

ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
JULY 8, 2013
AT 7:00 P.M.

NOTE: WHEN SPEAKING BEFORE TOWN COUNCIL, PLEASE COME TO THE PODIUM AND GIVE YOUR NAME AND ADDRESS, ADDRESSING TOWN COUNCIL AND NOT THE AUDIENCE. WHEN GIVING COUNCIL ANY DOCUMENTATION, COPIES ARE TO BE GIVEN TO THE TOWN CLERK PRIOR TO SPEAKING. ALL CELLULAR PHONES MUST BE TURNED OFF DURING COUNCIL MEETING. THE TOWN OF ROCKY MOUNT IS PLEASED TO OFFER ASSISTANCE DEVICES AT ITS MEETING FOR THOSE ATTENDING WITH SPECIAL HEARING NEEDS. ASK ANY STAFF MEMBER OR THE TOWN CLERK AND A DEVICE WILL BE LOANED TO YOU.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items
(none at this time)
- V. Public Hearing(s)
(none at this time)
- VI. Approval of Draft Minutes
 - June 10, 2013 Regular Council Meeting
- VII. Approval of Consent Agenda
 - Miscellaneous Resolutions/Proclamations
 - Miscellaneous Action
 - Departmental Monthly Reports
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
(none at this time)
- IX. Old Business
 - A. Progress Report on the Harvester Performance Center
- X. New Business
 - A. Request of Assistant Town Manager regarding scheduling a special event at the Farmers' Market.

- B. Review and consideration of rescheduling Council regular October meeting in relation to upcoming Virginia Municipal League Conference.
- C. Request of Franklin County Senior Class of 2014 to hold their fundraiser race "Eagle Pride 5k".

XI. Committee Reports

- A. Public Utilities Committee and Streets, Sidewalks & Streetlights Committee Joint Meeting
 - Drainage behind Thompson Tire.
 - Paving at Jubal's Retreat.
 - Customers wishing to downsize their water meters.

XII. Other Matters, Concerns and Rise 'N Shine Appearances

- A. Referrals to Planning Commission from Rocky Mount Town Council
- B. *Rise 'N Shine* Appearances

XIII. Closed Meeting and Action
(none at this time)

XIV. Adjournment

Copies of the agenda packet are available for review at the Town Clerk's Office located at the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia, Monday through Friday, during normal working hours (8 a.m. to 5 p.m.), or by going to Town of Rocky Mount website: www.rockymountva.org.

Notice of intent to comply with Americans With Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance notification has been received by the Town Clerk's Office. For assistance, please contact the Town Clerk's Office, Town of Rocky Mount, 345 Donald Avenue, Rocky Mount, Va. 24151, or by calling (540) 483-7660.

Thank you for taking the time to participate in your Town Council meeting. The Mayor and members of Council invite and encourage you to attend whenever possible because good government depends on the interest and involvement of citizens.

**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
JUNE 10, 2013**

The June 10, 2013 regular Council meeting of the Rocky Mount Town Council was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Billie W. Stockton

The meeting was called to order by Mayor Angle.

For the record, the following were present: All members of Town Council as noted, Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins (and Planning & Zoning Administrator), Town Attorney John T. Boitnott, Captain Kenneth Criner (in lieu of Chief of Police), Finance Director Linda Woody, Public Works Director Cecil R. Mason, Town Planner Patrick Rust, Superintendent of Water Department Robert Deitrich, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts.

Absent were Chief of Police David Cundiff and the Superintendent of Wastewater Department Timothy Burton.

The Mayor led the *Pledge of Allegiance*.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval.

The Mayor stated that the Assistant Town Manager has requested that the agenda be amended to include under "New Business" an item pertaining to an appointment to the Town of Rocky Mount's Economic Development Authority Board.

Motion action taken:

Motion was made by Council Member Moyer to approve the agenda as amended, seconded by Council Member Stockton and carried unanimously by those present,.

SPECIAL ITEMS

Let the record show there were no special items to discuss at this time.

PUBLIC HEARING

Let the record show there were no public hearings at this time.

APPROVAL OF MINUTES

Prior to the meeting, Council had received for consideration of approval the following draft minutes:

- May 13, 2013 Regular Council Meeting

The Mayor asked if there were any changes to the draft minutes, and there being none, the Mayor entertained a motion.

Motion action taken:

Motion was made by Council Member Greer to approve the Council meeting minutes as presented with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

APPROVAL OF CONSENT AGENDA

The approval of the *Consent Agenda* consists of approving any miscellaneous resolutions/proclamations, miscellaneous action, departmental monthly reports, and bill list that were submitted prior to the meeting for Council's review and consideration.

- Miscellaneous Resolutions/Proclamations
 - Review and consideration of approval of draft "Resolution by the Rocky Mount Town Council Proclaiming June 17-23, 2013 as Amateur Radio Week".
- Miscellaneous Action
 - Review and consideration of approval of request of Franklin County that the Town of Rocky Mount participate in a joint donation to the Friends of the Rivers to support their purchase of the old Rocky Mount Power Dam on the Pigg River.

Dialogue: Discussion ensued regarding the request of a donation of \$2,000 from the Town of Rocky Mount and \$6,000 from Franklin County. The Assistant Town Manager explained to Council the details of the requests and how it all tied in with the Friends of the Rivers. The Town Manager informed Council that the Superintendent of the Wastewater Plant felt that this would be advantageous to the Town if

you take into consideration that if the dam is removed, a potential hazard is diverted if the debris from the dam breaks loose on its own and floods the Wastewater Treatment Plant area.

- Departmental Monthly Report
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Waste Water Department
 - Water Department
- Bill List

There being no further comments, the Mayor entertained a motion.

Motion action taken:

Motion was made by Council Member Greer to approve the draft *Consent Agenda*, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

HEARING OF CITIZENS

Let the record show that no one had contacted the Town Clerk's Office wishing to speak before Council at this time.

At this time, the Mayor opened the floor to anyone wishing to come before Council.

Let the record show that no one came forward at this time.

OLD BUSINESS

- A. Update on VML/VACo Finance regarding converting two Town of Rocky Mount's outstanding bonds to long-term loans to obtain savings for the Town of Rocky Mount.

Dialogue: The Town Manager explained to Council that during their May meeting, they had passed a resolution seeking input from VML/VACo Finance regarding converting two of the Town's outstanding bonds to long-term loans to obtain savings for the Town. He further explained that VML/VACo Finance has bid out the conversion of the bonds to loans and is in negotiations with Rocky Mount's Carter Bank & Trust to finalize a decision making package to present to Council; therefore, since it was not ready for the Council June meeting, it will be presented as an agenda item during their regular July meeting.

No action taken.

NEW BUSINESS

- A. Review and consideration of scheduling a special Rocky Mount Town Council meeting for a guided tour of the new equipment installation at the Town of Rocky Mount's Water Plant.

Dialogue: The Town Manager explained that with the installation of the new equipment at the Town of Rocky Mount's Water Plant, a tour for all Council members would need to be considered, with this being a special Council meeting. Discussion ensued on the best date and time to meet.

Consensus action:

Consensus of Council that a special Council meeting be set up on August 8, 2013 at 4:00 p.m. Town Clerk will set up the meeting.

- B. Review and consideration of request of Office of Economic Development of Franklin County to allow them to use the Town-owned Claiborne Avenue parking lot for their annual Mountain Spirits Festival.

Dialogue: The Assistant Town Manager informed Council that a request was received from Michael Burnette, Director of Office of Economic Development for Franklin County, for Council's approval for them to use the Town-owned Claiborne Avenue parking lot for their annual Mountain Spirits Festival that is scheduled for October 5th, with their request including that they be allowed to set up and prepare for the festival on (Friday) October 4th, with the actual event taking place on (Saturday) October 5th, with event ending around 3:00 p.m. He further informed Council that Town staff did not object to their request, but that Council consider adding the following stipulations if approved:

1. There will be no festival parking in the reserved parking area that is designated for J&J Fashions.
2. There will be no damage to the Town's parking lot (i.e., using spikes to put the tents in place). He stated that last year the parking lot was damaged due to spikes being used and he wanted to make sure that this year they understood that the parking lot could not be damaged if they use it.

There being no further comments, the Mayor entertained a motion.

Motion action taken:

Motion was made by Council Member Greer to grant the request along with the stipulations as outlined by the Assistant Town Manager, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

C. Update of Franklin County's Enterprise Zone application.

Dialogue: The Assistant Town Manager reminded Council that the Town of Rocky Mount's Enterprise Zone (EZ) would expire by the end of this year. He relayed to them that Franklin County will be considering submitting to the State an Enterprise Zone application, which would include most of the parcels that the Town already has listed in the Town's EZ.

Discussion ensued on how many parcels were included in the Town's current EZ, with the Town Planner indicating that to the best of his knowledge, he calculates that before there were about 700 acres, but with the Town being included in the proposed Franklin County's EZ application, there would be 900 acres for the Town, with the biggest increase being in the North Main and Grassy Hill areas.

It was pointed out by the Assistant Town Manager that if the Franklin County Board of Supervisors approve the submittal of the application, there would be a waiting period to hear from the State on whether or not they approve it, and it is hard to tell what they will do because the Town and Franklin County areas do not have on them the fiscal strain like other localities. He further pointed out that if the application is approved, the Town may want to address Town separate incentives.

No action needed.

D. Review and consideration of appointment of Doug Williams to serve on the Town of Rocky Mount's Economic Development Authority Board.

Dialogue: The Assistant Town Manager informed Council that Doug Williams (owner of Budget Blinds) has agreed to fill the vacant position left by Cliff Haggood on the Town of Rocky Mount's Economic Development Authority Board.

There being no further comments, the Mayor entertained a motion.

