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**Roanoke Rapids City Council**

**March 17, 2015**

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

 Gilbert Chichester, City Attorney

 Lisa B. Vincent, MMC, NCCMC, City Clerk

 Kathy Kearney, Deputy City Clerk/Human Resources Manager

 MeLinda Hite, Finance Director

 Chuck Hasty, Police Chief

 Kelly Lasky, Planning & Development Director

 Larry Chalker, Public Works Director

 Stacy Coggins, Fire Chief

 John Simeon, Parks & Recreation Director

 Christina Caudle, Main Street/Development Director

Mayor Doughtie called the meeting to order and opened the meeting with prayer. He also welcomed special guests from the River Towne Manor.

Mayor Doughtie indicated that the agenda needs to be amended to add a Closed Session as allowed by NCGS 143-318.11(a)(3) to consult with the City Attorney.

There being no conflict of interest with any of the items on the agenda, motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Scarbrough and unanimously carried to adopt the business agenda for March 17, 2015 with an amendment to add a Closed Session as allowed by NCGS 143-318.11(a)(3) to consult with the City Attorney.

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Motion was made by Councilman Bobbitt, seconded by Councilwoman Cowen and unanimously carried to approve the March 3, 2015 City Council Minutes as presented.

Planning & Development Director Lasky recapped her March 3, 2015 presentation of the following staff report:

**MEMORANDUM**

TO: Joseph Scherer, City Manager

FROM: Kelly Lasky, Planning & Development Director/s/

DATE: February 23, 2015

RE: **Rezoning Request (map attached) - Amendment to the Roanoke Rapids Zoning Map to Rezone 10 +/- Acres of Property (Halifax County Parcel 0911569) Located Between Georgia Avenue and E. 10th Street (at the Terminus of W. Becker Drive Extension) and North of the Railroad Track from R-8 Residential District to R-3 Residential District**

**Summary Overview**

**Subject Property** 10 +/- acres of property located between Georgia Avenue and E. 10th Street (at the terminus of W. Becker Drive extension) and north of the railroad track

**Proposal Rezone from R-8 to R-3 Residential District**

**Applicant** Weaver Kirkland Housing, LLC

**Present Use** Undeveloped, wood land

**Proposed Use** Multi-Family Apartment Complex

**Staff Recommendation** Approve

**Analysis and Detail**

**1. Applicant(s)**

 The applicant is Weaver Kirkland Housing, LLC, 8401 Key Blvd., Greensboro, NC 27409; (336) 378-7900.

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**2. Location/Area Description**

 The 10 +/- acre site proposed for rezoning is located between Georgia Avenue and E. 10th Street (at the terminus of W. Becker Drive extension) and north of the railroad track. The property is currently undeveloped, wooded land.

 The property located adjacent to the north side of the rezoning area is zoned R-3 Residential District and is developed as a multi-family apartment building, River Towne Manor. The property adjacent to the east side of the rezoning area is zoned B-4 Commercial District and is commercially developed as a bank, retail and automobile dealership. The property adjacent to the south side of the subject property is zoned I-2 Industrial District and is developed as a cotton gin. The property to the west of the rezoning area is zoned R-3 and is developed as single- family and two-family duplex residences.

**3. Existing and Proposed Zoning**

 The attached map delineates the existing zoning of the area being considered for rezoning and the zoning of the adjacent parcels. The requested rezoning area between Georgia Avenue and E. 10th Street is currently zoned R-8 Residential District. **The requested zoning is R-3 Residential District.** The following provides the adjacent zoning: North = R-3; South = I-2; East = B-4; and West = R-3.

 *The following provides general descriptions of the existing and proposed zoning districts:*

 The following residential districts are hereby established: R-40, R-20, R-12, R-8, R-6, R-5, and R-3. Each of these districts is designed and intended to secure for the persons who reside there a comfortable, healthy, safe, and pleasant environment in which to live, sheltered from incompatible and disruptive activities that properly belong in nonresidential districts. Other objectives of some of these districts are explained in the remainder of this section.

