

ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
NOVEMBER 12, 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
 - Introduction of newly hired Rocky Mount Police Department personnel.
- V. Public Hearing(s)
 - A. Bryan Hochstein requests to rezone the parcel located at 50 Floyd Avenue, identified as Franklin County Tax Map and Parcel Number 207005066 and commonly known as "The Grove". This 9.98 acre parcel is currently zoned Residential District R1. The applicant requests to rezone the parcel to Central Business District CBD.
- VI. Approval of Draft Minutes
 - October 14, 2013 Regular Council Meeting
- VII. Approval of Consent Agenda
 - Miscellaneous Resolutions/Proclamations
 - Miscellaneous Action
 - Review and consideration of approval of Public Works Department street sweeper contract.
 - Departmental Monthly Reports:
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
- IX. Old Business
 - A. Presentation by Town Manager of Town of Rocky Mount "Certificate of Achievement for Excellence in Financial Reporting" award by the Government Finance Officers Association.
- X. New Business
 - A. Review and consideration of approval of draft "Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2014" to appropriate funds for a complete Digital Evidence Viewer system for the in-car cameras for the Rocky Mount Police Department vehicles.

- B. Review and consideration of approval of draft “Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2014” to appropriate funds for the repairs to the Town of Rocky Mount Wastewater Treatment Plant Powder Mill pump station.
 - C. Review and consideration of approval of awarding contract for the Supervisory Control & Data Acquisition (SCADA) system for the Town of Rocky Mount’s Water Treatment Plant and Wastewater Treatment Plant.
 - D. Review and consideration of approval of awarding Town of Rocky Mount cleaning services for the Rocky Mount Municipal Building, the Community & Hospitality Center, the Farmers’ Market, and park facilities.
 - E. Review and consideration of approval of Fiscal Year 2014 Comprehensive Economic Development Strategy (CEDS) priority project list.
 - F. Review and consideration of one time extension of the deadline for paying Town of Rocky Mount personal property tax from February 28, 2014 to March 31, 2014.
 - G. Review and consideration of Rocky Mount Town Council holding a Utility Fund work session in November 2013.
- XI. Committee Reports
- A. Public Facilities & Special Events Committee
 - Review and consideration of draft proposed amendments to the Town of Rocky Mount’s Farmers’ Market rules and policies.
- XII. Other Matters, Concerns and Rise ‘N Shine Appearances
- A. Referrals to Planning Commission from Rocky Mount Town Council
 - Review and consideration of sign ordinance, particularly regarding temporary signs, that staff recommends studying to clarify and cleanup some technical issues.
 - Review and consideration of setting a time limit for the length of time during which political signs may be posted prior to an election.
 - Review and consideration of Town setting limits for where and for how long recreational vehicles may be parked.
 - Review and consideration of allowing the keeping of chickens for egg production.
 - B. Rise ‘N Shine Appearances
- XIII. Closed Meeting and Action- 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 (appointment to the Beautification & Urban Development (BUD) Commission)
- XIV. Review and consideration of appointments to the Beautification & Urban Development (BUD) Commission
- XV. 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.

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens** **Consent Item** **Old Business** **New Business**
 Committee Report **Other (Special Items)**

FOR COUNCIL MEETING DATED:	November 12, 2013
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Chief of Police will be introducing the following new personnel to the Rocky Mount Police Department: <ul style="list-style-type: none">- Lieutenant Mark Lovern- Ashley Vasser (Police Officer Trainee)
ACTION NEEDED:	(for informational purposes only)

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 (Public Hearings)

FOR COUNCIL MEETING DATED:	November 12, 2013
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>On November 6, 2013, the Planning Commission for the Town of Rocky Mount heard a rezoning request of Bryan Hochstein for the parcel located at 50 Floyd Avenue, identified as Franklin County Tax Map and Parcel Number 207005066 and commonly known as "The Grove". The 9.8 acre parcel is currently zoned Residential District R1 and the applicant is requesting to upzone the parcel to Central Business District CBD.</p> <p>Attached is a staff report of the meeting from the Town Planner that gives a synopsis of the request.</p> <p>It was the recommendation of the Planning Commission that the Rocky Mount Town Council approve the rezoning request.</p>
ACTION NEEDED:	Approval/denial of rezoning request.

