



Minutes of the Roanoke Rapids City Council

A Special Meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, June 1, 2021 at 5:30 p.m.** the Council Chambers at the Lloyd Andrews City Meeting Hall.

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

Council Members

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

Absent: Sandra Bryant, Council Member

**Denotes those joining remotely using Zoom.*

Mayor Doughtie called the meeting to order and offered an invocation.

Fiscal Year 2021-2022 Budget

Consideration of Fiscal Year 2021-2022 Budget Ordinance

City Manager Scherer stated the proposed FY 2021-2022 budget was presented to City Council at the May 4, 2021 City Council meeting and a copy of the budget has been on display for public inspection at the City Clerk's Office and on the City's website since May 5, 2021. City Council held a public hearing on May 18, 2021 for citizen input. He reported a budget ordinance (Ordinance No. 2021.05) has been prepared to adopt the FY 2021-2022 budget.

City Manager Scherer gave the following Power Point presentation:

City Manager's Budget Message Fiscal Year 2021/2022

In accordance with the NC Local Government Fiscal Control Act, the recommended budget for Fiscal Year 2021-2022 is presented for your consideration. The budget document represents balanced revenues and expenditures. Achieving a balanced budget remains a challenge to provide effective services to our citizens.

- The General Fund operating budget includes revenues and expenditures each totaling \$15,850,253
- The property tax rate is recommended to remain at \$.651/\$100 of valuation.

Summary of Recommendations

I am recommending the following action for the Fiscal Year 2021-2022 Budget:

- Funding Priority w/Anticipated Revenue Decrease: Public Safety
- Funding for employee benefits at the current level, except no COLA/Merit Raises. Does continue fund Longevity and Holiday Bonus
- City continues to fund 3% 401K match for eligible employees
- No Major Capital Equipment Purchases
- No Grants Requiring a Major Match Amount
- Recommends no use of Fund Balance to reconcile
- Attempts to add back some of the critical educational training for staff
- The property tax rate remains at the rate of \$.651/\$100 of valuation

Economic Outlook

- ❑ COVID-19 has had a shocking impact on both the global and American economies. Economic experts vary wildly on how our economy will look this coming fiscal year. The shock is affecting the US economy in three ways.
- ❑ First, the global economy is already experiencing a sudden, significant downturn. Second, the global decline in commodity prices—particularly oil prices—will likely reduce investment spending in the United States. Third, even under relatively benign assumptions about the future course of the illness, US GDP growth will likely plunge in the first quarter, and very likely fall further in the second quarter.
- ❑ A large number of economists feel that the immediate economic impact is likely to fade within the year, as a vaccine or the natural progression of an epidemic reduces the number of infections and consumers venture out of their homes to resume eating at restaurants and shopping for more than groceries and hand sanitizer. The economy will likely recover quickly once that happens.
- ❑ However, any prediction must consider whether the disease outbreak begins to recede by the end of summer and people are able to return to normal activities during the summer and into the fall, or if outbreaks of the disease continue to affect economic activity for over a year.

GOALS

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

Revenue – Major Sources

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

Ad Valorem (Property Tax)

- City’s primary source of revenue
- 44% of total General Fund Budget
- Projected total tax levy \$7,014,672

Tax rates and prior year budgeted amounts are listed below

2015	2016	2017	2018	2019	2020	2021-22
0.624	0.651	0.651	0.651	0.651	0.651	0.651
7,332,371	6,805,041	6,602,661	6,655,115	6,997,737	6,973,498	7,014,672

Utility Franchise Tax

- City’s third major source of revenue
- 8.0% of the total General Fund budget
- Proposed franchise tax revenues for 2021/2022 totals \$1,302,544.
- Funding source decreasing due to declines in utility services (cable, landline services, etc.)

