



ROCKY MOUNT, NC
THE CENTER OF IT ALL

ROCKY MOUNT CITY COUNCIL

COMMITTEE OF THE WHOLE MEETING

MONDAY, JULY 13, 2020

CITY COUNCIL
COMMITTEE OF THE WHOLE
MONDAY, JULY 13, 2020

4:00 PM

AGENDA

- | | |
|--|-------------------------|
| 1. Continuation of Downtown Presentation | Kevin Harris |
| 2. Utility Assistance COVID-19 – CDBG-CV Funding | Latasha Hall |
| 3. Edgecombe County Coronavirus Relief Fund
Allocation to the City of Rocky Mount | Cynthia T. Jones |
| 4. DEHC Unallocated Funds for Edgecombe and
And Nash Counties | Cynthia T. Jones |
| 5. Additional Holiday – June 19 th - Juneteenth | Rochelle D. Small-Toney |
| 6. Rural Grant Process | Brad Hufford |
| 7. Closed Session
Attorney/Client Privilege
Economic Development | |
| 8. Boards/Commissions/Committees | Pamela Casey |

MEMORANDUM



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Committee of the Whole

To: Cynthia T. Jones, Community and Business Development Director *csj*
Cc: Natasha Hampton, Assistant City Manager
From: Kevin Harris, Downtown Development Manager
Date: July 13, 2020
Re: Downtown Outlook Report *(Continued from June 8, 2020)*

Background:

The City of Rocky Mount and the Community and Business Development Department continues to invest, engage and partner to renovate and revitalize our Downtown Central City District. Over the past several years, the downtown area has provided incentives for businesses, entertainment opportunities for citizens, as well as, and positive investments in the City.

Recommendation:

No recommendation requested. Presentation is continued from June 8, 2020 COW and is for information purposes only.



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DOWNTOWN OUTLOOK

2020 & BEYOND

**Continued from June 8, 2020*

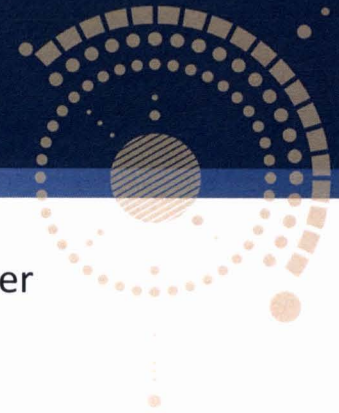
July 13, 2020,
Kevin Harris,
Downtown Development Manager





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Economic Impact *Early Investments*