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN OF ROCKY MOUNT
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TOWN COUNCIL
STEVEN C. ANGLE, MAYOR
GREGORY B. WALKER, VICE MAYOR

BOBBY M. CUNDIFF P. ANN LOVE
JERRY W. GREER, SR. BOBBY L. MOYER
BILLIE W. STOCKTON

PATRICK N. RUST
Town Planner
Code Inspector/GIS Technician

MEMORANDUM

To: Mayor Angle & Town Council
C. James Ervin, Town Manager

From: Patrick Rust *PNR*
Town Planner

Date: November 7, 2013

Re: 50 Floyd Avenue, "The Grove" Rezoning Request

Mayor and Council:

The Town has received a rezoning request from Bryan Hochstein representing a partnership making an offer to purchase The Grove property from Ibby Greer. The request is to rezone the 9.98 acre property located at 50 Floyd Avenue, identified as Franklin County Tax Map and Parcel Number 2070050600. The applicant requests to upzone the current Residential (R1-low density) parcel to Central Business District (CBD).

The purpose of the rezoning request is to accommodate the proposed use of a bed-and-breakfast establishment to operate on the property along with outdoor assembly space for weddings, receptions, reunions and other events. Those uses are special exceptions in R1, but by-right uses in CBD.

The property is currently zoned R1 which is established primarily as an area for low-density residential uses, where the density of housing may range from one to three units per acre. Also, development is limited to relatively low concentrations, and permitted uses are limited basically to dwellings providing homes for the residents plus certain additional uses such as schools, parks, churches and certain public facilities that serve the residents of the district.

The requested CBD zoning is established to an area where the principal use of land is to promote the harmonious use and development of the historic uptown, downtown, and surrounding areas, which is the traditional commercial, governmental, residential, and cultural center of Rocky Mount. It is the intent of the town to maintain the unique nature of the district by promoting the use of existing buildings, and maintaining and extending the current building arrangement, architectural style, and scale.

The adjacent and adjoining parcels are zoned a mix between R1 (low density residential), R2 (medium density residential) and CBD (Central Business District). The CBD borders on the north and east side of the property, and a small portion of this

property has previously been zoned CBD. The R1 and R2 districts border on the west and south sides of the property in question.

Town Council heard similar cases of rezoning properties from residential zones to Central Business District in 2002 and 2006. These cases were the Claiborne House at 185 Claiborne Avenue and The Angle House at 215 Claiborne Avenue. Both cases were approved by Town Council.

In reviewing this proposed rezoning request staff reviewed the following aspects:

- The request is consistent with the current adopted Comprehensive Plan, with the potential future land use map showing this parcel zoned for general business activities which complies with the Central Business District uses.
- Based on the vicinity of the existing Central Business District, the parcel in question would be tied well with the existing conditions and uses.

After due review and based on these considerations, staff recommends that the rezoning request be approved.

Planning Commission held a public hearing regarding the matter on Wednesday, November 6. The public hearing was attended by one adjacent property owner who did not speak in favor of or in opposition to the rezoning request. Planning Commission's main areas of concern centered around future expansion of the property and the preservation of the property's historic nature. The applicant addressed these concerns by emphasizing his and his partners' desires to maintain the historical aspects of the property, including its buildings, architectural elements, and name, with the only possible future expansion being for parking adequate enough to support wedding parties, and the possible addition of a residential unit for use by one of the partners who plans to relocate to the property to manage its daily operations.

Following Planning Commission's discussion, a motion was made by Vice Chair Speidel that Planning Commission recommend to Town Council the approval of the rezoning request, allowing the parcel identified as tax map number 20700, parcel 50600 to be rezoned to Central Business District (CBD), with the motion on the floor being seconded by Planning Commission Member Tiggie. There being no further discussion, the motion on the floor passed with a vote of six for, zero against, and one abstention from Planning Commission Member Hall, who abstained due to personal interest in an adjoining property.

Possible motions:

Approval

I move that the Town Council approves the rezoning request, allowing the parcel identified as tax map number 20700, parcel 50600 to be rezoned to Central Business District (CBD).

Denial

I move that the Town Council denies the rezoning request of tax map number 20700, parcel 50600.

**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
OCTOBER 14, 2013**

The October 14, 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 Chief of Police David Cundiff), Town Planner Patrick Rust, Superintendent of Water Department Robert Deitrich, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts.

Absent due to being on vacation were: Finance Director Linda Woody, Public Works Director Cecil Mason, and Superintendent of the Wastewater Plant 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.

Motion action taken:

Motion was made by Council Member Stockton to approve the agenda as amended, with motion on the floor seconded by Council Member Greer and carried unanimously by those present.

SPECIAL ITEMS

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

PUBLIC HEARING

Let the record show the Mayor recessed the meeting to hold the following public hearing.

- A. Request of EHS Support Services for a special use permit to offer on-site mental health counseling services at its new location at 230 South Main Street, Rocky Mount, Virginia, known as Franklin County Tax Map and Parcel Number 2070058800.

