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**Roanoke Rapids City Council**

**May 20, 2014**

The regular meeting of the City Council of the City of Roanoke Rapids was held on the above date at 7:00 p.m. at the Lloyd Andrews City Meeting Hall.

 Emery G. Doughtie, Mayor

 Carl Ferebee, Mayor Pro Tem

 Ernest C. Bobbitt)

 Suetta S. Scarbrough)

 Carol H. Cowen)

 Wayne Smith)

 Joseph Scherer, MPA, MS, City Manager

 Lisa B. Vincent, MMC, City Clerk

 Gilbert Chichester, City Attorney

 Kathy Kearney, Deputy City Clerk/Human Resources Manager

 MeLinda Hite, Finance Director

 Tommy Hathaway, Police Chief

 Larry Chalker, Public Works Director

 John Simeon, Parks & Recreation Director

 Kelly Lasky, Planning & Development Director

 Stacy Coggins, Fire Chief

 Christina Caudle, Main Street/Development Director

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

With no one indicating a conflict of interest with any of the items on the agenda, motion was made by ­­­­­­­­­­­Councilwoman Cowen, seconded by Councilman Bobbitt and unanimously carried to adopt the business agenda for May 20, 2014.

Mr. Dennis Blackmon of 512 Jackson Street, Roanoke Rapids, NC stated he is having problems with a neighboring business owner and the contractors that he deals with. He explained that on three individual occasions, he has had the mirror broken off of his vehicle in a hit and run situation. He stated the truck drivers leaving this business do not secure the doors. Mr. Blackmon stated he has called the Police Department but nothing has been done. He stated the owner of the business feels he has no responsibility. He stated the law says the doors of these trucks are supposed to be latched. He stated this road is not made for transfer trucks. Mr. Blackmon stated the mirror for his vehicle costs $150.00 and the insurance does not cover it.

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Mr. Blackmon stated everyone on this Council knows about the problems at this business. He stated it is a safety hazard. He stated this property has become a cancer to this community and it needs to be cut out. He stated he has been so upset about this situation that he does not know whether he will have a heart attack or throw rocks at something. Mr. Blackmon stated when he called the property owner, it took him a year to return his call, and he accepted no responsibility. He stated the City Council knows what needs to be done. He stated there are ways to accomplish what needs to be done with this property, and the Health Department and others can help to accomplish that. Mr. Blackmon stated there is standing water on the property, trees on the building and coyotes coming out of the building.

Motion was made by Councilwoman Scarbrough, seconded by Councilman Bobbitt and unanimously carried to approve the May 5, 2014 Council Minutes.

A ballot vote was taken and the Clerk announced that Mr. Bill Mueller, Ms. Brenda Stephenson and Dr. James Ketoff received the unanimous votes for reappointment to the Library Advisory Committee.

Motion was made by Councilman Smith, seconded by Councilwoman Cowen and unanimously carried to reappoint Mr. Bill Mueller, Ms. Brenda Stephenson and Dr. James Ketoff to the Library Advisory Committee.

City Manager Scherer presented copies of the proposed FY 2014 - 2015 Budget to Council. He stated in accordance with the NC Local Government Budget and Fiscal Control Act, this budget document represents balanced revenues and expenditures. He pointed out achieving a balanced budget remains a challenge.

City Manager Scherer highlighted the following with a PowerPoint presentation. *(A copy of this entire presentation is on file in the City Clerk’s Office and is hereby incorporated by reference.)*

**Excerpts from City Manager’s FY 2014 - 2015 Budget Message**

⮚ The General Fund operating budget includes revenues and expenditures each totaling $14,964,878.00.

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⮚ The property tax rate is recommended to remain the same at $.624/$100 of valuation.

**Summary of Recommendations**

I am recommending the following action for the FY 2014 - 2015 Budget:

⮚ Current full-time employees are 141, I am recommending funding for one (1) additional full-time employee for the Street Department.

⮚ Funding for employee benefits at the current level.

⮚ The FY 2014 - 2015 Budget allows the City to continue to provide quality services and supports the opportunities that help define Roanoke Rapids.

⮚ Funding for a Recycling Program (which will be discussed later in the meeting).

**Economic Outlook**

The national economy continues to strengthen, yet the pace of growth here at home, remains below average. Despite some slowdown in the economy, the economy is expected to continue on a slow and steady path. Little change in this scenario is expected over the next 12 months.