 The R-20, R-12 and R-8 districts are designed to accommodate single family dwelling units and differ primarily in density allowed as determined by a minimum lot size requirement.

 The R-3 district is designed to accommodate multi-family dwelling units. Every lot developed for two-family residences shall have at least six thousand (6,000) square feet.

 The B-4 district is designed to accommodate the widest range of commercial activities.

 The industrial districts are established primarily to accommodate enterprises engaged in manufacturing, processing, creating, repairing, renovating, painting,

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 cleaning or assembling of goods, merchandise, or equipment: I-1 and I-2. The districts differ primarily in the permitted intensities of development and the resulting minimum dimensional requirements.

 The specific uses allowed in each zoning district are identified in Section 151-149 Table of Permitted Uses of the City of Roanoke Rapids Land Use Ordinance.

**4. Traffic Considerations**

 This zoning change may create some changes in the current traffic patterns. However, any proposed construction and site plans will be evaluated by city staff and the Development Review Committee to ensure a proper design. The Development Review Committee includes the Sanitary District, NCDOT, Public Works, NC Dominion Power, Fire Department and Code Enforcement.

 The proposed zoning change will be accessed by W. Becker Drive, which connects to E. 10th Street (NC Highway 125). The number of dwelling units that may be constructed is not currently known. However, at maximum R-3 multi-family density, approximately 145 dwelling units could be constructed. According to the Institute of Transportation Engineers Trip Generation Manual (7th edition) residential apartment use proposed is expected to average 6.72 vehicular trips per day per dwelling unit. Based on this manual, which is utilized by NCDOT, approximately 1,003 vehicular trips per day could be added to E. 10th Street from W. Becker Drive.

**5. Utility Considerations**

 There are no specific utility considerations that should negatively impact this property at the present time. All utilities are readily available to the area.

**6. Other Considerations**

 Future development of the site will be evaluated for appropriate screening, drainage, stormwater retention/detention and other items during the site plan and/or construction plan review process by the Development Review Committee. The proposed request for rezoning is considered to be reasonable.

 Reasonableness is determined by considering the size of the area, any special conditions or factors regarding the area, the consistency of the zoning with the land use plan, the degree of the change in the zoning, the degree it allows uses different from the surrounding area, and the relative benefits and/or detriments for the owner, the neighbors, and the surrounding community.

**7. Comprehensive Development Plan**

 The property is located in existing City Limits and the following implementing strategies may be considered from the City of Roanoke Rapids Comprehensive Plan,

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 adopted by City Council on June 17, 2014:

*I.1 Support infill development. Infill development is development or redevelopment of land that has been bypassed, remained vacant, undervalued and/or is underused as a result of the continuing urban development process. Generally, the areas and/or sites are not particularly of prime quality; however, they are usually served by or are readily accessible to the infrastructure (services and facilities). Use of such lands for new housing and/or other urban development is considered a more desirable alternative than to continue to extend the outer development pattern.*

*I.19 Consider allowing different housing densities to abut one another as long as proper buffering and design is provided as needed and traffic generated by such land use does not mix within the neighborhood.*

*I.20 Encourage developers to utilize thoroughfares and natural topographic features to define the boundaries of a neighborhood and concentrate higher intensity uses at the outer boundaries of the neighborhood.*

*I.21 Require residential subdivisions generating 100 or more peak hour trips to prepare a traffic impact analysis/study, including mitigative action to reduce impact.*

*I.22 The city Planning Board may consult this plan concerning all decisions, including rezoning and subdivision approvals, which will affect residential land use, including impact on existing residential areas.*

*I.23 Continue to pursue available funding including but not limited to NC Housing Finance Agency and US Department of Agriculture funds from state and federal sources for rehabilitation or redevelopment and/or removal of substandard housing.*

*I.25 Permit residential development to occur in response to market needs provided that the following criteria are met:*

