Fee	\$10.00 per Animal
Beekeeping Permit	\$ 5.00 per Hive

Public Works Department

Driveway Permits	\$50.00 each Driveway
Lot Cutting Fees and Abatement	Cost plus \$250.00 Administrative Fee
Debris Removal & Special Collections	
Collection Costs	
Small Pickup	\$35.00 per load
35 Foot Trailer	\$70.00 per load
Disposal Fees	
Transfer Station	\$55.00 per ton or current price
Landfill	\$60.00 per ton or current price
Tub Grinding	Current Market Price
Permit to Dig in Street (Utility Cuts)	\$400.00 per cut
Cemetery Lot Fees	<u>Resident:</u> Sections A-E - \$1,000.00 per 4 Grave Plot Section G - \$800.00 per Site Section H - \$250.00 per Space Section I - \$500.00 per Space Section J - \$1,000.00 per 2 Grave Companion Plot Section K - \$2,000.00 per 4 Grave Plot Section L - \$1,200.00 per 2 Grave Companion Plot Section O - \$500.00 per Space <u>Non-Resident:</u> Sections A-E - \$2,000.00 per 4 Grave Plot Section G - \$1,600.00 per Site Section H - \$500.00 per Space Section I - \$1,000.00 per Space Section J - \$2,000.00 per 2 Grave Companion Plot Section K - \$4,000.00 per 4 Grave Plot Section L - \$2,400.00 per 2 Grave Companion Plot Section O - \$1,000.00 per Space
Cemetery Grave Preparation (Residents & Non-Residents)	Monday – Friday: \$700.00* Weekends and Holidays: \$900.00

***Overtime charge of \$75.00 per hour after 2:00 p.m. on weekdays.**

Foundation Fees (Residents & Non-Residents) \$150.00

Note: Urn burials are one-half (1/2) the regular fee.

Cemetery Deed Fee Fees correspond with Fees Set by Halifax
County Register of Deeds

Library

Library Non-Resident Borrower Card \$20.00 per year

Replacement of Lost Card \$ 5.00 each

Photocopies \$.20 per copy/Letter Size
\$.25 per copy/Legal Size
\$.30 per copy/Oversize

Computer Printouts \$.40 each

Videocassette Rental \$.50 each

Fines: Juvenile Books \$.15 per day (Max. \$3.60)
Juvenile Cassettes \$.15 per day (Max. \$3.60)
Adult Books \$.20 per day (Max. \$5.00)
All Magazines \$.20 per day (Max. \$4.00)
Adult Audiobooks \$.30 per day (Max. \$6.00)
Adult Music Cassettes \$.25 per day (Max. \$5.00)
Videocassettes \$ 1.00 per day (Max. \$12.00)
Video Not Rewound \$ 1.00 each
Video in Bookdrop \$ 2.00 each
Equipment \$ 5.00 per day
Long Overdue Fine \$15.00 each

Interlibrary Loan: Postage Fee \$ 5.00 per item*
Overdue Fine for City of Roanoke Rapids \$.50 per day (Max. \$10.00)
Overdue Fine/Copies Varies*

*** Established by and payable to Lending Library.**

Lost or Badly Damaged Items Replacement Cost for Item plus \$5.00
Non Refundable Processing Fee

Damaged Material: Adult Audiobook Cassettes \$ 8.00 each
Adult Audiobook CD's \$10.00 each
Adult Audiobook Cases \$ 6.00 each
Adult Audiobook CD Cases \$10.00 each
Audio Cassette Box \$ 1.00 each
Barcode \$ 1.50 each
Blue Music Pouches \$ 1.00 each
Book Covers \$ 2.00 each
Cleaning Fee \$ 2.00 each

Juvenile Book/Cassette Bags	\$ 2.00 each
Pockets	\$.50 each
Repair of Torn Pages	\$.50 each
Video Black Cases – Single	\$ 2.50 each
Video Black Cases – Double	\$ 4.00 each

Sale Books & Videos (Unusable gift books or books deleted from our collection):

Magazines	\$.10 each
Paperbacks	\$.25 each
Hardbacks	\$.50 – 3.00 each (Depending on age & condition of book)
Audiobooks	\$ 1.00 – 5.00 each (Depending on age & condition & # of cassettes/CD's)
Videos	\$ 2.00 – 5.00 each (Depending on age & condition & # of cassettes/DVD's)

Library Class Fees:

Classes offered through the Library shall be set up on a “break even” basis paying for the cost of the instructor and supplies. In addition, a \$2.00 per participant maintenance/utility fee will be charged. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

- \$10.00/session for 10 – 14 participants
- \$12.50/session for 15 – 19 participants
- \$15.00/session for 20 & over participants

Non-Residents will be charged cost plus 100%.