⮚ The housing market will continue to recover.

⮚ Roanoke Rapids unemployment rate as of February 2014 was 10.2%, a decrease of 3.2% compared to February 2013.

⮚ Pending legislation could have a significant impact on revenues (a cap on privilege licenses).

⮚ Available funds are insufficient to address all of the City’s capital equipment and improvement needs that have been identified.

⮚ Review of spreadsheet showing Budget & Economic Data for Roanoke Rapids.

**Revenues - Major Sources**

 ***Ad Valorem (Property Tax)***

♦City’s number one source of revenue

 ♦45.93% of total General Fund Budget

 ♦Projected 2014 tax levy: $6,872,871

**Tax rates and actual year to date receipts are below**

**(receipts for FY 2014 is based on a 96% collection rate):**

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|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2008** | **2009** | **2010** | **2011** | **2012** | **2013** | **2014** |
| o.624 | o.624 | 0.574 | 0.624 | 0.624 | 0.624 | 0.624 |
| 5,873,610.21 | 6,459,980.37 | 6,796,798.66 | 6,768,485.00 | 6,862,753.50 | 6,977,275.46 | 6,872,871.00 |

 \*Revenue for property tax relatively “flat” for the past five fiscal years.

 ***Sales Tax Revenues***

♦City’s second largest source of revenue

 ♦13.9% of the total General Fund Budget

 ♦Proposed sales tax revenues for FY 2014 - 2015 totals $2,090,541 (3.75% increase compared to FY 2013 - 2014 appropriation)

**Actual year to date receipts by fiscal year are listed below with the exception of 2014 and 2015 which are showing the total appropriation:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2008** | **2009** | **2010** | **2011** | **2012** | **2013** | **2014** |
| 2,219,140.44 | 1,896,757.10 | 1,804,217.94 | 2,070,113.00 | 1,938,632.00 | 2,005,894.00 | 2,090,541.00 |

 ***Solid Waste Fees***

♦Solid waste user fees are the third largest source of revenue

 ♦These fees are designated to cover the actual cost of providing this service

 ♦We are recommending a $5.25 increase in solid waste user fees ($199.25

 to $204.50)

 ♦The calculation for this fee is as follows:

 *solid waste/refuse budget, debt service and administrative cost*

♦Increase is needed to cover operational cost

**Solid Waste Fees**

|  |  |
| --- | --- |
| **Fiscal Year** | **Solid Waste** |
| 2014 - 2015 | $204.50 |
| 2013 - 2014 | $199.25 |
| 2012 - 2013 | $199.25 |
| 2011 - 2012 | $188.59 |
| 2010 - 2011 | $188.59 |
| 2009 - 2010 | $188.59 |
| 2008 - 2009 | $188.59 |

 ***Note: Recommending $5.25 increase to cover operational cost.***

 ***Utility Franchise Tax***

♦City’s fourth major source of revenue

 ♦8.02% of the total General Fund budget

 ♦We project this revenue source to remain flat

 ♦Proposed franchise tax revenues for FY 2014 - 2015 totals $1,200,000

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**Actual year to date receipts by fiscal year are listed below with the exception of 2014 and 2015**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2009** | **2010** | **2011** | **2012** | **2013** | **2014** | **2015** |
| 1,190,340.98 | 1,266,995.53 | 1,176,167.20 | 1,113,582.85 | 1,229,631.49 | 1,200,000.00 | 1,200,000.00 |

 ***Powell Bill Funds***

 ♦City’s fifth major source of revenue

 ♦3.18% of the total General Fund budget

 ♦Proposed Powell Bill funds for FY 2014 - 2015 totals $475,217.41

 ♦Powell Bill is calculated using population plus street miles

**Actual year to date receipts by fiscal year are listed below with the exception of 2014 and 2015**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2009** | **2010** | **2011** | **2012** | **2013** | **2014** | **2015** |
| 521,764.11 | 460,448.59 | 464,734.93 | 458,877.82 | 467,824.84 | 473,244.14 | 475,217.41 |

**Departmental Summary - General Fund Operating**

(Please note that this total does not include transfers to the Roanoke Rapids Theatre or the Recycling Program.)