CO
A.

Motion action taken:
Motion was made by Council Member Love to appoint Doug Williams to the Economic Development Authority Board, with motion on the floor being seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

had met this afternoon and a couple of other times over the last month to review proposed logos for the Harvester Performance Center, but as of this date, a decision had not been made on a final design to submit to Council.

An update was given by the Assistant Town Manager on the construction and the hiring of a General Manager, with him introducing Mr. Gary Jackson. Mr. Jackson informed Council that he was very humble to accept the General Manager position and believes that the music venue will be good for Rocky Mount, and the Town should see thousands of people coming to town to not only attend the events being held there, but also to dine and to stay in hotels.

No action needed.

OTHER MATTERS, CONCERNS AND RISE 'N SHINE APPEARANCES

- A. Referrals to the Planning Commission from Rocky Mount Town Council: let the record show there were none.
- B. *Rise 'N Shine* Appearances: The Mayor and the Assistant Town Manager appeared on the show this morning.

COUNCIL CONCERNS

- A. Council Member Moyer:
 - 1. Several items needed to be taken care of at the Farmers' Market, being: (a) some type of drink machine that sells bottled water needed to be installed at the Market; (b) a downspout crushed on the back side of the Market; and (c) one of the pulleys on a curtain needs to be repaired.

Consensus action:
Consensus of Council that: (a) the Town Manager contact vendors about installing a drink machine that sells bottled water at the Farmers' Market; (b & c) Public Works Director will look into fixing the maintenance issues.

- 2. Received complaints from people trying to pull out onto North Main Street from Church Street having their visibility limited to on-coming traffic that is blocked by the trees.

Consensus action:
Consensus of Council: the Public Works Director will check with the church to see if they can do something about the trees since they are located on their property

3. Water problem from creek located on Herbert Street: Has received complaint from property owner that the water is coming out of the creek banks onto their property and they are concerned about it getting into their structures, and that there is a tree in the creek causing the overflow. Council Member Moyer stated he believes the Town could go in there and remove the tree since it is one of the problems causing the water to backup. Discussion ensued on the best way to handle this problem since the Town does not own the property and the people bought the land and built close to the creek. The Town Manager pointed out that since this is a live stream, the Town cannot go in the creek to remove it with a backhoe without obtaining all the necessary permits from the State. There was discussion regarding the water running into one of the Town's pipes that has built-up sediment in it that could be one of the problems hindering the flow of the water. The Public Works Director stated that the Town could look at the pipe to see if a problem existed there, with this being the only thing the Town could do, but the Town could not go into the creek to remove the tree.

Consensus action:

Consensus of Council to have the Public Works Director look at the piping in question to see if it needs to be cleaned out.

- B. Council Member Greer stated that the trees near the railroad underpass coming from Franklin Heights Subdivision going towards Sheetz on School Board Road was making it difficult to read any signage.

Consensus Action:

Consensus of Council to have the Public Works Director look into this matter to see what can be done to make the signs more visible

CLOSED MEETING

At 7:50 p.m., motion was made by Council Member Love to go into *Closed Meeting*, and seconded by Council Member Greer and carried unanimously to discuss the following:

- Section 2.2-3711(A).1 – Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (Town Clerk evaluation).

At 8:00 p.m., motion was made by Council Member Stockton to come out of *Closed Meeting* and to reconvene the meeting back into open session, with motion on the floor

being seconded by Council Member Moyer and carried unanimously by those present.

CERTIFICATE OF CLOSED MEETING

Whereas, the Town of Rocky Mount Council has convened a *Closed Meeting* on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires certification by this council that such *Closed Meeting* was conducted in conformity with Virginia Law.

Now, Therefore, Be It Resolved that the Rocky Mount Town Council hereby certifies that, to the best of each members' knowledge: (1) only public business matters lawfully exempted from open meeting requirements under this chapter; and (2) only such public business matters as were identified in the motion by which the *Closed Meeting* was convened were heard, discussed, or considered in the meeting by the public body.

Steven C. Angle, Mayor

- Motion was made by Council Member Love certifying that: (1) only public business matters lawfully exempted from open meeting requirements under this chapter was discussed; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body was discussed. Motion was seconded by Council Member Greer. The Mayor swore to adopt the motion on the floor by Council Member Love that this was all that was discussed as defined in Section 2.2-3712 Code of Virginia. Voting yes were Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Billie W. Stockton.

The Mayor reported that no action was taken.

Reconvened Meeting

At 8:01 p.m., the Rocky Mount Town Council reconvened back into regular session to continue their introduction of the new General Manager (Gary Jackson) of the Harvester Performance Center.

ADJOURNMENT

At 8:30 p.m., motion was made by Council Member Moyer to adjourn, seconded by Council Member Greer and carried unanimously by those present.

Steven C. Angle, Mayor

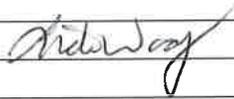
ATTEST:

Patricia H. Keatts/Town Clerk

/phk

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MONTHLY STAFF REPORT

DATE:	July 1, 2013
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director 
DEPARTMENT:	Finance Department
MONTH:	July

This report contains the following monthly information for June 2013 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Project expenses for the Performance Venue

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

Water accountability reconciliation of finished water gallons pumped vs. metered water gallons consumed

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

661 walk-in transactions

664 drive-thru transactions

913 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING JUNE 2013**

The following new businesses obtained their business licenses during the month:

Miscellaneous:

Highlights, 180 Diamond Ave., photographer

TOWN OF ROCKY MOUNT
Investment Portfolio
at May 31, 2013

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
Fixed Income / Bonds:									
FNMA	12/26/2013	12/26/2017	500,000	99.188	495,940.00	1.00%	1.00%	3135G0SJ3	5,000.00
FNMA	9/27/2013	9/27/2017	255,000	100.011	255,028.05	0.69%	0.70%	313G0E64	1,785.00
Bond Totals			<u>755,000</u>		<u>750,968.05</u>	0.34% avg. return			<u>6,785.00</u>
Certificates of Deposits:									
Ally Bank Midvale UT	12/23/2013		245,000	100.356	245,872.20	1.09%	1.10%	02005QYE7	2,695.00
Am Express Centurion	11/17/2015		225,000	102.329	230,240.25	1.70%	1.75%	02587DGX0	3,937.50
Bank Baroda NY	11/12/2013	A	245,000	99.920	244,804.00	0.25%	0.25%	060624C27	612.50
Bank Hampton Rds. VA	9/27/2017		245,000	101.383	248,388.35	0.98%	1.00%	062492BH5	2,450.00
Bank of China NY	11/1/2013	A	249,000	99.910	248,775.90	0.20%	0.20%	06426NS78	498.00
Beal BK USA, NV	2/12/2014	A	225,000	99.805	224,561.25	0.20%	0.20%	07370VF60	450.00
CIT BK Salt Lake UT	10/13/2016		190,000	99.669	189,371.10	1.00%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN	8/25/2016		245,000	100.064	245,156.80	0.99%	1.00%	20143PCV0	2,450.00
Compass Bk Birmingham	12/29/2014		230,000	100.597	231,373.10	0.99%	1.00%	20451PAC0	2,300.00
Discover Bk Greenwood	9/15/2014		245,000	100.893	247,187.85	1.28%	1.30%	254670W40	3,185.00
Essa BK Stroudsburg PA	11/30/2016		245,000	100.626	246,533.70	0.99%	1.00%	29667RGE7	2,450.00
Fifth Third BK OH	11/1/2013	A	249,000	99.889	248,723.61	0.15%	0.15%	316777LS8	373.50
Flushing Savings NY	7/27/2016		248,000	101.273	251,157.04	0.98%	1.00%	344030ES6	2,480.00
GE Bk Draper Utah	9/30/2014		245,000	100.918	247,249.10	1.38%	1.40%	36159C3F1	3,430.00
GE Cap Fin'l Retail	12/29/2016		245,000	103.074	252,531.30	2.03%	2.10%	36160YMM4	5,145.00
Goldman Sachs NYC	11/3/2014		245,000	101.144	247,802.80	1.48%	1.50%	38143AAP0	3,675.00
Investors BK, NJ	2/24/2014	A	249,000	99.823	248,559.27	0.25%	0.25%	46176PCA1	622.50
Natl Rep Chicago CTF	1/25/2016		245,000	102.316	250,674.20	0.97%	1.00%	63736QRT0	2,450.00
Safra Nat'l NY NY	2/9/2015		245,000	101.058	247,592.10	0.74%	0.74%	786580YW4	1,837.50
Security Bk Aiken SC	7/27/2016		245,000	100.233	245,570.85	1.24%	1.24%	81423LAV4	3,062.50
Sovereign Bk Willimngton Di	9/26/2020		245,000	100.398	245,975.10	0.74%	0.75%	84603M2V7	1,837.50
State Bk India Chicago IL	7/25/2017		230,000	101.926	234,429.80	1.52%	1.55%	856283TLO	3,565.00
CD Totals			<u>5,280,000</u>		<u>5,322,529.67</u>	1.11% avg. return			<u>51,406.50</u>
Total Investments			<u>6,035,000</u>		<u>6,073,497.72</u>	0.95% avg. return			<u>58,191.50</u>

NOTE A: These shorter term CD's replace CD's with interest rates of 1% and bonds with interest rates of 1.2% to 2.0%

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
May-12	791,584.69	0.17%
Jun-12	1,133,569.65	0.16%
Jul-12	1,180,074.35	0.17%
Aug-12	951,766.24	0.19%
Sep-12	1,419,073.79	0.19%
Oct-12	1,142,816.07	0.20%
Nov-12	1,178,741.89	0.19%
Dec-12	1,044,873.62	0.18%
Jan-13	712,455.65	0.15%
Feb-13	729,928.66	0.15%
Mar-13	1,080,214.00	0.15%
Apr-13	1,097,140.45	0.15%
May-13	1,114,780.62	0.15%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JUNE 30, 2013**

