



# Minutes of the Roanoke Rapids City Council

A Special Meeting of the City Council of the City of Roanoke Rapids was held on **Thursday, May 29, 2025, at 5:30 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

**Present:** Emery G. Doughtie, Mayor  
Sandra W. Bryant, Mayor Pro Tem

Andy Jackson)  
Curtis Strickland)  
Rex Stainback)  
W. Keith Bell)

## **Council Members**

Kelly Traynham, City Manager  
Geoffrey Davis, City Attorney  
Traci Storey, City Clerk  
Carmen Johnson, Finance Director  
Lawrence Wiggins, Police Chief  
Christina Caudle, Human Resources Director  
Kristyn Anderson, Planning & Development Director  
Kelly Daughtry, Parks & Recreation Director  
Larry Chalker, Public Works Director  
Jason Patrick, Fire Chief

Mayor Doughtie called the meeting to order at 5:30 p.m.

Mayor Doughtie provided an invocation. The Pledge of Allegiance was recited.

## **Presentation of Proposed FY 2025-2026 Budget and Budget Message**

Mayor Doughtie stated the purpose of the special meeting of the City Council was for the presentation of the proposed FY 2025-2026 budget and budget message. He called on City Manager Traynham for the presentation.

City Manager Traynham presented and reviewed the following FY 2025-2026 Budget and Budget Message:

**To:** Mayor Doughtie and City Councilmembers

**From:** Kelly Traynham, City Manager

**Subject:** Presentation of the City of Roanoke Rapids Fiscal Year 2026 Budget and Message

**Date:** May 29, 2025, Special Meeting

In accordance with the North Carolina Local Government Budget and Fiscal Control Act and General Statute 159-11, I am pleased to present the City of Roanoke Rapids Fiscal Year 2026 Budget for your consideration and review. This proposed budget reflects our collective priorities and dedication to serving the community effectively within the confines of available financial resources.

### **Overview**

The development of the Fiscal Year 2026 budget has been carefully structured to align with statutory requirements and is designed to promote the continued fiscal stability and growth of our city. It reflects the City's commitment to fiscal discipline, efficient allocation of resources, and dedication to meet community needs in a sustainable manner.

- **Budget Preparation:** The FY 2026 budget was developed through collaborative communications involving the City Council, department heads, and routine management meetings aimed at strategic resource allocation.
- **Financial Health:** This budget balances increasing financial obligations with the need to maintain affordability for residents, noting economic indicators like declining consumer confidence affected by inflation and rising costs.
- **Strategic Investments:** The budget prepares the City for growth by investing in employee retention, community safety, and technology to improve operational efficiencies and reduce long-term costs. Prioritization of these requests considers the awareness of budget limitations and the need to strategically allocate resources.
- **Fiscal Responsiveness:** By utilizing strong reserves and exhibiting responsive management, the City intends to mitigate variances in revenue and expenditure projections through the fiscal year.

### **Proposed FY25 Budget – General Fund Overview**

The General Fund Budget, which includes all tax supported governmental activities, is proposed to be \$19,844,045, which represents a decrease of \$8,001 from the current year initially adopted budget (\$19,852,046). The proposed budget includes the ad valorem tax rate of \$0.641 per \$100 in value established in FY25.

## Revenue Highlights

The proposed budget anticipates modest revenue estimates mainly driven by stable property tax revenues and normalized tax revenue changes, aligning with statewide predictions for the upcoming fiscal period.

- **Ad Valorem Taxes:** The FY26 budget was prepared utilizing the FY25 tax rate of \$0.641 per \$100 assessed value. This is expected to generate \$8,667,940 in net revenue after the one-cent rate allocation to the Roanoke Valley Rescue Squad (RVRS). *See attached Appendix for further information.*
- **Sales Tax:** As a significant revenue source, sales tax projections are conservatively estimated at \$3,845,750, acknowledging a cooling trend in consumer behavior.
- **Powell Bill Funds:** Anticipated revenue from Powell Bill Funds stands at approximately \$579,950, primarily allocated for infrastructure maintenance. The budget includes funding for a **pavement condition and management study** to identify and address strategic resurfacing priorities. The City's expected revenue is based on a distribution formula that provides 25% based on local street miles, and 75% based on population. The factors negatively impacting the city's Powell Bill allocation include little to no new growth in street mileage and a declining population.
- **Other Revenues:** Investment earnings continue to outpace budgeted amounts due to higher interest rates set by the Federal Reserve. The City expects to receive another increase in state-collected alcoholic beverage taxes.
- **General Fund Balance:** The proposed FY26 budget is balanced using \$698,383 from the general fund balance. Uses of the general fund balance should be limited to one-time or non-recurring expenses. This represents 3.52% of the operating budget.

## Expenditure Highlights

**Personnel Expenses.** Like most employers, the City is experiencing workforce challenges in the recruitment and retention of employees. The City Council and City Administration continue to recognize that our employees are vital to the delivery of municipal services and are our most important resource.