|  |  |
| --- | --- |
| **Department** | **Amount** |
| General Government | $ 2,564,285.00 |
| Fire | $ 1,834,195.00 |
| Parks & Recreation | $ 1,615,147.00 |
| Planning | $ 400,397.00 |
| Police | $ 3,049,205.00 |
| Public Works | $ 3,436,365.00 |
| **Total Fund Summary** | **$12,899,594.00** |

**Personnel & Employee Benefits**

 ***Personnel***

♦We currently have 141 full time employees

 ♦Police and Fire are fully staffed

 ♦Budget includes funding for one (1) additional full time employee for the Street Department

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2006** | **2007** | **2008** | **2009** | **2010** | **2011** | **2012** | **2013** | **2014** | **2015** |
| 156 | 165 | 158 | 139 | 139 | 134 | 134 | 134 | 141 | 142 |

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 ***Employee Benefit Package***

|  |  |
| --- | --- |
| **Benefit**  | **Annual Cost** |
| Group Health Insurance | $1,204,042 (18.3% increase) |
| Dental | $ 50,658 ( 7.2% increase) |
| Life Insurance | $ 7,749 |
| Longevity | $ 96,600 |
| Christmas Bonus | $ 37,500 |
| Employee’s Assistance Program | $ 3,500 |
| Health Reimbursement Account | $ 55,000 ($2,000 towards deductible) |
| 3% 401k Employer Match | $ 79,500 |

***Debt Service***

 **TOTAL**

 **INTEREST ANNUAL ANNUAL ANNUAL ANNUAL CURRENT YEARS**

 **DEBT RATE PRINCIPAL INTEREST FEES PAYMENT BALANCE OUTSTANDING**

 Public Works-Rear Loading

 Trash Truck (BB&T) 1.790% $ 33,738.72 $ 1,748.79 $ 35,487.51 $ 97,697.90 3 annual 11/16/2016

 Police Department-13 Crown

 Vics (BB&T) 2.360% $ 68,982.66 $ 8,533.34 $ 77,516.00 $ 149,711.61 2 annual 2/28/2016

 Fire Ladder Truck (Sun

 Trust Bank) 1.385% $ 93,377.37 $ 6,648.01 $100,025.38 $ 480,000.00 4 annual 4/26/2018

 Police Department-Vehicles

 (First Citizens Bank) 1.850% $ 29,951.12 $ 2,874.90 $ 32,826.02 $ 155,400.00 5 annual 7/19/2018

 Neighborhood Resource

 Center (First Citizens Bank) 2.150% $ 20,475.67 $ 3,798.54 $ 24,274.21 $ 176,676.25 7 annual 8/30/2021

 Fire Station #2 (First

 Citizens Bank) 3.000% $ 55,521.30 $39,000.00 $ 94,521.30 $1,300,000.00 17 annual 8/30/2031

 **Subtotal $302,046.84 $62,603.58 $ - $364,650.42 $2,359,485.76**

 **Grand Total $302,046.84 $62,603.58 $ - $364,650.42 $2,359,485.76**

Economic Development

 Project (Theatre) **Current FY** 5.51% $820,000.00 $988,769.52 $ 1,515.00 $1,810,284.52 $17,375,000.00 14 Revenue Fund 7/1/2027

 **TOTAL DEBT SERVICE $1,122,046.84 $1,051,373.10 $ 1,515.00 $2,174,934.94 $19,734,485.76**

**\*Principal Balance $17,375,000.00 after July 1st payment of $820,000**

**Community Contributions**

**Outside Agency Requests**

|  |  |  |
| --- | --- | --- |
| **Agency** | **Amount** | **Status** |
| Beautification Committee | $ 4,950.00 | Funded |
| Roanoke Valley Rescue Squad | $ 25,000.00 | Funded |
| Halifax-Northampton Regional Airport | $ 25,000.00 | Funded |

**Installment Financing**

**Undesignated Fund Balance**

⮚ With interest rates at an all-time low, installment financing is recommended for the purchase of vehicles and also building maintenance. (This process will be initiated after July 1st - not included in the proposed budget.)

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⮚ An appropriation of $390,000 is being made to the undesignated fund balance account.

**In Closing**

We will continue to move forward with enhancements in the City’s vast spectrum of services; public safety, senior enrichment, recreation and economic development. I remain optimistic that we are going to continue to improve operational efficiencies with such a great team that truly cares about the citizens of Roanoke Rapids. Our team remains dedicated and committed as we face “New Challenges Together.”