Parks & Recreation

Class Fees:

Classes offered through the T. J. Davis Recreation Center shall be set up on a “break even” basis paying for the cost of the instructor and supplies. In addition, a \$2.00 per participant maintenance/utility fee will be charged. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

- \$10.00/session for 10 – 14 participants
- \$12.50/session for 15 – 19 participants
- \$15.00/session for 20 & over participants

Non-Residents will be charged cost plus 100%.

Athletic Fees:

Adult Athletics – Team registration fees are based on breaking even on direct cost (officials, trophies, scorekeepers/field supervisors, etc.). In addition, a \$10.00/game maintenance/utility fee will be charged for basketball and \$5.00/game for softball.

In addition, non-resident adults will be charged \$25.00.

Youth Athletics Resident Youth: \$15.00 Non-Resident Youth: \$45.00

Athletic User Fee: Resident: \$5.00 Non-Resident: \$10.00

Softball Field Rental Fees: \$7.00/game per field for tournaments. A \$25.00 non-refundable deposit is required to reserve a field which is applied to field rental and can be refunded if tournament is cancelled 30 days in advance.

Picnic Shelter Reservation Fees: \$20.00/day for Residents and
\$40.00/day for Non-Residents for Emry, Rochelle and
Chockoyotte Shelters

Recreation I.D. Card Fees: \$10.00 for Youths
\$25.00 for Adults

T. J. Davis Room Rental Fees:

 Multi-purpose and Chum's Corner (larger rooms)

 \$30.00 per rental for non-profit group or individual resident

 Classroom (smaller room)

 \$40.00 per rental for private or corporate groups
 \$25.00 per rental for non-profit group or individual resident

 T. J. Davis Center/Gym Rental Fees:

 \$30.00 per rental for private or corporate groups
 \$50.00 Resident, \$90.00 Non-Resident (after hours) per hour with a minimum of 2 hours
 \$30.00 per hour for Non-Resident School Groups during non-peak normal operating hours

Centennial Park Only Rental Fee:

 \$20.00 flat rate per day
 \$40.00 Non-Resident

Centennial Park & Andrews Building Wedding Rental Fees:*

 Rates

 \$30.00 per hour for Residents
 \$60.00 per hour for Non-Residents

****Minimum rental time of three (3) hours.***

Andrews Building Set-Up Fee:

 \$15.00 per 50 chairs for Residents
 \$30.00 per 50 chairs for Non-Residents

Chaloner Recreation Center Rental Fee:*

 \$35.00 per hour for Residents
 \$55.00 per hour for Non-Residents

****The Chaloner Recreation Center can be rented for after-hours use. Rental is for a minimum of two (2) hours.***

Kirkwood F. Adams Community Center Fees:

AREA	CAPACITY	WEEKDAY RATE (10 A.M. - 5 P.M.)			NIGHT/WEEKEND RATE (5 P.M. FRI. - 2 A.M. MON.)		
		RESIDENT	NON-RESIDENT	FOR-PROFIT	RESIDENT	NON-RESIDENT	FOR-PROFIT
Entire Center	700 w/chairs only 500 w/tables & chairs	\$51.00/Hour	\$76.00/Hour	\$63.00/Hour Res \$94.00/Hour NR	\$60.00/Hour	\$90.00/Hour	\$71.00/Hour Res \$106.00/Hour NR
Chair Set Up Fee	will be prorated for #s less than 100	\$45.00/100	\$65.00/100	\$56.00/100 Res \$83.00/100 NR	\$45.00/100	\$65.00/100	\$56.00/100 Res \$83.00/100 NR

Non Refundable Reservation Deposit: \$100.00

MAXIMUM DAILY RATE: \$800.00 – Resident/\$1,000.00 – Non-Residents. THE CENTER MUST BE RENTED FOR A MINIMUM OF THREE (3) HOURS.

Non-Profit Organizations sponsoring charitable fund raising events using the center for 24 hours or more will be given a 50% discount.
Non-Profit Organizations sponsoring weekday-daytime workshops or meetings for public benefit will be given a 50% discount.
 The following organizations are fee exempt for two (2) nighttime or weekend activities each year: (1) *Rescue Squad*, (2) *Bloodmobile* & (3) *City Sponsored Senior Citizens Groups*.