- **Employee Compensation:** As the top strategic priority, the budget includes a Cost-of-Living Adjustment (COLA) and implementation of a market-based pay plan salary schedule to aid with recruitment and retention. (Compensates employees for their length of service and position with the city). The Employee Position Classification and Compensation Study was completed by The MAPS Group and presented to the City Council on April 1, 2025.
- **Employer-Mandated Benefits:** The FY26 Budget allocates funding for the employer's share of benefits.

- **Retirement.** Effective July 1, 2025, the NC Local Government Employees' Retirement System (LGERS) employer contribution rates will increase.
  - Law enforcement rate will increase from 15.10% to 16.08%,
  - Civilian/non-law enforcement rate will increase from 13.60% to 14.40%.
  - 5% salary contribution to 401k for each law enforcement officer
- **Medical/Health and Workers Compensation Insurances.** The City's group health insurance premiums will increase by 7%, while maintaining 100% coverage to full-time employees. The City partially supplements the elected dependent coverage to reduce the overall costs to the individual employee electing coverage for children, spouse, or a family plan.
- **Voluntary Benefits:** The FY26 Budget maintains 401k matches up to 3% for general employees (non-law enforcement), \$250 Christmas Bonus, and benefits established within the Personnel Policy.

#### **Departmental Budget Allocation**

Expenditure growth is expected to remain moderate following inflation trends. The City Administration is committed to maintaining balanced operations through disciplined budgetary practices. Investment in city infrastructure and public services remains a key priority, ensuring that community essentials such as emergency services and environmental health are adequately funded.

- **General Government:** Allocated \$2,762,078, accounting for property, liability, workers compensation insurance costs, funding for the fleet vehicle leasing program, and other services that serve citywide or non-departmental obligations.
- **Administration, Finance, Human Resources, Main Street:** includes a sum of \$1,397,749.
- **Public Works:** Set at \$5,108,821, this portion of the budget supports essential street repairs and maintenance without significant funding for resurfacing.
- **Public Safety:** Combined **Police and Fire department** budgets account for \$7,472,920, ensuring continued investment in safety equipment and effective service levels.
- **Parks & Recreation:** The FY26 budget allocates \$2,154,746 to the Parks & Recreation Department.
- **Planning & Development:** The FY26 budget allocates \$602,402.

- **Debt Obligations:** The City will enter FY26 with an annual budget of approximately \$1,087,519 in currently obligated tax supported debt across three financial instruments. The City will satisfy one debt instrument by the end of FY26 freeing up approximately \$40,862 in FY27.

## Conclusion

The Fiscal Year 2026 budget reflects Roanoke Rapids' commitment to fiscal health and service improvement. As instructed by state statutes, this budget aims to ensure sustainable city operations while planning for future economic resilience. We are grateful for your continued dedication and professionalism as we navigate these challenges together. Thank you for your understanding and your resilience in these changing economic times. Together, we will work towards sustainable solutions for the betterment of Roanoke Rapids.

Respectfully submitted,

Kelly Traynham, City Manager

## Appendix

### ***Analysis of the 2024 tax levy***

The FY24 General Fund Budget was prepared with an ad valorem tax revenue estimate of \$7,599,702, and \$7,683,148 was collected at the close of the fiscal year on June 30. Prior Year (FY 2024): Per the City's independent auditor's report (p. 76), the city-wide levy for the fiscal year that ended June 30, 2024 was based on a Total Property Valuation for Real Estate & Personal Property at \$1,162,352,194 and Registered Motor Vehicles at \$159,702,269 resulting in a **total property valuation of \$ 1,322,054,463**. At the end of Fiscal Year 2024, the Net Levy city-wide was \$8,754,817 (property and registered vehicles) of which **\$8,685,318 was collected** (99.21 % collection, *less \$69,499 uncollected taxes*).

FY 2024 Ad Valorem Tax Levy from Independent Auditor's Report				
	Real Estate / Personal Property	Registered Motor Vehicles	Combined Property Valuation	After Discounts estimates
<b>Total Valuation</b>	\$ 1,162,352,194	\$ 159,702,269	<b>\$ 1,322,054,463</b>	
<b>Levy at 0.641 rate</b>	\$ 7,683,148	\$ 1,055,632	\$ 8,754,817	<b>\$ 8,685,318</b>
<i>NOTE: Halifax County receives a collection fee of 2% of all City Tax Payments. Halifax County works with taxpayers for payment plans and incentives (discounts) for early payment, etc. Therefore, the <u>actual</u> levy received by the City of Roanoke Rapids varies from the initial billed amounts.</i>				

### **Current Year FY25**

While developing the current year budget (FY25), the city initially estimated \$9,770,946 in ad valorem tax revenue. As of April 1, 2025, the city has received \$8,599,975 in ad valorem tax revenue or 88.0% of budgeted revenues. An Amendment to the FY25 Budget will be presented to the City Council during its regular business meeting on Tuesday, June 3, 2025, at 5:30 p.m.

While our objective is always to project accurate financial estimates, unforeseen variables have contributed to a gap between anticipated and actual revenues. This reality presents us with the dual challenge of addressing declining revenues alongside rising operational costs.

We recognize the impact that this situation may have on our work and on our collective commitment to serving our community efficiently and effectively. Please be assured that steps are being taken to address these fiscal challenges, and we are committed to finding strategic pathways forward that balance fiscal responsibility with our service obligations.