* contains no accruals for either year

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND - Local Revenues:						
Real Estate Tax	636	968	568,304	549,065	569,689	99.76%
Public Service Tax	-	-	27,803	26,748	25,822	107.67%
Personal Property Tax	256	170	136,137	142,728	137,603	98.93%
Machinery & Tools Tax	-	-	102,804	104,752	92,733	110.86%
Penalties on Tax	86	108	5,084	7,030	2,730	186.22%
Interest on Tax	16	3	3,270	2,096	500	654.06%
Local Sales Tax	14,480	13,404	141,756	134,038	164,637	86.10%
Meals Tax	105,948	98,811	1,077,967	1,052,156	1,079,759	99.83%
Utility Tax	25,336	25,257	297,545	293,538	332,100	89.59%
Communications Tax	16,575	16,869	169,019	162,541	180,668	93.55%
Decals	1,613	2,660	87,563	83,451	87,310	100.29%
Bank Stock Tax	43,379	8,128	211,311	205,444	203,877	103.65%
Penalty-Meals Tax	416	10	2,887	3,338	1,200	240.57%
Interest-Meals Tax	35	6	831	1,540	650	127.89%
Lodging Tax	8,357	9,170	77,923	81,197	84,596	92.11%
Cigarette Tax	11,791	13,211	100,413	123,161	140,000	71.72%
BPOL-Retail	12,768	82,751	306,144	439,657	257,550	118.87%
BPOL-Professional	18,642	40,444	135,509	137,487	139,380	97.22%
BPOL-Contractor	1,591	2,793	14,993	12,996	11,000	136.30%
BPOL-Repairs/Services	45,763	46,898	132,596	116,306	110,120	120.41%
BPOL-Alcoholic Beverages	-	325	525	800	500	105.00%
BPOL-Penalty/Interest	964	474	2,417	7,304	1,000	241.68%
BPOL-Amusement	-	-	203	200	200	101.51%
BPOL-Utility	-	1,757	25,083	7,877	6,400	391.92%
BPOL-Miscellaneous	2,676	1,802	9,109	4,980	1,800	506.08%
Solicitor Permits	10	-	10	20	-	0.00%
Farmer's Market Fees	30	15	2,486	2,655	2,600	95.62%
Welcome Center Fees	520	90	3,985	3,290	5,500	72.45%
Music Venue Fees	-	-	-	-	10,000	0.00%
Planning/Zoning Fees	350	455	6,440	9,919	9,500	67.79%
Court Fines	(240)	2,776	45,437	24,181	22,160	205.04%
Parking Fines	-	-	470	205	250	188.00%
Interest Earnings	3,600	5,034	78,265	62,162	96,818	80.84%
Return Check Fees	100	60	840	700	640	131.25%
Rental of Property	-	-	420	420	420	100.00%
Sale of Materials	-	-	-	651	-	0.00%
Sale of Property	-	-	660	-	-	0.00%
Bond Proceeds	-	-	-	-	275,000	0.00%
Mortgage Payment Received	256	-	2,817	-	-	0.00%
Grave Preparation	750	-	2,000	1,550	2,300	86.96%
Security Services	2,250	120	11,160	3,330	3,400	328.24%
Passport Service Fees	998	480	15,376	7,957	8,046	191.10%
Police Reports	50	128	1,176	1,591	1,300	90.46%
Fingerprint Service Fees	-	-	350	-	-	0.00%
Garbage Collection Fees	9,437	7,500	100,525	73,776	88,170	114.01%
Truck Rental Program	30	10	120	260	230	52.17%
Curb & Gutter Recoveries	-	-	600	-	-	0.00%
Weed Control Charges/Mowing	185	-	451	-	-	0.00%
Miscellaneous Services	180	298	3,610	2,782	250	1444.00%
Donations	24	-	99	1,226	-	0.00%
Merchandise Sales	113	-	542	-	-	0.00%
Miscellaneous	-	-	11,435	22,844	500	2287.03%
Recoveries	25	531	4,075	1,596	1,500	271.63%
Unrealized Gain on Investments	-	-	11,193	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	417,449	0.00%
Total Local Revenues	329,996	383,516	3,941,736	3,921,545	4,577,857	86.10%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JUNE 30, 2013**

* contains no accruals for either year

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
GENERAL FUND - State Revenues:						
ABC Profits	-	-	-	-	-	0.00%
Wine Tax	-	-	-	-	-	0.00%
Rolling Stock Tax	-	-	3,626	3,144	3,000	120.88%
Litter Tax	-	-	2,964	2,054	1,746	169.76%
Other Categorical Aid	-	-	-	-	-	0.00%
Fire Programs	-	-	12,635	-	10,000	126.35%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
School Resource Officers	-	-	-	-	-	0.00%
DMV / 402 Grant	-	-	-	-	-	0.00%
VDOT Grant	-	-	-	-	114,637	0.00%
Local Law Enforcement	-	-	4,272	-	-	0.00%
DMV Mini Grants	-	-	20,491	19,110	-	0.00%
Street Maintenance	303,452	297,778	1,213,807	1,191,111	1,191,111	101.91%
VML Safety Grant	-	-	3,000	-	3,000	0.00%
Volunteer Fire Dept.	-	-	22,500	22,500	30,000	75.00%
Law Enforcement-599 Funds	27,115	27,115	108,460	108,460	108,460	100.00%
FEMA Grant	-	-	-	-	-	0.00%
Emergency Management	-	-	2,511	-	-	0.00%
Police Grants	-	-	-	4,146	-	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Dept. of Conservation & Recreation	-	-	10,541	-	-	0.00%
USDA Grant	-	-	-	-	25,000	0.00%
Other Categorical Aid-Schools	-	-	29,632	-	29,632	100.00%
Total State Revenues	330,567	324,893	1,488,300	1,404,386	1,570,447	94.77%
TOTAL GENERAL FUND REVENUES	660,562	708,409	5,430,037	5,325,930	6,148,304	88.32%
UTILITY FUND REVENUES:						
Water Sales	106,128	94,918	1,047,169	865,767	1,039,832	100.71%
gallons billed	22,991,238	23,216,833	247,479,271	244,211,635	-	-
Water Connections (Lilly's Leisure fy 13)	-	3,275	110,406	19,575	105,525	104.63%
Reconnect Fees	1,125	365	7,130	3,140	2,400	297.08%
Penalties	1,588	1,690	19,576	20,151	22,000	88.98%
Bulk Water Purchases	95	53	2,771	1,693	2,300	120.48%
Health Dept.	-	-	-	-	-	0.00%
Sewer Collection Charges	64,640	58,136	664,963	540,585	642,781	103.45%
gallons billed	16,959,636	17,919,148	185,254,079	179,931,443	-	-
Sewer Connections (Lilly's Leisure fy 13)	-	-	90,000	13,805	88,500	101.69%
Cell Tower Rent	-	1,999	43,951	38,665	45,823	95.91%
VML Safety Grant	-	-	1,000	4,000	-	0.00%
Bond Proceeds	45,907	-	280,054	280,000	-	0.00%
Meals Tax Transfer	-	-	514,278	394,278	514,278	100.00%
Recoveries(FCHS & County manhole fy 13)	-	-	31,272	2,501	18,000	173.74%
Transfer from General Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	734,500	0.00%
TOTAL UTILITY FUND REVENUES	219,483	160,436	2,812,569	2,184,160	3,215,939	87.46%

TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JUNE 30, 2013

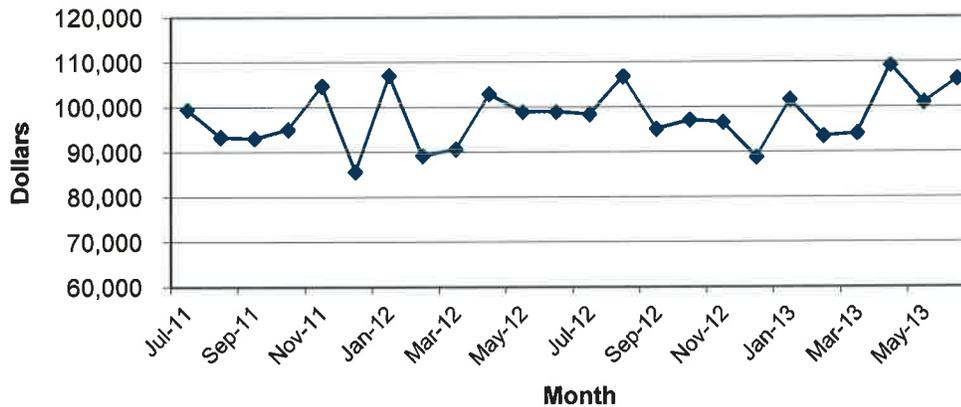
* contains no accruals for either year

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
CAPITAL PROJECTS REVENUES:						
CBDG Grant	-	-	-	-	-	0.00%
TEA-21 Grant	-	-	-	-	-	0.00%
Tobacco Grant	-	-	-	-	-	0.00%
Bonds / Loans	-	-	-	-	-	0.00%
Uptown Loan Repayments	280	100	4,756	2,138	-	0.00%
Recoveries (Norfolk Western fy 12)	-	-	-	144,900	-	0.00%
Appropriated Fund Balance	-	-	-	100,000	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	280	100	4,756	247,038	-	0.00%
UTILITY CAPITAL RECOVERY REVENUES:						
Water Capital Recovery Fees	2,655	-	13,335	-	-	0.00%
Sewer Capital Recovery Fees	5,412	-	26,970	-	-	0.00%
Transfer from General Fund (Perf Ven fy 12)	-	-	100,000	-	-	0.00%
TOTAL UTILITY CAPITAL RECOVERY REVENUE	8,067	-	140,305	-	-	0.00%
			12 months of the		12 months of the fiscal year	100.00%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
Jul-11	99,354
Aug-11	93,225
Sep-11	92,951
Oct-11	94,896
Nov-11	104,455
Dec-11	85,579
Jan-12	106,760
Feb-12	89,118
Mar-12	90,554
Apr-12	102,709
May-12	98,822
Jun-12	98,811
Jul-12	98,258
Aug-12	106,556
Sep-12	94,971
Oct-12	96,938
Nov-12	96,452
Dec-12	88,770
Jan-13	101,446
Feb-13	93,419
Mar-13	93,992
Apr-13	109,083
May-13	100,779
Jun-13	105,948