Main Street RR is fee exempt for four (4) nighttime or weekend activities each year for Main Street RR sponsored events.

Main Street RR is fee exempt for use of the plaza for Main Street RR sponsored events.

◆If the Center is not left in acceptable condition, a fee of \$15.00/per man-hour for cleaning shall be charged.

◆If anything is left in the Center overnight, there will be a \$25.00 storage fee.

◆Round Tables are available for rent for \$6.00 per table.

◆Roanoke Rapids City Schools Events: \$225.00

◆Chamber of Commerce is a partner of the City of Roanoke Rapids. They have the right to schedule events before the month is available to the public. They are treated as a City department in terms of scheduling the facility.

Roanoke Canal Museum Fees:

General Admission (All General Admission is for self-guided tours only.)

- \$2.00 Halifax County Residents
- \$4.00 for All Persons who Reside Outside of Halifax County
- Free for Children 8 and Under (exception of guided tours)

Guided Tour Admission

- \$2.00 per Person 4 and older, no additional discount, minimum of 10 persons or \$20.00 fee

Aquatic Center:

(Labor Day to Memorial Day)

Aquatic Center Open and Lap Swim

Residents	\$ 3.00
Non-Residents	\$ 6.00
Resident Senior (55+)	\$ 2.25
Non-Resident Senior (55+)	\$ 4.50

RED CROSS CLASSES

Toddler (Resident)	\$ 30.00
Toddler (Non-Resident)	\$ 60.00
Levels I – VII (Resident)	\$ 45.00
Levels I – VII (Non-Resident)	\$ 90.00
Lifeguard/CPR Classes:	
Resident	\$ 75.00
Non-Resident	\$150.00
Challenge:	\$ 45.00
WSI Classes:	
Resident	\$ 80.00
Non-Resident	\$160.00
Individual Lessons:	
Resident	\$ 50.00
Non-Resident	\$100.00

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident	\$ 2.75
Non-Resident	\$ 5.50

Annual Passes: (This is the cost from January to December 31. The fees are prorated down each month.)

Family Resident	\$365.00
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Family Non-Resident	\$730.00
Individual Resident	\$200.00
Individual Non-Resident	\$400.00
Resident Senior (55+)	\$155.00
Non-Resident Senior (55+)	\$310.00

(Memorial Day to Labor Day)

Aquatic Center Open and Lap Swim

Residents	\$ 3.50
Non-Residents	\$ 7.00
Resident Senior (55+)	\$ 2.00
Non-Resident Senior (55+)	\$ 4.00

T. J. Davis Pool

RED CROSS CLASSES (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim

Residents	\$ 1.00
Non-Residents	\$ 2.00
Resident Senior (55+)	\$ 1.00
Non-Resident Senior (55+)	\$ 2.00

Wade Pool

Residents	\$ 1.00
Non-Residents	\$ 2.00

Outdoor Pool Passes (Residents Only):

Child & Adult	\$ 94.00
Family	\$188.00
Seniors (55+)	\$ 59.00

Aquatic Center & T. J. Davis Pools Rental

<i>(Minimum of Two (2) Hours)</i>	<u>Resident</u>	<u>Non-Resident</u>
Up to 25 participants	\$ 90.00/hr.	\$110.00/hr.
26 to 50 participants	\$115.00/hr.	\$140.00/hr.
51 to 75 participants	\$140.00/hr.	\$175.00/hr.

*Council MAY or MAY NOT choose to increase pool usage fees slightly at their June 16, 2020 meeting.

If increased, the budget will not change for 20-21, any additional revenues collected will be above plan actual.

Discount:

A 10% discount will be given to groups, organizations and corporations that have 20 or more in attendance at one time or purchase passes for 20 or more.

Kapstone (monthly fee)	\$250.00
Halifax Academy Swim Team (per lane, per hour)	\$ 10.00
Swim Meet – Ticket Price (8 years older & above)	\$ 5.00

(Everyone pays except school swimmers and 2 coaches from each team, timers are not exempt.)