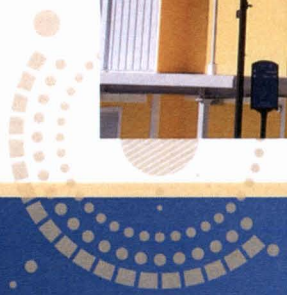
Imperial Center
\$36 Million



Douglas Block
\$8.3 Million



Rocky Mount Event Center
\$42 Million

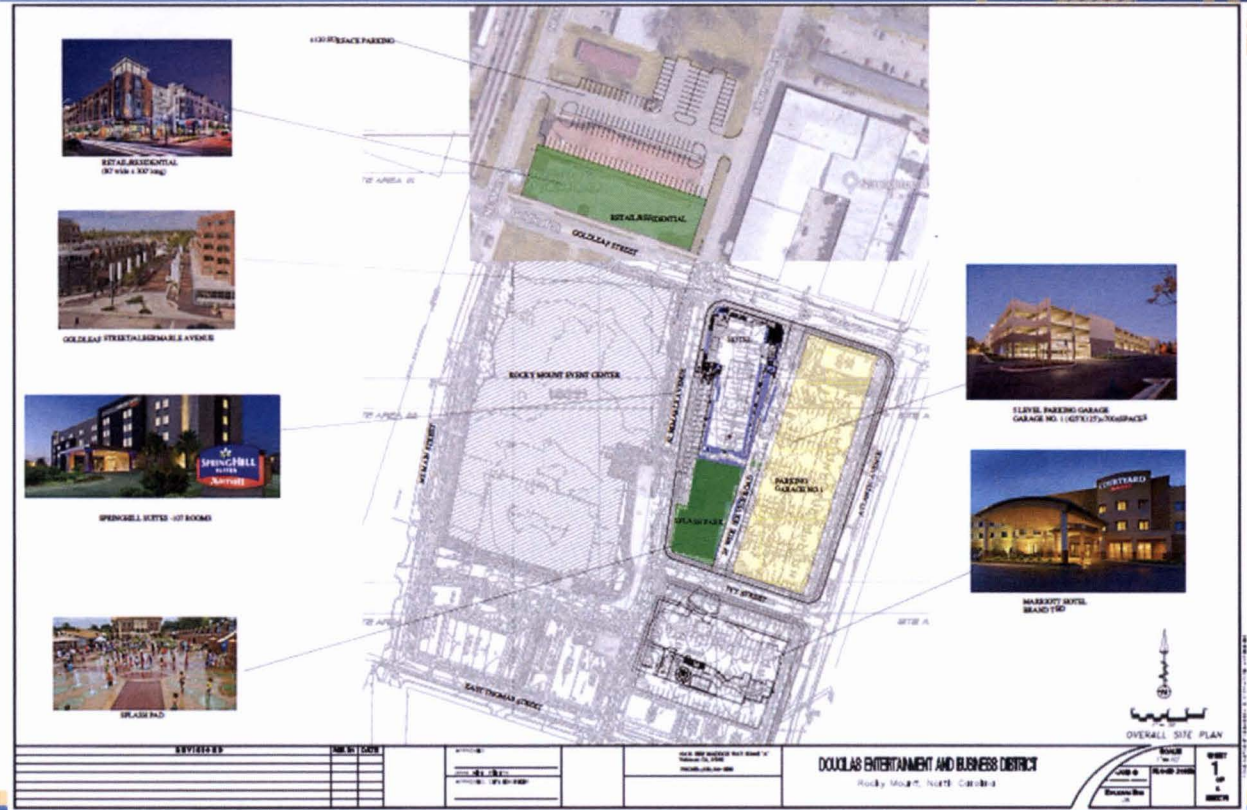




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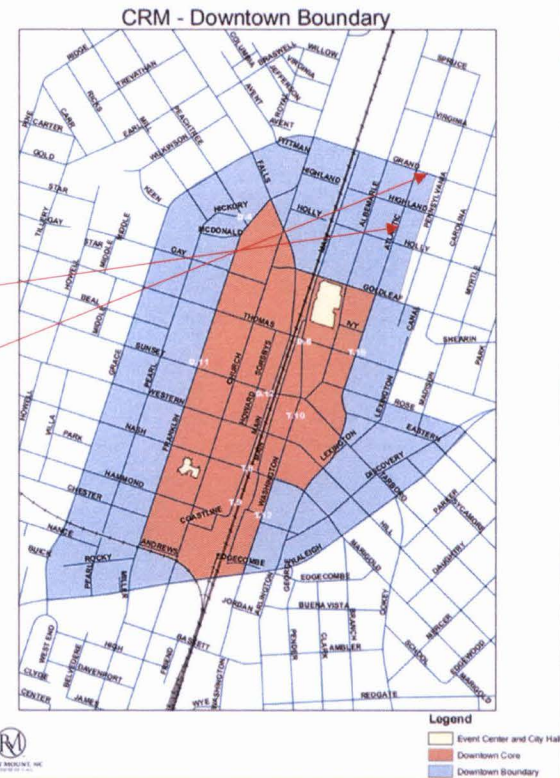
Economic Impact Future Investments 2 – 3 Years

- 700-space parking deck
- Tier one hotel, SpringHill Suites Marriott, that will have up to 109 rooms.
- 20,000 SF of retail space that will be oriented to support small businesses and entrepreneurship.
- 60 units of mixed-income oriented residential housing
- Total Development approx. \$50M
 - Private investment approx. \$33M
(hotel, retail, residential)





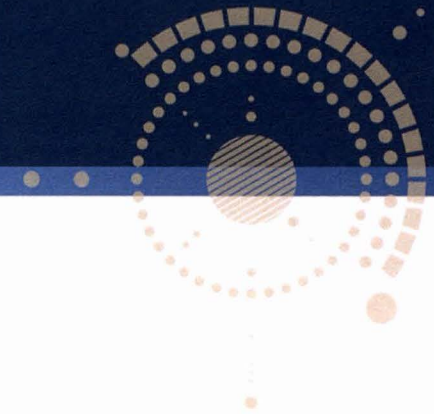
- Douglas Block Expansion
 - Replace Stokes buildings at Douglas with new mixed-use facility (Retail/Residential)
- Tarboro Street Housing
 - Proposed 60 units of affordable/work force housing
- Atlantic Avenue Corridor
 - Revitalize and improve properties and primary thoroughfare between I-64 to Event Center
- East Grand Avenue Corridor Study



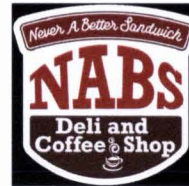


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Economic Impact Leveraging Private Investment



- **103 Total businesses**
 - *New: Mr. Barberman, D's Cutz, Neemas Clothing, Secret Graden II,*
 - *Legacy: Bulluck Furniture, Virginia's, Clothes Doctor, Davis Furniture*
- **40 at Station Square**
 - *Newest Neighbor: Carolinas Gateway Partnership*
- **7 New Eateries**
- **10 total Eateries**
- ✓ **7 Used Financial Incentives**





Existing Incentives	Purpose	Amount	Where Available	2019 - 2020	In Process
Downtown Building Assistance Program	Extensive building rehab, repairs. Must achieve Certificate of Occupancy. 50% matching grant up to \$20,000.	\$20,000 (50% Matching - Reimbursement)	Downtown Transitional (Within boundary of Grand, Grace, Raleigh, Atlantic, Lexington)	8	2
Accelerated Façade Improvement	Funding to repair improve the street appeal of existing downtown buildings.	\$5,000 (Reimbursement - No match required)	Downtown Core (Within boundary of Franklin, Goldleaf, Atlantic, Raleigh)	30	2
Roof Replacement & Repair	To fund roof repair or replacement. 50% matching grant up to \$10,000.	\$10,000 (50% Matching - Reimbursement)	Downtown Core	5	
Downtown Development Incentive	Funding to incent substantial renovation of downtown properties.	Reimbursement of increased property taxes over five years.	Downtown Core	3	2

Notable DBAP Successes: *Station Square - Moe & D's - Larema Coffee Shop
D Chill Spot – Belair Art Center – Blanchés Bistro*



Employees within half mile radius: 4,194
Population within half-mile radius: 1,400

- **Downtown residential can shape and define the character of downtown:**
 - Diverse Demographics
 - Mixed Income
 - Re-use for vacant and aging buildings
 - Greater Safety with density

- **Changing demographics contributing to the increase in demand for downtown residential:**
 - Young and old population segments are more likely to rent
Prefer walkable communities
 - Greater access to resources and entertainment activity
Low maintenance living/smaller



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Future Focus Case for Downtown Residential



	<u>Units</u>
Existing Residential in Downtown Core:	40
Under Construction:	24
Proposed at Tarboro St:	60
Target:	500

- **24-hour downtown residents provide consistent patronage of downtown merchants and restaurants:**

- Residents and workers in walking distance to retail spend three times as much at those retailers
- **Retail follows the people**

- **Contributes to increased property values in and around downtown:**

- Example: Moe & D's (Has 2nd Floor Residential)