 *• Due consideration is offered to all aspects of the environment.*

 *• If deficient community facilities and services are identified, the City should attempt to improve such to the point of adequately meeting demands.*

 *• Additional residential development should concurrently involve planning for improvements to community facilities and services if excess capacity does not exist within those facilities and services.*

 *• Residential development is consistent with other policies and the land use map contained within his plan which reflects adequate suitability analysis.*

*I.30 Support economic and community development initiatives that capitalize upon and enhance the city’s Town Center areas, including 10th Street and Julian Allsbrook*

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 *Highway.*

*I.63 Minimize access to arterial streets and restrict excessive development at critical access points.*

*I.64 Promote neighborhood designs which limit access to adjacent arterials and utilize street patterns which promote slower internal traffic speeds.*

**8. Public Response to Notice**

 Letters were sent to owners of property within 100 feet of the requested rezoning on February 9, 2015. The notice of the City Council public hearing to review the requested rezoning was advertised in the *Daily Herald* on February 22and March 1, 2015.

 The following comments have been received. All parties were encouraged to attend the Public Hearing.

 Property owners opposed to the rezoning request:

 Lewis O. Burr, 1400 Georgia Avenue, Roanoke Rapids, NC 27870 –*see attached letter*

**9. Staff Recommendation**

 The Planning and Development Staff recommends in favor of the petitioner’s request. The staff finds the proposed rezoning request to be consistent with the surrounding zoning and supported by the Comprehensive Plan. Staff requests that the rezoning be approved by City Council.

**10. Planning Board Recommendation**

 The Roanoke Rapids Area Planning Board reviewed the requested rezoning on February 19, 2015. The Board unanimously approved the Recommendation of Consistency with a 7-0 vote. The Board unanimously voted 7-0 to forward a favorable recommendation to City Council for approval of the requested rezoning.

**11. City Council Action – Two (2) Motions Required**

 Following the public hearing for the subject requests, the City Council is requested to make a motion concerning the Statement of Consistency and a motion concerning approval or denial of the rezoning request.

 Statement of Consistency – *If City Council concurs with the approval of the Statement, the following motion is appropriate:*

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 ***Requested Motion & Vote:* Motion to approve and adopt the presented Statement of Consistency to amend the Zoning Map the approximately 10 acre site described in the staff report dated February 23, 2015 for Halifax County Parcel 0911569.**

 Final Decision – *If City Council concurs with approval of the rezoning request, the following motion is appropriate:*

 ***Requested Motion & Vote:* Motion to approve an amendment to the Roanoke Rapids Zoning Map to change the zoning classification from R-8 to R-3 for property described in the staff report dated February 23, 2015 identified as Halifax County Parcel 0911569 located between Georgia Avenue and E. 10th Street.**

Planning & Development Director Lasky reminded Council that when considering rezoning requests, they should consider all uses permissible in the requested zone. She indicated the following permissible uses in the requested R-3 Residential District: *Duplex Houses; Emergency Services (police, fire); Multi-Family Residences; Daycares; Townhomes; Care Homes; Schools; Agricultural & Silvicultural Operations; Energy-Related Facilities; Public Recreation Facilities*.

Planning & Development Director Lasky stated she will be glad to answer any questions and the applicant is also present to answer questions.

Mayor Pro Tem Ferebee asked if there has been any new development or information concerning this request since the last meeting.

Planning & Development Director Lasky stated nothing has changed with the information presented to Council Members at the last meeting nor with the information included in the agenda packets.

Mayor Doughtie reopened the continued public hearing from the March 3, 2015 City Council meeting.

Mr. Charlie Heritage of Weaver-Kirkland Development, LLC stated they are requesting the rezoning of this property to develop next to property the company already owns. He stated the company feels it did a great job building River Towne Manor and the residents there seem pleased. Mr. Heritage pointed out that there is a need in this area for more housing.

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Mayor Doughtie asked Mr. Heritage to elaborate on how they determine where to build.