ECA - year-round swim team (per person, per month)	\$ 30.00
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Planning & Development

Rezoning Petition	\$350.00
Voluntary Annexation Petition	\$250.00

Zoning Compliance Certification Letters	\$ 50.00 per individual site
Conditional Use Permit	\$350.00
Special Event Permit	\$ 35.00
Special Event Permit (events designed to attract 5,000 or more spectators or participants)	\$250.00
Ordinance Text Amendment Petition	\$350.00
Variance Petition	\$350.00
Land Use Violation	\$ 50.00 per day
Land Use Permit	\$ 50.00
Business Use Permit	\$ 75.00
Temporary Power	\$ 50.00
Processing Fee for petitioner withdrawal of Variance Petition, Conditional Use Permit or Rezoning Petition	\$350.00
Site Plan Review	\$200.00 per site plan review*
	<30,000 ft2 of impervious surface
	\$700.00 per site plan review
	>30,000 ft2 of impervious surface

****This fee shall increase to \$700.00 whenever the services of an outside engineering firm is necessary and retained by the City to evaluate a specific drainage problem area outside of the expertise of the City Public Works Director. This is to be determined on a case by case basis upon review of proposed development site plans.***

Halifax County Plan Review Fee*	\$ 50.00
Roanoke Rapids Sanitary District Plan Review Fee*	\$ 50.00

****All plans, determined by Planning staff to require review by the Halifax County Building Inspections Department, and/or the Roanoke Rapids Sanitary District shall be subject to this fee prior to review.***

Commercial Building (Preliminary Plan, Construction Plan) Review:	
Additional Charge per review for failure to satisfy review comments	\$100.00
Technical Review and Fee (based on square footage of project)	
Square Footage of Project Area/Site	Fee
less than 10,000 SF	\$125.00
10,000 SF – 29,999 SF	\$250.00
30,000 SF - 49,999 SF	\$375.00
50,000 SF - 69,999 SF	\$500.00
70,000 SF or greater	\$700.00

Street Closing Petition	\$475.00
Final Subdivision Plat	
Minor Subdivision	\$ 50.00
Major Subdivision	
With Improvements	\$100.00 plus \$50.00/lot
Without Improvements	\$ 75.00 plus \$25.00/lot

Note: The petitioner is responsible for all associated advertising expenses.

Maps	\$ 5.00 per sheet
Land Use Ordinance (to recover actual per copy duplicating costs)	\$ 30.00
Comprehensive Development Plan	\$ 15.00
Zoning Maps (Color)	

- (C) City building inspection fees for new construction, additions, and alterations of all structures shall be the greater of fifty dollars (\$50.00) or the applicable amount based upon a schedule of five dollars (\$5.00) per one thousand dollars (\$1,000.00) of construction value. For the purposes of this subsection, construction value shall be the greater of the value derived utilizing either the Southern Building Code Congress International, Inc., *Building Valuation Data* or the sum of all building related costs for the project.
- (D) In addition to any other fees established by the provisions of this section, whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit, the general contractor shall pay a fee in the amount of five dollars (\$5.00) for each dwelling unit to be constructed or altered under the permit.

Plumbing Permit:

- (A) A plumbing permit shall be issued, upon proper application, for a fee of fifty dollars (\$50.00) plus five dollars (\$5.00) per fixture.

Heating, Air Conditioning, Refrigeration and Ventilation Permit:

- (A) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule I:
 - (1) Each boiler or furnace, including duct distribution system thereof when covered by the same permit, or duct distribution system thereof only.
 - (2) Each floor furnace, wall circulator or heater, circulating heater, direct-fired unit heater, gas radiator, blast furnace, rotary dryer, annealing furnace and duct heater industrial oven.
 - (3) Conversion or replacement of mechanical firing equipment.

SCHEDULE I

<i>Fossil Fuel (BTU/HR)</i>	<i>Fee</i>
50,000 or less	\$15.00
50,001 to 100,000	\$20.00
100,001 to 200,000	\$25.00
Above 200,000	\$30.00

- (B) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule II. Each air conditioning or heat pump system, including major components and duct distribution system thereof when covered by same permit, or duct distribution system thereof only, or major component only.

SCHEDULE II

<i>Air Conditioning Compressor Rating (Nominal) - Tons</i>	<i>Fee</i>
5 or less	\$15.00
5.1 to 15	\$20.00
15.1 to 50	\$30.00
Above 50	\$40.00

An additional five dollars (\$5.00) fee for split systems.

- (C) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule III. Each refrigeration system including major component only.