Initial Tax Value: \$ 45,660

Post Rehab Tax Value: \$ 176,940

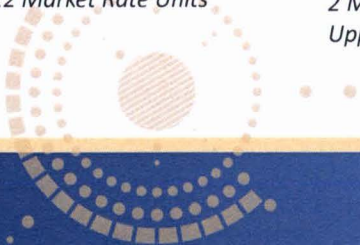
Tax Value Increase: \$ 131,280

Percentage Increase: 288% (288% increase in annual property tax)



Davis Lofts
147 SE Main St.
22 Market Rate Units

Andrew Clark
131 & 135 SE Main St.
2 Market Rate
Upper Floor Lofts





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Future Focus Case for Downtown Residential

Downtown Revitalization Incentive Grant Salisbury

The Downtown Salisbury Revitalization Incentives Program ("Downtown Revitalization Incentive Grant") was established by City Council in 2014 to promote economic growth within the Downtown Municipal District.

The incentives are designed to promote both new development and historic rehabilitation, with an emphasis on those projects that create new residential opportunities. The program is a package of four (4) grants, any or all of which may be utilized by a developer depending on the nature and scope of the project for which assistance is being requested:

- ❖ **Building Renovation Incentive Grant** covers 25% of eligible costs (up to \$50,000) for the stabilization and preservation of older, primarily historic properties.
- ❖ **Residential Production Incentive Grant** offers \$7,500 per residential unit created or upgraded (where project costs exceed \$35/gross sf2) to promote downtown residences.
- ❖ **Residential Utilities Incentive Grant** covers 50% of eligible costs (up to \$25,000) for the installation or upgrade of water utilities where project costs exceed \$5,000.
- ❖ **Fire Suppression Grant** covers 50% of fire line costs or \$2/sf2 (up to \$25,000) for sprinkler system installation.



Proposed Incentive	Purpose	Amount	Available
Residential Production Program	To incentivize re-use or new construction to develop residential units within the Downtown Core. Can be used for fire suppression, construction, fixtures leading to the availability of residential loft apts., condos.	\$5,000 per unit (Max \$50,000)	Downtown Core



- Contact Property Owners
- Make aware of property rehab resources
- Utilize Targeted Incentives
- Assist with Tenant Recruitment
- Demolition by Neglect final resource



164 & 170 Howard St



202 SW Main St



238 SW Main St



146 SW Main St

COMBINED DOWNTOWN CORE PROPERTY INVENTORY SUMMARY										
Total Buildings	170									
Total Vacant Lots	30									
PROPERTY GENERAL CONDITION			FAÇADE		WINDOW/DOOR		ROOF		VACANT / OCCUPIED	
Good	68	40%	78	46%	79	46%	83	49%	O	90
Fair	45	26%	49	29%	49	29%	45	26%	V	80
Poor	57	34%	43	25%	42	25%	42	25%		
EDGECOMBE COUNTY										
Buildings	69									
Lots	26									
Good	12	17%								
Fair	26	38%								
Poor	31	45%								
NASH COUNTY										
Buildings	101									
Lots	4									
Good	56	55%								
Fair	19	19%								
Poor	26	26%								



Rocky Mount History

1982 - Designated "Affiliate" member
1983 - Designation rescinded
2001 - Reinstated "Affiliate" member
2017 - Designated "Accredited" member
2018 - Designated "Affiliate" member

Membership Benefits

- Partnership
- Training
- Technical Assistance
- Network
- Funding
- Resources
- Economic Impact
- Recognition

NC Main Street Members are considered "Affiliate" or "Accredited"

- Evaluated annually to determine Affiliate or Accredited Status
- Members agree to meet basic standards of performance

NC Main Street Standards of Performance

- Broad-based Public/Private community support
- Developed Vision and Mission statements relevant to community conditions
- Has a comprehensive Main Street Work Plan
- Possesses an historic preservation ethic
- Has an active board of directors and committees (CCRP)
- Has an adequate operating budget
- Has a paid professional program manager
- Conducts a program of ongoing training for staff and volunteers
- Reports key downtown statistics
- Is a current member of the Main Street America Network
- Director/Volunteer attend required Trainings & Conferences

To be Accredited

- *Meet basic standards of performance*
- *High level achievement of Annual Work Plan (CCRP)*



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Future Focus Activity & Entertainment



Successful 1st Food Truck Invasion

- 3,000+ Attended
 - Incorporated Event Center
https://drive.google.com/file/d/1FORUhmZQTFDjpv6N_u4kBN6vKdR_dMk/view
- **Imperial Center Activities**
 - Downtown Live, First Fridays & Various other
- Successful Juneteenth
- Bar Crawl Events (Halloween & Ugly Sweater)
- Spring Affair Food Truck Rodeo (Station Square)
- Christmas Shopping Spree

Propose:

- Activity programming at Booker T Theater
- Host first Rocky Mount "June Jubilee" Music Festival
 - Multi-Venue [Event Center; Imperial Center; Booker T Theater; Monk Park]
 - Multi-Day [2-Day event]
 - Combine with Food Truck Invasion and Juneteenth
 - Promote Crafts (Reminiscent of Down East Festival)
- Increase Sponsorship of Downtown Events





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Future Focus *Marketing & Promotion*



- Expand use of Downtown Website & Social Media
 - *Monthly Downtown Business Feature*
 - *Event & Programming Awareness*
- Create Downtown Promotional Video
 - *For Business and Investor Recruitment*
- Create Electronic Newsletter
 - *Distribution:*
 - *Downtown Network*
 - *Businesses throughout the city*
- Mural at 129 NE Main St.
 - *Owned by 129 NE Main Inc.*
 - *Located within the Washington Street public parking Lot*
 - *Cost \$15,000*

MEMORANDUM



ROCKY MOUNT, NC
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To: Rochelle Small-Toney, City Manager
From: Latasha Hall, Director of Business & Collections Services (Interim)
Date: 07/09/2020
Re: Proposed Use of CDBG-CV Funds

Due to the COVID-19 pandemic, on March 19, 2020, Rocky Mount City Council approved a moratorium to prevent the disconnection of utilities due to non-payment. On March 30, 2020 Governor Cooper issued Executive Order No.124, "Stay at Home" order, which also prevents the disconnection of utilities for non-payment in response to the COVID-19 pandemic, where many City of Rocky Mount utility customers have and are continuing to experience a financial hardship. The unemployment rate increased 132.73% from March 2020 to April 2020.