Appropriated Revenues for Utility Franchise Taxes

2016	2017	2018	2019	2020	2021	2022
1,200,000	1,320,569	1,470,344	1,475,132	1,447,529	1,437,456	1,302,544

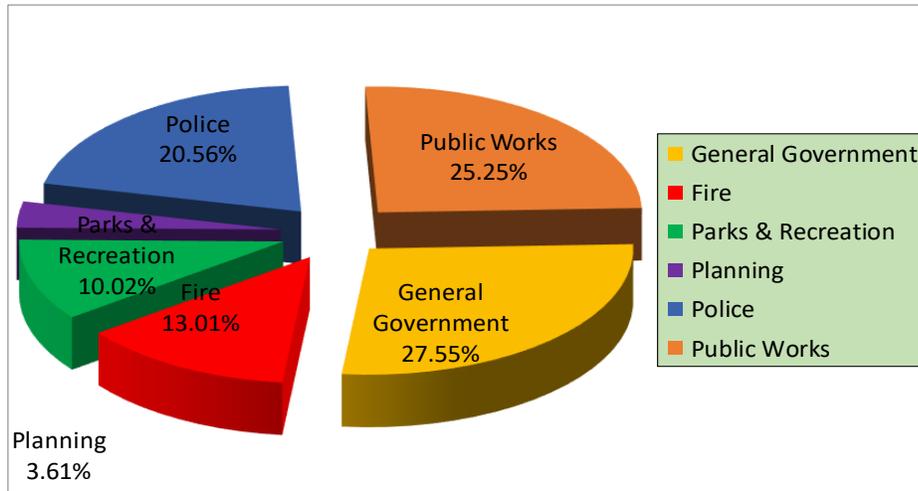
Solid Waste Fees

- Solid waste user fees are the fourth largest source of revenue
- These fees are designated to cover the actual cost of providing this service.
- Projected Revenue: \$1,415,087 Residential and Commercial combined
- We are recommending an increase in user fees to \$240.00, annually.
- We are also recommending Commercial Solid Waste Fees of \$25.00, monthly.
- Revenue helps cover costs of refuse tipping fees and other service related expenditures.

Fiscal Year	Solid Waste Fee
2021-2022	240.00
2020-2021	220.00
2019-2020	220.00
2018-2019	215.29
2017-2018	204.50
2016-2017	204.50
2015-2016	204.50

Departmental Summary – General Fund Operating

Department	Amount
General Government	\$ 4,314,052.00
Fire	\$ 2,072,347.00
Parks & Recreation	\$ 1,664,387.00
Planning	\$ 531,172.00
Police	\$ 3,272,667.00
Public Works	\$ 3,995,628.00
Total Fund Summary	\$15,850,253.00



Personnel & Employee Benefits

Personnel

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

Employee Benefit Package

Benefit	Annual Cost	
Group Health Insurance	\$ 1,612,583	
Dental	\$ 52,275	
Life Insurance	\$ 7,995	
Longevity	\$ 58,984	
Christmas Bonus	\$ 44,545	
Employee's Assistance Program	\$ 3,933	
Health Reimbursement Account	\$ 60,000	\$2,000 towards deductible
3% 401k Employer Match	\$ 88,000	

Summary:

- ❑ This will be another challenging fiscal year, with continued unknown economic impacts of the COVID-19 virus.
- ❑ We will need to be more resolute in our management of expenses against revenue received for prioritizing our funds use for maximum return of investment against benefit. (Priority of Need)
- ❑ State and/or Federal Revenue Aid will be critical to our budget. As we know more regarding ARPA (American Rescue Plan Act) funding for smaller NEU's (Non-Entitlement Units), we will keep Council informed as to funding uses and timelines.

The Fiscal Year 2021-2022 Budget is balanced in accordance with the Local Government Budget and Fiscal Control Act. As always, we will continue to explore ways we can minimize our costs and improve efficiencies.

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

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

Respectfully submitted,

Joseph Scherer, City Manager

What's Next?

Adoption of the 2021-2022 Budget Ordinance, Ordinance No. 2021.05.

Availability of Proposed Budget

A proposed budget is available online on the City's website at <https://roanokerapidsnc.com>
A detailed copy of the Proposed Budget is available in the City Clerk's Office for Public Inspection.

Mayor Pro Tem Ferebee asked for City Manager Scherer to clarify the funding priority for the Police Department on the first page of his presentation. City Manager Scherer replied their commitment is to keeping public safety forces, both police and fire funded as best they can to maintain the safety of both the citizens and visitors. They consider both the City's public safety forces to be police and fire and they intend to provide the funding that they need to provide effective security and safety for citizens and visitors.