We look forward to a successful year for everyone in Roanoke Rapids!

Joseph Scherer, City Manager

**What’s Next?**

⮚ Public Hearing

 5:15 p.m., June 3, 2014

 Lloyd Andrews City Meeting Hall

⮚ Adoption of the FY 2014 - 2015 Budget

 7:00 p.m., June 17, 2014

 Lloyd Andrews City Meeting Hall

**Availability of Proposed Budget**

⮚ The proposed budget will be available online at the City of Roanoke Rapids website on Wednesday, May 21, 2014.

⮚ A detailed copy of the proposed budget is available in the City Clerk’s Office for public inspection.

Mayor Doughtie thanked the City Manager for his presentation. He stated Council members have a copy of the budget information and will have the opportunity to confer with the City Manager.

Mayor Pro Tem Ferebee stated he will look at it in detail and get back with the City Manager with any questions.

Mayor Doughtie asked if we have ample time to explore other opportunities for health insurance.

City Manager Scherer stated yes.

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Councilman Bobbitt stated it is probably too late to bid it out.

City Manager Scherer stated that is correct. He stated we have asked our broker to go back and solicit other proposals.

Councilwoman Cowen asked if the amount for the Parks & Recreation Department budget includes funds to fix the pool.

City Manager Scherer stated that is a separate discussion he would like to have with Council at a later date.

Public Works Director Chalker stated he will have three different contracts for recycling that Council will need to consider but the one tonight is for a Mercury Products Recycling Grant Program. He stated the amount of the grant is $5,175.00 and requires no match.

Councilman Bobbitt asked if this program is tied in with the other recycling programs.

Public Works Director Chalker stated it is related but not included. He stated this particular program will enable us to collect fluorescent bulbs and thermostats. He pointed out that currently this is a shared program with the School System.

Mayor Pro Tem Ferebee asked if the City would receive any revenue from this.

Public Works Director Chalker stated no.

Councilman Smith asked if the City would take over funding of the program when the grant runs out.

Public Works Director Chalker stated yes.

Councilman Smith asked about the cost.

Public Works Director Chalker stated the main cost will be the shipping of the mercury products.

Councilman Smith asked how much the School System charges us.

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Public Works Director Chalker stated currently they do not charge us.

Mayor Doughtie asked if we would be obligated to continue this after a year.

Public Works Director Chalker stated no but they intend to continue. He stated these funds will help us get started.

Mayor Doughtie asked how citizens would get the bulbs and thermostats to us.

Public Works Director Chalker stated for the most part, they would bring them to us. He stated we would not do curbside pickup of these items.

City Manager Scherer pointed out that very few homes have these types of bulbs.

Motion was made by Councilwoman Cowen, seconded by Councilwoman Scarbrough and unanimously carried to approve Grant Contract No. 5941 between the NC Department of Environment and Natural Resources and the City of Roanoke Rapids for a Mercury Products Recycling Program and to authorize the Mayor to execute same. *(A copy of this contract is on file in the City Clerk’s Office and is hereby incorporated by reference.)*

City Manager Scherer stated he does not have anything to report since the department heads will be making their respective presentations, but would like to take the opportunity to remind everyone that the upcoming Memorial Day holiday is a time to remember all those in the military that have died for us. He encouraged everyone to take a few minutes from their picnic or other activities for remembrance. He suggested taking small flags to the cemetery or asking a veteran about their experiences.

Councilwoman Scarbrough suggested visiting the Veterans Museum.

Finance Director Hite reported that as we close the books on April 30, 2014, year-to-date revenues are $12,540,246.13 (represents 80.6% of budgeted revenues) and year-to-date expenses are $12,409,583.75 (represents 80.0% of budgeted expenses). She reported that the net result of operations shows revenues exceeded expenditures by $130,662.38.

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Finance Director Hite reported that Sales and Use Tax receipts year-to-date are $1,255,894.68. She stated this represents 62.2% of budgeted revenues, which is flat compared to July 2012 - April 2013.

Finance Director Hite reported that the Fiscal Year End Projections are included in the written report.

Mayor Doughtie stated there were about 28 capital improvements we were able to do in a very difficult environment and he appreciates the efforts of everyone.

Mayor Pro Tem Ferebee asked about the undesignated fund balance percentage versus last year’s percentage. He stated he thought at one point we were trying to be around 32%.

