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***Roanoke Rapids City Council***

***June 17, 2014***

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

Emery G. Doughtie, Mayor

Carl Ferebee, Mayor Pro Tem

Ernest C. Bobbitt)

Suetta S. Scarbrough)

Wayne Smith)

Joseph Scherer, MPA, MS, City Manager

Gilbert Chichester, City Attorney

Lisa B. Vincent, MMC, City Clerk

Kathy Kearney, Deputy City Clerk/Human Resources Manager

MeLinda Hite, Finance Director

Tommy Hathaway, Police Chief

Larry Chalker, Public Works Director

John Simeon, Parks & Recreation Director

Kelly Lasky, Planning & Development Director

Stacy Coggins, Fire Chief

Christina Caudle, Main Street/Development Director

Carol H. Cowen, Council Member

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

With no one indicating a conflict of interest with any of the items on the agenda, motion was made by Councilman Bobbitt, seconded by Councilman Smith and unanimously carried to adopt the business agenda for June 17, 2014.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Bobbitt and unanimously carried to approve the June 3, 2014 Council Minutes.

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Planning & Development Director Lasky stated on May 5, City Council adopted a Resolution of Intent to close the 30 foot wide right-of-way of Piland Street from US 158 to Andrews Street. She stated a public hearing was advertised and notices were provided to abutting property owners as required by NCGS 160A-299. She stated at the public hearing on June 3, action on the Street Closing Order was tabled to allow time for staff to address a concern expressed by an abutting property owner. Planning & Development Director Lasky indicated that staff has investigated this concern and determined that the issue has been in existence for years. She stated it can be addressed by notifying the Sanitary District and the Public Works Department personnel. She stated staff feels this closure has no bearing on this issue.

Mayor Pro Tem Ferebee asked if we would be contacting Mr. Brown at the Sanitary District.

Planning & Development Director Lasky stated yes.

Councilman Smith asked about the concern expressed regarding the buses turning around.

Planning & Development Director Lasky indicated that we will notify the School District as well. She pointed out that there is one home at the end of Andrews Street where the turnaround radius is small but this has nothing to do with the Piland Street closing.

Councilman Smith asked why Piland Street is being closed.

Planning & Development Director Lasky explained that this closing was proposed as part of the CDBG Revitalization Program, which has since been closed out, that included the acquisition, demolition and improvements on Andrews and Vine Streets. She stated this was a full scale project to remove blight. Planning & Development Director Lasky stated the asphalt has been removed from Piland Street and the right-of-way serves no purpose. She also pointed out that the City owns the majority of the property.

Mayor Doughtie called on Public Works Director Chalker to address the ingress and egress issues.

Public Works Director Chalker stated he did investigate this issue and had hoped to get a phone number for Mr. Wilson at the last meeting. He stated he was able to speak with him tonight before the meeting. He stated he has already spoken with representatives at the Sanitary District and this is an easy fix. He stated he will also speak to Doug Miller with the Roanoke Rapids Graded School District about the buses.

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Public Works Director Chalker stated there are other things that can be done to address the water meter that is in the public right-of-way. He stated we could even post signs to prohibit truck traffic.

Motion was made by Councilwoman Scarbrough, seconded by Mayor Pro Tem Ferebee and unanimously carried to adopt the following resolution:

**STREET CLOSING ORDER**

**A Resolution Ordering the Closing of the 30 Foot Wide Right-of-Way of Piland Street from US 158 to Andrews Street**

**WHEREAS**, on the 5th day of May, 2014, the City Council of the City of Roanoke Rapids directed the City Clerk to publish the Resolution of Intent of the Roanoke Rapids City Council to consider closing the 30 foot wide right-of-way of Piland Street from US 158 to Andrews Street in the *Roanoke Rapids Daily and Sunday Herald* newspaper once each week for four successive weeks, such resolution advising the public that a meeting would be conducted in the Lloyd Andrews City Meeting Hall on June 3, 2014; and

**WHEREAS**, the Roanoke Rapids City Council on the 5th day of May, 2014, ordered the City Clerk to notify all persons owning property abutting on that portion of the right-of-way, as shown on the county tax records, by registered or certified mail, enclosing with such notification a copy of the Resolution of Intent; and