Mayor Doughtie asked if he was saying although revenues may decrease, but they want to continue to provide the same level of public safety. City Manager Scherer stated he feels the priority of need for public safety forces given their revenue

forecasts. If that is the case, they will try to prioritize their spending for public safety services as best they can.

Mayor Pro Tem Ferebee asked City Manager Scherer if he had a better idea yet of where the City could use the expected American Rescue Plan funds. He replied he would touch on that in the Miscellaneous section of the Work Session.

Motion was made by Councilman Smith, seconded by Councilwoman Scarbrough and unanimously carried to adopt the Fiscal Year 2021-2022 Budget Ordinance (Ordinance No. 2021.05).

ORDINANCE NO. 2021.05

City of Roanoke Rapids
FY 2021 - 2022 Budget
Ordinance

BE IT ORDAINED by the City Council of the City of Roanoke Rapids, North Carolina that the following anticipated fund revenues and departmental expenditures together with a certain Fee and Charge Schedule, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022.

SUMMARY

General Fund (Operating)	\$ 14,594,069.00
General Fund (Capital)	0.00
Municipal Swimming Pool	36,150.00
Drug Enforcement Fund	25,000.00
Roanoke Rapids Theatre	<u>1,256,184.00</u>
TOTAL	\$15,911,403.00

Section 1. General Fund

Anticipated Revenues:

2021 Ad Valorem Taxes	\$7,014,672.00
Prior Years Ad Valorem Taxes & Penalties	98,100.00
Payments in Lieu of Taxes	35,000.00
Credit/Collections Lien Accounts	5,000.00
NC Tax and Tags	869,189.00
Lease Vehicles	19,251.00
Business Registry Collections	2,000.00
Powell Bill Street Allocations	404,091.00
Sales Tax	3,853,758.00
Solid Waste Disposal Tax	11,214.00
ABC Profits	45,000.00

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Christmas Parade	3,000.00
Police Grants and Donations	4,200.00
Fire Grants and Donations	200.00
Recreation Grants	0.00
Senior Center Grants and Donations	71,625.00
Library Grants and Donations	4,192.00
Roanoke Canal Museum Grants and Donations	23,000.00
Solid Waste User Fees and Penalties	1,415,087.00
Court Costs	2,200.00
Animal Control	2,000.00
Inspection Fees	98,182.00
Lot Cutting Revenue	18,000.00
Cemetery Revenue	182,550.00
Recreation User Fees	70,362.00
Roanoke Canal Museum Fees	1,830.00
Community Center Receipts	35,000.00
Lease Revenue	14,732.00
Planning/Zoning Fees	16,209.00
Public Works Fees	8,700.00
Library User Fees	7,900.00
Utility Franchise Taxes	1,302,544.00
Beer and Wine Tax	63,000.00
Miscellaneous Grants	10,000.00
Miscellaneous Revenue	26,030.00
Insurance Reimbursement	25,000.00
Interest Earnings – General Fund	1,000.00
Sale of Wreck Reports	9,000.00
Occupancy Tax	4,100.00
Sale of Surplus Property	45,000.00
Restitution	600.00
Municipal Ordinance	27,735.00
TOTAL REVENUES	\$15,850,253.00

Authorized Expenditures:

Operating

Legislative	\$51,837.00
General Government	1,465,396.00
Administrative	217,336.00
Human Resources	163,101.00
Main Street Development	64,921.00
Elections	3,000.00
Finance	281,042.00
Information Systems	35,620.00
Revenue Collections	262,235.00
Legal	25,000.00
Planning & Development	531,172.00
Government Buildings	80,848.00
Police	3,272,667.00
Fire	2,072,347.00

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Public Works	462,414.00
Central Garage	245,716.00
Combined Street and Powell Bill	1,387,303.00
Solid Waste	680,659.00
Refuse	467,970.00
T. J. Davis Center	338,421.00
Aquatic Center	209,017.00
Parks and Recreation Maintenance	508,062.00
Chaloner Center	82,438.00
Senior Center	112,865.00
Transportation Grant	21,020.00
Andrews Meeting Hall	8,400.00
Miscellaneous Grants	27,500.00
Community Center	52,504.00
Library	251,343.00
Cemetery	120,737.00
Property Maintenance	549,981.00
Roanoke Canal Museum	52,817.00
Miscellaneous	0.00
Debt Service	487,880.00
Capital Reserve	500.00
Subtotal Operating Expenditures	\$14,594,069.00