Mr. Heritage stated he and Ms. Narcisso, who spoke at the last meeting, primarily work in North Carolina and South Carolina. He stated part of their job is to research cities and communities and find land on which to develop. He stated it was easy here since this property was next to property owned by their company. Mr. Heritage explained that they hire a third party market analyst to compile data from the area to determine if there is a demand for additional housing.

Councilman Smith asked Mr. Heritage if they plan to leave a buffer of trees between the proposed development and the houses along Georgia Avenue.

Mr. Heritage stated yes. He stated they want to be good neighbors. He indicated that they typically put up a buffer and fence not only for aesthetics but for the security of both parties.

Mayor Doughtie pointed out that at the last meeting, Planning & Development Director Lasky shared with us that the City had received a Protest Petition concerning this rezoning request, and that the petition had been determined to be valid. He stated as a result, a supermajority vote (4 out of 5 votes) is required to approve this request as opposed to our normal simple majority vote (3 out of 5 votes).

Motion was made by Councilwoman Scarbrough, seconded by Councilman Bobbitt and unanimously carried to approve and adopt the following Statement of Consistency:

**Statement of Consistency with Plans to Amend the Official Zoning Map**

**Reference: Amendment to Official Zoning Map as defined in Article IX, Section 151-142 of the Land Use Ordinance) – to rezone 10 +/- acres of property (Halifax County Parcel 0911569) located between Georgia Avenue and E. 10th Street (at the terminus of W. Becker Drive extension) and north of the railroad track from R-8 Residential District to R-3 Residential District.**

The Roanoke Rapids City Council met on Tuesday, March 17, 2015 at 7:00 p.m. and determined that the above mentioned request is consistent with the Roanoke Rapids Comprehensive Plan, adopted by City Council June 17, 2014, and with the Roanoke Rapids Land Use Ordinance.

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Comprehensive Development Plan Policies:

ADOPTED BY THE ROANOKE RAPIDS CITY COUNCIL ON THE 3RD DAY OF MARCH 2015.

I.1 Support infill development. Infill development is development or redevelopment of land that has been bypassed, remained vacant, undervalued and/or is underused as a result of the continuing urban development process. Generally, the areas and/or sites are not particularly of prime quality; however, they are usually served by or are readily accessible to the infrastructure (services and facilities). Use of such lands for new housing and/or other urban development is considered a more desirable alternative than to continue to extend the outer development pattern.

I.19 Consider allowing different housing densities to abut one another as long as proper buffering and design is provided as needed and traffic generated by such land use does not mix within the neighborhood.

I.20 Encourage developers to utilize thoroughfares and natural topographic features to define the boundaries of a neighborhood and concentrate higher intensity uses at the outer boundaries of the neighborhood.

I.21 Require residential subdivisions generating 100 or more peak hour trips to prepare a traffic impact analysis/study, including mitigative action to reduce impact.

I.22 The City Planning Board may consult this plan concerning all decisions, including rezoning and subdivision approvals, which will affect residential land use, including impact on existing residential areas.

I.23 Continue to pursue available funding including but not limited to NC Housing Finance Agency and US Department of Agriculture funds from state and federal sources for rehabilitation or redevelopment and/or removal of substandard housing.

I.25 Permit residential development to occur in response to market needs provided that the following criteria are met:

* Due consideration is offered to all aspects of the environment.
* If deficient community facilities and services are identified, the City should attempt to improve such to the point of adequately meeting demands.
* Additional residential development should concurrently involve planning for improvements to community facilities and services if excess capacity does not exist within those facilities and services.
* Residential development is consistent with other policies and the land use map contained within this plan which reflects adequate suitability analysis.

I.30 Support economic and community development initiatives that capitalize upon and enhance the city’s Town Center areas, including 10th Street and Julian Allsbrook Highway.

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I.63 Minimize access to arterial streets and restrict excessive development at critical access points.

I.64 Promote neighborhood designs which limit access to adjacent arterials and utilize street patterns which promote slower internal traffic speeds.