The Planning & Zoning Administrator came before Council, stating the following:

- Went over the specifics of EHS Support Services (EHS) request as submitted.
- Currently, the agency offers mental health support services to clients in their homes or their community.
- This location where they want to relocate at 230 South Main Street is currently zoned CBD-Central Business District, and pursuant to Article 29-2 of the Town's Zoning and Development Ordinance, outpatient mental health centers are a use-by-special exception in this district.
- EHS plans to begin with providing this service one day a week, most likely Tuesdays, with only one or two providers offering the service. According to EHS, office hours for services will be 8:30 a.m. to 5:00 p.m., with clients being scheduled between 9:00 a.m. and 3:00 p.m. The parking lot adjacent to the building will accommodate the services of the office.
- The Planning Commission considered this request at its regular meeting of October 1, 2013, with two speakers addressing the public hearing. The first speaker was the applicant, and the second speaker did not object to the use being located at this site. The Planning Commission recommended by a 7-0 vote that Town Council approve the request as presented, without conditions.

The Mayor opened the floor to anyone wishing to come forward to speak regarding the request. Let the record show that no one came forward to speak at this time.

There being no further comments, the Mayor reconvened the meeting back into open session and entertained a motion.

Motion action taken:

Motion was made by Council Member Greer to approve the special use permit request of EHS Support Services as presented, 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.

APPROVAL OF MINUTES

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

- September 19, 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 draft minutes as presented, with motion on the floor being seconded by Council Member Moyer. There being no comments, 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
 - National Business Women's Week Proclamation
 - Virginia Tobacco Indemnification Commission (TIC) Grant Funding Resolution
- Miscellaneous Action
- Departmental Monthly Report
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Waste Water Department
 - Water Department
- Bill List

There being no comments, the Mayor entertained a motion.

Motion action taken:

Motion was made by Council Member Greer to approve the draft *Consent Agenda* as presented, 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 come before Council to speak.

At this time, the Mayor opened the floor to anyone wishing to come forward to speak. Let the record show that no one forward to speak at this time.

OLD BUSINESS

A. Review and consideration of approval of bid for sound and light equipment at the Harvester Performance Center.

The Assistant Town Manager pointed out the following:

- One major contract remains to be let to complete the work at the Harvester Performance Center. The Town had requested proposals from qualified vendors to install the audio-visual equipment necessary to stage a wide variety of shows at the Town's performance venue.
- As Council knows, requests for proposals are not straight bids based on price alone, but allows the Town to evaluate the best short-term and long-term value represented by the respondents.
- Town staff received complete responses from two vendors, both based in Roanoke, Virginia. Over the past week, he, along with the architect and the music venue manager, have reviewed the proposals from the two companies, which had nearly identical pricing for the overall project. Both initial projects were within \$4,000 of one another in total price, and both are within the budget allocated by Council during its March 2013 special Council meeting, but are on the high end of what he would expect to pay and still be able to complete the outfitting of the building, including the seating, appliances, and furniture. The final price can be negotiated and reduced by refining or eliminating some of the optional equipment needed, particularly for the lower level.
- Mr. Gary Jackson (Town's music venue manager) has already sat down with both suppliers to determine whether the Town can achieve savings within the proposals, and based on those conversations, the Town should be able to drop both into an acceptable price range. The current monetary value of the project is \$266,000, and he expects that the Town will be able to reduce that cost further through careful negotiations.
- After reviewing the proposals, the staff and architect unanimously recommend the Town negotiate and enter into a contract with Stage Sound of Roanoke, Virginia. This recommendation is made after evaluating the responses based on best overall value, ability to meet the construction deadlines, comparisons of like projects as referenced in their response, experience in developing world class performance space, installer qualifications, experience in selling and guaranteeing the equipment specified in the bid specifications, and warranty, replacement and loaner programs.
- All of these criteria lead Town staff to the conclusion that, for this project, Stage Sound is the most qualified company and represents the best value to the Town of Rocky Mount and the Harvester Performance Center.

The Assistant Town Manager requested that Council authorize him to negotiate and enter into a contract with Stage Sound of Roanoke, Virginia to provide audio and visual equipment, installation, support and training necessary to complete the Town's performance center.

There was brief discussion between Council and the Assistant Town Manager regarding Stage Sound's commitment to the project and how their reputation is to make sure the equipment is performing right and that staff is properly trained.

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

Motion action taken:

Motion was made by Council Member Greer to enter into contract with Stage Sound for the necessary equipment for the Harvester Performance Center, 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 four to two, with Council Members Cundiff and Moyer voting in opposition to the motion on the floor.