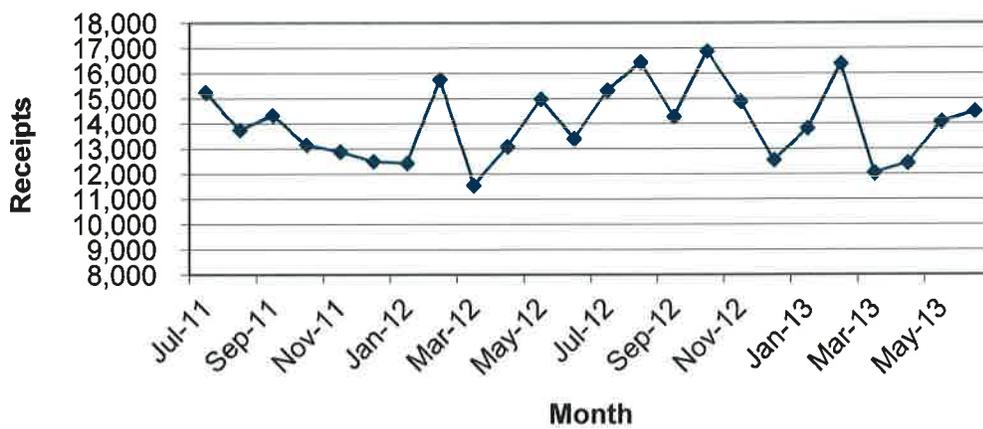
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

Jul-11	15,223
Aug-11	13,747
Sep-11	14,327
Oct-11	13,146
Nov-11	12,878
Dec-11	12,496
Jan-12	12,419
Feb-12	15,736
Mar-12	11,573
Apr-12	13,086
May-12	14,974
Jun-12	13,404
Jul-12	15,307
Aug-12	16,412
Sep-12	14,269
Oct-12	16,860
Nov-12	14,877
Dec-12	12,543
Jan-13	13,810
Feb-13	16,378
Mar-13	12,044
Apr-13	12,428
May-13	14,068
Jun-13	14,480

Local Sales Tax



**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF JUNE 30, 2013**

* neither year contains accruals

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND:						
Mayor & Council	4,405	6,230	84,864	96,491	81,694	103.88%
Town Manager	14,502	19,654	195,722	179,517	193,327	101.24%
Town Attorney	1,844	3,052	29,463	44,997	45,053	65.40%
Finance Department	19,474	24,973	302,353	300,140	329,941	91.64%
Electorial Board	-	1,265	-	2,497	-	0.00%
Police Department	180,430	188,173	1,717,372	1,619,901	1,787,149	96.10%
Volunteer Fire Dept.	3,563	3,392	115,675	121,560	117,478	98.47%
Public Works Admin.	1,515	1,012	16,016	15,224	18,915	84.68%
Street Lights	8,183	7,888	102,438	87,087	93,150	109.97%
Traffic Control & Parking	2,424	1,312	61,535	263,445	76,018	80.95%
Streets	48,723	52,179	972,172	743,189	833,613	116.62%
Sidewalks & Curbs	647	485	7,082	13,119	17,024	41.60%
Grassy Hill Guardrails	2,350	-	3,470	-	61,624	5.63%
40 East Sidewalks/Crosswalks	-	-	18,510	-	167,650	11.04%
Street Cleaning	1,288	1,851	16,008	21,315	16,534	96.82%
Refuse Collection	9,976	9,712	146,371	143,123	150,582	97.20%
Snow Removal	4,466	-	18,104	5,481	24,914	72.66%
Municipal Building	4,325	4,448	74,519	54,121	62,700	118.85%
Emergency Services Bldg.	2,886	3,340	66,157	53,946	56,020	118.10%
Public Works Building	1,454	2,344	39,127	5,973	16,850	232.21%
Cemetery	1,433	2,183	16,258	20,167	15,734	103.33%
Playgrounds	2,700	2,340	32,729	23,888	28,994	112.88%
Veterans Memorial Park erosion	5,584	-	65,362	2,558	97,000	67.38%
Pigg River Heritage Trail	-	-	-	22,223	-	0.00%
Pigg River Dam Safety	-	-	895	573	30,000	2.98%
Planning & Zoning	8,077	9,565	114,219	99,481	121,927	93.68%
Community Development	19,455	14,181	180,015	156,362	185,351	97.12%
Citizen's Square	680	799	15,197	24,431	14,400	105.53%
Hospitality Center	1,792	3,705	24,387	26,855	31,703	76.92%
Passport Services Expenses	18	281	2,448	1,618	1,800	136.00%
Performing Arts Venue	8,776	15,214	120,729	17,044	282,940	42.67%
Economic Development Authority	64	-	2,932	-	-	0.00%
Remediation of Blighted Structures	-	-	63	11,005	20,000	0.32%
Non-Departmental:						
Wages & Fringes	343	40	34,185	46,279	44,000	77.69%
Employee Wellness Program	-	-	320	3,555	4,000	8.00%
Employee Drug Testing	199	110	1,030	856	1,055	97.67%
Letter of Credit Reimbursement (Landmark)	-	-	-	250,000	-	0.00%
Insurance	-	-	65,093	58,832	65,891	98.79%
Contributions to Others	-	-	51,309	22,500	52,756	97.26%
Debt Service-Principal	-	-	189,300	189,300	189,300	100.00%
Debt Service-Interest	-	-	112,968	126,381	112,968	100.00%
Transfer to Utility Fund	-	-	514,278	394,278	683,565	75.23%
Transfer to Capital Proj. Fund	-	-	-	-	-	0.00%
Contingency	-	-	-	-	20,211	0.00%
TOTAL GENERAL FUND EXPENDITURES	361,576	379,728	5,530,673	5,269,311	6,153,831	89.87%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF JUNE 30, 2013**

* neither year contains accruals

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
WATER & SEWER FUND:						
Water System Operation	6,617	6,667	180,395	140,162	201,112	89.70%
Meter Reading	2,614	2,357	35,754	28,551	67,137	53.26%
Water Plant	71,751	45,112	637,197	484,008	922,016	69.11%
FCHS Ramsey Hall Sewer Extension	-	1,949	-	1,949	18,000	0.00%
Trinity Packaging Water Line Relocation	-	10,066	1,853	20,137	-	0.00%
Lilly's Leisure Utility Extension	-	-	10,697	-	-	0.00%
Dent Street Water Line	-	-	24,199	-	-	0.00%
Lynch Farm Water Line	-	-	-	3,747	-	0.00%
Knollwood Dr Sewer Line	-	-	-	8,201	-	0.00%
Diamond Ave. Water Line Relocation	-	-	-	12,626	-	0.00%
Wastewater System Operation	6,088	9,509	112,351	145,267	115,764	97.05%
Wastewater Treatment Plant	26,931	44,842	413,193	349,902	501,353	82.42%
Utility Billing & Administration	10,155	12,636	138,912	120,516	145,704	95.34%
Non-Departmental:						
Wages & Fringes	-	-	-	8,881	-	0.00%
Insurance	-	-	21,698	19,611	21,965	98.78%
Debt Service-Principal	249,595	242,272	712,407	666,030	712,363	100.01%
Debt Service-Interest	7,544	14,867	124,819	138,953	181,395	68.81%
Transfer to Capital Projects Fund	-	-	-	-	-	0.00%
Contingency	-	-	-	-	-	0.00%
Depreciation	-	-	-	-	691,487	0.00%
TOTAL WATER & SEWER FUND EXPENSES	381,293	390,277	2,413,475	2,148,541	3,578,296	67.45%
CAPITAL IMPROVEMENTS FUND:						
Uptown Redevelopment Project	28,875	7,083	184,205	566,330	-	0.00%
Music Venue	30,210	-	30,210	248,922	-	0.00%
Industrial Park - Site Improvements	-	-	-	2,321	-	0.00%
Transfer to Utility Capital Fund	-	-	100,000	-	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	59,085	7,083	314,415	817,573	-	0.00%
12 months of the 12 month fiscal year						100.00%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2013

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>
BUDGETED CONTINGENCY	30,211	43,013
COMMITTED:		
WTP electric upgrade (11-13-12)		(43,013)
Stepping Stone land purchase (11-13-12)	(10,000)	
AVAILABLE CONTINGENCY FUND BALANCE	<u>20,211</u>	<u>-</u>
Available / (overexpended)		

TOWN OF ROCKY MOUNT
PERFORMANCE VENUE (01.8108)
PROJECT TO DATE EXPENSES
(EXCLUDING BUILDING PURCHASE)

	This Month	Project to Date
Wages & Fringes	6,271.28	7,413.14
Design	-	121,009.59
Advertising	-	2,985.60
Miscellaneous	2,465.31	10,942.66
Utilities	39.77	1,040.85
Totals	<u>8,776.36</u>	<u>143,391.84</u>