**WHEREAS**, the City Clerk has advised the City Council that she sent a letter to each of the abutting property owners advising them of the day, time and place of the meeting, enclosing a copy of the Resolution of Intent, and advising the abutting property owners that the question as to closing the 30 foot wide right-of-way of Piland Street from US 158 to Andrews Street would be acted upon, said letters having been sent by registered or certified mail; and

**WHEREAS**, the City Clerk has advised the City Council that adequate notices were posted on the applicable right-of-way as required by G.S. 160A-299; and

**WHEREAS**, after full and complete consideration of the matter and after having granted full and complete opportunity for all interested persons to appear and register any objections that they might have with respect to the closing of said right-of-way in the public hearing held on June 3, 2014; and

**WHEREAS,** after tabling action at the June 3, 2014 meeting until the June 17, 2014 meeting in order to address a question raised by one property owner; and

**WHEREAS**, it now appears to the satisfaction of the City Council that the closing of said right-of-way is not contrary to the public interest, and that no individual owning property, either abutting the right-of-way or in the vicinity of the right-of-way or in the subdivision in which the right-of-way is located, will as a result of the closing be thereby deprived of a reasonable means of ingress and egress to his property;

**NOW, THEREFORE**, subject to the reservation of all public and private easements pursuant to G.S. 160A-299(f), including the right of maintenance, as they exist at the time of adoption of this resolution, and subject to the utility easements as indicated on Exhibit #1 attached, the 30 foot wide right-of-way of Piland Street from US 158 to Andrews Street is hereby ordered closed, and all right, title,

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and interest that may be vested in the public to said area for right-of-way purposes is hereby released and quitclaimed to the abutting property owners in accordance with the provisions of G.S. 160A-299.

The Mayor and the City Clerk are hereby authorized to execute quitclaim deeds or other necessary documents in order to evidence vesting of all right, title and interest in those persons owning lots or parcels of land adjacent to the right-of-way, such title, for the width of the abutting land owned by them, to extend to the centerline of the herein closed right-of-way (with provision for reservation of easements to the City of Roanoke Rapids for utility purposes) in accordance with the provision of G.S. 160A-299(c).The City Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Halifax County a certified copy of this resolution and order.

Upon motion duly made by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and duly seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the above resolution was duly adopted by the City Council at a meeting held on the 17th day of June, 2014, in the Lloyd Andrews City Meeting Hall.

Upon call for a vote the following Council Members voted in the affirmative:

and the following Council Members voted in the negative:

**ADOPTED** this the 17th day of June, 2014.

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

ATTEST: Emery G. Doughtie, Mayor

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

Lisa B. Vincent, City Clerk

City Manager Scherer stated the proposed FY 2014 - 2015 Budget was presented to Council at the May 5 meeting and has been on display for public inspection since May 6. He stated a public hearing was held at the last meeting and a budget work session was held on June 11. He stated changes discussed at that meeting have been incorporated into the Budget Ordinance. He pointed out that the proposed budget is very tight but provides the level of services needed by our citizens. He also pointed out that the tax rate remained the same. He stated the budget includes a 3% COLA for all employees but does not include the curbside recycling program.

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City Manager Scherer stated staff will continue to seek ways to minimize costs and improve efficiency whenever it can. He commended Finance Director Hite and her staff for their diligent work on the budget. He also commended the Department Heads for continuing to develop realistic budgets for their departments.

Mayor Pro Tem Ferebee asked if anything changed since the budget work session.

City Manager Scherer stated no. He stated he has not heard any further comments.

Motion was made by Councilman Smith, seconded by Councilwoman Scarbrough and unanimously carried to adopt the following 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, 2014 and ending June 30, 2015.

***SUMMARY***

General Fund (Operating) $13,154,593.00

Municipal Swimming Pool 36,150.00

Drug Enforcement Fund 30,000.00

Roanoke Rapids Theatre 1,810,285.00

**TOTAL $15,031,028.00**

***Section 1. General Fund***

**Anticipated Revenues:**

2014 Ad Valorem Taxes $6,872,871.00

Prior Years Ad Valorem Taxes & Penalties 188,000.00

Payments in Lieu of Taxes 37,500.00

NC Tax and Tags 375,000.00

Lease Vehicles 15,000.00

Motor Vehicle Licenses 69,500.00

Privilege Licenses 225,000.00

Facility Fee ($2.00 per ticket sold) 10,000.00

Powell Bill Street Allocations 475,217.00

Sales Tax 2,710,181.00

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Solid Waste Disposal Tax 6,885.00

