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***Roanoke Rapids City Council***

***May 19, 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

Leigh Etheridge, Finance Director

Chuck Hasty, Police Chief

Kelly Lasky, Planning & Development Director

Larry Chalker, Public Works Director

John Simeon, Parks & Recreation Director

Stacy Coggins, Fire Chief

Christina Caudle, Main Street/Development Director

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

There being no 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 19, 2015 as presented.

Following remarks by City Manager Scherer, retired Finance Director MeLinda Hite was presented a retirement plaque in appreciation of her years of service to the City of Roanoke Rapids.

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Ms. Hite stated she was fortunate to be able to work the last 32 years in the field of finance which she loves. She stated she misses her co-workers which were also her family but looks forward to this new chapter in her life.

Mayor Doughtie thanked Ms. Hite for her years of service to the City and for helping the City be in a better financial position than it was when he joined City Council.

Police Chief Hasty recognized the following graduates of the 2015 Citizens Police Academy:

***Thurman Douglas Dunlow***

***Dwight Ross McKinney, Jr.***

***Jesse Ray White, Jr.***

Chief Hasty stated graduate ***Michael Anthony Pulley*** is at the beach on vacation.

Chief Hasty stated the department plans to offer another academy at the end of July, and he encouraged citizens to participate.

Mayor Doughtie recognized Boy Scout Ayden Coggins, son of Chief Coggins, in attendance working on his citizenship in the community badge. He stated Ayden is a member of Boy Scout Troop 238.

Reverend Welton Worsham of 426 Webb Mill Road, Four Oaks, NC stated he would like to perform a song he wrote and he also asked that City Council consider giving God an opportunity at the Roanoke Rapids Theatre. Reverend Worsham played his guitar and sang his song.

Mr. Gary Danek of 709 Raleigh Drive, Roanoke Rapids, NC stated he would like to discuss the crosswalk on Jackson Street in front of the Jo Story Senior Center. He stated the crosswalk was painted a while back at his

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request but it is now faded because a poor quality paint was used. He stated elderly people walk across the street to get to the Andrews Building for lunch, bingo and other activities. Mr. Danek stated he parked across the street tonight and was almost hit trying to cross Jackson Street. He stated he has noticed parking spaces very prominently marked but we cannot get prominently marked pedestrian walkways. Mr. Danek requested that something be done with this crosswalk out of respect for the elderly. He also requested that quality paint be used. He stated he does volunteer work with the senior citizens program and is disabled.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Smith and unanimously carried to approve the May 5, 2015 Regular Meeting and May 7, 2015 Special Meeting (Budget Work Session) Minutes.

A ballot vote was taken and City Clerk Vincent announced that Brian Jones received the majority vote for appointment to the Library Advisory Committee; Sylvia Ezell and Sandra Duncan received the unanimous vote for reappointment to the Library Advisory Committee; Terry Buffaloe received the majority vote for appointment to the Roanoke Rapids Area Planning Board; and Lawrence White and Henry Ford received the unanimous vote for reappointment to the Roanoke Rapids Area Planning Board.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to appoint Brian Jones and reappoint Sylvia Ezell and Sandra Duncan to the Library Advisory Committee; and to appoint Terry Buffaloe and reappoint Lawrence White and Henry Ford to the Roanoke Rapids Area Planning Board.

City Manager Scherer presented a hard copy of the first proposed draft budget for FY 2015 – 2016 and reviewed the following with Council:

**City Manager’s Budget Message**

**FY 2015 - 2016**

Mayor Doughtie and Members of the Roanoke Rapids City Council:

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***Roanoke Rapids City Council***

***May 19, 2015***

In accordance with the NC Local Government Budget & Fiscal Control Act, the recommended budget for FY 2015 - 2016 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 $14,458,957.
* The property tax rate is recommended to be adjusted to a revenue neutral rate at $.651/$100 of valuation.