SCHEDULE III

<i>Refrigeration Compressor Rating</i> <i>(Nominal) - Tons</i>	<i>Fee</i>
5 or less	\$15.00
5.1 to 15	\$20.00
Above 15	\$25.00

- (D) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule IV. Each hood over cooking ranges (in other than residences and multi-family houses), candy kettles, cruller furnaces and appliances for frying, barbecuing, broiling and bakery (baking) of foods, including exhaust duct system thereof when covered by the same permit, or exhaust duct system thereof only.

SCHEDULE IV

	<i>Fee</i>
10 or less	\$15.00
10.1 to 50	\$20.00
50.1 to 100	\$25.00
Above 100	\$30.00

- (E) Permit fees for the installation or replacement of any blower or fan in other than residences installed for ventilation or removal of dust, gases, fumes and vapors shall be fifty dollars (\$50.00) each.
- (F) Permit fees for the modification, repair or replacement of duct systems shall be fifty dollars (\$50.00) each.
- (G) Permit fees for the installation or replacement of gas appliances and piping shall be fifty dollars (\$50.00). No permit shall be required for the replacement of a gas appliance where piping is not altered.

Electrical Permit:

- (A) An electrical permit shall be issued, upon proper application, for a fee of fifty dollars (\$50.00) plus the applicable amount in accordance with the following schedule:
- | | | |
|----------------------|----|------|
| (1) Outlets: | | |
| Each 220 volt outlet | \$ | 3.50 |
| Each 110 volt outlet | \$ | .50 |
| (2) Motors: | | |
| Each motor | \$ | 3.50 |
- (B) Electrical change of service greater than 400 amp: \$90.00

Mobile Home Permit:

A mobile home permit shall be issued upon proper application for a fee of fifty dollars (\$50.00).

Fire Sprinkler System Permit:

A fire sprinkler system permit shall be issued upon proper application for a fee of fifty dollars (\$50.00) plus one cent (\$.05) per square foot of protected area.

Insulation Permit:

An insulation permit shall be issued upon proper application for a fee of fifty dollars (\$50.00) plus one cent (\$.05) per square foot of floor area.

Reinspections:

The above fees entitle the applicant to one inspection. For each extra inspection made necessary through the failure of any person in charge of work to install in the proper manner or to otherwise create conditions making such additional inspection or trip necessary, there will be an additional charge of thirty-five dollars (\$35.00). When a third party inspection agency is involved, there will be an additional charge of seventy dollars (\$70.00).

General Miscellaneous Permit Refund Processing Fee \$ 30.00

Fee for Issuance of Certificate of Occupancy (C.O.) \$ 75.00

Penalty:

An additional charge equal to one-half (1/2) the required permit fee (minimum fee \$100) shall be added to the permit fees previously set forth for failure to initially secure a permit prior to starting a job or commencing any work on a building or service system before obtaining the necessary permit.

Section 6. Levy of Taxes

There is hereby levied for the Fiscal Year 2020 – 2021 an Ad Valorem Tax Rate of \$.651 per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 1, 2020, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. This rate of tax is based on an estimated valuation of \$1,178,487,008. ***Taxpayers who pay their bill in July or August will receive a two percent (2%) discount.***

Section 7. Summary of Items included in the capital budget

Section 8. Special Authorizations – Budget Officer

- A. The Budget Officer or his designee shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as he deems necessary.
- B. The Budget Officer or his designee shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced.
- C. Interfund transfers, established in the Budget Ordinance, may be accomplished without additional approval from the City Council.
- D. The Budget Officer or his designee shall be authorized to make releases and refunds of property taxes less than \$100.00 which have been levied or collected in error. The Budget Officer shall report in writing monthly to the City Council in regard to releases and refunds made.
- E. The Mayor or City Manager shall be authorized to execute contractual agreements in the following specified areas:
Consultant, Professional, Maintenance/Service Agreements and Acceptance of State and Federal Grant Funds.

Section 9. Restrictions – Budget Officer

- A. Interfund and interdepartmental transfer of monies, except as noted in Section 8, shall be accomplished by City Council authorizations only.

B. Utilization of appropriations contained in Contingencies may be accomplished only with specific approval of the City Council.

Section 10. Billing and Collecting of Solid Waste Collection & Disposal Fees Under NCGS 160A-314.1

The residential solid waste collection and disposal fee shall be billed with property taxes, shall be payable in the same manner as property taxes, and, in the case of non-payment, shall be collected in any manner by which delinquent personal or real property taxes can be collected. The fees are a lien on the real property described on the bill that includes the fee. The Residential Solid Waste Fee is \$220.00 per residential unit per year and the Business Solid Waste User Fee and Disposal Fee is \$20.00 per container per month.