NEW BUSINESS

A. Review and consideration of approval of request of Community Partnership for Revitalization (CPR) to hold two annual events.

The Town Manager relayed to Council that Community Partnership for Revitalization had submitted two requests, being:

- Tree lighting ceremony to be held at the Franklin County Courthouse on November 29, 2013 from 5:00 p.m. to 6:30 p.m.
- “Come Home to a Franklin County Christmas” on December 6, 2013 from 5:00 p.m. to 9:00 p.m., and street closures at the intersection of Franklin Street and Diamond Avenue through the intersection of Franklin Street and East College Street (at the Farmers’ Market).

The Town Manager confirmed to Council that these were the same events as in previous years, with the identical street closures as last year.

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

Motion action taken:

Motion was made by Council Member Greer to approve both requests, 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.

B. Review and consideration of request of Girl Scouts of Franklin County requesting waiver of Farmers’ Market rental fees to hold their “Founders’ Birthday” on October 25, 2013.

Angie Shirley, representing Girl Scouts of Franklin County, came forward regarding her request, stating the following:

- Trying to promote Girl Scouts of Franklin County.
- The Farmers’ Market is a very good location for high visibility to the public to hold their “Founders’ Birthday”.
- Their event will take place on Friday, October 25, 2013, from 5:00 p.m. to 8:30 p.m., and would include Girl Scouts of all ages.
- Their time element will not interfere with the vendors that are already at the Farmers’ Market.

- Went over the events that will take place.
- Asking the girls to bring non-perishable items that will be donated to a local food bank.

The Town Manager confirmed to Council that the Managing Director of the Farmers' Market has confirmed that the Market is available that evening.

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

Motion action taken:

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

C. Review and consideration of awarding Town of Rocky Mount's paving bid for Fiscal Year 2013-2014.

The Town Manager informed Council that the Town has received three bids on the Fiscal Year 2013-2014 street paving project, with it being staff's recommendation that the Town award Patterson Brothers Paving a "Notice of Award" and "Notice to Proceed", as they have met the requirements as specified in the bid documents and also came in as the lowest bid at a cost of \$370,740.50. The bid for the parking lot for Jubal's Retreat is included in the above quoted price at a cost of \$29,151.

The Town Manager pointed out that it is staff's belief that the work Patterson Brothers Paving will perform will meet the Town's specifications and qualifications.

The Town Manager confirmed that as of right now, the paving of the parking lot of Jubal's Retreat will not be paved until all documentation is negotiated and binding by the property owners; also confirmed that the paving may take place in the spring of next year at the preference of the Public Works Director.

There was also brief discussion regarding the Virginia Department of Transportation (VDOT) grant and those funds (if awarded) in relation to the Scuffling Hill project. The Town Planner confirmed to Council that it is his understanding that this may take place sometime this winter, and the Town should see work beginning next month on the guardrails.

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

Motion action taken:

Motion was made by Council Member Greer to approve the request to proceed with "Notice of Award" and "Notice to Proceed" to Patterson Brothers Paving for Fiscal Year 2013-2014 in the amount as stated, with motion on the floor being seconded by Council Member Cundiff. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- D. Review and consideration of draft “Resolution of Support by the Town of Rocky Mount, Virginia for Franklin County Solid Waste Management Plan, 2013”.

The Town Manager reported that Franklin County, along with their engineering consultants, have prepared a “Revised Franklin County Solid Waste Management Plan, 2013” in accordance with State regulations (prior to the meeting, Council had received a copy of the plan). Presented to Council for their review and consideration was a draft “Resolution of Support by the Town of Rocky Mount, Virginia for Franklin County Solid Waste Management Plan, 2013”. The Town Manager confirmed that the Town has historically supported the revision of the County’s solid waste management plan. He also confirmed that this does not impact the treatment of the Town’s leachate, and that the Town does a year-to-year agreement on the treatment of the County’s leachate, and so far, it has been a good relationship.

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

Motion action taken:

Motion was made by Council Member Moyer to approve the draft resolution as presented, with motion on the floor being seconded by Council Member Stockton. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- E. Presentation by Town Manager of the “Certificate of Achievement for Excellence in Financial Reporting” award by the Government Finance Officers Association (GFOA) that is being presented to the Town of Rocky Mount.

The Town Manager informed Council that since the Finance Director was not able to attend the meeting due to being on vacation at this time, he would like to hold off on this presentation until the November regular Council meeting. Council so noted.