General Fund Capital **0.00**

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

TOTAL GENERAL FUND EXPENDITURES **\$15,850,253.00**

Section 2. Municipal Swimming Pool Fund

Anticipated Revenues:

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

TOTAL REVENUES **\$36,150.00**

Authorized Expenditures:

TOTAL EXPENDITURES **\$36,150.00**

Section 3. Drug Enforcement Fund

Anticipated Revenues:

Drug Forfeiture Revenue	<u>\$25,000.00</u>
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TOTAL REVENUES **\$25,000.00**

Authorized Expenditures:

TOTAL EXPENDITURES **\$25,000.00**

Section 4. Additional Appropriations

- A. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all outstanding encumbrances on June 30, 2021.
- B. An additional appropriation is hereby made from the Fund Balance in each respective fund for an amount equal to all unencumbered line item balances at June 30, 2021 having derived from contributions, donations or grant funds.

Section 5. Fee Schedule

There is hereby established for the Fiscal Year 2021 – 2022 various fees and charges as scheduled herewith:

Revenue/Tax Department

Business Solid Waste User Fee & Disposal Fee

Roll-Out Container Purchase	City cost per Container
Monthly Fees	\$25.00 per Container per month

Residential Solid Waste Fee

Roll-Out Container Purchase for 2 nd container	City cost per Container
Yearly Additional Fees	\$240.00 per year for 2 nd Container (optional)
Business Registration Fee	\$20.00 per year
Itinerant Merchant, Peddler & Vendor License Fee	\$20.00 per year
Motor Vehicle Tax	\$11.00 per Licensed Vehicle
Municipal Taxi/Limo Tax	\$15.00 per Vehicle

City Beer & Wine Retail Licenses*	
On-premises malt beverage	\$15.00
Off-premises malt beverage	\$ 5.00
On-premises unfortified wine, on-premises fortified wine, or both	\$15.00
Off-premises unfortified wine, off-premises fortified wine, or both	\$10.00
City Beer & Wine Wholesaler License	\$37.50

General Government

Photocopies	\$.20 per copy/Letter Size B/W
	\$.25 per copy/Letter Size Color
	\$.25 per copy/Legal Size B/W
	\$.30 per copy/Legal Size Color

\$.30 per copy/Oversize B/W
\$.35 per copy/Oversize Color

Recording Fees

Fees correspond with Fees set by Halifax Co.
Register of Deeds

Police Department

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

Fire Department

Re-Inspection Fee	\$35.00 (Fee increases by \$35 for each visit that business is not in compliance)
Plan Review Fee	\$85.00 (Plan revisions of plans submitted exempt)
Permit Fee	\$85.00 (Operational and Construction)
Above and Below Ground Tank Removal Fee	\$150.00
Above and Below Ground Tank Replacement Fee	\$150.00
Commercial Cooking Hood Test Fee	\$50.00
Sprinkler System Inspection Fee	\$100.00 (New construction or remodel of system)
Fire Alarm System Inspection Fee	\$100.00 (New construction or remodel of system)
Certified CPR Classes	\$10.00 per student (Includes certification card)
Vendor Spot Rental for Safety Fair	\$25.00 (Non-profits are exempt from fee)

Public Works Department

Driveway Permits	\$50.00 each Driveway
Illegally Dumped Items	\$500.00 Fine
Lot Cutting Fees and Abatement	Cost plus \$250.00 Administrative Fee
Emergency Response:	
Third Party Labor Rate Charge	\$1,500 Flat Rate per Emergency Response
Administrative Labor Rate	\$75.00/Man Hour \$125.00/Man Hour Nights and Weekends/Holidays

For Services including but not limited to:

- Backhoe
- Wheel Loader
- QRV Pick Up
- Light Tower
- Oil/Fuel Spill Kit

Debris Removal & Special Collections
Collection Costs

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Small Pickup	\$40.00 per load
Large Foot Trailer	\$80.00 per load
Disposal Fees	
Transfer Station	\$65.00 per ton or current price
Landfill	\$75.00 per ton or current price
Tub Grinding	Current Market Price
Permit to Dig in Street (Utility Cuts)	\$400.00 per cut
Includes one initial Inspection	
Re-Inspection Fee	\$75.00
Cemetery Lot Fees	
	<u>Resident:</u>
	Sections A-E - \$2,500.00 per 4 Grave Plot
	Section G - \$1,200.00 per Site
	Section H - \$625.00 per Space
	Section I - \$625.00 per Space
	Section J - \$1,200.00 per 2 Grave Companion Plot
	Section K - \$2,500.00 per 4 Grave Plot
	Section L - \$1,500.00 per 2 Grave Companion Plot
	Section O - \$500.00 per Space
	<u>Non-Resident:</u>
	Sections A-E - \$4,000.00 per 4 Grave Plot
	Section G - \$3,200.00 per Site
	Section H - \$1,000.00 per Space
	Section I - \$2,000.00 per Space
	Section J - \$4,000.00 per 2 Grave Companion Plot
	Section K - \$8,000.00 per 4 Grave Plot
	Section L - \$4,800.00 per 2 Grave Companion Plot
	Section O - \$2,000.00 per Space
Cemetery Grave Preparation (Residents & Non-Residents)	Monday – Friday: \$900.00*
	Weekends and Holidays: \$1,200.00

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

Foundation Fees (Residents & Non-Residents)	\$175.00
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Note: Urn burials are one-half (1/2) the regular fee.

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

Library Non-Resident Borrower Card	\$20.00 per year
Replacement of Lost Card	\$ 5.00 each
Photocopies	\$.20 per copy/Letter Size
	\$.25 per copy/Legal Size
	\$.30 per copy/Oversize

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Computer Printouts		\$.40 each
Videocassette Rental		\$.50 each
Fines:	Juvenile Books	\$.15 per day (Max. \$3.60)
	Juvenile Cassettes	\$.15 per day (Max. \$3.60)
	Adult Books	\$.20 per day (Max. \$5.00)
	All Magazines	\$.20 per day (Max. \$4.00)
	Adult Audiobooks	\$.30 per day (Max. \$6.00)
	Adult Music Cassettes	\$.25 per day (Max. \$5.00)
	Videocassettes	\$ 1.00 per day (Max. \$12.00)
	Video Not Rewound	\$ 1.00 each
	Video in Bookdrop	\$ 2.00 each
	Equipment	\$ 5.00 per day
	Long Overdue Fine	\$15.00 each
Interlibrary Loan:	Postage Fee	\$ 5.00 per item*
	Overdue Fine for City of Roanoke Rapids	\$.50 per day (Max. \$10.00)
	Overdue Fine/Copies	Varies*

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

Lost or Badly Damaged Items	Replacement Cost for Item plus \$5.00 Non Refundable Processing Fee
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Damaged Material:	Adult Audiobook Cassettes	\$ 8.00 each
	Adult Audiobook CD's	\$10.00 each
	Adult Audiobook Cases	\$ 6.00 each
	Adult Audiobook CD Cases	\$10.00 each
	Audio Cassette Box	\$ 1.00 each
	Barcode	\$ 1.50 each
	Blue Music Pouches	\$ 1.00 each
	Book Covers	\$ 2.00 each
	Cleaning Fee	\$ 2.00 each
	Juvenile Book/Cassette Bags	\$ 2.00 each
	Pockets	\$.50 each
	Repair of Torn Pages	\$.50 each
	Video Black Cases – Single	\$ 2.50 each
	Video Black Cases – Double	\$ 4.00 each

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

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

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

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

Non-Residents will be charged cost plus 100%.

Parks & Recreation

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

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

Non-Residents will be charged cost plus 100%.

Athletic Fees:

Adult Athletics – Team registration fees are based on breaking even on direct cost (officials, trophies, scorekeepers/field supervisors, etc.). In addition, a \$10.00/game maintenance/utility fee will be charged for basketball and \$5.00/game for softball. In addition, non-resident adults will be charged \$25.00.