Section 11. Cost of Living Adjustment/Bonus Pay

Section 12. Supplemental Retirement Plan Contributions

The City will make an employer contribution to a supplemental retirement plan for non-law enforcement employees during Fiscal Year 2020 – 2021. If employees contribute to the supplemental retirement plan, the City will match dollar for dollar up to a maximum of three percent (3%).

Section 13. Offering of City's Health Insurance in lieu of Council Member Stipend

The City approved a motion at its June 2, 2020 Regular Meeting, to allow City Council members the option for the City of Roanoke Rapids to pay for their health insurance as all or a portion of their compensation as long as it does not exceed the allowed compensation.

Section 14. Utilization of Budget Ordinance

This Ordinance shall be the basis of the financial plan for the City of Roanoke Rapids municipal government during the 2020 – 2021 fiscal year. The Budget Officer shall administer the Budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Finance Department shall establish and maintain all records which are in consonance with this Budget Ordinance, and the appropriate Statutes of the State of North Carolina.

ADOPTED this 16th day of June, 2020.

Emery G. Doughtie, Mayor

ATTEST:

Traci V. Storey, City Clerk

Approved as to form:

Geoffrey P. Davis, City Attorney

Mayor Pro Tem Ferebee said he would like to make the same statement he made earlier. If monies come in for this upcoming year that some of the replacement funds be considered first for those departments that had to take the biggest cuts due to the shortfall from COVID-19. City Manager Scherer replied they have noted that and will consider it.

Councilman Smith stated before the budget is approved, and he believes they should approve the budget, to refer to back page of the recommendation handout from the Recreation Department for a proposed monthly fee option. He made a motion to add the monthly fee option into the budget as follows:

Individual (Resident) - \$25 monthly fee
Family (Resident) - \$40 monthly fee
Individual (Non-resident) - \$40 monthly fee
Family (Non-resident) - \$50 monthly fee

Mayor Pro Tem Ferebee asked to hear from staff on this motion. Parks & Recreation Director Simeon stated he agreed with Councilman Smith's recommendation on the monthly fees. They may have overlooked the non-resident fees as Councilman Smith has pointed out. He thinks it is in line with the 25% and a good adjustment.

Mayor Pro Tem Ferebee stated he believed this would be a change to the fees in the budget. Parks & Recreation Director Simeon said he believed it would be a change.

Councilwoman Bryant seconded Councilman Smith's motion. City Council unanimously approved adding the monthly fee option as stated into the budget.

Councilman Smith made a motion to adopt FY2020-2021 Budget Ordinance No. 2020.06, seconded by Councilwoman Scarbrough.

Mayor Pro Tem Ferebee said going back to his statement earlier, if they adopt the budget could they add in there that they would look at those departments. City Manager Scherer said that will be reflected in the minutes of this meeting so he did not think they needed to amend it or say any more. It will be considered if or when the City receives any additional funds.

Mayor Doughtie stated before City Council votes to adopt the budget he had a few comments. It has been about ten years since the City had a tax increase other than the one we did a revenue neutral increase when property tax values went down some several years ago. We are having to take \$60,000 of fund balance to balance the budget this year and we did not have to take any last year. A couple years ahead of that we had to take a pretty significant amounts out of the fund balance that we had worked really hard to get up to 20-25%. I believe we would be at 15% with this budget. When I was running for Mayor, I remembered the City had an 8-1/2% fund balance and 8% is the minimum. That is one month of reserve and that is pretty scary. I feel the City is still living a little above our means. I feel the City Council is being pressured somewhat by different groups for what they want to have happen or for what that

group wants to use for different things and I understand that. But as a Council we have to make sure we stay in a good financial position. I am generally an optimist but I can't help but also believe from the information that we see and know we have a lot of small businesses in town. They are really going to struggle to stay in business. When many of them were shut down for a week, they were in a terrible financial position and some are still closed down. As hard as it is to make a profit and make a living when business is good, the ones that have opened back up are operating on 25%, maybe 50%. Their costs are basically the same, but their revenue coming in is less. I think our revenue trends for the next six months to a year or more will continue to trend down. Even though this Council worked hard to achieve lower interest rates on our debt, we still have about \$1.7M per year we pay out in the long-term debt payment. Our benefits cost about \$1.2M so that is almost 25% of the budget. It takes a big chunk out of what we have to offer services, to buy vehicles, to pave streets, to offer programs and those types of things. The Council works hard to be able to provide the services in a small town and do an excellent job doing that. I am very prayerful that the City's revenues will increase. We cannot continue to cut ourselves and be successful; we've got to have more revenue. We are so limited by not having water and sewer and other ancillary services that so many municipalities have. Our tax rate is high enough so we are going to have to make our community so that people want to come here and have businesses. You don't make a city profitable by having nice homes, you have to have businesses to make people come here.