**FY26 Ad Valorem Projections.** The following data was received from Halifax County Tax Office.

<b>FY 2025-2026 Projected Values from Halifax County Tax Office</b>				
<b>Values</b>	<b>4/30/2025 Tax Year 2024</b>	<b>Projected Tax Year 2025</b>	<b>YOY Change Amount , Percent (%)</b>	
Real Property	1,259,893,775	1,256,163,830	(3,729,945)	-0.30%
Personal Property	284,530,526	289,290,567	4,760,041	1.67%
Public Service Companies	93,116,985	93,116,985	-	0.00%
Exemptions- Exclusions-Deferments	(251,425,180)	(251,858,770)	(433,590)	0.17%
	1,386,116,106	1,386,712,612	596,506	0.04%
Current Year Discoveries & Rollbacks	-	-		
Prior Year Discoveries & Rollbacks	-	-		
Releases & Adjustments	(2,768,835)	(1,386,713)		
<b>TOTAL VALUES</b>	<b>1,383,347,271</b>	<b>1,385,325,899</b>	<b>1,978,628</b>	<b>0.14%</b>
<b>FY 2026 Budget Information – Projected Values from Halifax County Tax Office</b>				
Current/Proposed Tax Rate	0.6410			
Proposed Collection Percentage	98.50%			
One Cent Generates	136,591			
RP PP & PS Values	1,386,712,612			
Annual Levy-Full	8,888,828			
Annual Levy-Reduced for Collection %	8,755,495			
RVRS Tax Allocation (0.01)	(87,555)			
<b>Net Levy after RVRS Allocation</b>	<b>8,667,940</b>			
MV Values	157,077,572			
MV Taxes	1,006,867			
<b>Total RP PP PS &amp; MV Taxes</b>	<b>9,674,807</b>			

**Long-Term Schedule of Tax-Supported Debt (current obligations).**

The City will enter FY26 with an annual budget of approximately \$1,087,519 in currently obligated tax supported debt among three financial instruments, which includes the annual payment of \$952,136 on the 2017 Series A Bond Loan and \$135,383 on the remaining debt service. The City will satisfy one debt instrument by the end of FY26 freeing up approximately \$40,862 in FY27.

<b>FY26 Tax Supported Debt</b>				
<b>Purpose</b>	<b>FY Payoff</b>	<b>Principal (\$)</b>	<b>Interest (\$)</b>	<b>TOTAL FY (\$)</b>
2017 "A" Bond Loan (Theatre District)	FY 2032	\$ 805,119	\$ 147,017	\$ 952,136
2021 FCB: (5) Police Durango SUVs, (1) Fire Dept. Pickup Truck	<b>FY 2026</b>	\$ 39,877	\$ 985	<b>\$ 40,862</b>
2013 FCB, Fire Station 2 refi. USDA loan	FY 2032	\$ 76,854	\$ 17,667	\$ 94,521
<b>TOTALS</b>		<b>\$ 898,521</b>	<b>\$ 188,997</b>	<b>\$ 1,087,519</b>

**Long-Term Schedule of Tax-Supported Debt (current obligations).**

The following Table entitled "Long-Term Schedule of Tax Supported Debt" reflects the financial obligations, or debts encumbered by the City of Roanoke Rapids in prior fiscal years. As you can see, if the City does not take on any additional debts, then in year 2033, the City will have zero debt payments. *Is this likely?* No, it is realistic to expect the City to choose debt financing instruments to fund capital projects and equipment into the future.

<b>Long-Term Schedule of Tax-Supported Debt (current obligations)</b>				
<b>Fiscal Year (FY)</b>	<b>Principal</b>	<b>Interest</b>	<b>TOTAL</b>	<b>Difference from Prior FY</b>
2021-2022	\$ 1,153,442.45	\$ 275,072.85	\$ 1,428,515.30	
2022-2023	\$ 1,158,080.02	\$ 246,161.28	\$ 1,404,241.30	\$ (24,274.00)
2023-2024	\$ 1,080,565.04	\$ 217,013.26	\$ 1,297,578.30	\$ (106,663.00)
2024-2025	\$ 898,521.10	\$ 188,997.20	\$ 1,087,518.30	\$ (210,060.00)
<b>2025-2026</b>	<b>\$ 921,849.78</b>	<b>\$ 165,668.52</b>	<b>\$ 1,087,518.30</b>	<b>\$ -</b>
2026-2027	\$ 904,924.87	\$ 141,731.93	\$ 1,046,656.80	\$ <b>(40,861.50)</b>
2027-2028	\$ 928,474.67	\$ 118,182.13	\$ 1,046,656.80	\$ -
2028-2029	\$ 952,638.71	\$ 94,018.09	\$ 1,046,656.80	\$ -
2029-2030	\$ 977,433.13	\$ 69,223.67	\$ 1,046,656.80	\$ -
2030-2031	\$ 1,002,874.13	\$ 43,782.67	\$ 1,046,656.80	\$ -
2031-2032	\$ 1,028,978.99	\$ 17,677.81	\$ 1,046,656.80	\$ -
2032-2033	\$ -	\$ -	\$ -	\$ (1,046,656.80)