Youth Athletics Resident Youth: \$20.00 Non-Resident Youth: \$50.00

Athletic User Fee: Resident: No Fee Non-Resident: \$10.00

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

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

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

T. J. Davis Room Rental Fees:

Multi-purpose and Chum's Corner (larger rooms)	\$30.00 per rental for non-profit group or individual resident \$40.00 per rental for private or corporate groups
Classroom (smaller room)	\$25.00 per rental for non-profit group or individual resident \$30.00 per rental for private or corporate groups

T. J. Davis Center/Gym Rental Fees: \$50.00 Resident, \$90.00 Non-Resident (after hours) per hour with a minimum of 2 hours
\$30.00 per hour for Non-Resident School Groups during non-peak normal operating hours

1026 Urban Greenspace Rental Fee: \$20.00 flat rate per day
\$50.00 Non-Resident

Centennial Park Only Rental Fee: \$20.00 flat rate per day
\$50.00 Non-Resident

Centennial Park & Andrews Building Wedding Rental Fees:*
Rates \$30.00 per hour for Residents
\$60.00 per hour for Non-Residents

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

Andrews Building Set-Up Fee: \$15.00 per 50 chairs for Residents
\$30.00 per 50 chairs for Non-Residents

Chaloner Recreation Center Rental Fee:* \$35.00 per hour for Residents
\$55.00 per hour for Non-Residents

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

Kirkwood F. Adams Community Center Fees:

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

Non Refundable Reservation Deposit: \$100.00

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

Non-Profit Organizations sponsoring charitable fund raising events using the center for 24 hours or more will be given a 50% discount.

Non-Profit Organizations sponsoring weekday-daytime workshops or meetings for public benefit will be given a 50% discount.

The following organizations are fee exempt for two (2) nighttime or weekend activities each year: (1) *Rescue Squad*, (2) *Bloodmobile* & (3) *City Sponsored Senior Citizens Groups*.

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

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

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

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

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

◆ Roanoke Rapids City Schools Events: \$225.00

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

Roanoke Canal Museum Fees:

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

◆ \$2.00 Halifax County Residents

◆ \$4.00 for All Persons who Reside Outside of Halifax County

- Free for Children 8 and Under (exception of guided tours)

Guided Tour Admission

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

Aquatic Center:

(Labor Day to Memorial Day)

Aquatic Center Open and Lap Swim

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

RED CROSS CLASSES

Toddler (Resident)	\$ 30.00
Toddler (Non-Resident)	\$ 60.00
Levels I – VII (Resident)	\$ 45.00
Levels I – VII (Non-Resident)	\$ 90.00

Lifeguard/CPR Classes:

Resident	\$ 75.00
Non-Resident	\$150.00

Challenge: \$ 45.00

WSI Classes:

Resident	\$ 80.00
Non-Resident	\$160.00

Individual Lessons:

Resident	\$ 50.00
Non-Resident	\$100.00

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident	\$ 2.75
Non-Resident	\$ 5.50

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

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

(Memorial Day to Labor Day)

Aquatic Center Open and Lap Swim

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

T. J. Davis Pool

RED CROSS CLASSES (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim	
Residents	\$ 1.00
Non-Residents	\$ 2.00
Resident Senior (55+)	\$ 1.00
Non-Resident Senior (55+)	\$ 2.00

Wade Pool	
Residents	\$ 1.00
Non-Residents	\$ 2.00

Outdoor Pool Passes (Residents Only):	
Child & Adult	\$ 94.00
Family	\$188.00
Seniors (55+)	\$ 59.00

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

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

Kapstone (monthly fee)	\$250.00
Halifax Academy Swim Team (per land, per hour)	\$ 10.00
Swim Meet – Ticket Price (8 years older & above)	\$ 5.00
<i>(Everyone pays except school swimmers and 2 coaches from each team, timers are not exempt.)</i>	
ECA - year-round swim team (per person, per month)	\$ 30.00

Planning & Development

Rezoning Petition	\$350.00
Voluntary Annexation Petition	\$250.00
Zoning Compliance Certification Letters	\$ 50.00 per individual site
Conditional Use Permit	\$350.00
Special Event Permit	\$ 35.00
Special Event Permit (events designed to attract 5,000 or more spectators or participants)	\$250.00
Ordinance Text Amendment Petition	\$350.00
Variance Petition	\$350.00
Appeal Petition	\$350.00
Land Use Violation	\$ 50.00 per day
Land Use Permit	\$ 50.00
Business Use Permit	\$ 75.00
Temporary Power	\$ 50.00
Processing Fee for petitioner withdrawal of Variance Petition, Conditional Use Permit or Rezoning Petition	\$350.00
Site Plan Review	\$200.00 per site plan review*
	<30,000 ft ² of impervious surface
	\$700.00 per site plan review
	>30,000 ft ² of impervious surface