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 WATER CONSUMPTION PERCENTAGES
 FOR THE MONTH OF JUNE 2013

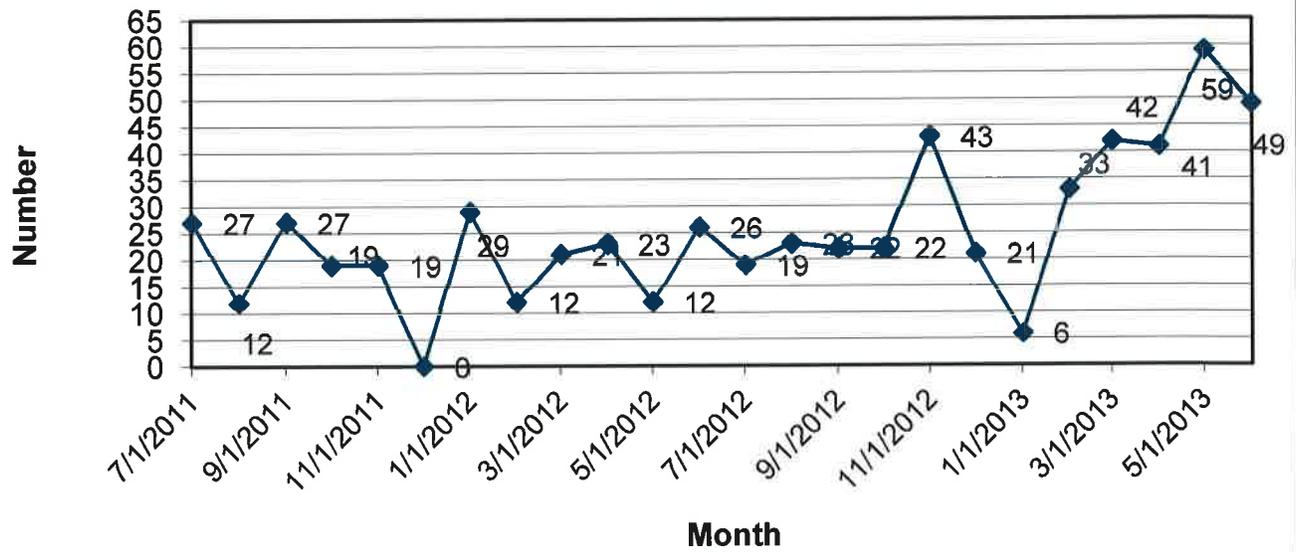
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,748	7,418,628	\$ 31,253	61%	34%	30%
COMMERCIAL	340	6,206,923	\$ 24,804	12%	28%	24%
INDUSTRIAL	48	4,208,317	\$ 14,325	2%	19%	14%
TOTAL	2,136	17,833,868	\$ 70,381	75%	82%	67%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	658	2,602,940	\$ 24,329	23%	12%	23%
COMMERCIAL	64	1,395,430	\$ 10,283	2%	6%	10%
INDUSTRIAL	2	43,000	\$ 292	0%	0%	0%
TOTAL	724	4,041,370	\$ 34,905	25%	18%	33%
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,406	10,021,568	\$ 55,582	84%	46%	53%
COMMERCIAL	404	7,602,353	\$ 35,087	14%	35%	33%
INDUSTRIAL	50	4,251,317	\$ 14,617	2%	19%	14%
TOTAL	2,860	21,875,238	\$ 105,286	100%	100%	100%

TOWN OF ROCKY MOUNT
UTILITY BILLING
PERCENT CONSUMPTION & PERCENT REVENUE
PER CUSTOMER CLASS
FISCAL YEAR 2013

Month	In Town								Out of Town							
	Residential		Commercial		Industrial		Total		Residential		Commercial		Industrial		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-12	32%	30%	26%	21%	22%	15%	80%	66%	12%	22%	8%	12%	0%	0%	20%	34%
Aug-12	34%	32%	31%	25%	19%	14%	84%	71%	13%	23%	3%	5%	0%	0%	16%	29%
Sep-12	33%	30%	27%	23%	23%	17%	83%	70%	12%	21%	5%	8%	0%	0%	17%	30%
Oct-12	32%	30%	28%	23%	23%	16%	82%	69%	12%	22%	6%	9%	0%	0%	18%	31%
Nov-12	33%	31%	30%	24%	19%	14%	83%	69%	11%	22%	6%	9%	0%	0%	17%	31%
Dec-12	35%	32%	26%	22%	20%	14%	81%	68%	12%	22%	7%	10%	0%	0%	19%	32%
Jan-13	38%	31%	24%	19%	18%	11%	80%	61%	13%	30%	7%	9%	0%	0%	20%	39%
Feb-13	42%	33%	23%	20%	18%	13%	82%	67%	11%	23%	6%	10%	0%	0%	18%	33%
Mar-13	39%	37%	21%	18%	19%	12%	80%	67%	14%	24%	6%	8%	0%	0%	20%	33%
Apr-13	36%	33%	27%	21%	17%	12%	80%	66%	12%	23%	7%	10%	0%	0%	20%	34%
May-13	34%	35%	28%	21%	20%	13%	82%	69%	12%	22%	6%	9%	0%	0%	18%	31%
Jun-13	34%	30%	28%	24%	19%	14%	82%	67%	12%	23%	6%	10%	0%	0%	18%	33%
Average	35%	32%	27%	22%	20%	14%	82%	68%	12%	23%	6%	9%	0%	0%	18%	33%

***NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, commercial, and industrial customers for FY 2013 (year ended 6/30/13).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
May-13

Water Plant Finished Water Pumped		<u>26,190,000</u>
Water Consumption Billed	21,875,238	
Meters Read and Not Billed	1,089,663	
Water Obtained from Water Plant (to bill)	12,600	
Water Obtained from Public Works Hydrant (to bill)	-	
Flusing Water Lines Reported to WTP or PW	27,000	
Flow Meter Checks at Hydrants	-	
Filling Water Tanks	-	
 Grand Total of Water Metered / Consumed / Tracked		 <u>23,004,501</u>
 Percent Finished Water Accounted		 87.84%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	3,200
001-0188-00-01	Impound Lot	-
002-0317-20-01	Public Works Bldg-old bldg	80
002-0317-30-01	Public Works Bldg-new bldg	2,000
004-1067-00-01	Veteran's Memorial Park	1,900
005-1300-00-01	Mary Elizabeth Park	500
005-1343-00-04	Music Venue	90
005-1384-00-01	Farmer's Market	1,600
005-1457-00-01	Municipal Bldg.	2,000
006-1710-00-01	Welcome Center / Depot	880
009-2523-50-01	Emergency Services Bldg.	8,000
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	340,000
	Water Plant Process	729,413

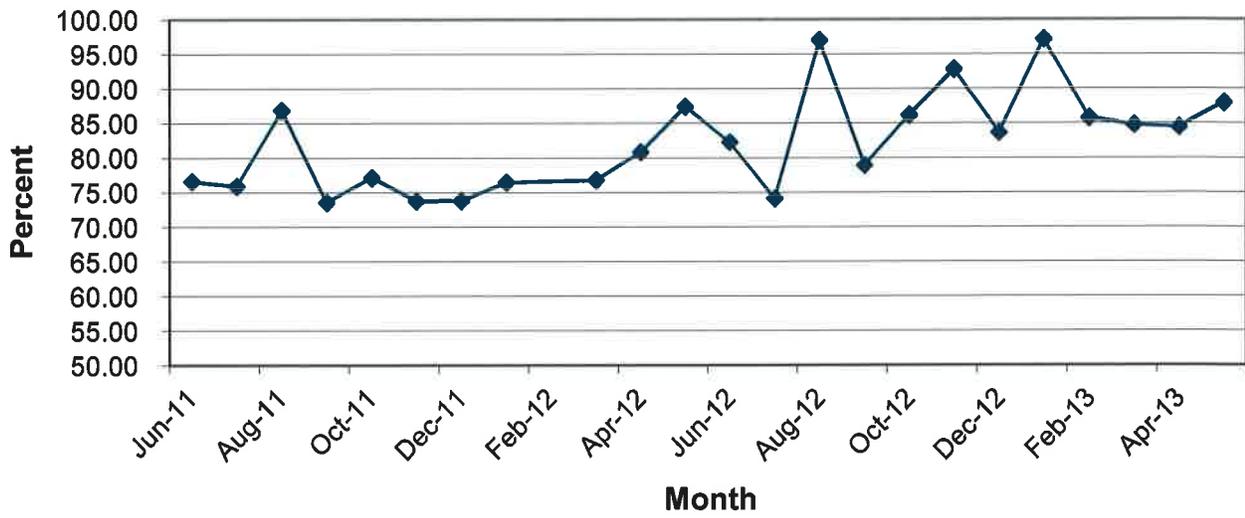
TOTAL Meters Not Billed		<u>1,089,663</u>
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Water Line Repairs by Public Works during the month:
finished installing 6" water line on High Street

Sewer Line Repairs by Public Works during the month:
sewer line on Smithers Street

TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY FISCAL YEAR 2013						
Month	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Jul-12	29,140,000	21,591,817	74.10%	7,548,183		
Aug-12	26,700,000	25,852,680	96.83%	847,320		
Sep-12	26,160,000	20,632,411	78.87%	5,527,589	83.26%	4,641,031
Oct-12	25,420,000	21,879,942	86.07%	3,540,058		
Nov-12	22,620,000	20,956,210	92.64%	1,663,790		
Dec-12	22,060,000	18,441,861	83.60%	3,618,139	87.44%	2,940,662
Jan-13	23,170,000	22,474,821	97.00%	695,179		
Feb-13	22,390,000	19,187,070	85.69%	3,202,930		
Mar-13	23,330,000	19,757,330	84.69%	3,572,670	89.13%	2,490,260
Apr-13	23,890,000	20,155,248	84.37%	3,734,752		
May-13	26,190,000	23,004,501	87.84%	3,185,499		
Jun-13				-	86.10%	3,460,126
AVG.	24,642,727	21,266,717	86.52%	3,376,010	86.48%	3,383,020
TOTAL	271,070,000	233,933,891		37,136,109		
Monthly Avg. Percent Unaccounted =			13.48%			
Monthly Avg. Percent Accounted =			86.52%			
9 out of 11 months this fiscal year > 80% accountability						

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2013**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Account ed	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Account ed
Jul-12	337.90	30,150,000	48.63%	29,140,000	47.00%	21,591,817	74.10%	2,857	17,360,000	28.00%	14,815,887	85.34%
Aug-12	322.40	27,700,000	44.68%	26,700,000	43.06%	25,852,680	96.83%	2,851	17,236,000	27.80%	17,583,140	102.01%
Sep-12	315.00	25,070,000	41.78%	26,160,000	43.60%	20,632,411	78.87%	2,858	16,260,000	27.10%	14,816,801	91.12%
Oct-12	334.80	27,420,000	44.23%	25,420,000	41.00%	21,879,942	86.07%	2,860	16,926,000	27.30%	15,879,589	93.82%
Nov-12	315.00	23,930,000	39.88%	22,620,000	37.70%	20,956,210	92.64%	2,848	15,690,000	26.15%	15,065,590	96.02%
Dec-12	313.10	23,380,000	37.71%	22,060,000	35.58%	18,441,861	83.60%	2,852	17,546,000	28.30%	13,028,561	74.25%
Jan-13	322.40	24,850,000	40.08%	23,170,000	37.37%	22,474,821	97.00%	2,857	29,760,000	48.00%	16,773,770	56.36%
Feb-13	280.00	24,450,000	43.66%	22,390,000	39.98%	19,187,070	85.69%	2,846	19,516,000	34.85%	15,685,470	80.37%
Mar-13	322.40	24,470,000	39.47%	23,330,000	37.63%	19,757,330	84.69%	2,853	24,521,000	39.55%	13,757,070	56.10%
Apr-13	321.00	24,550,000	40.92%	23,890,000	39.82%	20,155,248	84.37%	2,852	24,780,000	41.30%	14,378,218	58.02%
May-13	331.70	26,500,000	42.74%	26,190,000	42.24%	23,004,501	87.84%	2,860	26,474,000	42.70%	15,843,636	59.85%
Jun-13	310.00	24,730,000	41.22%	24,250,000	40.42%				27,311,000	45.52%		
AVG.	318.81	25,600,000	42.08%	24,610,000	40.45%	21,266,717	86.52%	2,854	21,115,000	34.71%	15,238,885	77.57%
NOTE (A): "Total Water Gallons Accounted" consists of gallons billed and gallons read but not billed plus bulk water sold at the Water Plant plus water used to flush lines or hydrants plus gallons used to fill water tanks.												
NOTE (B): For any given month, "total water gallons accounted" are for "finished water treated" that month. For example, for the month of July, "water gallons accounted" would be water consumed during the month of July by customers and read by the meter readers during the first week of August. Those gallons, however, would not be billed to customers until the end of August during that month's billing cycle. However, those gallons consumed are displayed on the July line to match usage with water plant production ("finished water treated").												

MONTHLY STAFF REPORT

DATE:	July 2, 2013
TO:	Rocky Mount Town Council
FROM:	Charles Robertson, Fire Chief
DEPARTMENT:	Rocky Mount Fire Department
MONTH:	May 2013

- The Rocky Mount Fire Department answered a total of 27 calls for the month of May. There were 10 calls answered in the town and 17 calls answered in the County.
- The department averaged 7.66 members on all calls for the month. There were a total of 171 man hours spent on these calls for the month.
- There were 3 structure fires; 4 woods and grass fires; 11 motor vehicle accidents; 5 false alarms; 1 debris in the road (removal); 2 smoke and odor removal calls; and 1 assistance to the Rescue Squad.
- There were a total of 898 miles traveled on all fire department vehicles for the month.
- There were a total of 92.1 gallons of diesel fuel used for all fire department vehicles.
- The fire department was introduced to another applicant for membership, bringing the pool of applicants and "new" members to five for the physical year.
- The department also discussed ways to increase donations to the fire department treasury. Because of the bad economy and also that the general public does not realize the fire department is all volunteer, donations have dropped off, making it more difficult to operate, as with all volunteer fire departments.
- Preparations were made for the election of officers for the upcoming new physical year 2013-2014.

MONTHLY STAFF REPORT

DATE:	July 1, 2013
TO:	Rocky Mount Town Council
FROM:	David Cundiff, Chief of Police
DEPARTMENT:	Police Department
MONTH:	June 2013

Rocky Mount Police Department would like to congratulate Allan P. Arrington on his promotion from Officer to "Patrol Sergeant"!

Congratulations are also extended to Justin Brooks and Troy Lamy on their graduation from Piedmont Criminal Justice Academy during the month of June.

Officer's Burgoyne, Brooks and Lamy are currently being FTO'd.

Please see attachments for additional information/monthly activity for the PD.

DATE: **JUNE 2013**

APRIL

MAY

JUNE

	APRIL	MAY	JUNE
TRAFFIC ARRESTS	101	74	87
TRAFFIC STOPS	186	141	162
CRIMINAL ARRESTS "MISDEMEANOR"	46	45	51
CRIMINAL ARRESTS "FELONY"	7	9	3
BOLO'S (Be On Look Out)	64	109	110
TRAINING HOURS: *Currently have 3 Officer's being "FTO'd"	666.5	472	556
FOLLOW-UP'S	67	114	70
ALARM RESPONSES	38	50	52
ACCIDENTS INVESTIGATED	27	21	23
INCIDENTS ADDRESSED	1655	1851	1684
INCIDENTS, OFFENSES REPORTABLE	76	69	82
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	587	632	616
SCHOOL CHECKS	105	134	87
OPEN DOORS, WINDOWS, ETC. UNSECURED	-	2	1
MOTORIST AIDES	74	62	69
BREAKING & ENTERING REPORTS	0	2	0
BREAKING & ENTERING WARRANTS	0	1	0
GRAND LARCENY WARRANTS	0	0	0
UNIFORM TRAFFIC SUMMONS ISSUED	101	74	100
DUI	6	6	6
SPEEDING TICKETS ISSUED	21	19	40
COURT HOURS	24.25	21	25.5
SPECIAL ASSIGNMENT HOURS:	66.25	121	38.5

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 15 reportable accidents with 15 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Anderson Street, Bernard Road, Bucker Street, Byrd Lane, Candlewood Apartments, Circle Drive, Circle View, Claiborne Avenue, Cornell Road, Diamond Avenue, East Court Street, Edgemont Street, Fairlawn Drive, Hatcher Street, Highland Hills, Hillcrest Drive, Jubal's Path, Lakeview Drive, Law Street, Leonor Street, Maynor Street, Montview Avenue, Musefield Road, Norris Street, North Main Street, Oak Street, Old Franklin Turnpike, Orchard Avenue, Pell Avenue, Pendleton Street, Power Damn Road, Randolph Street, School Board Road, Scuffling Hill Road, South Main Street, Stoney Mill, Summit Drive, Sycamore Street, West College Street, Willow Street, Windsor Drive, Windy Lane, Wray Street and Wray's Chapel Road.

- ◇ Business Foot Patrols: Aaron's, Applebee's, BFMS, Bojangle's, Burger King, C Mart, CATCE, Christian Heritage Academy, Church of God, Cook Out, Dairy Queen, Eagle Cinema, El Rodeo, Family Dollar, Farmer's Market, Franklin County High School, Fleetwood Homes, Food Lion, Franklin Community Ban, Franklin County Health Department, Franklin Memorial Hospital, Franklin Street, Holiday Inn Express, Kroger, Los Tres Amigos, McDonald's, Mod-u-Kraf, North Main Street, Old Franklin Turnpike, Papa John's, Pizza Hut, PlyGem, Riverside Minute Market, Rocky Mount Elementary, Schewel's, School Board Road, Sheetz, Shell Station, Shoe Show, South Main Street, Tanyard Road, Trinity Missions, Walgreen's, Wal-Mart and YMCA.

MISCELLANEOUS:

- ◇ June 4th, 2013 – Special Olympic Torch Run
- ◇ June 13th, 2013 – OPEN DOOR “BFMS”
- ◇ June 13th, 2013 – Antique Farm Day Parade
- ◇ June 15th, 2013 – Provide traffic control for FCHS “2013” Graduation
- ◇ June 21st – June 22nd, 2013 – Relay for Life Event at FCHS

TRAFFIC CONTROL UPDATES:

- ◇ No new updates for this month.