**City of Roanoke Rapids**  
**FY26 General Fund Expenses by Department**  
05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
<b>EXPENSES</b>			
100 - LEGISLATIVE	\$70,604	-\$15,325	\$55,279
110 - GENERAL GOVERNMENT	\$3,214,900	-\$452,822	\$2,762,078
120 - ADMINISTRATIVE	\$292,840	-\$4,000	\$288,840
130 - HUMAN RESOURCES	\$302,212	-\$10,411	\$291,801
140 - FINANCE	\$779,483	-\$49,384	\$730,099
160 - MAIN STREET _ DEVELOPMENT	\$87,759	-\$750	\$87,009
170 - LEGAL	\$50,000	-\$5,000	\$45,000
180 - INFORMATION SYSTEMS	\$635,800	-\$463,750	\$172,050
190 - ELECTIONS	\$3,000	\$0	\$3,000
300 - POLICE	\$5,129,157	-\$527,742	\$4,601,415
400 - FIRE	\$2,980,598	-\$109,093	\$2,871,505
600 - T J DAVIS RECREATION	\$756,491	-\$224,987	\$531,504
610 - AQUATIC CENTER	\$289,786	\$7,164	\$296,950
620 - CHALONER RECREATION CTR	\$103,664	-\$6,250	\$97,414
630 - JO STORY SENIOR CENTER	\$170,528	\$1,255	\$171,783
640 - ANDREWS MEETING HALL	\$8,350	-\$1,440	\$6,910
650 - COMMUNITY CENTER	\$45,842	\$4,650	\$50,492
660 - LIBRARY	\$289,101	\$6,673	\$295,774
670 - ROANOKE CANAL MUSEUM	\$108,173	-\$63,419	\$44,754
680 - PARKS	\$654,835	-\$7,835	\$647,000
690 - TRANSPORTATION GRANT	\$12,915	-\$750	\$12,165
200 - PLANNING	\$1,139,579	-\$537,177	\$602,402
500 - PUBLIC WORKS	\$826,956	-\$79,538	\$747,418
510 - GOVERNMENT BUILDINGS	\$133,115	-\$17,361	\$115,754
520 - CENTRAL GARAGE	\$482,869	-\$83,938	\$398,931
530 - STREET	\$1,964,291	-\$534,716	\$1,429,575
540 - PROPERTY MAINTENANCE	\$417,767	-\$80,273	\$337,494
550 - BUILDING MAINTENANCE	\$404,721	-\$119,374	\$285,347
560 - SOLID WASTE	\$990,069	-\$104,248	\$885,821
570 - REFUSE	\$726,551	\$9,427	\$735,978
580 - CEMETERY	\$258,348	-\$85,845	\$172,503
699 - SPECIAL PROGRAMS	\$33,000	-\$33,000	\$0
645 - TOURISM	\$115,000	-\$45,000	\$70,000
<b>EXPENSES TOTAL</b>	<b>\$23,478,304</b>	<b>-\$3,634,259</b>	<b>\$19,844,045</b>



### City of Roanoke Rapids FY26 Budgeting Proposal

Expanded Departments

05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
<b>EXPENSES</b>			
100 - LEGISLATIVE			
PERSONNEL SERVICES	\$49,229	\$0	\$49,229
OPERATING EXPENSES	\$21,375	-\$15,325	\$6,050
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
100 - LEGISLATIVE TOTAL	<b>\$70,604</b>	<b>-\$15,325</b>	<b>\$55,279</b>
110 - GENERAL GOVERNMENT			
PERSONNEL SERVICES	\$408,500	-\$69,500	\$339,000
OPERATING EXPENSES	\$1,631,000	-\$383,000	\$1,248,000
CAPITAL EXPENSES	\$0	\$0	\$0
DEBT SERVICES EXPENSES	\$1,087,845	-\$322	\$1,087,523
OTHER/MISCELLANEOUS	\$0	\$0	\$0
TAXES	\$87,555	\$0	\$87,555
TRANSFERS IN	\$0	\$0	\$0
110 - GENERAL GOVERNMENT TOTAL	<b>\$3,214,900</b>	<b>-\$452,822</b>	<b>\$2,762,078</b>
120 - ADMINISTRATIVE			
PERSONNEL SERVICES	\$272,190	\$0	\$272,190
OPERATING EXPENSES	\$20,650	-\$4,000	\$16,650
CAPITAL EXPENSES	\$0	\$0	\$0
120 - ADMINISTRATIVE TOTAL	<b>\$292,840</b>	<b>-\$4,000</b>	<b>\$288,840</b>
130 - HUMAN RESOURCES			
PERSONNEL SERVICES	\$271,892	-\$11,511	\$260,381
OPERATING EXPENSES	\$30,320	\$1,100	\$31,420
CAPITAL EXPENSES	\$0	\$0	\$0
130 - HUMAN RESOURCES TOTAL	<b>\$302,212</b>	<b>-\$10,411</b>	<b>\$291,801</b>
140 - FINANCE			
PERSONNEL SERVICES	\$447,233	\$9,981	\$457,214
OPERATING EXPENSES	\$331,750	-\$58,865	\$272,885
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$500	-\$500	\$0
140 - FINANCE TOTAL	<b>\$779,483</b>	<b>-\$49,384</b>	<b>\$730,099</b>
160 - MAIN STREET DEVELOPMENT			
PERSONNEL SERVICES	\$85,759	\$0	\$85,759
OPERATING EXPENSES	\$2,000	-\$750	\$1,250
CAPITAL EXPENSES	\$0	\$0	\$0
160 - MAIN STREET DEVELOPMENT TOTAL	<b>\$87,759</b>	<b>-\$750</b>	<b>\$87,009</b>
170 - LEGAL			