Upon review of the request, it is the City Council’s determination that the above mentioned request is reasonable and in the public interest of the City of Roanoke Rapids in that it provides for the organized residential and commercial growth that will help to ensure the health, safety, and general welfare of the citizens of Roanoke Rapids.

Adopted: March 17, 2015

Emery G. Doughtie, Mayor

Motion was made by Councilwoman Scarbrough, seconded by Councilman Smith and unanimously carried to approve an amendment to the Roanoke Rapids Zoning Map to change the zoning classification from R-8 Residential to R-3 Residential for property described in the foregoing staff report dated February 23, 2015 identified as Halifax County Parcel 0911569 located between Georgia Avenue and E. 10th Street.

Mayor Doughtie stated he appreciates the Council’s diligence in this matter. He stated he feels like we made an intelligent decision based on all of the information provided to us.

Mayor Doughtie closed the public hearing.

Parks & Recreation Director Simeon stated the Council has been provided a copy of the 2014 - 2024 Halifax County Comprehensive Parks & Recreation Plan which was adopted by the Halifax County Board of Commissioners on January 20, 2015. He stated he hopes the Council has had an opportunity to look through this 146-page document. Parks & Recreation Director Simeon stated he will hit the highlights of the document and talk specifically about Roanoke Rapids as it relates to the inventory of facilities; the proposed recommendations for improvements and how to move forward. He stated his definition of a “master plan” is an overall working document to help guide parks and recreation departments over the next 5 to 10 years. He

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stated but most importantly, this document is a tool for us to use in applying for funding opportunities through grants, foundations and trusts. Parks & Recreation Director Simeon stated the PARTF grants, which were used to renovate the T. J. Davis Recreation Center in 2000 and also to help Dominion Power with the Lake Park, required a master plan. He stated this plan is also needed for requesting funds from the Golden Leaf Foundation and the Kate B. Reynolds Charitable Trust which we have also used before.

Parks & Recreation Director Simeon pointed out that the public involvement process in the development of this document provided the community an opportunity to give us feedback and also provided us an opportunity to share information about our facilities and programs. He stated this document gives us a clear sense of direction.

Parks & Recreation Director Simeon highlighted from the master plan the inventory of Roanoke Rapids facilities as follows:

**Community Parks**

 *T. J. Davis Complex (Long and Smith Parks)*

 ⮚picnic shelter and playgrounds are dated and need to be replaced

 *Emry Park*

 ⮚tennis courts need resurfacing; parking areas need improvement; new restroom/concession building needed

 *Chockoyotte Park*

 ⮚restrooms need to be renovated; parking lot needs to be paved

 *Ledgerwood Park*

 ⮚infrastructure needs; two of three restrooms are inadequate and need to be replaced; a new larger restroom and concession building would provide better service and handle all fields

Parks & Recreation Director Simeon pointed out that the smaller neighborhood parks in the City call for much of the same types of improvements. He stated overall, he is pleased with what we have to offer. He pointed out that the master plan does indicate that some of our facilities are dated and in need of improvements that will be expensive. He highlighted the following:

**Special Facilities**

 *Jo Story Senior Center*

⮚as a historical structure, there are issues with building operation and

 maintenance, and any renovations to the building will be expensive

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 *T.J. Davis Recreation Center*

⮚the lack of HVAC in the gymnasium in this building limits programming; the center’s tennis courts need to be resurfaced

 *Aquatic Center*

⮚with over 20 years of use, the operation and maintenance of the facility is expensive; anticipated maintenance cost will grow in the future

 *Kirkwood Adams Community Center*

⮚as the largest assembly space in Roanoke Rapids, the building’s parking lot needs resurfacing