Finance Director Hite stated during the year, City Council appropriated $1.2 million in undesignated fund balance for the following: (1) $624,153.00 (2013-2014 Project Ordinance); (2) $311,000.00 (OA 2013.21 Budget Amendment); (3) $29,416.51 (OA 2013.20 Budget Amendment) and (4) $314,853.92 (Carry Forward Grant Funds, Contributions and Projects).

Mayor Pro Tem Ferebee asked Finance Director Hite if she is comfortable with the 26% undesignated balance.

Mayor Doughtie stated it is above what we set as a minimum. He stated we would all like to see it higher but we need to provide for what we can.

Mayor Pro Tem Ferebee asked if we foresee dipping into fund balance and making it lower.

City Manager Scherer stated we are still looking at keeping it around 25%.

 Human Resources Manager Kearney reported she is currently advertising for Property Maintenance Worker I, Part-Time Library Assistant; Part-Time Lifeguards and Firefighter Applicant Pool. She reported that one of our Police Officers had a degree in construction management and will transfer to the position of Code Enforcement Officer.

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Human Resources Manager Kearney reported that during the month of April, we hired two new employees--Joseph Squire, Sanitation Worker and Randall Spence, Cultural Resources Leader.

 Human Resources Manager Kearney thanked everyone that came out and helped with the BARC fundraiser. She stated the committee raised $2,500 in one day. She also thanked everyone that purchased a ticket and also thanked Mr. Herman Moseley and the D.I.R.T. Team.

 Police Chief Hathaway thanked everyone that helped with the law enforcement workshop held for businesses.

 Police Chief Hathaway also reported on the Safety Pup, an educational tool from the National Child Safety Council.

 Police Chief Hathaway reported on the canal run to benefit Special Olympics. He stated the Police Department is a big supporter of the Special Olympics.

 Police Chief Hathaway reported that this year’s participants in the Citizens Police Academy will graduate Thursday evening. He stated one particular young lady will be out of town and he would like to recognize and present to her a certificate. He called on Councilwoman Scarbrough to come to the podium. Police Chief Hathaway explained that the Citizens Police Academy indoctrinates our citizens about what law enforcement does in this community. He stated we had a “ride- along” and this star pupil was able to assist with apprehending a suspect and also went on a shooting call. He presented Councilwoman Scarbrough her certificate.

 Councilwoman Scarbrough stated her only regret is that she did not do this program four years ago. She stated it is a wonderful program.

 City Manager Scherer asked how many participants will graduate.

 Police Chief Hathaway stated 14. He stated they plan to have another program next fall.

 Police Chief Hathaway stated today was a prime example of why we have a Special Response Team. He explained that we had a hostage situation involving a three year old child that was resolved without any bloodshed.

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 Parks & Recreation Director Simeon stated he has several upcoming activities to share with Council and will be asking City Clerk Vincent to send these dates to you:

 Saturday, May 24th at 1:00 p.m.

* KapStone is sponsoring a wellness walk/run and bike on the canal trail at 1:00 p.m.
* KapStone will have everyone meet at the Canal Museum and then have refreshments and museum tours after the event.

 Wednesday May 28th from 5:00 - 7:00 p.m.

* The Mayflower restaurant is providing 250 dinners for our seniors at Kirkwood Adams.

 Thursday May 29th at 6:30 p.m. at the County Agriculture Center

* Public Workshop to review the Parks and Recreation Master Plan recommendations in preparation of a draft plan.

 Thursday June 5th from 5:30 - 7:00 p.m.

* The Friends of the Canal Museum will be holding an open house for our new Museum Manager Randall Spence. This will include hors d’oeuvres, museum tours and activities for children.

 Saturday June 7th from 8:00 a.m. – 4:00 p.m.

* We will hold our Playground Build Day at Emry Park for our KaBoom Grant.
* We have about 50 volunteers registered to help us that day.
* Most of the day will be spent putting up the borders that go around the equipment and placing mulch within the borders.

 Saturday June 14th Outdoor Pools are scheduled to open.

 Councilman Smith stated he would like to publicly thanked Mr. Simeon and his staff for the excellent job on the ball fields.

 Parks & Recreation Director Simeon stated they have a full slate of summer camps planned and they will be very busy. He stated Council has been provided with a copy of the summer brochure and a photo of the playground equipment for Emry Park.