- F. Review and consideration of approval of draft resolution regarding letter of credit with Virginia Department of Transportation in relation to Weaver Street extension.

The Town Manager presented the following:

- The Virginia Department of Transportation (VDOT) is requiring a letter of credit for \$334,000, which is the amount of the grant awarded to the Town in 2009 to extend Weaver Street into the Cox property in the joint County/Town industrial park. Carter Bank and Trust provided the original letter of credit in June 2009, but it expired in September 2013.
- Carter Bank and Trust will provide another letter of credit in force until the new VDOT expiration date of August 2, 2014. The local Carter branch is appealing to their corporate office to waive the fees.
- The Town’s Community Development staff is working with VDOT to determine whether Empire Foods will qualify as the Town’s investment. While staff is not optimistic that VDOT will count this as the Town’s qualifying investment, staff is trying. Staff is also continuing to work to attract a new industrial tenant to the Cox property site. In the meantime, the Town is required to maintain its letter of credit as security in the event the Town is required to repay the \$334,000 investment VDOT

made to the Town's project through the Bonded Road Program. Staff is seeking legislative action from Delegate Charles Poindexter and Senator William (Bill) Stanley to delay repayments due under the program.

The Town Manager confirmed that it is staff's expectation that the cost being charged from Carter Bank and Trust will either be waived or cost \$250; and if not, about \$3,000 to \$4,000 if Town goes out with a regular commercial bank. The Assistant Town Manager explained to Council the short turnaround for this to take place was due to the information erroneously being sent to Franklin County Administration Office from VDOT instead of directly to the Town.

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

Motion action taken:

Motion was made by Council Member Greer to approve the draft resolution as presented, with motion on the floor being seconded by Council Member Cundiff. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

Council Member Greer brought up the subject regarding signage on Weaver Street regarding the Cox property that the Town can create and install; along with a better sign on U.S. Highway 220 advertising the County/Town industrial park. There was discussion on how best to address the placement of the signs.

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

Motion action taken:

Motion was made by Council Member Greer to approve the installation of signage as discussed, with motion on the floor being seconded by Council Member Love. There was discussion that the sign for Weaver Street would be no problem, but the one for US. Highway 220 may be a problem as it is on VDOT property and trees will have to be cut. The Town Manager stated that he will open up conversations with VDOT regarding this matter. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

COMMITTEE REPORTS

Let the record show there were no committee reports at this time.

OTHER MATTERS, CONCERNS AND RISE 'N SHINE APPEARANCES

A. Referrals to Planning Commission from Town Council

Let the record show there were no referrals at this time.

B. Rise 'N Shine Appearances

The Assistant Town Manager appeared on the *Rise 'N Shine* Show this morning.

COUNCIL CONCERNS**A. Council Member Love**

1. Several residents have brought to her attention that the trash is not being picked up by the Franklin County Jail trustees in the East Court Street area. The Town Manager stated he will discuss this with the Town's Chief of Police to see if he can contact the Franklin County Sheriff regarding this matter.
2. Requested update regarding the sidewalks and crosswalks project on State Route 40 East. The Town Planner stated that this was still going through VDOT review, with a concern over timing of the signals and signal for the crossing light. He further stated that he will see if can get the sidewalks installed, even if the crosswalks are delayed. There was discussion on how this will be paid, with it being confirmed by the Town Manager that the Town is doing the labor as part of the revenue sharing.

B. Council Member Moyer

1. Questioned when the Town will not have decals displayed on the vehicles and when the deadline was for having them removed, with the Town Manager replying that it takes place when someone pays their personal property taxes, with the clock being reset from December to December basis; also that the Town is expected to be hit by some questions from citizens regarding the realigning of the three remaining months that are left on the Town decals as being paid for (same as County was hit with), with Council having the right to change deadlines.
2. Questioned why the *Roanoke Times* does not mention that the Town is the eastern gate to the Crooked Road when they do articles pertaining to it. The Assistant Town Manager informed Council that he has pointed out to the *Roanoke Times* reporters and other news media that the Town is the eastern gate, but he believes that part of the problem is that initially, the Town was not part of the Crooked Road, but part of this misinformation and misunderstanding will go away once the Town has it signature venue.

C. Council Member Greer

1. Stated that he has been approached by two people about the road going into Byrd Cemetery, in that it is not paved and has gullies. There was discussion regarding if the road belonged to Johnny Ferguson, and how best to address this issue. The Town Manager stated he will check with the Public Works Director to see if the Town can put some gravel in the high spots and have it graded. The Town Planner also was directed to look into seeing who owned the road, whether it belongs to the Town or Mr. Ferguson.