***Summary of Recommendations***

I am recommending the following action for the FY 2015 - 2016 Budget:

* Current full-time employees are 142. I am recommending no new personnel be added at this time.
* Funding for employee benefits at the current level.
* The property tax rate be adjusted to a revenue neutral rate of $.651/$100 of valuation.
* The FY 2015 - 2016 Budget allows the City to continue to provide quality services at the minimum acceptable levels.

***Economic Outlook***

* The still-fragile national economy continues to strengthen slowly, yet the pace of growth here at home remains below average. We anticipate the economy to continue on a ***slow and steady path***, as we did last year. Little change in this scenario is expected over the next 12 months.
* The housing market will continue to recover, although slowly.
* Roanoke Rapids unemployment rate as of February 2014 was 8.5%. A decrease of 1.7% compared to February 2014.
* Pending legislation could have a significant impact on revenues. (Primarily Sales Tax Rates/Allocation)

The annual budgets produced during the past few years had required a very careful approach to revenues. This resulted in continued major deferments of maintenance items and severely reduced capital spending.

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

***Revenue - Major Sources***

* Ad Valorem (Property Tax)
* Sales Tax
* Utility Franchise Tax

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***May 19, 2015***

* Powell Bill
* Solid Waste User Fees

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

* City’s number one source of revenue
* 50.71% of the total General Fund Budget
* Projected 2015 Tax Levy: $7,332,371

**Tax Rates and Actual year-to-date Receipts are below**

*(receipts for FY 2015 are based on a 96% collection rate)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2009** | **2010** | **2011** | **2012** | **2013** | **2014** | **2015-2016** |
| 0.624 | 0.624 | 0.574 | 0.624 | 0.624 | 0.624 | 0.651 |
| 6,459,980.37 | 6,796,798.66 | 6,768,485.00 | 6,862,753.50 | 6,977,275.46 | 6,872,871.00 | 7,332,371.00 |

***Sales Tax Revenues***

* City’s second largest source of revenue
* 19.4% of the total General Fund Budget
* Proposed sales tax revenues for FY 2015 - 2016 totals $2,817,600
* 4.0% increase compared to FY 2014 - 2015 appropriation

**Actual year-to-date Receipts by Fiscal Year are listed below with the exception of 2015 and 2016 which are showing the total appropriation:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2010** | **2011** | **2012** | **2013** | **2014** | **2015** | **2016** |
| 1,896,757.10 | 1,804,217.94 | 2,070,113.00 | 1,938,632.00 | 2,005,894.00 | 2,090,541.00 | 2,709,231.00 |

***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 no increase in solid waste user fees.
* The calculation for this fee is as follows: *solid waste/refuse budget, debt service and administrative costs*

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***May 19, 2015***

**Solid Waste Fees**

|  |  |
| --- | --- |
| **Fiscal Year** | **Solid Waste** |
| 2015 - 2016 | $204.50 |
| 2014 - 2015 | $204.50 |
| 2013 - 2014 | $199.25 |
| 2012 - 2013 | $199.25 |
| 2011 - 2012 | $188.59 |
| 2010 - 2011 | $188.59 |
| 2009 - 2010 | $188.59 |

***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 2015 - 2016 totals $1,200,000

**Actual year-to-date Receipts by Fiscal Year are listed below with the exception of 2015 and 2016**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2010** | **2011** | **2012** | **2013** | **2014** | **2015** | **2016** |
| 1,266,995.53 | 1,176,167.20 | 1,113,582.85 | 1,229,631.49 | 1,200,000.00 | 1,200,000.00 | 1,200,000.00 |

***Powell Bill Funds***

* City’s fifth major source of revenue
* 3.21% of the total General Fund budget
* Proposed Powell Bill funds for FY 2015 - 2016 totals $465,359
* Powell Bill is calculated using population plus street miles

**Actual year-to-date Receipts by Fiscal Year are listed below with the exception of 2015 and 2016**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **2010** | **2011** | **2012** | **2013** | **2014** | **2015** | **2016** |
| 460,448.59 | 464,734.93 | 458,877.82 | 467,824.84 | 473,244.14 | 475,217.41 | 470,060.00 |