Mayor Doughtie stated there was a motion and a second and called for a vote. City Council unanimously voted to adopt FY2020-2021 Budget Ordinance No. 2020.06.

City Manager's Report

City Manager Scherer gave the following report:

This is a difficult time for our country, our state, and our city. Injustice and oppression have no place anywhere, but especially here in Roanoke rapids. We have a very diverse community; young and old, black, white and Hispanic, city-born and raised along with transplanted citizens from around the country.

Our diversity is one of our best attributes. It gives us the opportunity to listen to different voices, cultures and points of view, because at the end of the day, people respond to stories, not behaviors. Listening to someone else's story or point of view, especially face-to-face, is vital to conflict resolution and rebuilding. Sometimes all we need to do to amazingly resolve an issue is to make someone feel truly heard. Usually when someone feels their story has been truly heard and not just given "lip service,"

they develop empathy for what the other party's story is as well. Then finding a solution to the conflict and beginning the rebuilding can start.

And rebuilding is the key issue right now. Already, we face the challenge of recovering from a global pandemic and the subsequent financial crisis. Now we face other significant challenges. For our police force, we must ensure they have the community trust and develop relationships free of animosity and aggression. The key to this development is to have police officers who are both technically competent and have high moral character. The Police Department here has a great training program for both rookies and experienced officer, leading to our officers being very competent at law enforcement. But we also need police officers who see the people they interact with every day as individuals, each of whom has hopes and aspirations, each of whom want to live, each of whom want to do good. A great man once said that character is seen only when nobody is watching. It's not what people do when they are being watched that demonstrates character; it's what they do when they are not being watched that demonstrates true character. Our police officers do things for both our citizens and visitors all the time that they very seldom are recognized for but demonstrate their caring and commitment for everyone as human beings. Their integrity is what will help our city get through these difficult times and help us make a community that everyone is proud to call home.

Mayor Pro Tem Ferebee stated before the Department Heads give their reports, he had a couple of items. The NCLM is putting on a virtual summit at this time and invited all of Council to attend online. The City does not usually send everybody, but now that it is online, hopefully they will be able to tune in. One of the things they will be talking about tomorrow is staying connected in a post COVID-19 world. The Attorney General, Josh Stein and the Secretary of the Department of Information Technology and others will be in on some of those meetings. He invited everybody to go online to listen to those. Today was a great topic too which was issues relating to economic development forecasts. Tomorrow and Thursday from 11 a.m. to 2 p.m. with three sessions: 11 a.m. -12 p.m., Lunch n' Learn from 12 p.m. – 1 p.m. and a session from 1 p.m. – 2 p.m. He encouraged everyone to turn in because there are some good topics and they know that the NCLM represents the City as well as 540 other cities and towns throughout North Carolina.

Finance Director's Report

Finance Director Etheridge presented the May 2020 Financial report. She reported it was important to note that the month May recognized three (3) payrolls resulting in additional expenditures while facilities and most services remained closed due to COVID-19. General Fund year to date receipts totaled \$13,520,524. The percentage

of actual money collected of adopted budgeted figures is 78.6%. General Fund year to date expenditures totaled \$14,531,151. The percentage of actual monies expended of adopted budgeted figures is 84.5%. After the month of May, 91.67% of the budget year has been completed. As a result, Year-To-Date Expenditures exceeded Revenues by (\$1,010,627).

She stated it was also extremely important to note that last May's year-to-date deficit was \$820,000 without the COVID-19 pandemic. The month of May is historically a lower revenue month for the City; however, COVID-19 has further compounded this negative trend.

Finance Director Etheridge reported the month of May required three (3) payroll cycles with expenditures totaling \$746,395. The month of May also required the City 4th quarter Bond Payable totaling \$238,046. This accounts for the majority of May expenditures over revenues. A city-wide spending freeze is still in effect. Financial staff are also continuing to monitor both our revenues and our expenditures very closely during this unprecedented time.