ABC Profits 43,500.00

Christmas Parade 3,500.00

Police Grants and Donations 6,250.00

Fire Grants and Donations 3,000.00

Recreation Grants 5,000.00

Senior Center Grants and Donations 83,452.00

Library Grants and Donations 18,204.00

Public Works Grants 85,734.00

Roanoke Canal Museum Grants and Donations 29,000.00

Solid Waste User Fees and Penalties 1,295,606.00

Court Costs 4,500.00

Inspection Fees 4,750.00

Lot Cutting Revenue 8,500.00

Cemetery Revenue 110,250.00

Recreation User Fees 83,050.00

Roanoke Canal Museum Fees 2,800.00

Community Center Receipts 50,500.00

Lease Revenue 17,492.00

Planning/Zoning Fees 82,400.00

Public Works Fees 12,500.00

Library User Fees 19,100.00

Utility Franchise Taxes 1,200,000.00

Beer and Wine Tax 76,505.00

Miscellaneous Grants 45,000.00

Miscellaneous Revenue 3,000.00

Insurance Reimbursement 37,500.00

Cable Franchise Fees 27,500.00

Municipal Ordinance Violations 59,500.00

Interest Earnings – General Fund 2,250.00

Sale of Wreck Reports 5,000.00

Occupancy Tax 2,500.00

Sale of Surplus Property 54,250.00

RR Sanitary District – Closeout CDBG 107,631.00

Fund Balance – Regular 390,000.00

**TOTAL REVENUES $14,964,878.00**

**Authorized Expenditures:**

**Operating**

Legislative $63,130.00

General Government 1,023,823.00

Administrative 298,324.00

Main Street Development 56,017.00

Elections 0.00

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Finance 241,437.00

Information Systems 39,788.00

Revenue Collections 239,925.00

Legal 38,000.00

Planning & Development 410,465.00

Government Buildings 105,223.00

Police 3,111,307.00

Fire 1,872,894.00

Public Works 509,821.00

Central Garage 232,492.00

Combined Street and Powell Bill 1,364,496.00

Solid Waste 742,127.00

Refuse 397,496.00

T. J. Davis Center 289,323.00

Aquatic Center 217,974.00

Parks and Recreation Maintenance 398,864.00

Chaloner Center 98,767.00

Senior Center 108,404.00

Transportation Grant 21,209.00

Andrews Meeting Hall 19,700.00

Miscellaneous Grants 66,000.00

Community Center 66,498.00

Library 278,282.00

Cemetery 111,564.00

Property Maintenance 238,947.00

Roanoke Canal Museum 80,327.00

Miscellaneous 18,000.00

Debt Service 364,651.00

Capital Reserve 29,318.00

**Total Operating Expenditures $13,154,593.00**

**Roanoke Rapids Theatre**

Theatre Debt Payment $1,810,285.00

**Total Roanoke Rapids Theatre Expenditures $1,810,285.00**

**TOTAL GENERAL FUND EXPENDITURES $14,964,878.00**

***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

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Kings Dominion Ticket Sales 2,000.00

Athletic Sponsorships 7,800.00

**TOTAL REVENUES $36,150.00**

**Authorized Expenditures:**

**TOTAL EXPENDITURES $36,150.00**

***Section 3. Drug Enforcement Fund***

**Anticipated Revenues:**

Drug Forfeiture Revenue $30,000.00

**TOTAL REVENUES $30,000.00**

**Authorized Expenditures:**

**TOTAL EXPENDITURES $30,000.00**

***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, 2014.

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, 2014 having derived from contributions, donations or grant funds.