As of July 6, 2020, there were 4,227, approx. 14% of total residential accounts, with delinquent balances totaling more than \$911, 901.07. In reviewing \$200 or greater balances that are 30 to 120 days in arrears the average bill amount was \$512.32 per customer. With a continued focus on efforts to assist utility customers, the Business and Collections Services Department proactively contacted customers offering repayment plans and referrals to our local partners for utility payment assistance. These actions were to address the increasing utility balances during the state and local moratoriums. Additionally, to provide more COVID related assistance, we established the Utilities Assistance Program (UAP), an expansion of our W.A.R.M. program. We are also proposing to use \$50,000 of General Fund resources to assist households that are non CDBG-CV eligible.

The initial UAP funds (\$5,000) received via United Way (UW COVID-19) are time sensitive and limited and we are proposing the use of CDBG-CV funds to help elevate the financial hardship resulting from COVID-19 layoffs and reduction of income. To date the UW COVID-19 funding has provided \$2,267.91 in assistance to 12 customers and we anticipate through direct customer contact the expenditure of the remaining funds by August 12, 2020. It is our request that all funds be authorized to assist 745 customers that have balances that are 30 to 120 days in arrears.

The table below reflects the allocation of the \$309, 806.00 of CDBG-CV funds to provide one-time utility assistance to City of Rocky Mount residential customers who are below the 80% AMI for our area. The customers who exceed the 80% threshold will also be eligible for assistance from remaining monies allocated from the General Fund.

<u>Goal Outcome Indicator</u>	<u>Goal</u>	<u>UW- UAP Funds*</u>	<u>CDBG-CV Funds</u>	<u>General Fund</u>
Residential Utility Assistance for Low/Moderate Income Housing Benefit	620 customers	\$5,000.00	\$309,806.00	
Households Non CDBG-CV eligible	125 customers			\$50,000

**CDBG funds allocated to Residential Utility Assistance (Low/Moderate Income) is based on Chapter 69-Community Development 5304(b)(3)(A) The Public Health and Welfare which requires that 70% of the funds be utilized to serve the aforementioned population. The remaining 30% is being allocated to serve Commercial Utility customers.*



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Utility Assistance Program (UAP)

COVID-19 Relief

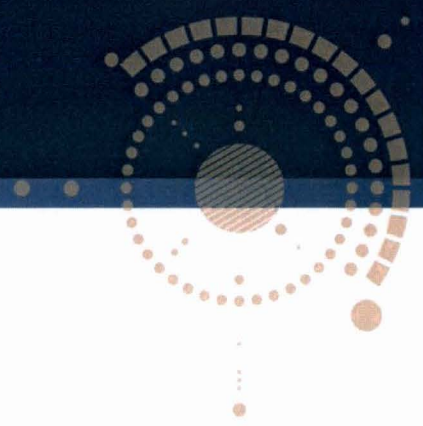
July 13, 2020, Latasha Hall, Director of Business and
Collections Services (Interim)





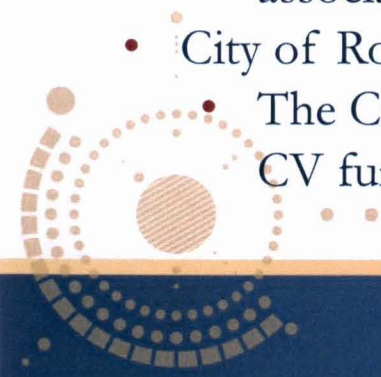
COVID-19 Financial Impact

- Executive Order No. 121 (Stay at Home) was effective March 30th.
- The Unemployment Rate for Rocky Mount increased 132.73% from March 2020 to April 2020
- As of July 6, 2020, 4,227 out of approximately 25,000 residential only utility accounts were 31-120 days delinquent on utilities
- Those accounts (residential class only) 31-120 days in arrears total \$911,901.07 in unpaid services



COVID Relief Funding

- United Way – Urgent Relief Grant (URG)
 - Provided \$5,000 in immediate utility assistance relief for those who suffered a loss of income as a result of COVID-19*
- Community Development Block Grant-CV (CDBG-CV)
 - Government allocated \$309,806 to the City of Rocky Mount to assist with expenses associated with combating COVID-19 spread and its effects
- City of Rocky Mount General Fund
 - The City is proposing an allocation of \$50,000 for customers not eligible for CDBG-CV funding





Goal Outcome	Goal	United Way UAP Fund*	CDBG-CV Funds	General Fund
Residential Utility Assistance for Low/Moderate Income Housing Benefit	620 citizens	\$5,000.00	\$309,806.00	
Non CBDG Eligible Households	125 citizens			\$50,000.00

Utility Assistance Program (UAP-CV) serves

All residential customers

- Documented hardship associated with loss/reduction of income resulting from COVID-19
- Various income levels
- Account delinquencies from 31 to 120 days





Funding Source	Assistance Term/ Amount	Income Requirement	Target Population
United Way - URG	1 month/up to \$200 Max	No Area Median Income (AMI) limit	Any City of Rocky Mount utility customer
CDBG-CV	1 month/up to \$500 Max	80% AMI or Below	Any City of Rocky Mount utility customer
General Fund	1 month/up to \$500 Max	No AMI limit	Any City of Rocky Mount utility customer