**City of Roanoke Rapids FY26 Budgeting Proposal**  
**Expanded Departments**  
05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
OPERATING EXPENSES	\$50,000	-\$5,000	\$45,000
170 - LEGAL TOTAL	<b>\$50,000</b>	<b>-\$5,000</b>	<b>\$45,000</b>
180 - INFORMATION SYSTEMS			
OPERATING EXPENSES	\$345,800	-\$173,750	\$172,050
CAPITAL EXPENSES	\$290,000	-\$290,000	\$0
180 - INFORMATION SYSTEMS TOTAL	<b>\$635,800</b>	<b>-\$463,750</b>	<b>\$172,050</b>
190 - ELECTIONS			
OPERATING EXPENSES	\$3,000	\$0	\$3,000
190 - ELECTIONS TOTAL	<b>\$3,000</b>	<b>\$0</b>	<b>\$3,000</b>
300 - POLICE			
PERSONNEL SERVICES	\$4,327,400	-\$226,685	\$4,100,715
OPERATING EXPENSES	\$582,193	-\$189,493	\$392,700
CAPITAL EXPENSES	\$107,914	-\$107,914	\$0
OTHER/MISCELLANEOUS	\$25,000	\$0	\$25,000
INTERGOVERNMENTAL REVENUE	\$2,150	-\$2,150	\$0
Description pending	\$84,500	-\$1,500	\$83,000
300 - POLICE TOTAL	<b>\$5,129,157</b>	<b>-\$527,742</b>	<b>\$4,601,415</b>
400 - FIRE			
PERSONNEL SERVICES	\$2,704,038	-\$129,633	\$2,574,405
OPERATING EXPENSES	\$230,060	\$24,540	\$254,600
CAPITAL EXPENSES	\$10,000	\$0	\$10,000
OTHER/MISCELLANEOUS	\$0	\$0	\$0
DONATIONS & CONTRIBUTIONS	\$0	\$0	\$0
LONG-TERM ASSETS	\$24,000	-\$4,000	\$20,000
INTERGOVERNMENTAL REVENUE	\$0	\$0	\$0
Description pending	\$12,500	\$0	\$12,500
400 - FIRE TOTAL	<b>\$2,980,598</b>	<b>-\$109,093</b>	<b>\$2,871,505</b>
600 - T J DAVIS RECREATION			
PERSONNEL SERVICES	\$507,041	-\$75,037	\$432,004
OPERATING EXPENSES	\$126,700	-\$27,450	\$99,250
CAPITAL EXPENSES	\$100,000	-\$100,000	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$250	\$0	\$250
Description pending	\$22,500	-\$22,500	\$0
600 - T J DAVIS RECREATION TOTAL	<b>\$756,491</b>	<b>-\$224,987</b>	<b>\$531,504</b>
610 - AQUATIC CENTER			
PERSONNEL SERVICES	\$167,036	\$5,314	\$172,350
OPERATING EXPENSES	\$122,750	\$1,850	\$124,600

**City of Roanoke Rapids FY26 Budgeting Proposal**  
**Expanded Departments**  
05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
610 - AQUATIC CENTER TOTAL	<b>\$289,786</b>	<b>\$7,164</b>	<b>\$296,950</b>
620 - CHALONER RECREATION CTR			
PERSONNEL SERVICES	\$70,464	\$0	\$70,464
OPERATING EXPENSES	\$33,200	-\$6,250	\$26,950
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
620 - CHALONER RECREATION CTR TOTAL	<b>\$103,664</b>	<b>-\$6,250</b>	<b>\$97,414</b>
630 - JO STORY SENIOR CENTER			
PERSONNEL SERVICES	\$89,178	\$4,980	\$94,158
OPERATING EXPENSES	\$23,700	-\$3,725	\$19,975
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$57,650	\$0	\$57,650
630 - JO STORY SENIOR CENTER TOTAL	<b>\$170,528</b>	<b>\$1,255</b>	<b>\$171,783</b>
640 - ANDREWS MEETING HALL			
OPERATING EXPENSES	\$8,350	-\$1,440	\$6,910
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
640 - ANDREWS MEETING HALL TOTAL	<b>\$8,350</b>	<b>-\$1,440</b>	<b>\$6,910</b>
650 - COMMUNITY CENTER			
PERSONNEL SERVICES	\$11,842	\$0	\$11,842
OPERATING EXPENSES	\$34,000	\$4,650	\$38,650
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
650 - COMMUNITY CENTER TOTAL	<b>\$45,842</b>	<b>\$4,650</b>	<b>\$50,492</b>
660 - LIBRARY			
PERSONNEL SERVICES	\$209,616	\$12,173	\$221,789
OPERATING EXPENSES	\$79,485	-\$5,500	\$73,985
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0