Councilman Smith asked if it would be August before they will know the final results of year-end and whether they had a loss or broke even with the budget. Finance Director Etheridge replied that was correct. They wait until August 15th because that gives them time to receive the June Sales & Use Tax numbers and other revenues as well.

Councilman Smith made a motion to excuse the rest of the department head reports since Council had the opportunity to read their reports which were included in their packets.

City Manager Scherer announced the Fire Department was conducting a training burn event both tomorrow and Thursday evening at their training site on Hinson Street from 6 – 10 p.m. Council is invited to attend and watch how they conduct their training during a live burn event.

Mayor Doughtie asked Finance Director Etheridge to repeat her statement about the comparison between this May and last May. She replied last year's YTD loss in May was \$820,000 without the COVID-19 pandemic. He said they had one more month in this year and asked if they would have to have more money to finish the year since they were \$1M overspent. She said it was too early to tell because they still have several months of revenue which is why it is critical that they are in a spending freeze.

Councilwoman Scarbrough stated each of the department heads are important and they have said numerous times that each of them do such a good job, but she

particularly wanted to thank Chief Martin for his leadership during this time now and thanked him for all he does.

City Manager Scherer said Chief Martin wanted to remind them that this Saturday there will be a march celebrating the Juneteenth event. The march will start in Gaston, come up Hwy. 48 and end up at Centennial Park. Chief Martin announced they would start lining up at 9:30 a.m. on the other side of the bridge in Gaston and the march would start at 10 a.m.

Councilman Smith asked if they had plenty of help with the march. Chief Martin replied yes, they have extra help coming in for that day so they can control traffic and any other issues they may have. He has spoken to the two ladies organizing the march and it is a peaceful march. It is a celebration and will bring awareness to the recent incidents that have happened throughout the United States with the police officers involved in the death of Mr. Floyd and Mr. Brooks.

Mayor Doughtie said this week, as Council members, police officers and other City employees, we get hit with the comment that you are not doing anything to help me or situation or what are you doing. He said the Police Chief and City Manager organized a meeting. Mayor Pro Tem Ferebee, Councilwoman Bryant, himself, Chief Martin and City Manager Scherer were able to come together with some community leaders this week. It was a long conversation and there was a lot of good information that came out of it. He felt everyone that was there gave positive feedback and try to make the community a better place to live and work. He thanked Chief Martin, City Manager Scherer and those who attended. When they are all out there sending emails, on Facebook and reading all these things about who said what and when City Council says everybody in town is saying such-n-such; it may only be five people saying something, so that is not everybody in town. But when it gets on the internet, it seems like everybody. It adversely affects him when people don't think they are working as hard as they can and doing everything they can to try and help businesses and help people get the services and things that they need. In this world of email and other things that people use to communicate, there's nothing like sitting down with a group of people at a table for 30 minutes to 1-1/2 hours or as long as you are making progress towards a goal. You can see eye contact and human interaction that you don't see on social media. A key comment that came out of the meeting was they all talked about more community policing, especially with young people. To let them know the police are their protection, their friends and if there is a bad person trying to hurt them that they are there to make us all safe.

Chief Martin said he was very appreciative of the meeting. He thought they covered a lot of topics that are issues throughout the United States and not just here in Roanoke

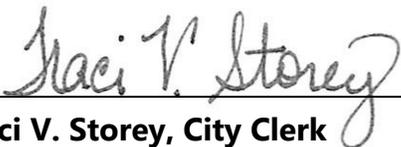
Rapids. With the amount of support and understanding they got within that group, he believes Roanoke Rapids was ahead of what other cities and towns are doing. They are going to put their best foot forward to make sure they are ahead of these things and make sure our officers know this is right and this is wrong. They have the community to look to for support and they do not want to lose that support so they are going to remain absolutely transparent. He thanked City Manager Scherer for setting the meeting up and he thinks it did a lot of things for them and they are heading in the right direction. He stated they were not perfect, but they are looking to get better every day and that is where they are setting their goals for.

Departmental Reports

Councilman Smith reminded Mayor Doughtie about his motion to excuse the rest of the departmental reports. Councilman Bobbitt seconded the motion. Motion unanimously carried. No verbal reports were given.

Adjournment

There being no further business, motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to adjourn. The meeting adjourned at 6:20 p.m.



Traci V. Storey, City Clerk

Approved by Council Action on: July 7, 2020