COVID Relief Funding Assistance for Residential Customers



Business and Collections Services Action Items

- Director and Customer Assistance Specialists (CASs) finalize electronic, phone and paper intake process
- Collaborate with Community Business and Development Director to build reports to capture required data
- Partner with Communications, Marketing and Public Relations Department to develop public solicitation notices outlying program assistance levels and requirements
- Establish date to begin accepting applications (CDBG-CV)

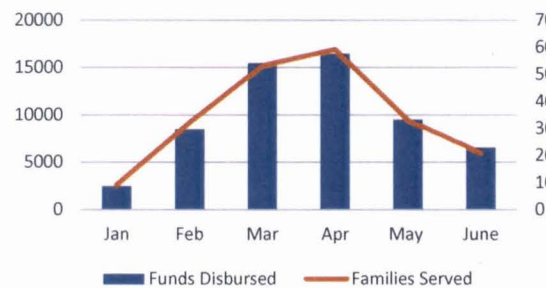


Customer Assistance Specialists

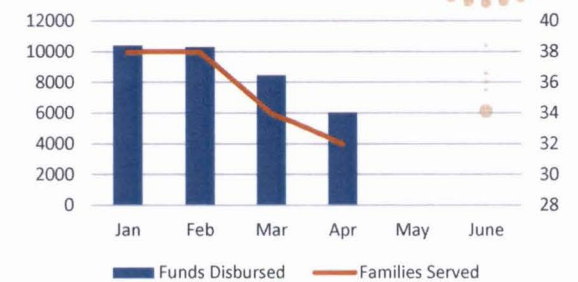
Currently serve as intake and referral source for utilities assistance for citizens.

The graphs to the right shows WARM program trends for the last 3 years. The WARM program aids from January to May annually.

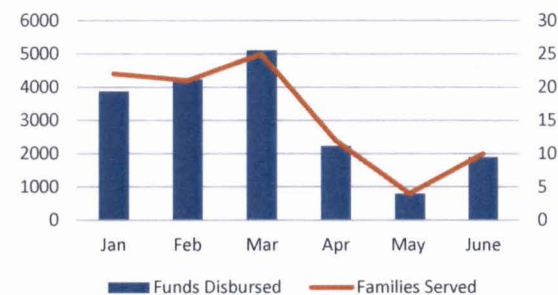
2018 WARM Season



2019 WARM Season



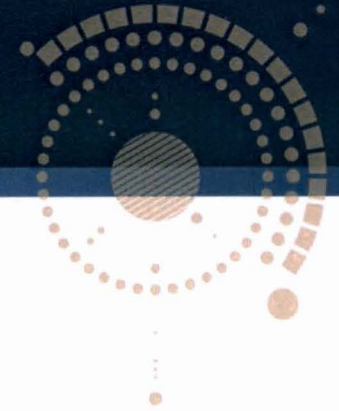
2020 WARM Season



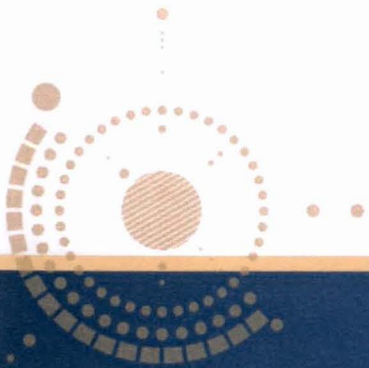


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Questions & Questions



Are there any questions?



MEMORANDUM



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Committee of the Whole

To: Rochelle D. Small-Toney, City Manager
Cc: Natasha S. Hampton, Assistant City Manager
Latasha L. Hall, Director of Business & Connections Services
From: Cynthia T. Jones, Director of Community & Business Development *CJ*
Date: June 23, 2020
Re: Edgecombe County Coronavirus Relief Fund Allocation to the city of Rocky Mount

Background:

Edgecombe County has received a \$1,087,000 allocation under the Coronavirus Relief Fund (CRF) from the State of North Carolina. Edgecombe County is allowed to make subgrants for eligible projects to local municipalities. Each municipality is eligible to receive an allotment proportionate to its population. Based on this method, Rocky Mount is eligible to receive up to \$300,000.

Issue:

City Council authorization is required to enter into an agreement with Edgecombe County for the North Carolina Coronavirus Relief Fund (CRF).

Recommendation:

The following action is recommended:

City Council's authorization for staff to proceed in preparing the CRF application which will specify the intended use of the allotment will be used to assist city of Rocky Mount utility customers located in Edgecombe County who were affected by COVID-19.

The application must be submitted to Edgecombe County by July 24, 2020.



Edgecombe County

County Administration Building
201 St. Andrew St., PO Box 10 Tarboro, NC 27886
252-641-7834 · Fax 252-641-0456
www.edgecombecountync.gov

Eric Evans
County Manager
ericevans@edgecombeco.com

June 11, 2020

Mayor Saunders Roberson, Jr.
City of Rocky Mount
PO Box 1180
Rocky Mount, NC 27802-1180

Dear Mayor Roberson:

Edgecombe County has received an allocation under the Coronavirus Relief Fund (CRF) from the State of North Carolina. We are allowed to make subgrants for eligible projects to our municipalities. The Edgecombe County Board of Commissioners approved a \$250,000 total allotment, each municipality eligible to receive an allotment proportionate to its population. Based on this method, Rocky Mount is eligible to receive up to **\$125,000**.

Attached is information describing eligible uses of this funding. You should note that the funds will have to be **expended by December 31, 2020**. Edgecombe County is ultimately accountable for the use of these funds. Therefore, we ask that you first submit a request for funds using the forms enclosed. Once reviewed, a recommendation will be made to the Board of Commissioners. Funds approved for your municipality will be distributed once a subrecipient agreement is executed by your Board. You will also be required to submit a final report detailing how the funds were used, and any unused funds must be returned with sufficient time to reallocate and expend before the deadline. These provisions will be detailed in the agreement.