 Planning & Development Director Lasky reported that at the upcoming June 3 meeting, a public hearing on the Comprehensive Land Use and Community Health Care Plan will be held. She stated they have been advertising this in the newspaper and through other outlets. She stated adoption of the plan is scheduled for the second meeting in June.

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 Planning & Development Director Lasky reported on a second public hearing on June 3 to consider the closing of Piland Street from US 158 to Andrews Street.

 Planning & Development Director Lasky reported that her department is reviewing plans for improvements to two Dixie Mart locations. She stated they have issued building permits to: KapStone for a new warehouse; Family Dollar for expansion of the 10th Street store and Little Caesars for a new location at 1108 Julian R. Allsbrook Highway.

 Planning & Development Director Lasky stated our new inspector will start on June 2.

 Councilman Bobbitt asked about the status of Sheetz.

 Planning & Development Director Lasky stated she has been reassured that they are still coming with construction starting in the fall and opening around February 2015.

 Public Works Director Chalker stated he is very happy to report that work has started back on Rochelle Pond with no complaints from the residents. He presented photos of the work being done at Rochelle Pond. He stated he is amazed at the progress being made.

 Public Works Director Chalker stated they have been very busy with grass cutting. He stated they have already sent out over 130 letters and received overwhelming responses. He stated they have only had to clean out two swimming pools in accordance with our nuisance ordinance.

 Public Works Director Chalker reported on storm drainage work on Rollingwood Road and shoulder repairs on Chockoyotte Street.

 Public Works Director Chalker stated they were able to use the silt from Rochelle Pond at the Police firing range to extend the berm that catches the bullets.

 Public Works Director Chalker reported that the work on the sinkhole at the intersection of 1st and Franklin Streets has been completed and the intersection is now open. He stated once repairs are made to the curb and gutter, the street will be ready for asphalt.

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 Public Works Director Chalker reported that we have been fortunate to be able to hire new employee Cody Carter who worked as a plumber. He stated we now have one on duty to handle all of the City’s plumbing needs.

 Mayor Pro Tem Ferebee asked about the nuisance abatement of the pools.

 Public Works Director Chalker explained that the ordinance regarding pools is primarily to control mosquitos. He stated they send out letters like they do for tall grass. He stated if the nuisance is not abated, we take care of it and the property owners are charged administrative and hourly costs. He stated if it is not paid, it becomes a lien against the property.

 Councilwoman Scarbrough asked if the City or the businesses along the narrow strip of land on 10th Street are responsible for the grass.

 Public Works Director Chalker stated a lot of that work is done on DOT’s cycle but for the most part, the adjoining property owners will maintain it. He stated if it is not maintained, the City will do it.

 Councilwoman Scarbrough stated she has been complaining about this for 40 years. She stated in front of the Family Dollar, the weeds are almost knee high. She stated this is a well-traveled street and it makes the town look shabby.

 Fire Chief Coggins reported that the department responded to 150 calls and were engaged in a total of 628 man-hours of training.

 Fire Chief Coggins reported that he, Firefighters Allen and Wells and Engineer Gray attended classes at the FDIC in Indianapolis, IN. He stated they foot half the bill to attend such an extravagant conference. He stated it is the largest fire conference in the United States. He stated he was in Wilson today for training and will go back tomorrow.

 Fire Chief Coggins reported that they conducted the live burn on one of the houses for Calvary Baptist Church. He stated the residents next to the second house were concerned about the proximity so the Church had that house demolished.

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 Fire Chief Coggins reported that his department stood by for several events and also conducted fire extinguisher classes. He also reported that they have started back hydrant testing.

 Fire Chief Coggins reported on the applicant hiring pool and indicated that they have had three people go out on disability and three more will be retiring soon.

 Main Street/Development Director Caudle reported that Governor McCrory has announced his support of Main Street economic development programs designed to create jobs and rehabilitate buildings across North Carolina. She stated this support includes budgeting a $500,000 appropriation for the Main Street Solutions Fund program and also endorsing legislation to replace the sun setting Historic Tax Credit.

 Main Street/Development Director Caudle reported that last week they had a fantastic business breakfast with Liz Parham, NC Main Street Executive Director, at Oscar’s Restaurant. She stated about 25 people attended. She stated after the breakfast, Ms. Parham held a lengthy work session with RABA Board Members which was very productive.