INVESTIGATIONS:

- ◇ New Criminal Investigations: 13
- ◇ New Drug Investigations: 1
- ◇ Cases Cleared: 10
- ◇ Misdemeanor charges: 10
- ◇ Felony Charges: 15
- ◇ Pending Cases: 3
- ◇ Child Abuse Cases: 1
- ◇ Search Warrants: 3
- ◇ Traffic Stops: 2

MEETINGS:

- ◇ CART Meeting
- ◇ Meeting ref: Impound Lot
- ◇ Town Council Meeting
- ◇ Town Mandatory Insurance Meetings

TRAINING:

- ◇ No Training for the Month of JUNE

CLASSES TAUGHT:

- ◇ Self-Defense Class for Women @ YMCA
- ◇ Self-Defense Class for Women @ The Franklin Center
- ◇ Provided Drug Awareness Training to Trinity Missions Staff

CRIMINAL ARRESTS & LOCATIONS:

Possession of Marijuana	North Main Street
Possession of Marijuana	Hatcher Street
Possession of Marijuana	Donald Avenue
Possession of Schedule III Drug	Franklin Street
Possession of Drug Paraphernalia	Franklin Street
Driving Under the Influence	North Main Street (x 2)
Driving Under the Influence	Muse Field Road
Driving Under the Influence	Windy Lane
Driving Under the Influence	Pell Avenue
Drunk In Public	Old Franklin Turnpike (x 3)
Drunk In Public	Franklin Street (x 2)
Drunk In Public	Windy Lane (x 2)
Drunk In Public	Oak Street
Drunk In Public	Dent Street
Drunk In Public	North Main Street
Drunk In Public	Floyd Avenue
Drunk In Public	Tanyard Road
Drunk In Public	Claiborne Avenue
Underage Possession of Alcohol	Pell Avenue
Refusal of Blood or Breath Test	Muse Field Road
Refusal of Blood or Breath Test	Windy Lane
Curse/Swear In Public	Sycamore Street
Felony Shoplifting	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 2)

Assault on a Police Officer	East Court Street
Domestic Assault	Old Franklin Turnpike (x 2)
Domestic Assault	Claiborne Avenue
Domestic Assault	East Court Street
Simple Assault	Windy Lane (x 2)
Simple Assault	East Court Street
Simple Assault	Oak Street
Carry a Concealed Weapon	Franklin Street
Trespassing	Tanyard Road (x 3)
Trespassing	Windy Lane
Forge & Utter	Franklin Street (x 2)
Larceny	Donald Avenue
Disorderly Conduct	Floyd Avenue
Disorderly Conduct	Windy Lane

SPEEDING TICKETS ISSUED

Pell Avenue (x 12)

State Street (x 11)

Bernard Road (x 6)

East Court Street (x 5)

Tanyard Road (x 4)

School Board Road (x 3)

Hatcher Street

North Main Street

Old Franklin Turnpike

South Main Street

MONTHLY STAFF REPORT

DATE:	July 1, 2013
TO:	Rocky Mount Town Council
FROM:	Cecil R. Mason, Public Works Director
DEPARTMENT:	Public Works Department
MONTH:	June 2013

1. Swept streets June 5, 7, 11, 14, 27.
2. Did cleanup for four days.
3. Changed 1 each 5/8" meter.
4. Repaired 1" water line on Northside Drive.
5. Repaired 2" water line on Willow Creek.
6. Repaired 2" water line on Claybrook.
7. Read meters for three days.
8. Mowed around fire hydrants.
9. Working on mowing sewer easements.
10. Replaced manhole and 160' of 6" sewer on Fairlawn Drive.

MONTHLY STAFF REPORT

DATE:	July 1, 2013
TO:	Rocky Mount Town Council
FROM:	Tim Burton, Superintendent
DEPARTMENT:	WWTP
MONTH:	June 2013

Average Daily Flow	0.881 mgd
TSS Reduction	99 %
BOD Reduction	99 %
Leachate (F.C. Landfill)	144,000 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	85.83 Tons
Rain Total 7.50 inches	Snow Total 0.0 inches

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	July 3, 2013
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Superintendent
DEPARTMENT:	Water Department
MONTH:	June 2013

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 10.0 hours per day which yielded approximately 810,000 gallons of water per day.

Total Raw Water Pumped:	24.73 million gallons
Total Drinking Water Produced:	24.25 million gallons
Average Daily Production:	810,000 gallons per day
Ave Percent of Production Capacity:	41%
Flushing of Hydrants/Tanks/ FD Use:	40,000 gallons
Plant Process Water:	651,500 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	10,000 gallons

Operational Issues:

- All routine monthly bacteriological samples were negative (no bacteria detected). All other routine samples continue to be within limits.
- Fairly regular rain has the river flow at a healthy level. A lack of any significant flooding has helped keep the Water Plant running without significant difficulties. Some increase in chemical use has occurred due to the somewhat murkier Blackwater River.

Repairs/Maintenance:

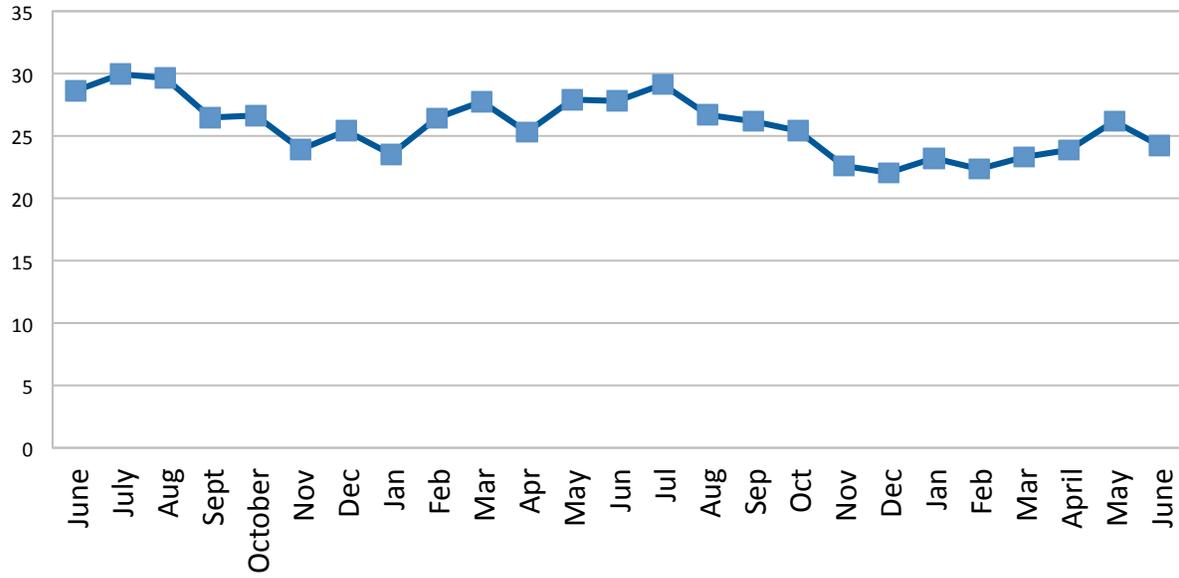
- The electrical upgrade project is proceeding. All new motors have been installed. The control panel at the raw pump building has been installed. Due to scheduling issues, the main building control panel will likely be delayed until the second or third week of July. All newly installed equipment is working well.
- Pigg River and Blackwater River buoys were reset after high water.
- Staff continues to catch up on painting.
- The light at the Water Plant canoe portage had to be replaced.
- Staff cleaned the filter #2 surface wash.
- Staff continues to rehab the dry chemical feeders. 90% repainted and reassembled.
- Staff removed the first of three check valves to be replaced as part of the upgrade project.
- Pendleton Tank altitude valve is failing to close properly. Staff has been operating the plant to prevent tank overflows. Some minor overflows have occurred. The valve will be disassembled and cleaned at the first opportunity in an effort to restore functionality.
- Hydrants on Byrd Lane and Scuffling Hill Road were tested in June.

Upcoming:

- Hydrant Flushing
- Electrical Upgrade (continued)

Water Plant Production (in millions of gallons)

June 2011 to June 2013



ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens** **Consent Item** **Old Business** **New Business**
 Committee Report **Other**

FOR COUNCIL MEETING DATED:	July 8, 2013
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager Community Development Director
BRIEF SUMMARY OF REQUEST:	The Assistant Town Manager will be presenting to Council a progress report on the Harvester Performance Center construction.
ACTION NEEDED:	None needed - for informational purposes.

Attachment(s): No

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens
 Consent Item
 Old Business
 New Business
 Committee Report
 Other

FOR COUNCIL MEETING DATED:	July 8, 2013
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager Community Development Director
BRIEF SUMMARY OF REQUEST:	<p>Gary Jackson, Manager of the Harvester Performance Hall, has proposed a special advanced musical celebration of the Town's 140th birthday at the Farmers' Market on Labor Day, September 2nd, offered under the guise of an official offering from the Harvester Performance Hall.</p> <p>The schedule for the event is as follows:</p> <p>Gates Open at 3:30PM.</p> <p>Groova Scape 4:30 to 5:30 PM After Jack 6:00 to 7:00 PM Nora Jane Struthers & The Party Line 7:30 to 8:45 PM</p> <p>Features Proposed:</p> <ul style="list-style-type: none"> - Local Crafters and Artists present and involved - A large birthday cake for the Town - A designated area for limited beer sales from 3:30 to 8:00 in keeping with the model to be used at the Harvester (wrist bands, limits and supervision).
ACTION NEEDED:	Approval/denial of event as proposed.

Attachment(s): No

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens Consent Item Old Business New Business
 Committee Report Other

FOR COUNCIL MEETING DATED:	July 8, 2013
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Virginia Municipal League annual meeting will be held the 13 th through the 15 th of October. This conflicts with our October Town Council meeting. If Council members wish to attend this annual meeting, the October Council meeting will need to be rescheduled. What are Council's wishes regarding the annual VML meeting and the October Council meeting?
ACTION NEEDED:	Approval/denial to reschedule October regular Council meeting in order to allow Council members to attend the VML annual meeting.

