



# Minutes of the Roanoke Rapids City Council

A Special Meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, August 2, 2022 at 5:00 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

**Present:** Emery G. Doughtie, Mayor  
Carl Ferebee, Mayor Pro Tem\*  
Sandra W. Bryant)  
Wayne Smith)  
Rex Stainback)

### **Council Members**

Kelly Traynham, City Manager  
Geoffrey Davis, City Attorney  
Traci Storey, City Clerk  
Carmen Johnson, Finance Director  
Bobby Martin, Police Chief  
John Simeon, Parks & Recreation Director  
Davis Wise, Planning & Development Director  
Jason Patrick, Fire Chief  
Larry Chalker, Public Works Director  
Tony Hall, Main Street Development Director  
Christina Caudle, Human Resources Director\*

**Absent:** Suetta S. Scarbrough, Council Member

\*Denotes joining the meeting via Zoom.

Mayor Doughtie called the meeting to order and opened with an invocation.

### **Consideration of Resolution Authorizing Advertisement for Sealed Bid for Sale of Certain Property**

City Manager Traynham explained the City was the owner of the Roanoke Rapids Theatre located at 500 Carolina Crossroads Parkway in Roanoke Rapids. A resolution has been prepared in order to declare the real and personal property as surplus and put the property up for sealed bids by advertisement. The NC General Statutes provide a process for the disposal of the property. She stated it is required to have 30 days from the date of advertisement to collect bids. They will request the bids be submitted to the City Manager by Monday, September 12, 2022 at 12 noon. The bids will be opened in a public setting at City Hall in the First Floor Conference Room at 1040 Roanoke Avenue, Roanoke Rapids,

NC. The week following the bid opening, staff will conduct due diligence on the bid(s) and prepare them to be presented to City Council at the September 20, 2022 Regular City Council Meeting. During the meeting, City Council will review the bids and they will have the option to accept, reject or make any other decision about the bids. If a bid is accepted, a 10-day upset bid period would apply. She presented the following resolution for their consideration and adoption:

**RESOLUTION NO. 2022.03**

**RESOLUTION AUTHORIZING THE ADVERTISEMENT  
FOR SEALED BIDS FOR THE SALE OF CERTAIN PROPERTY**

**WHEREAS**, the City Council of the City of Roanoke Rapids desires to dispose of certain surplus property of the City;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Roanoke Rapids that:

1. The following described property is hereby declared to be surplus to the needs of the City:

**Roanoke Rapids Theatre**

**Located at 500 Carolina Crossroads Pkwy, Roanoke Rapids, said property described more completely as:**

**All that certain lot, tract or parcel of land, and all improvements thereon, lying and being situate in the City of Roanoke Rapids, Weldon Township, Halifax County, North Carolina, being shown and designated as Lot 1, containing 8.822 acres, according to the map or plate entitled "Plat Showing Revision of Lot #1, Carolina Crossroads Music and Entertainment District, Phase One:, dated April 26, 2006, prepared by Jonathan C. Waters, Professional Land Surveyor, recorded in Plat Cabinet 6, Slide 143-O, Halifax Public Registry; and being the identical property conveyed to B & C Roanoke, LLC, by deed of Roanoke Rapids Entertainment, LLC, dated June 21, 2006, and recorded in Book 2138, Page 464, Halifax Public Registry. Reference to said plat and deed is hereby made for greater certainty of description.**

***This description also includes all fixtures, appurtenances, related equipment and items of personal property, which are located at the Roanoke Rapids Theatre.***

2. The City Manager is authorized and directed to receive in behalf of the City Council sealed bids for the purchase of the property described above.
3. Sealed bids may be submitted to the City Manager's Office to be opened on **Monday, September 12, 2022 at 12:00 Noon** at the Roanoke Rapids City Hall First Floor Conference Room, 1040 Roanoke Avenue, Roanoke Rapids, NC.
4. The City Clerk shall cause a notice to be published in accordance with G.S. 160A-268.
5. To be responsible a bid must be accompanied by a bid deposit of five percent (5%) of the amount of the bid. A bid deposit may take the form of cash, a cashier's check, a certified check, or a surety bond. The deposit of the bidder to whom the award is made will be held until sale of the property is closed; if that bidder refuses at any time to close the sale, the deposit will be forfeited to the City. The deposits of other bidders will be returned at the time the City Council awards the property to the highest responsible bidder.
6. In addition, to be responsible, a bidder must be current on payment of all property taxes owed to the City.
7. The Roanoke Rapids City Council has the right to reject any or all bids.