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***Personnel & Employee Benefits***

***Personnel***

* We currently have 142 full time employees
* Police and Fire are fully staffed
* Recommending a 1% raise for all employees

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

***Employee Benefit Package***

|  |  |
| --- | --- |
| **Benefit** | **Annual Cost** |
| Group Health Insurance | $1,242,738 (3% increase) |
| Dental | $ 51,000 |
| Life Insurance | $ 7,800 |
| 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**

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***Community Contributions***

**Outside Agency Requests**

|  |  |  |
| --- | --- | --- |
| **Agency** | **Amount** | **Status** |
| Beautification Committee | $ 1,000.00 | Funded |
| Roanoke Valley Rescue Squad | $ 15,000.00 | Funded |
| Halifax-Northampton Regional Airport | $ 25,000.00 | Funded |

**FY 2015 - 2016 Draft Budget**

**General Operating Fund**

|  |  |
| --- | --- |
| **Department** | **Amount** |
| Health Insurance | $ 1,242,736 |
| Legislation | $ 63,130 |
| General Government | $ 1,230,576 |
| Administration | $ 297,000 |
| Main Street | $ 60,000 |
| Elections | $ 4,100 |
| Finance | $ 250,000 |
| Information Systems | $ 40,000 |
| Revenue Collections | $ 238,000 |
| Legal | $ 38,000 |
| Miscellaneous | $ 16,000 |
| Unemployment Insurance | $ 54,222 |
| Planning | $ 405,000 |
| Police Department | $ 2,950,000 |
| Fire Department | $ 1,760,393 |
| Government Buildings | $ 102,000 |
| Public Works - General | $ 476,000 |
| Central Garage | $ 247,000 |
| Street | $ 1,421,000 |
| Solid Waste | $ 653,000 |
| Refuse | $ 370,000 |
| Cemetery | $ 115,000 |
| Property Maintenance | $ 250,000 |
| T. J. Davis Center | $ 285,000 |
| Aquatic Center | $ 200,000 |
| Parks | $ 385,000 |
| Chaloner Center | $ 95,000 |
| Jo Story Senior Center | $ 110,000 |
| Transportation Grant | $ 16,000 |
| Andrews Building | $ 18,000 |
| Miscellaneous Grants | $ 66,000 |
| Community Center | $ 60,000 |
| Library | $ 295,000 |
| Canal Museum | $ 84,000 |
| Capital | $ 378,000 |
| Raise | $ 125,000 |
| Dental Insurance | $ 51,000 |
| Life Insurance | $ 7,800 |
| **Total** | **$ 14,458,957** |

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***In Closing***

We will continue to strive to present a recommended Annual Budget that is balanced, protects the investments made in the past, fosters a work environment that ensures the safety of those who serve the City, and provides for services as economically and efficiently as possible.

Respected citizens, outside agencies and City departments requested substantial new and additional funding for a variety of programs and services. Many of the requests were reasonable, yet the available dollars to help everyone were very limited. As such, most were not included in my recommended budget.

Joseph Scherer, City Manager

***What’s Next?***

* Public Hearing

5:15 p.m., June 2, 2015

Lloyd Andrews City Meeting Hall

* Adoption of the FY 2015 - 2016 Budget

7:00 p.m., June 16, 2015

Lloyd Andrews City Meeting Hall

***Availability of Proposed Budget***

The proposed budget will be available online at the City of Roanoke Rapids website on Tuesday, May 26, 2015.

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

Mayor Pro Tem Ferebee asked the City Manager if he could add to the breakdown on the General Operating Budget, for comparison, a column showing the current year’s figures next to the proposed figures.

City Manager Scherer stated he could do that.