***Section 5. Fee Schedule***

There is hereby established for the Fiscal Year 2014 – 2015 various fees and charges as scheduled herewith:

***Revenue/Tax Department***

Business Solid Waste User Fee & Disposal Fee $17.05 per Container per month

Roll-Out Containers $17.05 for each Additional Container

Residential Solid Waste Fee $204.50 per Residential Unit per year

$204.50 per year for 2nd Container

Roll-Out Containers City cost per Container

Motor Vehicle Tax $6.00 per Licensed Vehicle

Privilege License Fees As specified in Section 110.11 of the Roanoke

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Rapids Code of Ordinances and “Schedule B”

of NCGS § 105-33

Advertising of Delinquent Tax Bill $4.00 per parcel

***The Roanoke Rapids Theatre***

Facilities Fee $2.00 for each ticket sold on-line

***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 Fee corresponds with Fees Set by Halifax

County 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

***Public Works Department***

Driveway Permits $40.00 each Driveway

Lot Cutting Fees Cost plus $250.00 Administrative Fee

Debris Removal & Special Collections

Collection Costs

Small Pickup $25.00 per load

35 Foot Trailer $55.00 per load

Disposal Fees

Transfer Station $46.97 per ton

Landfill $45.00 per ton

Tub Grinding $ 3.00 per cubic yard

Permit to Dig in Street (Utility Cuts) $400.00 per cut

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Cemetery Lot Fees Resident:

Sections A-E - $1,000.00 per 4 Grave Plot

Section G - $800.00 per Site

Section H - $250.00 per Space

Section I - $500.00 per Space

Section J - $1,000.00 per 2 Grave Companion Plot

Section K - $2,000.00 per 4 Grave Plot

Section L - $1,200.00 per 2 Grave Companion Plot

Section O - $500.00 per Space

Non-Resident:

Sections A-E - $2,000.00 per 4 Grave Plot

Section G - $1,600.00 per Site

Section H - $500.00 per Space

Section I - $1,000.00 per Space

Section J - $2,000.00 per 2 Grave Companion Plot

Section K - $4,000.00 per 4 Grave Plot

Section L - $2,400.00 per 2 Grave Companion Plot

Section O - $1,000.00 per Space

Cemetery Grave Preparation (Residents & Non-Residents) Monday – Friday: $700.00\*

Weekends and Holidays: $900.00

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

Foundation Fees (Residents & Non-Residents) $150.00

***Note: Urn burials are one-half (1/2) the regular fee.***

Cemetery Deed Fee Fee corresponds with Fees Set by Halifax

County Register of Deeds

***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

Computer Printouts $ .40 each

Videocassette Rental $ .50 each

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Fines: Juvenile Books $ .15 per day (Max . $3.00)

Juvenile Cassettes $ .15 per day (Max. $3.00)

Adult Books $ .20 per day (Max. $3.00)

All Magazines $ .20 per day (Max. $3.00)

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 $ 2.50 per day

Long Overdue Fine $10.00 each

Interlibrary Loan: Postage Fee $ 3.00 per item\*

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

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)

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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: $15.00 Non-Resident Youth: $45.00

Athletic User Fee: Resident: $5.00 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

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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

Centennial Park Only Rental Fee: $20.00 flat rate per day

$40.00 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.***

Senior Center Fees:

Senior Games Registration Fee $ 5.00

HCC Classes at Senior Center $25.00 - $35.00 for less than age 6

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

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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** |
| Small Meeting Room | 100 w/ chairs only 50 w/ tables & chairs | $29.00/Hour | $43.00/Hour | $39.00/Hour Res  $58.00/Hour NR | $36.00/Hour | $54.00/Hour | $48.00/Hour Res  $72.00/Hour NR |
| Banquet Room | 400 w/chairs only 250 w/tables & chairs | $44.00/Hour | $65.00/Hour | $56.00/Hour Res  $83.00/Hour NR | $51.00/Hour | $76.00/Hour | $63.00/Hour Res  $94.00/Hour NR |
| Entire Center | 700 w/chairs only 500 w/tables & chairs | $51.00/Hour | $76.00/Hour | $63.00/Hour Res  $94.00/Hour NR | $59.00/Hour | $88.00/Hour | $71.00/Hour Res  $106.00/Hour NR |
| Kitchen\* - flat rate |  | $45.00 | $65.00 | $56.00 Res  $83.00 NR | $45.00 | $65.00 | $56.00 Res  $83.00 NR |
| Hall Exhibition Area |  | $5.00/Hr. Per Hall | $8.00/Hr. Per Hall | $18.00/Hr. Per Hall | $5.00/Hr. Per Hall | $8.00/Hr. Per Hall | $18.00/Hr. Per Hall |
| Special Room |  | $29.00/Hour | $43.00/Hour | $41.00/Hour Res  $61.00/Hour NR | $36.00/Hour | $54.00/Hour | $48.00/Hour Res  $72.00/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/$900.00 – 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.