Attachment(s): No

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens**
 Consent Item
 Old Business
 New Business
 Committee Report
 Other

FOR COUNCIL MEETING DATED:	July 8, 2013
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Attached is a letter from the Franklin County Senior Class of 2014 requesting to hold their fundraiser race, "Eagle Pride 5K" on Saturday, October 12, 2013 beginning at 9:00 a.m. at the Franklin County High School campus. Their letter explains in detail the route they expect to take. Their use of the streets should last until approximately 10:30 a.m.</p> <p>Prior to submitting their request, they presented the proposed route to the Chief of Police. The Chief of Police has indicated the Rocky Mount Police Department can make this work.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)

June 29, 2013

Members of the Rocky Mount Town Council,

The Franklin County High School Senior Class of 2014 would like to propose the use of the streets of Rocky Mount for a 5K (3.1 miles) fundraiser race. The "Eagle Pride 5K" will take place on Saturday, October 12, 2013 beginning at 9:00AM from the FCHS campus. The event would use the streets until approximately 10:30AM (This time being the approximation of last participants crossing the finish line. Streets could also be cleared for use once the last runner is past a specific leg of the race). The proposed route for the race is as follows:

Start will be at Bus Parking Lot exit of FCHS heading east on Tanyard Road.

Left on Pell Avenue (at traffic light).

Right on Main Street (at The Hub Restaurant intersection).

Left on Franklin Street (at traffic light).

Left on Floyd Avenue (Route 40 Intersection).

Right on South Main Street (at traffic light).

Left on Patterson Avenue.

Left on Orchard Street.

Left on East Court Street.

Right on South Main Street (at traffic light next to FC Courthouse).

Straight on Tanyard Road (through traffic intersection).

End at FCHS Bus Parking Lot exit.

The proceeds from the race will go towards aiding the Senior Class in expenses for the many activities and projects that we wish to accomplish during the remainder of our school year. This endeavor will be the first annual race, and the goal is to maintain this fundraiser for continuing senior classes at FCHS. If the race is a success, we hope in future years to donate a portion of the proceeds to another charitable organization or establish a fund to help serve the needs of less fortunate members of the Senior Class to help pay for senior year activities. The officers and students of the Franklin County High School Class of 2014 greatly appreciate your time and consideration.

Sincerely,

Class President, Seemran Patel

Class Advisor, Allyson Lynch

FCHS Eagle Pride 5K
Saturday, October 12, 2013-9AM
Route Information

Start will be at Bus Parking Lot exit of FCHS heading east on Tanyard Road.

Left on Pell Avenue (at traffic light).

Right on Main Street (at The Hub Restaurant intersection).

Left on Franklin Street (at traffic light).

Left on Floyd Avenue (Route 40 Intersection).

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Left on Orchard Street.

Left on East Court Street.

Right on South Main Street (at traffic light next to FC Courthouse).

Straight on Tanyard Road (through traffic intersection).

End at FCHS Bus Parking Lot exit.

Dear Business Owner:

First, may we thank you for being a part of the fabric of Franklin County and supporting the livelihood of this wonderful county. We are thankful most of all for your support of **Franklin County High School** and its many wonderful opportunities and activities.

The **Senior Class** (Class of 2014) would like for you to partner with us in our endeavors in the upcoming year. We, the class officers, were selected by our peers to represent them and make decisions for the greater good of our class and our school. In the upcoming year, we will be planning and financing many events for the Senior Class. In order to do so, fundraising becomes vital to our program. This year, we've selected a **5K run** as our focus event to raise money.

Your sponsorship would go towards funding this event, so that the money raised by the 5K run, can be wholly placed into our class fund, and later used towards our class picnic, senior trip, senior banquet and other special events. We have designed "levels" for sponsorship; however any donation is greatly appreciated. Enclosed, is a copy of these sponsorship categories.

We thank you for your consideration, and willingness to support the students of Franklin County High School. Your contribution will be recognized and greatly appreciated by not only the Senior Class, but by Franklin County High School as a whole.

Thank you for your time and consideration,

2014 Senior Class Officers of FCHS

Seemran Patel -President

Taylor Harrell - Secretary

Nora Ferguson - Vice President

Clay Linkous- Treasurer

Josh Sumner - Executive

Allyson Lynch and Lauren Judson-Class Sponsors

EAGLE STRUT 5K SPONSORSHIP LEVELS

PLATINUM SPONSOR-\$500.00 AND ABOVE

GOLD SPONSOR-\$250.00 AND ABOVE

SILVER SPONSOR-\$100.00 AND ABOVE

BRONZE SPONSOR-\$50.00 AND ABOVE

NOTABLE MENTION-BELOW \$50.00

Patricia Keatts
<pkeatts@rockymountva.org>
To: David Cundiff
Re: Senior Class 5K

July 2, 2013 10:39 AM

Thanks!

Will have July 8, 2013 Council agenda under "New Business".

On Jul 2, 2013, at 10:38 AM, David Cundiff
<dcundiff@rockymountva.org> wrote:

The attached info ref to Senior class 5k run is acceptable, no problems.

Thanks

Chief David R. Cundiff
Rocky Mount Police Department
1250 North Main Street
Rocky Mount, VA 24151

Phone # (540) 483-9275
dcundiff@rockymountva.org

From: Nora Ferguson [mailto:noraannferguson@gmail.com]
Sent: Monday, July 01, 2013 6:21 PM
To: dcundiff@rockymountva.org
Subject: Senior Class 5K

Mr. Cundiff,

Thank you so much for all of your help!

Nora Ferguson

<Town Council Proposal.docx>

Patricia Keatts, Town Clerk
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151
(504) 483-7660

June 29, 2013

Members of the Rocky Mount Town Council,

The Franklin County High School Senior Class of 2014 would like to propose the use of the streets of Rocky Mount for a 5K (3.1 miles) fundraiser race. The "Eagle Pride 5K" will take place on Saturday, October 12, 2013 beginning at 9:00AM from the FCHS campus. The event would use the streets until approximately 10:30AM (This time being the approximation of last participants crossing the finish line. Streets could also be cleared for use once the last runner is past a specific leg of the race). The proposed route for the race is as follows:

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The proceeds from the race will go towards aiding the Senior Class in expenses for the many activities and projects that we wish to accomplish during the remainder of our school year. This endeavor will be the second annual race, and the goal is to maintain this fundraiser for continuing senior classes at FCHS. If the race is a success, we hope in future years to donate a portion of the proceeds to another charitable organization or establish a fund to help serve the needs of less fortunate members of the Senior Class to help pay for senior year activities. The officers and students of the Franklin County High School Class of 2014 greatly appreciate your time and consideration.

Sincerely,

Class President, Seemran Patel

Class Advisor, Allyson Lynch

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens**
 Consent Item
 Old Business
 New Business
 Committee Report
 Other

FOR COUNCIL MEETING DATED:	July 8, 2013
----------------------------	--------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Utilities and Streets, Sidewalks & Streetlights Committee met on June 11, 2013 to consider several issues:</p> <p><u>Drainage behind Thompson Tire:</u> The residents behind Thompson Tire, residing on Ann Sink Street, have complained for years about the significant amount of water runoff from the Thompson Tire property.</p> <p>Staff recommended that a drainage easement be obtained from Thompson Tire to install a Town funded solution to the problem. Mr. Cecil Mason estimates that to extend our storm water facilities to that side of the street, install a drop inlet on the Thompson Tire property, and a curb to direct water to the drop inlet would cost approximately \$25,000, with \$8,500 of the cost being materials and the rest being the use of our labor and equipment. I have attempted to work with the owner of the property to address the issue but they are reluctant to work with the Town.</p> <p>A representative of the investment firm that owns Thompson tire was present and discussion ensued relative to the issue. Thompson Tire alleged that the runoff issue was actually related to storm water coming onto their property from Patterson Street. Mr. Mason suggested increasing the crown and curb capacity of Patterson prior to investing in improvements of the Thompson Tire parcel. The committee instructed him to do so and to bring the issue up again if that did not improve the situation.</p> <p>Staff did not agree with Thompson Tire's claim that the runoff problem was contributed to by the streets as the engineer's report indicated that the observable runoff was originating on the property.</p> <p><u>No action required at this time.</u> This issue will be brought up again once improvements to Patterson are complete.</p> <p><u>Paving at Jubal's Retreat:</u> Staff previously released the performance bond for Jubal's Retreat in error and the Town has no recourse to force the developer to do the final paving. There is a concern that without finishing the development, the complex will be a net negative for the North Main corridor.</p>

	<p>Mr. John Boitnott and the Town Manager have met with the developer and staff proposed that the Town pave the parking lot and either put a lien on the property or enter into a payment plan with the developer. The developer is in agreement with the concept. Mr. Mason reports that it will take \$3,000 to get the area ready for paving and \$43,000 to pave the lot as part of our street paving bid.</p> <p>The committee wanted final pricing figures, which were not available at the meeting.</p> <p><u>Action Requested:</u> Should staff develop an agreement with the owners of the development to allow this project to be included in our paving bid?</p> <p><u>Customers Wishing to Downsize their Water Meters:</u></p> <p>The Town has a few residences and businesses that have larger than 5/8 inch meters and have contacted the Town to have a smaller meter put in or the surcharge waived as they did not request the larger meter.</p> <p>Your Finance Department and Public Works Department staff have met to consider options for these customers. Staff proposed that for residents with a larger meter due to a need to supply sufficient flow in higher elevations that the surcharge be waived. Staff also proposes that a meter reduction be offered to the few businesses that have asked for it for a flat fee of \$500.</p> <p>The committee recommended these rules with the stipulation that the meter swap out or downsize program only be offered for six months.</p> <p><u>Action Requested:</u> Adopt the waiver of capital recovery charges for residential meters and the meter reduction service as part of our Utility program. Guide staff on the issue of should the residential change be retroactive.</p>
ACTION NEEDED:	See above requested actions.

Attachment(s): No

FOLLOW-UP ACTION:
(To be completed by Town Clerk)