The next step is to review the information enclosed. I would encourage you to also visit the NC Pandemic Recovery Office (NCPRO) website for more information explaining the eligible and ineligible uses of CRF funding at www.nc.gov/agencies/ncpro. If you find you have uses that qualify, complete the enclosed application form and budget justification form and return no later than **Friday, June 26, 2020**. If you are unable to meet that deadline, we will have a second date for acceptance, which will be **July 24, 2020**. Send application forms to:

Located on the Edge of Yesterday and Tomorrow



Edgecombe County

County Administration Building
201 St. Andrew St., PO Box 10 Tarboro, NC 27886
252-641-7834 · Fax 252-641-0456
www.edgecombecountync.gov

Eric Evans
County Manager
ericevans@edgecombeco.com

Eric Evans, County Manager
P.O. Box 10 - 201 St. Andrew Street
Tarboro, NC 27886

[You may also email to ericevans@edgecombeco.com](mailto:ericevans@edgecombeco.com)

I look forward to hearing from you. If you have questions, feel free to contact me at (252) 641-7834 or ericevans@edgecombeco.com.

Sincerely,

A handwritten signature in cursive script that reads "Eric Evans".

Eric Evans, County Manager

cc: Rochelle Small-Toney, City Manager (via email)



MEMORANDUM



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Committee of the Whole

To: Cynthia T. Jones, Director of Community & Business Development
Cc: Natasha S. Hampton, Assistant City Manager
From: Cornelia L. McGee, Community Development Administrator
Date: June 18, 2020
Re: Down East HOME Consortium (DEHC) Reconciliation

Issue:

The Community & Business Development Department (CBD), City Manager's Office, Budget Office, and Finance Department met and collaborated to finalize the Down East HOME Consortium's reconciliation unallocated funds for Edgecombe and Nash Counties. After an extensive amount of research, staff has compiled accounting records starting from the conception of the DEHC in 1995 until present.

The table below depicts allocations for both Edgecombe and Nash Counties:

Jurisdiction	DEHC Fund Allocations
Edgecombe County	\$573,791.52
Nash County	\$1,156,170.55
Total	\$1,729,962.07

In corresponding with Mr. Michael Johnson, HUD Senior Community Planning & Development Representative, as lead agency for the DEHC, we will request that each jurisdiction identifies eligible projects to satisfy the above allocations. As this is both a sensitive and timely matter, we recommend that eligible projects be completed within three (3) years of the Counties agreeing upon the provided information.

The City of Rocky Mount currently has a balance of \$1,219,068.50 (as of June 18, 2020) as reflected in the Integrated Disbursement and Information System (IDIS) to assist with the reconciliation.

In the upcoming FY 2020-2021, the City of Rocky Mount will use its HOME allocations in the amount of \$194,371 to assist with the reconciliation. This would bring the total to \$1,413,439.50 leaving a balance of \$316,522.57 that the city will need to obligate to fulfill the reconciliation in future years.

Recommendations:

The recommendations are as follows:

1. City Council's approval of the unallocated funds for Edgecombe and Nash Counties.
2. Authorize City Manager to develop, execute, and enter into a Memorandum of Understanding between the City of Rocky Mount and Edgecombe and Nash Counties for the allocation of these funds to Edgecombe and Nash Counties.
3. Additionally, it is recommended that the unallocated funds be used for eligible projects in Edgecombe and Nash Counties over a three-year period.



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Down East HOME Consortium
(DEHC) Allocations

July 13, 2020

*Cynthia T. Jones, Director of
Community and Business Development*





History of The Down East HOME Consortium

- ❑ In late 1996, ten local communities in Edgecombe and Nash Counties formed the Consortium.
- ❑ The City of Rocky Mount, a Community Development Block Grant (CDBG) Entitlement City, serves as the Lead Entity.
- ❑ In 1997, the Consortium began to receive HOME Investment Partnerships (HOME) Program funds.
- ❑ When the DEHC was established, the member jurisdictions agreed upon an allocation formula based on the percent of total Consortium population for each member. Subsequently, the DEHC agreed to disburse funds on a County basis, excluding Rocky Mount.
- ❑ A consortium is formed for a three-year qualification period, during which time it receives annual HOME allocation.

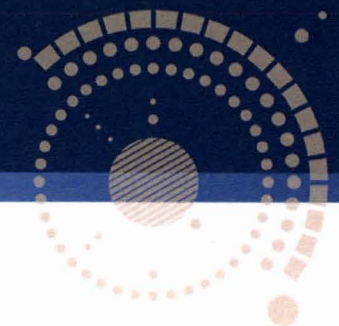


DEHC Allocations

Jurisdiction	DEHC Fund Allocation
Edgecombe County*	\$573,791.52
Nash County**	\$1,156,170.55
Total	\$1,729,962.07

*Conetoe, Pinetops, Princeville, Sharpsburg, and Whitakers

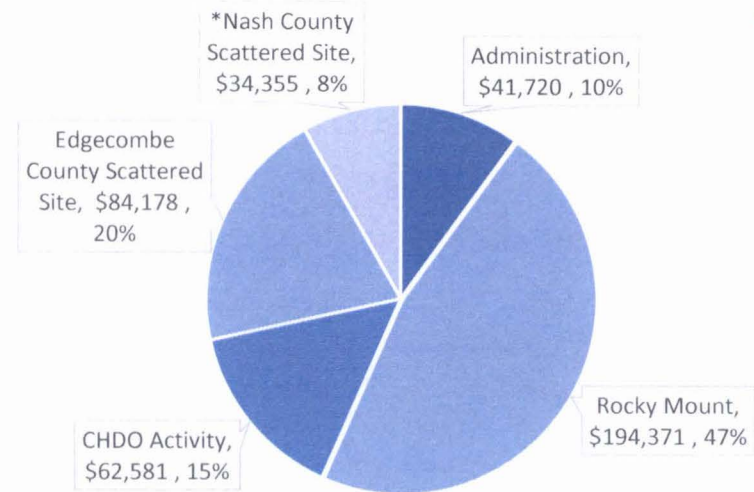
**Dortches, Middlesex, Nashville, Spring Hope, Sharpsburg, and Whitakers