Councilwoman Cowen stated on the page showing the economic outlook, it states *“Roanoke Rapids unemployment rate as of February 2014 was 8.5%. A decrease of 1.7% compared to February 2014.”*

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City Manager Scherer stated that is a typo and should read *“Roanoke Rapids unemployment rate as of February 2015 was 8.5%. A decrease of 1.7% compared to February 2014.”*

Mayor Pro Tem Ferebee asked how much money the proposed revenue neutral tax rate would generate.

City Manager Scherer stated $270,000.

Mayor Pro Tem Ferebee stated we did not discuss this in the budget work sessions.

City Manager Scherer explained that based upon our revenue estimates and to make up for the loss in privilege license revenues, he is proposing a revenue neutral tax rate. He pointed out that property values went down in the City of Roanoke Rapids.

Mayor Doughtie stated the sheet showing the Ad Valorem Tax Rate over the last five years shows a decrease in 2011 of five cents.

City Manager Scherer stated he is sure that is a typo.

Councilman Bobbitt stated in light of these changes, he would recommend that we have another budget work session.

Motion was made by Councilman Bobbitt, seconded by Councilwoman Cowen and unanimously carried to schedule a budget work session for Wednesday, May 27 at 4:00 p.m. at City Hall.

Councilwoman Scarbrough stated she has a question since she will be out of the state next week. She asked what percentage our undesignated fund balance would be if we use the $500,000 proposed by the City Manager.

City Manager Scherer stated 22%.

Councilman Smith asked if Council would receive copies of the proposed line items before the work session.

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City Manager Scherer stated yes.

Mayor Doughtie explained how a revenue neutral tax rate works. He stated we are trying to operate the City with our costs going up and our revenue sources going down.

Councilman Smith stated he asked for a budget under $14 million and the proposed budget presented is over $14 million.

City Manager Scherer stated the only way to keep the budget under $14 million is to lay off employees or cut services. He stated he needs to know if that is the direction the Council wants him to go. He stated this recommended budget decreases operating budgets but excludes layoffs.

Mayor Doughtie stated Ms. Hite and our department heads have been able to help put us in a position to have a healthy fund balance that would allow us to use some of those monies to maintain services. He stated we have had success in the past through working with some lenders to be able to reduce some terms and rates of our debt, and we were able to save over $500,000. He stated we continue to look at other debts.

Councilman Smith stated he does not like taking money from fund balance especially $500,000. He stated he knows we want to maintain services and he does not want to get rid of any employees.

City Manager Scherer pointed out that some of the pending legislation may help us some.

Councilman Smith stated it is his understanding that the State will not pass their budget until August 1 but we have to pass a budget by July 1.

Mayor Pro Tem Ferebee asked City Manager Scherer if he could also show on the breakdown of the general fund line items where the $500,000 from fund balance would be used.

City Manager Scherer stated he can try. He stated he can probably show the percentage proposed to go to each department.

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Councilman Bobbitt asked if the line items are different from the last budget work session. He asked about increases.

City Manager Scherer stated some remain the same but in most cases they are decreased. He stated none of the line items increased.

Councilman Smith asked City Manager Scherer if he is still recommending financing.

City Manager Scherer stated based on previous comments, there will be no financing. He stated he is proposing to use funds from undesignated fund balance.

Parks & Recreation Director Simeon stated he is requesting Council adopt an ordinance to amend Section 97.15 (C) to remove the word “bicycles” as being prohibited on the Canal Trail. He explained that the Canal Museum Advisory Committee has expressed concerns for safety on the Canal Trail and mainly the use of motorized vehicles on the trail. He stated in order to have appropriate signage placed on the trail, we will need to amend this section of the Code to exclude bicycles. He stated over the years, bicycles and especially mountain bikes have become an acceptable form of recreation on the Canal Trail. Parks & Recreation Director Simeon stated the new section would read: *“Motorized vehicles are prohibited on the Roanoke Canal Commission, Inc. property.”*

Motion was made by Councilman Bobbitt, seconded by Councilwoman Cowen and unanimously carried to adopt the following ordinance:

**AN ORDINANCE TO AMEND CHAPTER 97 “PARKS AND RECREATION” OF THE ROANOKE RAPIDS CITY CODE.**

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS that:**

**SECTION 1.** Section 97.15(C) under ***Rules and Regulations for the Roanoke Canal*** ***Commission Property*** be amended to read as follows:

***ROANOKE CANAL COMMISSION PROPERTY***

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***Roanoke Rapids City Council***

***May 19, 2015***

**§ 97.15 RULES AND REGULATIONS.**

(C) Motorized vehicles are prohibited on the Roanoke Canal Commission, Inc. property.