Parks & Recreation Director Simeon stated we have a lot to offer at our facilities. He stated the public input process, which many of the Council Members attended here in this building, was a great opportunity to also hear from students as well. He stated they overwhelmingly wanted to see a skateboard park and more walking trails. Parks & Recreation Director Simeon stated we are moving forward with the skateboard park and the department is working very hard to bring this to fruition. He indicated that they have received $25,000 in donations and sponsorships. He stated they were approached by the Kate B. Reynolds Charitable Trust about submitting a grant for $125,000 for the skateboard park and we hope to hear something about the grant in May. Parks & Recreation Director Simeon also pointed out that staff, along with Councilwoman Cowen and Mayor Pro Tem Ferebee, is in discussions with the Kate B. Reynolds Charitable Trust about a grant for a walking trail at the Chaloner Recreation Center. He stated they have hit the ground running with the comments from the public input workshop and the department is extremely busy trying to accommodate these projects. He stated he is very pleased with the Parks & Recreation Department. He stated we offer excellent facilities and programs. Parks & Recreation Director Simeon pointed out that the cost to the City for this master plan was only $500.00 by being able to piggyback on Halifax County. He stated we saved between $30,000 and $35,000. He stated since this is such a large document, he will be glad to sit down and go over it with any of the Council Members or anyone else that has an interest.

Mayor Pro Tem Ferebee stated that since this is a master plan, there may be some deviations as we go forward.

Parks & Recreation Director Simeon stated yes. He stated this is a working document that does change over the years.

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Mayor Doughtie stated this is a County plan. He stated some of the projects will be done by the County and some done by the City.

Parks & Recreation Director Simeon stated yes. He stated we would handle the projects in Roanoke Rapids.

Mayor Doughtie stated most of our recreational opportunities are non-revenue producing. He asked if we are fortunate to get a grant, could we bring in more outside revenue to enhance our non-revenue producing facilities.

Parks & Recreation Director Simeon stated we are closer to having the Ledgerwood Complex ready for larger tournaments. He stated we are trying to get district tournaments. He stated it has been reported that youth athletics is a $7 billion operation across the United States and we hope to capture some of those dollars. Parks & Recreation Director Simeon stated there are some opportunities for us to generate revenue through user fees. He pointed out that when we hosted the State Games about 10 years ago, it generated over a quarter of a million dollars with about 90 teams here from Thursday through Sunday staying in hotels and eating in restaurants.

Councilman Smith stated he believes the Mayor is talking about money from concessions coming to the City.

Mayor Doughtie stated he wants to know if there are any opportunities to bring in revenues with the upgrades.

Councilman Smith stated the revenues from concessions and gate sales go back to the Little League Association. He stated none of that money comes to the City. He stated he is on the Board of the Association and that money is used to furnish baseballs, shirts and hats for the kids.

Mayor Doughtie stated he was not advocating for those funds.

Parks & Recreation Director Simeon stated all of the revenues of the youth athletic organizations that the City facilities are put back into the programs. He stated we have been able to do some joint projects with the Girls Softball Association for revenue. He stated the real money comes from the travel tournaments with participants staying in our hotels and eating in our

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restaurants.

Councilman Smith asked about someone coming to the City in the future and asking the City to help fund a project out in the County.

City Manager Scherer stated no one will be asking us to fund projects outside Roanoke Rapids.

Councilman Bobbitt stated some of these projects will be drawn out and somewhere along the line we will have to find money to fund the improvements. He stated he is not trying to hurt children but it takes money to run some of these programs. He stated we cannot just snap our fingers and build things.

Councilwoman Cowen stated she has been to every meeting except for maybe one and a lot of the money will come from grants. She stated the County will also apply for grants. She stated there is money out there if you have someone to write the grants--and we have people that are capable of writing grants. Councilwoman Cowen stated she does not see the City having to pay for a lot of these things.

Councilman Bobbitt stated he hopes we can continue to get grants.

Motion was made by Councilman Bobbitt, seconded by Councilwoman Cowen and unanimously carried to accept the 2014 - 2024 Halifax County Comprehensive Parks & Recreation Plan *(copy on file in the Clerk’s Office)*.