CLOSED MEETING

At 7:45 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, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (appointments to boards, committees and commissions).

At 8:30 p.m., motion was made by Council Member Greer 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 Moyer 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 Moyer 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 no action was taken.

ADJOURNMENT

At 8:32 p.m., motion was made by Council Member Love to adjourn, seconded by Council Member Stockton and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

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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:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The attached contract is submitted for the replacement of the Town's street sweeper. Council budgeted \$175,000 for the replacement of the street sweeper in the current fiscal year.
ACTION NEEDED:	Approval/denial of contract

Attachment(s): Yes

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

Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

540.483.5243
FAX 540.483.8830

E-mail: jervin@rockymountva.org
www.rockymountva.org



TOWN COUNCIL
Steven C. Angle, *Mayor*
Gregory B. Walker, *Vice Mayor*

Bobby M. Cundiff P. Ann Love
Jerry W. Greer, Sr. Bobby L. Moyer
Billie W. Stockton

C. James Ervin, Town Manager

Request for Amendment to Contract and Terms and Conditions

October 29, 2013

NEW STREET SWEEPER

SECTION A: INTENT AND PURPOSE

It is the intent of the Town of Rocky Mount (Town) as a member of the Charlotte Cooperative Purchasing Alliance to enter into a Purchase Agreement with Carolina Industrial Equipment Inc. for a quantity of one (1) new Johnston model RT-655 Regenerative Air Street Sweeper (equipment) using the Cooperative Contract between Carolina Industrial Equipment Inc. and the City of Charlotte, based on all sections of the City of Charlotte Invitation to Bid number 269-2012-124 and all subsequent Addenda for this Invitation to Bid. The Purchase Agreement is contingent on the signature of this Request for Amendment by an authorized Carolina Industrial Equipment Inc. representative.

The purpose of this Request for Amendment is to amend specific portions of the Contract body, Specifications, Terms and Conditions, etc. that would apply specifically to the Town of Rocky Mount differently than the City of Charlotte. These amendments do not affect the general type, style, performance, quality, or price of the item.

The Town of Rocky Mount wishes to accept the Johnston model RT-655 Regenerative Air Street Sweeper with 115 hp John Deere 4045T Turbo Diesel engine, dual gutter brooms and auxiliary engine hopper dump mounted on a 33,000 lb. GVW truck chassis as presented in the Carolina Industrial Equipment Inc. three page piggyback proposal to the Town of Rocky Mount dated October 3, 2013 for a total price after additions and deletions of \$175,947.00 (see attached).


C. James Ervin, Town Manager
Town of Rocky Mount

SECTION B: REQUESTED AMENDMENTS

The following are changes the Town of Rocky Mount is requesting Carolina Industrial Equipment Inc. to make to the Contract between Carolina Industrial Equipment Inc. and the City of Charlotte, based on all sections of the City of Charlotte Invitation to Bid number 269-2012-124 and all subsequent Addenda for this Invitation to Bid. These amendments shall apply only to a Contract or Purchase Agreement between Carolina Industrial Equipment Inc. and the Town of Rocky Mount, or items purchased via this Contract by the Town of Rocky Mount.

All references to the City of Charlotte, City, Charlotte, etc. in the Invitation to Bid (ITB), subsequent Addenda, and the Contract shall be changed; and apply to the Town of Rocky Mount unless otherwise noted or amended.

All references to "state" in the Invitation to Bid, subsequent Addenda, and the Contract shall apply to Virginia instead of North Carolina unless otherwise noted or amended.

All requests for information or clarification regarding this procurement shall be addressed in writing to Linda Woody at the address, fax, or email address listed below, with email being the preferred method.

Linda Woody, Finance Director
Town of Rocky Mount
345 Donald Ave.
Rocky Mount, VA 24151
Phone: 540-483-5243
Fax: 540-483-8830
Email: lwoody@rockymountva.org

Payment Terms shall not start until the Town has notified Carolina Industrial Equipment Inc. in writing that the Town has accepted the equipment as complete including training, options, and all paperwork to be supplied with the equipment.

Section 2.22, Terms and Conditions – **Governing Law and Jurisdiction:** Virginia law shall govern the interpretation and enforcement of the Contract, and any other matters relating to the Contract. All legal actions or other proceedings relating to the Contract shall be brought in a state or federal court sitting near Franklin County, Virginia. By submitting a response to this Request for Amendment to Contract and Terms and Conditions, the parties submit to the jurisdiction of said courts and hereby irrevocably waive any and all objections that they may have with respect to venue in any court sitting near Franklin County, Virginia.