**City of Roanoke Rapids FY26 Budgeting Proposal**  
**Expanded Departments**  
05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
LONG-TERM ASSETS	\$0	\$0	\$0
660 - LIBRARY TOTAL	\$289,101	\$6,673	\$295,774
670 - ROANOKE CANAL MUSEUM			
PERSONNEL SERVICES	\$83,063	-\$61,533	\$21,530
OPERATING EXPENSES	\$25,110	-\$1,886	\$23,224
OTHER/MISCELLANEOUS	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$0	\$0	\$0
670 - ROANOKE CANAL MUSEUM TOTAL	\$108,173	-\$63,419	\$44,754
680 - PARKS			
PERSONNEL SERVICES	\$481,785	\$3,165	\$484,950
OPERATING EXPENSES	\$127,050	-\$10,000	\$117,050
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$16,000	-\$1,000	\$15,000
Description pending	\$30,000	\$0	\$30,000
680 - PARKS TOTAL	\$654,835	-\$7,835	\$647,000
690 - TRANSPORTATION GRANT			
PERSONNEL SERVICES	\$10,765	-\$500	\$10,265
OPERATING EXPENSES	\$2,150	-\$250	\$1,900
690 - TRANSPORTATION GRANT TOTAL	\$12,915	-\$750	\$12,165
200 - PLANNING			
PERSONNEL SERVICES	\$588,149	-\$48,597	\$539,552
OPERATING EXPENSES	\$550,980	-\$511,080	\$39,900
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
Description pending	\$450	\$22,500	\$22,950
200 - PLANNING TOTAL	\$1,139,579	-\$537,177	\$602,402
500 - PUBLIC WORKS			
PERSONNEL SERVICES	\$651,956	\$18,862	\$670,818
OPERATING EXPENSES	\$165,000	-\$92,900	\$72,100
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$10,000	-\$5,500	\$4,500
500 - PUBLIC WORKS TOTAL	\$826,956	-\$79,538	\$747,418
510 - GOVERNMENT BUILDINGS			
PERSONNEL SERVICES	\$51,415	\$7,289	\$58,704
OPERATING EXPENSES	\$81,700	-\$24,650	\$57,050
OTHER/MISCELLANEOUS	\$0	\$0	\$0

**City of Roanoke Rapids FY26 Budgeting Proposal**  
**Expanded Departments**  
05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
510 - GOVERNMENT BUILDINGS TOTAL	\$133,115	-\$17,361	\$115,754
520 - CENTRAL GARAGE			
PERSONNEL SERVICES	\$221,069	\$4,852	\$225,921
OPERATING EXPENSES	\$256,800	-\$87,790	\$169,010
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$5,000	-\$1,000	\$4,000
520 - CENTRAL GARAGE TOTAL	\$482,869	-\$83,938	\$398,931
530 - STREET			
PERSONNEL SERVICES	\$612,291	\$17,934	\$630,225
OPERATING EXPENSES	\$1,327,000	-\$530,150	\$796,850
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$10,000	-\$7,500	\$2,500
Description pending	\$15,000	-\$15,000	\$0
530 - STREET TOTAL	\$1,964,291	-\$534,716	\$1,429,575
540 - PROPERTY MAINTENANCE			
PERSONNEL SERVICES	\$352,667	-\$46,543	\$306,124
OPERATING EXPENSES	\$41,100	-\$9,730	\$31,370
CAPITAL EXPENSES	\$24,000	-\$24,000	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
540 - PROPERTY MAINTENANCE TOTAL	\$417,767	-\$80,273	\$337,494
550 - BUILDING MAINTENANCE			
PERSONNEL SERVICES	\$376,271	-\$104,324	\$271,947
OPERATING EXPENSES	\$28,450	-\$15,050	\$13,400
550 - BUILDING MAINTENANCE TOTAL	\$404,721	-\$119,374	\$285,347
560 - SOLID WASTE			
PERSONNEL SERVICES	\$495,869	-\$88,498	\$407,371
OPERATING EXPENSES	\$494,200	-\$15,750	\$478,450
CAPITAL EXPENSES	\$0	\$0	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
560 - SOLID WASTE TOTAL	\$990,069	-\$104,248	\$885,821
570 - REFUSE			
PERSONNEL SERVICES	\$404,231	\$18,727	\$422,958
OPERATING EXPENSES	\$322,320	-\$9,300	\$313,020
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$0	\$0	\$0
570 - REFUSE TOTAL	\$726,551	\$9,427	\$735,978