City Manager Scherer reported that he, along with Mayor Pro Tem Ferebee and Councilman Smith, will be attending the North Carolina League of Municipalities Town Hall Day. He stated Town Hall Day is the premier opportunity for 540 municipalities to visit their legislators and make their views known. He stated we hope to have a productive meeting tomorrow.

Finance Director Hite reported that as we close the books for February 28, 2015, year-to-date revenues are $11,925,827.23 (represents 74.5% of budgeted revenues) and year-to-date expenses are $11,100,663.97 (represents 69.3% of budgeted expenses). She stated the net result shows

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that revenues exceeded expenditures by $825,163.26. Finance Director Hite reported that the sales and use tax receipts year-to-date are $1,060,167.47 (represents 50.7% of budgeted revenues). She stated this is a 16.1% increase compared to July 2013 - February 2014. She stated this is the sixth month we have shown an increase.

 Human Resources Manager Kearney reported that she is currently advertising for Part-Time Lifeguard, Finance Director and the Firefighter Applicant Pool. She indicated that during the month of February, she received 23 applications, and we hired Marshall Adams as a Street Maintenance Worker I. Human Resources Manager Kearney stated she has been assisting some employees who are approaching retirement with their paperwork. She stated we have a lot of baby boomers planning to retire within the next 18 months.

 Councilman Smith asked about the total of applications received for the Finance Director position.

 Human Resources Manager Kearney stated we have received six applications.

 Police Chief Hasty provided the following synopsis of his February departmental report:

 2,052 Calls

 105 Foot Patrols

 2 Speeding Complaints

 4 Community Projects *(food drives on Feb. 6 & 13; Hunter Safety & Skill Teams for RRHS and CMS; Health Fair at Signature Healthcare)*

 Animal Control: 108 Calls for Service

 CID: 7 arrests; 27 charges

 City-County Drug Task Force: 27 Charges *(14 drug; 13 criminal)*; $4,704 in currency seized; 193 grams of marijuana seized; 16.5 grams of cocaine seized

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 Uniform Patrol Division: 179 Total Charges; 256 Incidents; 91 Accidents; 556 Security Checks of Businesses

 Planning & Development Director Lasky reported that Zaxby’s Restaurant has been delayed due to recent wet weather but they anticipate opening in early April. She stated the Domino’s Pizza on E. 10th Street is underway. She stated building plans have been approved for the projects at First Pentecostal Church and Calvary Baptist Church. Planning & Development Director Lasky reported that construction on the US Cellular and Sleepy’s is moving along on schedule. She stated they did receive a couple of new business use applications last month. She also reported that the Planning Board will have a training session with Jim Bradshaw of the Upper Coastal Plain COG on Thursday. Planning & Development Director Lasky reported that the Canal Trail received the designation as a 2015 Great Greenway in the 2015 Great Places - Great Greenway Contest of the NC Chapter of the American Planning Association. She stated this award will be recognized during Town Hall Day tomorrow, and she is working with the NC Planning Association to conduct an award ceremony during the summer.

 Councilwoman Scarbrough asked Planning & Development Director Lasky if she mentioned several months ago that a restaurant was looking at the former Lone Star building.

 Planning & Development Director Lasky stated no.

 City Manager Scherer stated he indicated that there was some interest expressed and that the lease on the land had expired but has heard nothing further.

 Parks & Recreation Director Simeon reported that the dehumidifier unit at the Aquatic Center is working and he is glad to say that we are close to closing out this project. He stated they are back to their normal operating temperature of 87 degrees and everyone is very happy. He asked those wanting a tour to give him a call. Parks & Recreation Director Simeon reported that the Canal Half Marathon is

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 set for June 20. He stated there had been some talk that the City was taking over this race but that is not the case. He stated Mike Forrester with the Tar River Running Company is still the race director. He stated the City will handle the logistics. He stated registration is open and we are looking to have a very good event as in years past. Parks & Recreation Director Simeon reported they are looking at upgrading some equipment here at the Andrews Building to improve presentations and the recording of meetings. He reported that Easter Egg Hunts will be held at both T. J. Davis and Chaloner Recreation Centers on Saturday, March 28. He also reported that all spring sports have registration going on at this time.