**SECTION 2.** This ordinance shall become effective upon adoption.

Councilman Smith stated there is a $25 fine for violations of Chapter 97. He asked City Attorney Chichester if this would have to come back to Council to increase the fine.

City Attorney Chichester stated yes.

Councilman Smith asked City Manager Scherer to put this on the next Council agenda.

*Before the next item on the agenda, Mayor Doughtie recognized new Finance Director Leigh Etheridge. He stated Ms. Etheridge is assuming a big responsibility filling the vacancy left by Ms. Hite. He stated Leigh is a life-long resident of Roanoke Rapids and comes to us from the Northampton County Finance Department. Mayor Doughtie stated every time he goes by City Hall, Leigh is working hard and is always smiling. He welcomed Finance Director Etheridge.*

*Finance Director Etheridge stated it is a pleasure to be here.*

Finance Director Etheridge stated she is requesting approval of the Grant Project Ordinance for the Skate Park Project (Grant No. 2015-147) awarded by the Kate B. Reynolds Charitable Trust.

Councilman Smith asked if we have received the funds yet.

Finance Director Etheridge stated we should receive the funds any day.

Motion was made by Councilwoman Cowen, seconded by Councilwoman Scarbrough and unanimously carried to adopt the following Grant Project Ordinance for Grant No. 2015-147:

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***May 19, 2015***

**CITY OF ROANOKE RAPIDS**

**KATE B. REYNOLDS CHARITABLE TRUST**

**GRANT NUMBER 2015-147**

**GRANT PROJECT ORDINANCE**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS, NORTH CAROLINA** that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby adopted:

**SECTION 1.** The project authorized is to support alternative opportunities for physical activity in a community revitalization area in Roanoke Rapids. Grant funds are awarded through the Kate B. Reynolds Charitable Trust in the amount of $125,000 to provide fitness based Recreation Park.

**SECTION 2.** The City of Roanoke Rapids staff is hereby directed to proceed with the grant project pursuant to the grant agreements, the rules and regulations of the Charitable Trust.

**SECTION 3.** The following revenues and resources are anticipated to be available to complete the project activities:

KBR Grant Funds $125,000

\_\_\_\_\_\_\_\_\_\_

**Total Project Resources $125,000**

**SECTION 4.** The following amounts are appropriated for the project activities:

Alternative physical opportunities for community-Recreation Park $125,000

\_\_\_\_\_\_\_\_\_\_

**Total Project Appropriations $125,000**

**SECTION 5.** The Finance Director is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the Kate B. Reynolds Charitable Trust as required by the grant agreement(s) and federal and state regulations.

**SECTION 6.** The City Manager, with the approval of the Charitable Trust, shall be authorized to reallocate appropriations within the various line items of this project so long as the expenditures do not exceed the project budget.

**SECTION 7.** The Finance Director is directed to include a detailed analysis of past and future costs and revenues of this project in every budget submission made to this Council.

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**SECTION 8.** Copies of this project ordinance shall be made available to the Finance Director for direction in carrying out this project.

**ADOPTED** this 19th day of May, 2015.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emery G. Doughtie, Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lisa B. Vincent, City Clerk

Mayor Doughtie pointed out that when this project was envisioned, some local people were able to put together some funding and with this $125,000 in grant funding, we should have a very nice skate park for our young people to enjoy.