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

RABA is fee exempt for use of the plaza for RABA sponsored events.

♦Any event serving food or refreshments will be charged the kitchen fee.

♦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.

Aquatic Center:

*(Labor Day to Memorial Day)*

Aquatic Center Open and Lap Swim

Residents $ 2.75

Non-Residents $ 5.50

Resident Senior (55+) $ 2.00

Non-Resident Senior (55+) $ 4.00

RED CROSS CLASSES

Toddler (Resident) $ 28.00

Toddler (Non-Resident) $ 56.00

Levels I – VII (Resident) $ 42.00

Levels I – VII (Non-Resident) $ 84.00

Lifeguard/CPR Classes

Resident $ 70.00

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Non-Resident $140.00

Challenge: $ 40.00

WSI Classes:

Resident $ 75.00

Non-Resident $150.00

Individual Lessons:

Resident $ 45.00

Non-Resident $ 90.00

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident $ 2.60

Non-Resident $ 5.20

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

Family Resident $350.00

Family Non-Resident $700.00

Individual Resident $190.00

Individual Non-Resident $380.00

Resident Senior (55+) $145.00

Non-Resident Senior (55+) $290.00

*(Memorial Day to Labor Day)*

Aquatic Center Open and Lap Swim

Residents $ 3.25

Non-Residents $ 6.50

Resident Senior (55+) $ 1.75

Non-Resident Senior (55+) $ 3.50

T. J. Davis Pool

RED CROSS CLASSES (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim

Residents $ 3.00

Non-Residents $ 6.00

Resident Senior (55+) $ 2.00

Non-Resident Senior (55+) $ 4.00

Wade Pool

Residents $ 1.75

Non-Residents $ 3.50

Outdoor Pool Passes (Residents Only):

Child & Adult $ 94.00

Family $188.00

Seniors (55+) $ 59.00

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Aquatic Center & T. J. Davis Pools Rental

*(Minimum of Two (2) Hours)* Resident Non-Resident

Up to 25 participants $ 85.00/hr. $105.00/hr.

26 to 50 participants $110.00/hr. $135.00/hr.

51 to 75 participants $135.00/hr. $165.00/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) $ 5.50

Swim Meet – Ticket Price (8 years older & above) $ 5.00

***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

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 ft2 of impervious surface

$700.00 per site plan review

>30,000 ft2 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

***\*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.***

Street Closing Petition $475.00

Final Subdivision Plat

Minor Subdivision $ 50.00

Major Subdivision

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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 $ 15.00

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 Lis Pendens $ 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:

**Review** **City Processing** **3rd Party Supp.**

(1) Concealed Attached WCF $ 750.00 $1,000.00

(2) Collocated or Combined WCF $ 750.00 $1,000.00

(3) Freestanding Concealed WCF $1,000.00 $1,000.00

(4) Non-concealed Freestanding WCF $1,000.00 $1,000.00

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:

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***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 three dollars ($3.00) 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

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(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 Fee***

***(Nominal) - Tons***

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 Fee***

***(Nominal) - Tons***

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**

***Fee***

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.

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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 $ .30

(2) Motors:

Each motor $ 3.50

(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 ($50.00) plus one cent ($.01) per square foot of protected area.

Insulation Permit:

An insulation permit shall be issued upon proper application for a fee of fifty dollars ($50.00) plus one cent ($.01) 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

Commercial Building (Preliminary Plan, Construction Plan) Review:

Technical Review $250.00

Additional Charge per review for failure to satisfy review comments $100.00

Plan Review Sites less than 10,000 sq. ft. $125.00

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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 2014 – 2015 an Ad Valorem Tax Rate of $.624 per One Hundred Dollars ($100.00) valuation of taxable property as listed for taxes as of January 1, 2014, 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 $1,101,421,629. ***Taxpayers who pay their bill in July or August will receive a two percent (2%) discount.***

***Section 7. Summary of Items Included in the Budget***

In Car Cameras (Police) $30,000.00

Body Cameras (Police) 8,000.00

Storm Drain Repairs (Street) 40,000.00

Roll Out Carts (Solid Waste) 35,000.00

Resurfacing/Pot Holes (Street) 30,000.00

***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.

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***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 $204.50 per residential unit per year and the Business Solid Waste User Fee and Disposal Fee is $17.05 per container per month.