 Councilman Smith stated he read on *rrspin.com* about the damage from four-wheelers on the Canal Trail. He asked about the expense to repair the damage.

 Parks & Recreation Director Simeon stated he has not been able to get down there to assess the damage. He stated they are waiting for it to dry up some. He did point out that the Canal Museum Advisory Committee discussed this matter at length at their meeting last Thursday. He stated staff plans to get together to see what we can do about handling these problems.

 Councilman Smith stated he looked at the damage. He stated people want to tear up everything we have. He suggested City Council put enough of a fine on the people to pay for the damage.

 Police Chief Hasty stated we will need to take a look at the fines in the ordinance. He stated the problem is catching the four-wheelers on the trail.

 City Manager Scherer stated we have a meeting scheduled for Thursday morning to look at enforcement measures we can take.

 Councilman Bobbitt asked what area of the trail is damaged.

 Parks & Recreation Director Simeon stated we have the most trouble around the entrances at River Road, at the Paper Mill and at the Dominion dam.

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 City Manager Scherer stated City Attorney Chichester just pointed out to him that if we have a case that goes court, we can ask the court to order restitution.

 Public Works Director Chalker stated they are finally coming close to the end of leaf season. He stated it was extended because of the bad weather we have experienced. He stated we have really pushed a social media presence to get the word out and we have received a good response. He stated they are now transitioning over from snow and ice to grass cutting and pothole repairs. He stated a pothole is a direct by-product of snow and ice. Public Works Director Chalker also reported that the street sweeper is back on the streets. He reported that his crews are working on constructing a brine plant so hopefully by next winter, we can make our own brine and will not have to travel to Halifax to purchase it. He stated we hope to realize a tremendous savings. Public Works Director Chalker reported that Nick Rightmyer has signed up to attend a stormwater management seminar at NCSU in April and he hopes to be able to go with him. He stated stormwater management is the main thing Nick mentions in his reports to Council each month.

 Fire Chief Coggins reported that during the month of February, his department responded to 175 calls for service with an average response time of four minutes. He also reported that the firemen were engaged in a total of 1,044 man-hours of training. He stated staff conducted 18 fire prevention inspections and/or re-inspections and completed 5 plan reviews. Fire Chief Coggins also reported on firefighter training and schools, including Chief Clements attending the National Fire Academy free of charge. He stated they conducted fire extinguisher training at the Roanoke Rapids Sanitary District. He stated on Thursday, he will be meeting with representatives from EMS, Public Works, Police and Rescue Squad on relationship building. Fire Chief Coggins stated a photograph of the new Battalion Chief vehicle is on the department’s Facebook page. He stated they are truly grateful to Council for allowing them to purchase this vehicle. He reported that they have six individuals in the department that are now certified as child seat safety technicians. He stated their goal is to

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 have the entire department certified in the next five years.

 In the absence of Main Street/Development Director Caudle, City Manager Scherer reported that several businesses are opening or applying for business use licenses to open on the Avenue. He stated Main Street’s new website is up and ready to go. City Manager Scherer reported that Main Street/Development Director Caudle is at the North Carolina Main Street Annual Conference today through Friday, and hopes to bring back some good information. He also pointed out that Ms. Caudle will be making a presentation at the conference which is good exposure for our program.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to go into Closed Session as allowed by NCGS 143-318.11(a)(3) to consult with the City Attorney.

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

**Minute Book Pages 17690 and 17691 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.**

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Motion was made by Councilwoman Scarbrough, seconded by Mayor Pro Tem Ferebee and unanimously carried to return to open session.

Mayor Doughtie called the meeting to order in open session.

City Council consulted with the City Attorney on two legal matters in closed session. No action was taken.

There being no further business, motion was made by Councilman Bobbitt, seconded by Councilwoman Scarbrough and unanimously carried to adjourn.

 

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