 Main Street/Development Director Caudle reported that the Façade Grant program has closed and they have several applicants in place. She stated she hopes to announce the winners at the next meeting.

 Main Street/Development Director Caudle reported that “The Trinity One” is leasing 1106 Roanoke Avenue. She stated this is a professional service company that assists people with disability claims and other grievance situations. She stated she is also working with several other potential new businesses.

 Main Street/Development Director Caudle reported that Cathy Scott is currently working on a building profile for the former WestPoint Stevens facility and also working on getting a Phase I Environmental Assessment done.

 Main Street/Development Director Caudle reported that the RABA Board of Directors held its executive meeting this afternoon and began working on a plan of work and the budget.

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 Main Street/Development Director Caudle reported on the following upcoming events:

 ♦**Roanoke Rapids First Annual Seafood & Shag Festival**

 ⮚ Friday, May 30th from 6-10 pm at Centennial Park

 ⮚ Event will include an all-you-can-eat seafood buffet, live music by Steve Owens & Summertime, shag dance lessons, shag dance contest, raffles and more!

 ⮚ $40 tickets are on sale now at The Herald, Halifax County Visitors Center, Barnes & Jernigan Jewelers, and both Edward Jones locations.

 ⮚ Only 250 tickets will be sold, so don’t wait to buy.

 ⮚ The profits from this event will be used to purchase new larger street banners for the Historic Avenue District.

 **♦UNC Essentials of Economic Development Course**

 ⮚ 6/11/14 in Shelby, NC

 **♦Music In The Park Summer Concert Series**

 ⮚ FREE community event to take place on the last Friday of each month at Centennial Park

 ⮚ Dates are 6/27, 7/25, and 8/29

 **♦301 Endless Yard Sale**

 ⮚ Friday, 6/20 and Saturday, 6/21 from 7am-5pm

 ⮚ We expect participation from the Junction to 8th Street at this time.

 **♦CycleNC Mountains to Coast Ride**

 ⮚ An estimated 1,500 cyclists will be in Roanoke Rapids from 10/1/14 – 10/2/14.

 ⮚ We are currently planning activities and other entertainment options to drive visitors to the Avenue. More details to come.

Motion was made by Councilman Bobbitt, seconded by Mayor Pro Tem Ferebee and unanimously carried to go into closed session as allowed by NCGS 143-318.11(a) (3) & (5).

**[Remainder of page intentionally left blank.]**

**Minute Book Pages 17265, 17266 and 17267 contain Minutes and General Account of a Closed Session which have been sealed until such time as public inspection of those minutes would not frustrate the purpose of the Closed Session.**

**17268**

**Roanoke Rapids City Council**

**May 20, 2014**

Motion was made by Councilwoman Scarbrough, seconded by Councilman Smith and unanimously carried to return to open session.

In closed session, City Council consulted with the City Attorney on several pending lawsuits regarding minimum housing code orders. No action was taken.

Mayor Doughtie stated City Council also consulted with the City Attorney regarding two proposals--one to lease the Theatre and one to lease the Theatre with an option to purchase. He called for a motion to authorize the Mayor and City Manager to enter into negotiations with one of the two parties.

Motion was made by Councilman Smith and seconded by Councilwoman Cowen to authorize the Mayor and City Manager to enter into negotiations with JP Amusements, LLC for the lease and option to purchase the Theatre.

Upon being put to a vote, Councilman Smith and Councilwoman Cowen voted in favor of the motion. Mayor Pro Tem Ferebee, Councilwoman Scarbrough and Councilman Bobbitt voted against the motion. Mayor Doughtie announced that the motion failed by a 3 to 2 vote.

Motion was made by Mayor Pro Tem Ferebee and seconded by Councilwoman Scarbrough to authorize the Mayor and City Manager to enter into negotiations with HSV, LLC for a lease and option to purchase with a stipulation that the City be able to market and sell the Theatre during the term of the lease, and to authorize the Mayor to execute such lease.

Upon being put to a vote, Mayor Pro Tem Ferebee, Councilwoman Scarbrough and Councilman Bobbitt voted in favor of the motion. Councilwoman Cowen and Councilman Smith voted against the motion. Mayor Doughtie announced that the motion carried by a 3 to 2 vote.

There being no further business, motion was made by Councilwoman Scarbrough, seconded by Mayor Pro Tem Ferebee and unanimously carried to adjourn.

 

 6/3/14