***Section 11. Cost of Living Adjustment***

A three percent (3%) across the board cost of living increase for all City employees shall begin with the payroll dated August 1, 2014. The City of Roanoke Rapids Salary Schedule shall be amended to reflect this change.

***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 2014 – 2015. 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. Utilization of Budget Ordinance***

This Ordinance shall be the basis of the financial plan for the City of Roanoke Rapids municipal government during the 2014 – 2015 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 17th day of June, 2014.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Emery G. Doughtie, Mayor**

**ATTEST:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Lisa B. Vincent, City Clerk**

**Approved as to form:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Gilbert Chichester, City Attorney**

Planning & Development Director Lasky stated during the June 3 Council meeting, a public hearing was held to receive citizen input on the draft Comprehensive Land Use & Community Health Plan. She stated

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the development of the plan has been a public process with meeting information advertised and information available for public review through the course of development. Planning & Development Director Lasky stated on May 15, 2014, the Planning Board voted to forward a favorable recommendation to City Council for adoption of the Plan.

Planning & Development Director Lasky pointed out that at the June 3 public hearing, no comments were made and none have been made since that time. She stated this will be a living document that will be utilized by Planning staff as well as other departments and citizens, and we will look at it on a continual basis for any needed changes.

Motion was made by Councilman Bobbitt, seconded by Councilwoman Scarbrough and unanimously carried to adopt the 2014 Comprehensive Land Use and Community Health Plan *(copies on file in the Planning & Development Department and City Clerk’s Office).*

Finance Director Hite stated Council has before them a Request for Budget Transfer (Ordinance No. 2014.08). She stated Public Works Director Chalker submitted a request to reallocate $17,000.00 within the General Fund Budget to cover operational costs through June 30, 2014. She pointed out that this would be $12,000.00 from the Government Buildings Department and $5,000.00 from the Solid Waste Department. Finance Director Hite pointed out that this budget request requires Council action as it exceeds the percentage allowed for interdepartmental transfers.

Motion was made by Councilman Bobbitt, seconded by Councilman Smith and unanimously carried to adopt the following Ordinance:

**CITY OF ROANOKE RAPIDS**

**Request for Budget Transfer**

**General Fund**

**FY 2013 - 2014**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:**

**SECTION 1.** The following budget transfer is made to the annual budget for the fiscal year ending June 30, 2014. Transfer appropriations within the General Fund Budget are necessary to cover operational costs. The appropriations are to be changed as follows:

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**SCHEDULE A – GENERAL FUND**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Decrease** | **Increase** |
| 10.5000.7201 | Air Conditioner Replacement | 12,000.00 |  |
| 10.5810.5710 | Landfill Tipping Fee | 5,000.00 |  |
| 10.5450.1500 | Maintenance/Repairs--Building |  | 4,000.00 |
| 10.5450.1600 | Maintenance/Repairs--Equipment |  | 200.00 |
| 10.5450.3300 | Departmental Supplies |  | 1,000.00 |
| 10.5450.7403 | Hand Held Radios |  | 100.00 |
| 10.5550.3110 | Fuel/Vehicles |  | 800.00 |
| 10.5600.1700 | Vehicle Maintenance & Repairs |  | 2,000.00 |
| 10.5810.1700 | Vehicle Maintenance & Repairs |  | 4,000.00 |
| 10.5810.3110 | Fuel/Vehicles |  | 2,000.00 |
| 10.5810.3600 | Uniforms |  | 500.00 |
| 10.6410.1320 | Natural Gas |  | 1,000.00 |
| 10.6420.1600 | Maintenance/Repairs--Equipment |  | 300.00 |
| 10.6420.3110 | Fuel/Vehicles |  | 1,000.00 |
| 10.6420.9993 | Building Maintenance |  | 100.00 |
| **GENERAL FUND**  **TOTAL TRANSFER** |  | **$17,000.00** | **$17,000.00** |

**SECTION 2.** This budget transfer shall become effective upon adoption.

**SECTION 3**. Copies of this budget transfer shall be furnished to the Budget Officer and the Finance Director.

**ADOPTED** this 17th day of June, 2014.

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Lisa B. Vincent, City Clerk Emery G. Doughtie, Mayor

City Manager Scherer reported on where we are with the replacement of the dehumidifier at the Aquatic Center indicating that we have received the engineer’s estimate to relocate it from the roof to the back of the building. He stated Mr. Jim Miller has agreed to review the proposal and then we will put it out for bid. He stated we will come back to Council with a recommendation on the best option.