DEHC HOME FUND ALLOCATIONS- \$417,205

- ❑ Each year, the City receives HOME funding according to a federal formula based on size, demographics, and housing characteristics.
- ❑ Rocky Mount's allocation is reserved for reconciliation and repayment to the counties.
- ❑ The purpose of the HOME Program is to create affordable housing for low-income households.
- ❑ The eligibility of households for HOME assistance varies depending on the project being funded.

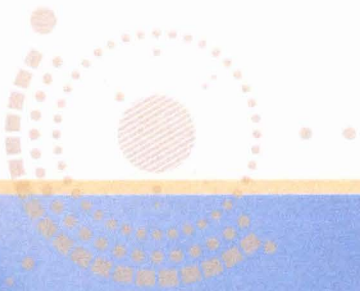
Total FY2020 DEHC Home Award: \$417,205





Recommendations

- City Council's approval of the unallocated funds.
- Authorize City Manager to develop, execute, and enter into a Memorandum of Understanding between the City of Rocky Mount and Edgecombe and Nash Counties.
- Additionally, it is recommended that the unallocated funds be used for eligible projects in Edgecombe and Nash Counties over a three-year period.



MEMORANDUM



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To: Mayor & City Council
Cc:
From: Rochelle D. Small-Toney, City Manager
Date: 07/09/2020
Re: Establishing June 19th, Juneteenth, as a Paid Holiday for City Employees

June 19th, Juneteenth, is an important day in American History. This date marks the day in 1865 when African Americans living in Texas received notice their enslavement was abolished by the Emancipation Proclamation. Juneteenth is the day African Americans across the country celebrate their freedom from slavery, which had existed in the land of the United States and its colonies since 1619.

The recognition of Juneteenth is an essential way to acknowledge the challenges faced by African Americans, as well as celebrate their accomplishments and achievements. In Rocky Mount, celebration of Juneteenth is a major annual event, which is now organized by the Parks & Recreation Department in coordination with several community groups.

On June 6, 2020, Wake County Board of Commissioners adopted legislation establishing Juneteenth as a paid holiday for Wake County Government employees. Similar legislation was adopted by the City of Raleigh on June 7, 2020. I also anticipate this same action to take place in other local governments in North Carolina in the near future.

Our diverse City employees deserve the opportunity to celebrate their freedom and African American heritage. I believe establishing June 19th, Juneteenth, as a paid holiday for City employees would continue our efforts to promote diversity and inclusion within our organization.

Implementation of June 19th, Juneteenth, as a paid holiday for City employees requires a resolution establishing the holiday, and an ordinance amending the City Code with regard to provisions for paid employee holidays. I recommend adoption of both the Resolution and Ordinance at the next meeting of City Council.

Sec. 16-132. - Holidays.

- (a) All employees shall receive full pay for the following holidays which shall be observed by all departments:

New Year's Day;

Martin Luther King's Birthday;

Good Friday;

Memorial Day;

Independence Day;

Juneteenth (June 19th);

Labor Day;

Thanksgiving Day and the following day; and

Christmas.

Regular part-time employees shall receive partial pay for the above-listed holidays based on the number of hours in their normal workday subject to the provisions in this section.

- (b) Except for Christmas, which is provided for below, if the holiday falls on Saturday or Sunday, the preceding Friday or the following Monday will be observed as a holiday as determined by the city manager. Employees required to work on an observed holiday shall receive compensation at their regular rate for all hours worked on the holiday plus either:
- (1) Holiday pay equal to their regular daily rate; or
 - (2) Time off on an hour-for-hour basis at a time which will least obstruct the normal operations of the department. If the employee actually works on the holiday and his hours worked during that workweek exceed forty (40), overtime pay will be due the employee for all hours over forty (40).

Employees who do not work their regularly scheduled workday immediately preceding or following a holiday, and do not have authorized sick or annual leave, shall not receive holiday pay for the holiday.

- (c) The Christmas holidays shall include December 24, 25 and 26. Eligibility for holiday pay for each department each year shall be the same as the eligibility for the general administrative offices as determined by the city manager. Holiday pay for the Christmas holidays shall be paid in accordance with the provisions of subsection (b) above.
- (d) Holidays shall be defined as that period of time beginning at 7:00 a.m. on the day observed as the holiday and ending of 6:59 a.m. the following day, except that for the fire department, holidays are defined as that period beginning at 7:45 a.m. on the day observed as the holiday and ending at 8:00 a.m. on the following day.

(Code 1967, § 2-62; Ord. No. 0-88-4, § 1, 1-11-88; Ord. No. 0-91-45, § 1, 7-8-91)

State Law reference— Dates of public holidays, G.S. § 103-4.

MEMORANDUM



ROCKY MOUNT, NC
THE CENTER OF IT ALL

To: Rochelle D. Small-Toney, City Manager
Cc:
From: Kenneth Hunter, Assistant to the City Manager for Budget & Evaluation
Date: 07/07/2020
Re: Estimate on Costs of Additional Paid Holiday

Presently, the City of Rocky Mount has 10 scheduled paid holidays for calendar year 2020. The total costs for these holidays include the following components:

- Direct: Holiday overtime for employees required to work on paid holidays.
- Indirect: Regular payroll and benefit costs

Based on information available from the FY 2021 Annual Operating Budget, including both the General Fund and Utility Enterprise Funds, the following provides an estimate of direct, indirect, and total costs for current paid holidays:

Cost Component	Cost per Day	Annual Cost
Direct: Holiday Overtime	\$35,000	\$350,000
Indirect: Regular Payroll	\$172,850	\$1,728,500
Indirect: Benefits	\$34,570	\$345,700
Total	\$242,420	\$2,424,200

Including an additional day of paid holiday would directly cost the City approximately \$35,000, with indirect costs of approximately \$207,420.