****This fee shall increase to \$70.00 whenever the services of an outside engineering firm is necessary and retained by the City to evaluate a specific drainage problem area outside of the expertise of the City Public Works Director. This is to be determined on a case by case basis upon review of proposed development site plans.***

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

****All plans, determined by Planning staff to require review by the Halifax County Building Inspections Department, shall be subject to this fee prior to review.***

Commercial Building (Preliminary Plan, Construction Plan) Review:	
Additional Charge per review for failure to satisfy review comments	\$100.00
Technical Review and Fee (based on square footage of project)	
Square Footage of Project Area/Site	Fee
less than 10,000 SF	\$125.00
10,000 SF – 29,999 SF	\$250.00
30,000 SF – 49,999 SF	\$375.00
50,000 SF – 69,999 SF	\$500.00
70,000 SF or greater	\$700.00
Street Closing Petition	\$475.00
Final Subdivision Plat	
Minor Subdivision	\$ 50.00
Major Subdivision	
With Improvements	\$100.00 plus \$50.00/lot
Without Improvements	\$ 75.00 plus \$25.00/lot

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

Maps	\$ 5.00 per sheet
Land Use Ordinance (to recover actual per copy duplicating costs)	\$ 30.00
Comprehensive Development Plan	\$ 50.00
Zoning Maps (Color)	
Small	\$ 15.00
Large	\$ 30.00
Electrical Inspection of Existing Structure Requested by Power Company	\$ 35.00
Issuance of Certificate of Compliance	
Major Renovations (More than \$30,000.00)	\$ 75.00
Minor Renovations (\$30,000.00 or less)	\$ 35.00
Failure to Call for Proper Inspection	\$100.00
Removal of a Notice of List Pending	\$ 50.00
Home Occupation Permit	\$ 50.00
Recombination Plat	\$ 50.00

Supplement plan review fees for wireless communication facilities shall be charged in addition to a City processing fee as follows:

<u>Review</u>	<u>City Processing</u>	<u>3rd Party Supp.</u>
(1) Concealed Attached WCF	\$100.00	\$500.00
(2) Collocated or Combined WCF	\$100.00	\$500.00
(3) Freestanding Concealed WCF	\$100.00	\$500.00
(4) Non-concealed Freestanding WCF	\$100.00	\$500.00

Code Enforcement Division Fees:

ABC Permit Application Inspection Fee \$ 75.00 per inspection

Building Permit:

(A) A permit to demolish or remove any size structure shall be issued upon proper application. Fees for such demolition or removal are as follows:

(1) Moving of an approved structure	\$100.00
(2) Demolish structure	\$100.00

(B) A permit to modify, construct and/or erect advertising signs shall be issued, upon proper application, in accordance with the following schedule:

Type of Sign and Work	Fee Per Sign Face
Erection of outdoor advertising (off-premises) sign	\$175.00
Erection of principal use signs:	
Fifty (50) sq. ft. or less	\$ 50.00
More than fifty (50) sq. ft.	\$100.00
Erection of commercial accessory signs	\$ 10.00
Erection of temporary signs	\$ 10.00
Modification of existing signs	\$ 10.00

(C) City building inspection fees for new construction, additions, and alterations of all structures shall be the greater of fifty dollars (\$50.00) or the applicable amount based upon a schedule of five dollars (\$5.00) per one thousand dollars (\$1,000.00) of construction value. For the purposes of this subsection, construction value shall be the greater of the value derived utilizing either the Southern Building Code Congress International, Inc., *Building Valuation Data* or the sum of all building related costs for the project.

(D) In addition to any other fees established by the provisions of this section, whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit, the general contractor shall pay a fee in the amount of five dollars (\$5.00) for each dwelling unit to be constructed or altered under the permit.

Plumbing Permit:

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

Heating, Air Conditioning, Refrigeration and Ventilation Permit:

(A) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule I:

- (1) Each boiler or furnace, including duct distribution system thereof when covered by the same permit, or duct distribution system thereof only.
- (2) Each floor furnace, wall circulator or heater, circulating heater, direct-fired unit heater, gas radiator, blast furnace, rotary dryer, annealing furnace and duct heater industrial oven.
- (3) Conversion or replacement of mechanical firing equipment.