City Manager Scherer stated it has been almost two years since he became City Manager and believes improvements have been made in administration. He stated he would like to plan a Council-Manager

Retreat sometime in the next one to three months to develop plans and strategies. He stated this would also allow us an opportunity to have in-depth dialogue regarding City issues.

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Mayor Doughtie stated he feels this is a good idea.

Mayor Pro Tem Ferebee asked if the retreat would be held locally.

City Manager Scherer stated yes. He also reported that he will be attending the NC City & County Managers Association’s Annual Conference on Thursday and Friday in Charlotte.

Finance Director Hite reported that as we close the books on May 31, 2014, year-to-date revenues are $13,109,524.86 (represents 84.0% of budgeted revenues) and year-to-date expenses are $13,659,807.73 (represents 88.0% of budgeted expenses). She reported that the net result of operations shows expenditures exceeded revenues by $550,282.87. Finance Director Hite reported that Sales and Use Tax receipts year-to-date are $1,423,487.75. She stated this represents 70.5% of budgeted revenues, which is flat compared to July 2012 - May 2013. She also reported that the annual distribution of Beer & Wine Tax generated $68,637.15 in revenues which is an increase of 8.5% compared to FY 2012 - 2013.

Finance Director Hite also reported that an email received on Friday, June 13 from the NC League of Municipalities stated interest funds left over following the implementation of the Tag and Tax Together Program will be distributed to municipalities. She stated these funds are distributed on the location in which they were collected, and we are slated to receive $28,500.00.

Mayor Pro Tem Ferebee asked Finance Director Hite if revenues are just slow to come in or if we do not expect them to come in at all.

Finance Director Hite stated they are slow to come in. She stated it is that time of the year.

Councilwoman Scarbrough stated this is normal for this time of the year.

Finance Director Hite stated yes.

Human Resources Manager Kearney reported that she is currently advertising for one vacancy-- Administrative Support Assistant I position in the Police Department. She stated Barbara Leake worked in this position for seven years and resigned to take a position with the SBI. She stated the

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deadline for applications is June 27 at 5:00 p.m. She stated during the month of May, we received 26 applications and hired three new employees: *William “Cody” Carter, Property Maintenance* *Worker II; Jared O. Lynch, Firefighter* and *Darrell A. Miles, Firefighter*.

Human Resources Manager Kearney stated most of her time during the month of May was spent on open enrollment for employee benefits.

Councilman Smith asked if we are fully staffed.

Human Resources Manager stated we have just one vacancy, the Administrative Support Assistant I position in the Police Department. She stated at the end of this month, several will retire from the Fire Department.

Police Chief Hathaway reported that we have one injured employee--our canine officer--who required surgery. He stated his nose was injured trying to get through a fence.

Police Chief Hathaway also reported that they have started the Police Explorer Program. He stated we have one gentleman in the hiring process that went through this program.

Police Chief Hathaway reported that National Night Out is scheduled for August 5 and plans are to hold it at Centennial Park. He stated they will have music, festivities and kid friendly activities.

Police Chief Hathaway stated he knows Councilwoman Scarbrough will be pleased to hear that we will start the next Citizens Police Academy on October 9. He invited citizens to come see how diverse our community and Police Department is, and also see what goes on in the community. He stated he is saddened to hear people say they know what goes on because they watch the TV show Cops. Police Chief Hathaway stated that show is not representative of what we do.

Councilwoman Scarbrough stated she can attest to that fact. She stated every City Council member should participate in the Citizens Police Academy.

Planning & Development Director Lasky reported that May has been a busy month for her department. She stated they are currently reviewing plans for an expansion of the dialysis center on Smith Church Road. She stated they are also reviewing revised plans for the new Family Life

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Center for Calvary Baptist Church and plans for renovation at Halifax Regional Medical Center. Planning & Development Director Lasky indicated that Sheetz has submitted plans for review and they expect to receive plans from Zaxby’s sometime this week.

Planning & Development Director Lasky reported that work continues on the new Little Caesars, the warehouse at KapStone and the Family Dollar expansion.