**RESOLUTION DECLARING JUNE 19TH, JUNETEENTH, A PAID HOLIDAY FOR
CITY OF ROCKY MOUNT EMPLOYEES**

WHEREAS, the City Council maintains the right to modify its personnel ordinance and policy to affect a more desirable result for eligible employees; and

WHEREAS, the month of June is the time that many in our nation, recognize Juneteenth as the holiday that celebrates Emancipation Day, the day in history when the last state ratified the Emancipation Proclamation; and

WHEREAS, on June 19, 1865, African Americans of Texas received notice that slavery had been abolished as a result of the Emancipation Proclamation, which became official January 1, 1863; and

WHEREAS, June 19th also marks the day that African Americans in the southern states exercised independence from those who benefitted from their labors in the founding of this nation; and

WHEREAS, the journey of African Americans represents both great achievements and great hardship; and

WHEREAS, this City Council is committed to identifying actionable items to improve policies and procedures, to improve access to opportunities and to ensure that employees do not experience inequities in City of Rocky Mount Government; and

WHEREAS, we value diversity and are united in our opposition to racism and hate. We stand in solidarity with our African American employees and their families.

NOW THEREFORE, BE IT RESOLVED that City of Rocky Mount does hereby recognize June 19 as Juneteenth, which shall be a paid holiday for City of Rocky Mount Employees.

Introduced: July 13, 2020

Adopted: July 13, 2020

Pam Casey

City Clerk

**ORDINANCE AMENDING CHAPTER 16 OF THE CODE OF THE CITY OF ROCKY MOUNT
ENTITLED "PERSONNEL"**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCKY MOUNT:

Section 1. That DIVISION 5 entitled: "CONDITIONS OF EMPLOYMENT"; ARTICLE II. PERSONNEL PLAN OF THE CITY OF ROCKY MOUNT of Chapter 16 of the Code of the City of Rocky Mount entitled "Personnel" be amended by adding the underlined text as follows:

DIVISION 5. CONDITIONS OF EMPLOYMENT

Sec. 16-132. Holidays

(a) All employees shall receive full pay for the following holidays which shall be observed by all departments:

New Year's Day;

Martin Luther King's Birthday;

Good Friday;

Memorial Day;

Independence Day;

Juneteenth;

Labor Day;

Thanksgiving Day and the following day; and

Christmas.

Regular part-time employees shall receive partial pay for the above-listed holidays based on the number of hours in their normal workday subject to the provisions in this section.

Section 2. (a) All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

(b) This ordinance shall be effective January 1, 2021.

INTRODUCED: 07-13-2020

ADOPTED: 07-13-2020

Pamela Casey

City Clerk



NEWS RELEASE

P.O. DRAWER 1180, ROCKY MOUNT, NC 27802-1180 (252) 972-1322

The Mayor and Rocky Mount City Council will consider appointments to several City boards and commissions at an upcoming Committee of the Whole meeting. Applications will be accepted until July 10, 2020.

Following is a list of appointments to be considered:

- Animal Care and Control Advisory Board - four (4) appointments: Wards 1, 3, 4 and 6;
- Board of Adjustment – six (6) appointments: Wards 1, 4, 6, 7 and 2 Alternate Members;
- Business Development Authority – two (2) appointments;
- Central City Revitalization Panel - seven (7) appointments: one (1) Central City Business Owner; one (1) Historic Preservation Commission; two (2) Members-at-Large; and three (3) Ex-Officio members;
- Community Appeals Board - four (4) appointments: Wards 1, 4, 5 and 7;
- Historic Preservation Commission - four (4) appointments;
- Martin Luther King, Jr. Commission – four (4) appointments;
- Mayor’s Commission on Persons with Disabilities – nine (9) appointments;
- Planning Board – two (2) appointments: Wards 2 and 6;
- Redevelopment Commission – five (5) appointments;
- Rocky Mount – Wilson Airport Authority – one (1) appointment;
- Tree Advisory Board – three (3) appointments - Wards 2, 3 and 4;
- Utility Service Review Board – three (3) appointments: Wards 4, 6 and 7; and
- Workforce Housing Advisory Commission – three (3) appointments: Ward 6, one (1) Faith-based Community member and one (1) Business Community member
- Braswell Memorial Library – three (3) appointments

The individuals presently serving on these various boards whose terms are expiring are eligible for reappointment and may be considered by the Mayor and City Council in the appointment process along with any other applicants.

Mayor C. Saunders Roberson, Jr., commenting on the contributions of the various boards and commissions, said, “What helps this City achieve greatness is the involvement of our citizens at all levels. By participating in one of the various Boards and Commissions, you will be providing expertise and input that is invaluable to achieving the quality the City strives for in delivery of services. We are fortunate to have individuals of very high caliber willing to serve on these boards and we are continually looking for new voices to join in.”

Anyone interested in appointment to any of these boards should submit the application in writing to the City Clerk’s office, P.O. Box 1180, Rocky Mount, NC 27802-1180 or via email to pamela.casey@rockymountnc.gov on or before July 10, 2020. A resume’ of each applicant may accompany the Personal History Form signed by the applicant indicating their willingness to serve should they be appointed. Personal History Forms are available in the City Clerk’s office or on the City’s website at the bottom of the City Clerk’s page. For more information please call 252-972-1319.

- END -