SCHEDULE I

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

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

SCHEDULE II

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

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

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

SCHEDULE III

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

(D) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule IV. Each hood over cooking ranges (in other than residences and multi-family

houses), candy kettles, cruller furnaces and appliances for frying, barbecuing, broiling and bakery (baking) of foods, including exhaust duct system thereof when covered by the same permit, or exhaust duct system thereof only.

SCHEDULE IV

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

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

Electrical Permit:

- (A) An electrical permit shall be issued, upon proper application, for a fee of fifty dollars (\$50.00) plus the applicable amount in accordance with the following schedule:
 - (1) Outlets:

Each 220 volt outlet	\$ 3.50
Each 110 volt outlet	\$.50
 - (2) Motors:

Each motor	\$ 3.50
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- (B) Electrical change of service greater than 400 amp: \$90.00

Mobile Home Permit:

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

Fire Sprinkler System Permit:

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

Insulation Permit:

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

Reinspections:

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

General Miscellaneous Permit Refund Processing Fee	\$ 30.00
Fee for Issuance of Certificate of Occupancy (C.O.)	\$ 75.00

Penalty:

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

Section 6. Levy of Taxes

There is hereby levied for the Fiscal Year 2021 – 2022 an Ad Valorem Tax Rate of \$.651 per One Hundred Dollars (\$100.00) valuation of taxable property as listed for taxes as of January 1, 2021, for the purpose of raising the revenue from current taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing applicable appropriations. This rate of tax is based on an estimated valuation of \$1,134,239,347. **Taxpayers who pay their bill in July or August will receive a two percent (2%) discount.**

Section 7. Summary of Items included in the capital budget

Section 8. Special Authorizations – Budget Officer

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

Section 9. Restrictions – Budget Officer

- A. Interfund and interdepartmental transfer of monies, except as noted in Section 8, shall be accomplished by City Council authorizations only.
- B. Utilization of appropriations contained in Contingencies may be accomplished only with specific approval of the City Council.

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

The residential solid waste collection and disposal fee shall be billed with property taxes, shall be payable in the same manner as property taxes, and, in the case of non-payment, shall be collected in any manner by which delinquent personal or real property taxes can be collected. The fees are a lien on the real property described on the bill that includes the fee. The Residential Solid Waste Fee is \$240.00 per residential unit per year and the Business Solid Waste User Fee and Disposal Fee is \$25.00 per container per month.

Section 11. Cost of Living Adjustment/Bonus Pay

Section 12. Supplemental Retirement Plan Contributions

The City will make an employer contribution to a supplemental retirement plan for non-law enforcement employees during Fiscal Year 2021 – 2022. If employees contribute to the supplemental retirement plan, the City will match dollar for dollar up to a maximum of three percent (3%).

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

The City approved a motion at its June 2, 2020 Regular Meeting, to allow City Council members the option for the City of Roanoke Rapids to pay for their health insurance as all or a portion of their compensation as long as it does not exceed the allowed compensation. The City continues this action into the FY2021-22 budget year.

Section 14. Utilization of Budget Ordinance

This Ordinance shall be the basis of the financial plan for the City of Roanoke Rapids municipal government during the 2021 – 2022 fiscal year. The Budget Officer shall administer the Budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the Budget. The Finance Department shall establish and maintain all records which are in consonance with this Budget Ordinance, and the appropriate Statutes of the State of North Carolina.

ADOPTED this 1st day of June, 2021.

ATTEST:

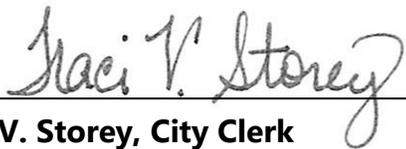
Emery G. Doughtie, Mayor

Traci V. Storey, City Clerk

Approved as to form:

Geoffrey P. Davis, City Attorney

There being no further business, motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Smith and unanimously carried to adjourn. The meeting adjourned at 5:45 p.m.



Traci V. Storey, City Clerk

Approved by Council Action on: June 15, 2021