**City of Roanoke Rapids FY26 Budgeting Proposal**  
**Expanded Departments**  
05/29/2025

	REQUESTED BY DEPARTMENT		RECOMMENDED
	FY2026	Adjustment	FY2026
580 - CEMETERY			
PERSONNEL SERVICES	\$204,748	-\$54,940	\$149,808
OPERATING EXPENSES	\$27,000	-\$4,965	\$22,035
CAPITAL EXPENSES	\$24,000	-\$24,000	\$0
OTHER/MISCELLANEOUS	\$0	\$0	\$0
LONG-TERM ASSETS	\$2,000	-\$1,750	\$250
Description pending	\$600	-\$190	\$410
580 - CEMETERY TOTAL	<b>\$258,348</b>	<b>-\$85,845</b>	<b>\$172,503</b>
699 - SPECIAL PROGRAMS			
OPERATING EXPENSES	\$33,000	-\$33,000	\$0
699 - SPECIAL PROGRAMS TOTAL	<b>\$33,000</b>	<b>-\$33,000</b>	<b>\$0</b>
645 - TOURISM			
INTERGOVERNMENTAL REVENUE	\$115,000	-\$45,000	\$70,000
645 - TOURISM TOTAL	<b>\$115,000</b>	<b>-\$45,000</b>	<b>\$70,000</b>
EXPENSES TOTAL	<b>\$23,478,304</b>	<b>-\$3,634,259</b>	<b>\$19,844,045</b>

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<b>General Fund Revenues by Source</b>	<b>FY 2025-2026</b>	<b>2024-2025</b>	<b>2023-2024</b>
Ad Valorem Taxes *Alt. rate FY25*	\$ 8,667,940.00	\$ 9,586,346	\$ 7,599,702
Ad Valorem .01 Tax for Rescue Squad	\$ 87,555.00	\$ 87,000	\$ 85,000
Prior Years Ad Valorem Taxes & Penalties	\$ 161,900.00	\$ 134,000	\$ 115,000
Payments in Lieu of Taxes	\$ -	\$ -	\$ -
Credit & Collections Lien Accounts	\$ -	\$ -	\$ 1,000
Motor Vehicle NC License, Tax and Tags	\$ 1,006,900.00	\$ 764,000	\$ 870,024
Lease Vehicles	\$ 40,000.00	\$ 40,000	\$ 30,000
Business Registry Collections	\$ 4,000.00	\$ 2,500	\$ 4,000
Powell Bill Street Allocations	\$ 579,950.00	\$ 522,000	\$ 500,000
Sales Tax	\$ 3,845,750.00	\$ 3,887,200	\$ 4,090,000
Solid Waste Disposal Tax	\$ 10,000.00	\$ 12,000	\$ 12,000
ABC Profits	\$ 110,000.00	\$ 90,000	\$ 80,000
Christmas Parade	\$ 12,000.00	\$ 14,000	\$ 14,000
Police Grants and Donations	\$ 59,100.00	\$ 65,000	\$ 65,000
Fire Grants and Donations	\$ -	\$ -	\$ 200
Recreation Grants	\$ -	\$ -	\$ -
Senior Center Grants and Donations	\$ 71,675.00	\$ 55,225	\$ 43,625
Library Grants and Donations	\$ 16,000.00	\$ 16,000	\$ 13,910
Roanoke Canal Museum Grants and Donations	\$ 70,000.00	\$ 93,000	\$ 98,000
Solid Waste User Fees and Penalties	\$ 1,881,905.00	\$ 2,143,500	\$ 1,818,515
Court Costs	\$ 2,500.00	\$ 3,200	\$ 2,000
Animal Control	\$ 1,500.00	\$ 2,000	\$ 500
Inspection Fees	\$ 259,825.00	\$ 134,900	\$ 130,680
Lot Cutting Revenue	\$ 20,000.00	\$ 20,000	\$ 20,000
Cemetery Revenue	\$ 173,060.00	\$ 136,000	\$ 150,000
Recreation User Fees	\$ 58,450.00	\$ 64,550	\$ 48,600
Roanoke Canal Museum Fees	\$ 2,300.00	\$ 2,300	\$ 2,500
Community Center Receipts	\$ 50,000.00	\$ 55,000	\$ 35,000
Lease Revenue	\$ 10,964.00	\$ 18,000	\$ 14,732
Planning/Zoning Fees	\$ 11,300.00	\$ 14,000	\$ 12,000
Public Works Fees	\$ 3,575.00	\$ 3,575	\$ 9,200
Library User Fees	\$ 5,895.00	\$ 6,250	\$ 6,150
Utility Franchise Taxes	\$ 1,268,600.00	\$ 1,415,000	\$ 1,144,000
Beer and Wine Tax	\$ 74,000.00	\$ 70,800	\$ 63,000
Miscellaneous Grants	\$ -	\$ -	\$ 10,000
Miscellaneous Revenue	\$ 69,718.00	\$ 11,500	\$ 11,050
Insurance Reimbursement	\$ 20,000.00	\$ 2,500	\$ 2,500
Interest Earnings - General Fund	\$ 464,750.00	\$ 240,000	\$ 240,000
Sale of Wreck Reports	\$ 3,600.00	\$ 8,200	\$ 7,000
Occupancy Tax	\$ 4,950.00	\$ 4,900	\$ 5,600
Sale of Surplus Property	\$ 15,000.00	\$ 30,000	\$ 40,000
Restitution	\$ -	\$ -	\$ -
Municipal Ordinance	\$ 1,000.00	\$ 9,600	\$ 15,000
	\$ 19,145,662.00	\$ 19,764,046	\$ 17,409,488
Fund Balance	\$ 698,383.00		
<b>GENERAL FUND REVENUE</b>	<b>\$ 19,844,045.00</b>		

City Manager Traynham stated overall the proposed budget is much like budgets they've had consistently in the past where they are addressing many of the needs but also deferring many needs for future consideration or upcoming planning efforts. It does include some of the significant and urgent needs of the departments such as the Toughbooks for the police department, breathing apparatus for the fire department and other things that are necessary for continued operations of these departments, especially emergency services.