Parks & Recreation Director Simeon reported that the playground build day at Emry Park went very well thanks to 50 volunteers and staff. He stated the playground equipment is already being used very heavily.

Parks & Recreation Director Simeon reported that the outdoor pools are now open every day from 1:00 - 5:00 p.m. and are very well attended.

Parks & Recreation Director Simeon reported that the Skyhoundz dog frisbee competition will be held here again on June 28 and 29. He stated they have been holding this competition here for several years and have indicated that they come back because they enjoy the hospitality here. He stated this competition has a good economic impact on the area.

Parks & Recreation Director Simeon reported that the Library has applied for a grant in the amount of $1,500.00 for new books.

Parks & Recreation Director Simeon reported that the department is in the planning stages of submitting a grant to the Kate B. Reynolds Foundation for a six foot wide concrete walking track at the Martin Luther King Park. He stated they will be working with the Chaloner Alumni Association and the Hodgestown-Southgate Neighborhood Association.

Public Works Director Chalker reported that his department spent 323 hours in May on storm drainage work. He stated they have completed the work at Rollingwood and Dunshill Roads. He stated he is proud to say that one hundred percent of this work was completed in-house.

Public Works Director Chalker reported that resurfacing began today at First and Franklin Streets where we had the most recent sinkhole event. He stated they will then move to Carter Street, Virginia Avenue and Park Avenue.

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Public Works Director Chalker reported that next week, they will be performing some outside maintenance at the Theatre.

Public Works Director Chalker also reported that the department has two mosquito trucks covering the City. At the request of the City Manager, Public Works Director Chalker shared with everyone the solution used for the mosquito spay which is completely safe for humans, animals and plants.

Public Works Director Chalker reported that he made a minor change in the schedule for today for crews to come in at 6:30 a.m. and leave at 2:30 p.m. due to the extreme heat.

Councilman Smith asked Public Works Director Chalker if he had a chance to check on the issue of surplus lights at the Theatre.

Public Works Director Chalker stated he has the information but we have to obtain permission from Bank of America before we can move forward.

Fire Chief Coggins reported that during the month of May, the Fire Department responded to 138 calls and engaged in 673 man-hours of training.

Fire Chief Coggins reported that they have completed testing half of the fire hydrants (325 out of 650).

Fire Chief Coggins reported that they hired two new firefighters as reported by Human Resources Manager Kearney earlier. He also reported that one of our Battalion Chiefs has worked his last shift due to retirement and we will also have several retirements coming up. He indicated that he has a young department and they are trying to take measures to make sure they are properly trained. He stated 10 out of the 11 applicants in the hiring pool passed the test.

Main Street/Development Director Caudle stated she is happy and relieved to report that the Roanoke Rapids Seafood and Shag Festival was the most successful fundraiser in RABA’s history. She expressed thanks to the sponsors and volunteers and a special thanks to the City departments (Parks & Recreation, Public Works, Fire and Police) for their assistance. She stated there were 240

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in attendance which was close to a sell-out crowd. She reported that all profits will be directed into the street banner replacement project.

Main Street/Development Director Caudle reported that part of the plan of work is to rebrand ourselves “Main Street Roanoke Rapids”. She stated the Board of Directors approved the FY 2014 - 2015 Budget and three-fourths of the plan of work.

Main Street/Development Director Caudle also reported that she attended an economic development course at the School of Government last Wednesday and plans to attend a four day economic development workshop in the latter part of July.

Main Street/Development Director Caudle reported that next month in lieu of the board meeting, they will hold the annual meeting. She stated the public will be invited.

Main Street/Development Director Caudle reported that they are still reviewing applications for the Façade Grant Program and hope to announce the winners by the end of June.

Main Street/Development Director Caudle reported that they have one new business in the 1100 block that is targeting a grand opening date in August. She stated three professional businesses are still looking for rental space on the Avenue.

Main Street/Development Director Caudle reported that the 301 Endless Yard Sale will be this Friday and Saturday. She stated they expect participation from the Junction to 8th Street. She stated they are prepared for heavy traffic during the morning hours of the event.

Main Street/Development Director Caudle reported that the “Fridays in the Park” summer concert series kicks off next Friday at Centennial Park with The Nine Pound Hammers bluegrass band. She pointed out that all of the bands this year are from our community.

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



7/1/2014