City Manager Scherer recognized employees in the Public Works Department, Fire Department and Police Department for their hard work after the intense storm we had last week that resulted in power outages and downed trees.

City Manager Scherer reported on the Memorial Day Ceremony planned for Monday, May 25 at 10:00 a.m. at Cedarwood Cemetery and the unveiling of the Korean War & Vietnam War monument on Saturday, May 30 at 5:00 p.m. at Veteran’s Park.

Finance Director Etheridge stated at 10 months through the year we have utilized 83.8% of the budget revenues year to date and we are right on target. She stated we yielded a similar position with revenues. She pointed out that we are well above our budgeted revenue estimates for Ad Valorem and the sale of surplus property.

Finance Director Etheridge reported that General Fund year to date receipts totaled $13,419,540.82 (percentage of actual money collected of adopted budgeted figures stand at 83.8%) and the General Fund year to date expenditures totaled $13,165,908.73 (percentage of actual monies expended

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of adopted budgeted figures stand at 82.0%).

Finance Director Etheridge reported that the Sales and Use Tax receipts for the month of April totaled $170,160.38. She stated our adopted budget for this category is $2,091,541. She stated the percentage of actual money collected of adopted budgeted figures stand at 68.5% which is a 14% increase compared to July 2013 – April 2014. She indicated this is another area of opportunity for us.

Finance Director Etheridge reported that the cash and investments totaled $7,951,913.13 as of April 30, 2015.

Mayor Doughtie stated it is always encouraging when our sales tax revenues increase.

Human Resources Manager Kearney reported that she is currently advertising for: *part-time lifeguard; sanitation worker and police officers*. She stated she enrolled the newly hired *part-time building supervisor* in the Parks & Recreation Department.

Chief Hasty reported that his department responded to 2,247 calls during the month of April and participated in nine community projects: (1) Cub Scout Troop; (2) Human Trafficking Presentation; (3) HCC BLET Recruiting Trip; (4) Men to Men Summit at HCC; (5) Coffee with a Cop; (6) Gang Summit; (7) Citizens Police Academy Graduation; (8) Job Fair at HCC and (9) Encountering Law Enforcement Officers Presentation at Chaloner Middle School.

Chief Hasty reported that Animal Control answered 108 calls; CID cleared 37 of 38 cases assigned with 6 people arrested with 18 charges. He reported that the City-County Drug Task Force executed 8 search warrants, charged 25 people, seized over $5,000 in currency and seized narcotics including marijuana; cocaine; heroin and medicines. Chief Hasty reported that the Uniform Patrol Division responded to 170 incidents; performed 493 security

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checks and served 242 different types of papers. He reported that the K-9 Unit had 7 deployments; seized $4,000 in currency and seized crack cocaine; cocaine; ecstasy and marijuana.

Mayor Pro Tem Ferebee asked about the body cameras.

Chief Hasty stated they had some technical issues but the company replaced all of them.

Planning & Development Director Lasky reported that the White Motors new dealership project has been completed and the new US Cellular has also been completed. She stated there are two church projects currently underway. Planning & Development Director Lasky reported that they have seen an increase in permit applications. She also reported that she made a presentation to the drafting class at Roanoke Rapids High School.

Parks & Recreation Director Simeon stated, as discussed earlier, he is pleased to announce that his department was awarded $125,000 from the Kate B. Reynolds Charitable Trust for the skate park. He stated we received the letter making the announcement and have returned it signed as required. He stated once that is received, the Trust will release the funds. Parks & Recreation Director Simeon stated they are working with the contractor Andy Duck with Artisan Skate Parks who has built parks in Raleigh, Durham, Carolina Beach and Mount Airy. He pointed out that it will take six to nine months to build the skate park.

Parks & Recreation Director Simeon reported on the following upcoming events:

* Unveiling of Korean War & Vietnam War Monument on May 30 at 5:00 p.m. at Veteran’s Park.
* Chad Geary Memorial Baseball Tournament on May 30 & 31.
* Outdoor Pools open on June 14.
* Canal Half Marathon on June 20.
* Girls Youth Softball Tournament on June 20 & 21.
* Dog Frisbee Competition on June 27 & 28.