ADOPTED this the 2<sup>nd</sup> day of August, 2022.

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Emery G. Doughtie, Mayor

ATTEST:

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Traci V. Storey, City Clerk

Motion was made by Councilman Stainback, seconded by Councilwoman Bryant and unanimously carried to adopt Resolution No. 2022.03 declaring the Roanoke Rapids Theatre property located at 500 Carolina Crossroads Parkway surplus and authorizing the advertisement for sealed bids for sale of the property.

**Consideration to Authorize the City Manager to Enter into Lease Agreements for Approved Capital Items**

City Manager Traynham reminded City Council of their approval of the capital budget for the Enterprise lease program for City vehicles. Staff and City Attorney Davis have reviewed the Amendment to Master Equity Lease Agreement (On file in Clerk's Office). They have done their due diligence and feel confident that this will be a great program that will meet the needs of the City and provide staff with reliable and safe vehicles to utilize in their daily work. She requested City Council give authorization to the City Manager to execute the agreements with Enterprise Fleet Management so they can move forward.

Attorney Davis stated he had reviewed all the agreements and addendums and everything was satisfactory to him that the City's interest were protected.

City Manager Traynham informed City Council that Doug Revelle with Enterprise was available through Zoom if there were any questions.

Councilwoman Bryant noted that many of the questions Mayor Pro Tem Ferebee had asked have been addressed except his question about if the City wanted to, how they would get out of the contract in the future since this is not a typical 3-year lease, it is on-going.

City Manager Traynham replied that if the City continued to fund the program they would fund it for that amount, but there is language in the contract about canceling the contract. It is not a perpetual agreement.

Councilman Smith said he understood the lease was for 5 years. City Manager Traynham replied it depended on the vehicle, but most are for 5 years.

Councilman Smith asked the anticipated date on these vehicles. City Manager Traynham replied it depends on the make and model of the vehicle. The Police interceptors could be as early as August or September. It requires action tonight for the City to secure that. She asked if Mr. Revelle with Enterprise would elaborate on that.

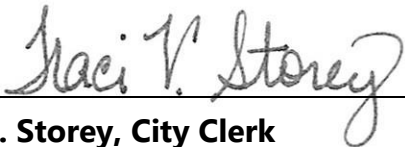
Mr. Revelle reported the 2022 Police interceptors are approximately \$3,500 less than what the 2023s. They were already in production so he was able to put Roanoke Rapids' name on 14 of those. It will be probably 60 days on those. He said as City Manager Traynham said, time is of the essence. He stated that when the Chevrolet Silverado pickups opened last month for model year 2023, it opened and closed in less than six hours for the entire model year. He said Ford for government opened today for any of the pickup trucks or SUVs on the non-police side. If they can get them ordered in the next couple of days, they will probably be getting produced in the Fall and delivered in January/February next year.

Councilwoman Bryant asked for clarification about if the City decided they wanted to get out of the contract in 3-5 years, how they would do that. Mr. Revelle replied Enterprise Fleet Management is a trust so they are a bank and do all the funding in-house. It would be like any bank loan you would take out on a vehicle, the term could be paid off at any time or it can run out to the end of the term. The vehicle would be yours and you take title and move on. There is no real end term; it is just the balance of the loan per se. If the City wanted to part ways, they could pay it off or keep paying down to zero.

Motion was made by Councilman Smith, seconded by Councilman Stainback and unanimously carried to authorize the City Manager to enter into and execute the lease agreements with Enterprise Fleet Management for approved capital items.

### **Adjournment**

There being no further business, motion was made by Councilman Stainback, seconded by Councilwoman Bryant and unanimously carried to adjourn the meeting. The meeting adjourned at 5:23 p.m.

  
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Traci V. Storey, City Clerk

**Approved by Council Action on: August 16, 2022**