Mayor Doughtie asked City Manager Traynham if she made the decisions on the adjustments of the funds that were requested on various items. She replied yes, it comes under the recommended budget from her and she did involve the department

heads in many of these questions and decisions as they were narrowing down the budget needs.

Mayor Doughtie recalled that in years past, the City Manager sometimes conferred with the City Council. They are somewhat in touch with the people and what they want. He thinks that may be a better way to use the resources they have to meet not only the need, but the desires of what the community would like to see them spend their money on. For instance, demolition. They had a lot of discussion with citizens about demolition. He knows they were looking at spending some of the tax money on that. They may get some people that are glad and excited about it, and they may get some that don't feel that way. Citizens are more outspoken about things like that.

City Manager Traynham stated this is the first pass at a balanced budget, so they are opening it up now for discussion.

Mayor Doughtie asked what would be the remaining percentage of the fund balance after the using the money from the fund balance for the budget.

City Manager Traynham replied the percentages are based on the budget totals. Right now, they are at approximately 65%. She did not know the exact figure, but the amount recommended to be used for the budget represents 3.54% of the operating budget. She reminded City Council they did return over \$800,000 into the budget this year. She will get those numbers for him, but it will still keep the City with a healthy fund balance. In reviewing it, they have built it up in the past several years. If they felt it would put the City in a significant risk, they would certainly have another plan in place.

Mayor Doughtie said in a conversation he had with her a few days ago, she said the funds the City received for the sale of the Theatre were not in the undesignated fund balance. City Manager Traynham replied that was correct. The funds are in a restricted account; the \$2 million is set aside and earmarked.

Mayor Doughtie asked if the interest on that goes back into that to pay on the debt or does it go into the general fund. She replied it goes back into the general fund.

Mayor Pro Tem Bryant asked what the average overall market pay salary increase is recommended by the compensation study that was done. Human Resources Director Caudle replied for the majority of employees, the 3% COLA was all they would be getting.

Mayor Pro Tem Bryant confirmed that it applies to all employees. Human Resources Director Caudle yes, everyone will get the cost of living and any full-time employee



that was recommended for more increase in Option 3 of the study will get an additional increase as well. She reiterated that for the majority of employees, the 3% COLA washed out any increase from The MAPS Group study. Mayor Pro Tem Bryant stated she's had conversations with a few employees and they said they haven't seen an increase since they did a basic across the board amount so they can rest assured that everybody is going to get at least 3%.

City Manager Traynham said they looked at a couple of scenarios where they built in a COLA and merit and others. Then Human Resources Director Caudle asked to let her run a scenario with Option 3 of The MAPS study. Financially, it was an obvious choice that it would have the greatest benefit for all. It is based on a third-party vendor's analysis of it. It does not include her salary which she does not know those numbers; they are subject to City Council's discussion and approval at a later time.

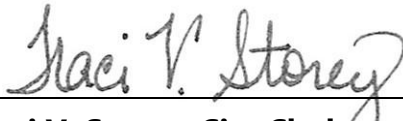
She continued to say this market study was done by a qualified vendor that did a thorough analysis of the City's salaries and benefits. She can speak for herself and others who have been here for many years, the merit program has been non-existent. Some departments had more opportunities than others, but they feel implementing this Pay & Classification Study will go a long way to retaining and recruiting employees. It has been long overdue and frankly the data will be out of date when July 1<sup>st</sup> comes around. Salaries are not decreasing anywhere, they are continuing to increase. The City has undergone a professional salary study a few times over the years and for many years City Council has heard staff be a little reluctant to do one because they go through all the effort of doing one and then if they don't implement it, it does have a significant impact on employee morale. This proposed salary adjustment provides an increase for everyone and does help to catch up on issues that have been long standing to provide people with fair and competitive pay based on their position.

Mayor Pro Tem Bryant questioned that everyone gets a 3% COLA and then there is an optional merit.

Human Resources Director Caudle replied that if the Option 3 MAPS salary recommendation for that individual was higher than the 3% COLA, they went with the Option 3 amount.

City Manager Traynham stated she understands they may continue to have questions. She wished she had more detail to provide them tonight, but as they move forward in the next couple of days, they will be able to unveil more of this program (OpenGov) into the line item expenses and have them for display.

There being no further business, motion was made by Councilman Bell, seconded by Councilman Stainback, and unanimously carried to adjourn. The meeting adjourned at 6:00 p.m.

  
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**Traci V. Storey, City Clerk**

**Approved by Council Action on: June 17, 2025**