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Parks & Recreation Director Simeon stated all of these events give our local economy quite a boost. He stated we always welcome special events.

Mayor Pro Tem Ferebee asked about the anticipated dollar value of these events.

Parks & Recreation Director Simeon stated when we hosted the State Games several years ago, the economic impact was around $225,000 for the weekend.

Councilwoman Scarbrough asked if there will be very stringent guidelines for use of the skate park.

Parks & Recreation Director Simeon stated yes. He stated the Recreation Advisory Committee will meet this week to start work on that process.

Councilwoman Scarbrough asked if there will be a fence around the skate park.

Parks & Recreation Director Simeon stated yes.

Public Works Director Chalker reported that the total recyclables (includes convenience centers and business containers) collected so far is 28 tons. He stated these numbers are gradually increasing each month. He reported that the Cemetery collected around $12,000 in April and well over $100,000 year to date. He stated they have collected $55,965.50 for lot cutting. He stated they have also been very busy doing general things.

Public Works Director Chalker reported that the Rochelle Pond project is about 90% complete. He stated the concrete component is now in place.

Public Works Director Chalker reported that they will be beginning the 10th & Park Avenue sidewalk ramp project under contract with NCDOT. He explained that the crosswalk will integrate with the traffic signal like you see at busy intersections in larger cities. He stated they hope one day to get this done at 10th & Roanoke Avenue.

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Mayor Pro Tem Ferebee asked if NCDOT would do the crosswalk mentioned earlier by Mr. Danek.

Public Works Director Chalker stated that crosswalk was done with our own paint machine and our crews used the same quality of paint used for other projects which is the best. He stated they even supplemented the paint with reflective glass beads. He stated with wear and tear it now looks dull but as soon as they are able, they will go back and re-paint. Public Works Director Chalker stated we could maybe make the lines wider. He stated he is not sure it actually fits the criteria for a crosswalk but we may be able to do some hash marks.

Councilman Smith asked if we could put up a four-way stop sign.

Public Works Director Chalker stated yes but it would require Council action. He stated because of the volume of traffic at that intersection, a traffic signal may be better. He stated we could get NCDOT to study this.

Councilman Smith stated it would slow the traffic down.

Fire Chief Coggins reported that his department responded to 184 calls during the month of April with an average response time of a little over 4 minutes. He stated the firemen engaged in 745 man-hours of training with two attending a four day arson class. He reported that five of our newest firefighters participated in the medical responder class and he will be attending the National Fire Academy next week.

Fire Chief Coggins indicated that recent new hires and promotions will be recognized at the second Council meeting in August.

Fire Chief Coggins reported that the department has completed testing of 400 of the 600 fire hydrants in the city and they are working on getting Veteran’s Park looking good for upcoming events.

Main Street/Development Director Caudle reported that the Main Street

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Board held its planning retreat on April 21 and began the plan of work for next year. She stated the Board of Directors will meet again on June 16.

Main Street/Development Director Caudle reported that they awarded a façade grant to C.B. King for new paint and awnings for Welcome Finance & It’s All About You Florist & Gifts. She stated they will create a promotional video of these improvements to promote the program.

Main Street/Development Director Caudle reported that the greenspace concept development is now underway for 1026 Roanoke Avenue.

Main Street/Development Director Caudle reported that the School of Government’s Development Finance Initiative (DFI) will have two project managers here on June 1 for a tour of the uptown and downtown area.

Main Street/Development Director Caudle reported on the upcoming Seafood & Shag Festival on June 5. She stated this is the big annual fundraiser for Main Street Roanoke Rapids. She stated tickets are on sale at several locations and online. She stated she is also working to schedule the Fridays in the Park concerts which will be held on the last Friday in the months of June, July and August. She stated on June 26, Donald Tart’s band Wild Country will be performing.

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



6/2/2015