Specification 32.1, **Training** shall be changed to the following: A minimum of 8 hours operator training and a minimum of 8 hours of mechanic training (unless otherwise mutually agreed to by the Town and the Company) shall be conducted at the customer's premises at NO CHARGE to the customer.

Specification 33.1, **Delivery** shall be changed to the following: Delivery shall be scheduled with Cecil Mason, Public Work Director at 540-493-3752 and delivered to: Town of Rocky Mount Public Works Facility, Cliff Street, Rocky Mount, VA 24151. Call Cecil Mason at 540-493-3752 or Linda Woody at 540-483-5243 for delivery appointment and instructions. Unscheduled deliveries could be refused without exception.

The Contract Administrator for the Town of Rocky Mount shall be Linda Woody, Finance Director (phone: 540-483-5243; email: lwoody@rockymountva.org) and / or Cecil Mason, Public Works Director (phone: 540-493-3752 or 540-483-1320).

Carolina Industrial Equipment Inc. shall title and show the purchaser on all MSO's as the Town of Rocky Mount, 345 Donald Ave., Rocky Mount, VA 24151; phone 540-483-5243.

SECTION C: INSTRUCTIONS TO CONTRACTOR

This Request for Amendment must be signed by an authorized Carolina Industrial Equipment Inc. representative and returned to Linda Woody, Finance Director, 345 Donald Ave., Rocky Mount, VA 24151. A signed copy may be faxed (540-483-8830) or emailed (lwoody@rockymountva.org) to Linda Woody to expedite the process, but all pages of the signed original must be returned by U.S. postal mail to the attention of Linda Woody, 345 Donald Ave., Rocky Mount, VA 24151 (phone: 540-483-5243) and must be marked "Street Sweeper Contract Amendment." Upon receipt of a signed copy of this Request for Amendment, the Amendment will be submitted to the Town of Rocky Mount Town Manager, or his designee, for approval. After approval by the Town Manager, or his designee, Carolina Industrial Equipment Inc. will be notified so that delivery may be arranged.

Carolina Industrial Equipment Inc. Representative (printed name) _____

Carolina Industrial Equipment Inc. Representative Title _____

Representative Phone _____ Representative Fax _____

Representative Email _____

Authorized Signature _____ Date _____

Contact Information for Questions:

Name _____

Phone Number _____ Fax Number _____

Email Address _____



Carolina Industrial Equipment Inc.

P.O. Box 667907 Charlotte, NC 28266 800.476.2434 f:704.588.2592

→ Town of Rocky Mount
Attn: Cecil Mason
345 Donald Ave.
Rocky Mount, Virginia 24151

October 3, 2013

Phone: 540-493-3752 Fax: 540-483-8830 cmason@rockymountva.org

WE ARE PLEASED TO SUBMIT THE FOLLOWING PIGGYBACK PROPOSAL:

1 – Johnston model RT-655 Regenerative Air street sweeper with 115 hp John Deere 4045T Turbo Diesel engine, dual gutter brooms and auxiliary engine hopper dump mounted on a 33,000 lb. GVW truck chassis

- | | |
|---|---|
| Sealed auxiliary engine compartment | Fluid coupler/shaft driven vacuum blower (no belts) |
| Coolant/Oil pressure shutdown system | 14" diameter vacuum and blast hoses |
| Electric throttle actuator | In-cab large object hood lift |
| 58 gallon auxiliary engine fuel tank | 43" diameter gutter brooms |
| 8.5 cubic yard hopper | 93" sweeping hood |
| Dust separator, hoed and hopper deluge system | In-cab variable gutter broom speed control |
| Continuously welded stainless steel hopper | In-cab variable gutter broom pressure control |
| 55 degree dump angle | Four segment steel gutter brooms |
| Two 3" hopper drain hoses on rear door | 140" wide sweeping path |
| Two side mounted hopper access doors | Automatic safety body prop with hands-free release |
| 12' of hydrant hose with coupling | 18.5 gallon hydraulic oil tank |
| 250 gallon polyethylene water tank | Backup alarm |
| Front mounted spray bar with four jets | 125 micron suction hydraulic oil filter |
| Two gutter broom water spray jets per side | Hand held pendant dump controls |
| Vacuum hood & suction tube water spray jets | Stainless steel water manifold |
| Powder coated sweep gear | Electric over hydraulic backup hopper lift |
| IP67 external electrical connectors | 2 Sweeper parts /service manuals |
| L.E.D.'s on all Solenoid Plugs | 2 Sweeper operator manuals |

Standard warranties:

- 12 months parts and labor
- Lifetime warranty for stainless steel hopper against rust perforation and corrosion
- Lifetime warranty for stainless steel water tank against rust perforation, corrosion, warping, cracking, UV damage or melting
- 5 year warranty for impeller drive system

1 - 2014 Freightliner M2 33,000 lb. GVWR conventional chassis including:

- | | |
|--|---|
| Dual steering and instrumentation | Dual air suspension seats |
| Cummins ISB 6.7, 200 hp engine | Mordura™ extra wear seat fabric |
| EPA 2010 emissions and on-board diagnostic | Remote controlled and heated mirrors |
| Allison 2500 RDS transmission | Air conditioning |
| AM/FM/WB/CD radio | Two 8" fender mounted convex mirrors |
| Tilt steering wheel | Fuel / water separator |
| Power windows & door locks | Dash mounted air filter restriction indicator |
| Back up alarm | |

Continued on page 2 ...



Carolina Industrial Equipment Inc.

P.O. Box 667907 Charlotte, NC 28266 800.476.2434 f:704.588.2592

Page 2 ...

In addition to the equipment described on page 1, the Johnston RT-655 that was offered to the City of Charlotte, NC included the following:

Sweeper options:

- Dual in-cab gutter broom tilt control
- Supawash™ high pressure washing system consisting of an 8 gallon per minute, 1500 PSI pump, hand lance, and front mounted spray bar
- Low pressure wash down hose
- Four water sprays in pickup hood
- Four water sprays per gutter broom
- Two rear mounted LED amber flashing warning lights
- Reverse camera system
- Slow moving vehicle sign
- Herbicide spray system

Chassis options:

- Extended warranties; Cummins engine & Allison transmission for 5 years total
- Dual cab mounted strobe warning lights
- Dual air suspension seats
- Remotely controlled and heated mirrors
- Dual steering and instrumentation

Total price accepted by the City of Charlotte, Bid # 269-2012-124,
1st renewal July 2013, and including all freight, dealer prep, local delivery
and operator training ...

\$ 181,379.00

Continued on page 3 ...



Carolina Industrial Equipment Inc.

P.O. Box 667907 Charlotte, NC 28266 800.476.2434 f:704.588.2592

Page 3 ...

Balance forward from page 2 ... \$ 181,379.00

Additions to City of Charlotte specification:

Two-speed rear axle ...	1,398.00
LED split directional arrowstick ...	1,615.00
Two position gutter broom ...	875.00
Cab mounted LED strobe light ...	515.00

Deletions from City of Charlotte specification:

Herbicide spray system ...	< 2,000.00 >
Supawash™ high pressure washing system consisting of an 8 gallon per minute, 1500 PSI pump, hand lance, and front mounted spray bar ...	< 5,280.00 >
Additional spray nozzles in pickup hood ...	< 350.00 >
Low pressure wash down hose ...	< 75.00 >
Two rear mounted LED amber flashing warning lights ...	< 600.00 >
Slow moving vehicle sign ...	< 30.00 >
Dual cab mounted strobe warning lights ...	< 400.00 >
Cummins & Allison warranties extended to 5 years 150K miles total instead of the standard Allison 3 year unlimited miles and Cummins 2 years unlimited miles ...	< 1,100.00 >

Total after additions and deletions ...

\$ 175,947.00

T L.W

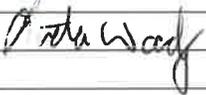
Terms: Net 20 days

FOB Destination

This is a titled vehicle; sales tax is paid when registered

Prepared by: Jeff Yoxtheimer, Area Manager 704-307-7758 jeff@cieequipment.com

MONTHLY STAFF REPORT

DATE:	November 5, 2013
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director 
DEPARTMENT:	Finance Department
MONTH:	November

This report contains the following monthly information for October 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:

726 walk-in transactions

465 drive-thru transactions

822 mail transactions

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

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

Retail:

Olympia Sports, 400 Old Franklin Turnpike, retail sporting goods & apparel
The Rein Coat, LLC, 95 Old Furnace Rd., internet sales of coats for dogs

Professional:

Crooked Road Family Dentistry, 40 Tanyard Rd., dental office

TOWN OF ROCKY MOUNT
Investment Portfolio
at September 30, 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	98.172	490,860.00	1.02%	1.00%	3135G0SJ3	5,000.00
FNMA	9/27/2013	9/27/2017	255,000	99.575	253,916.25	0.70%	0.70%	313G0E64	1,785.00
Bond Totals			<u>755,000</u>		<u>744,776.25</u>	0.86% avg. return			<u>6,785.00</u>
Certificates of Deposits:									
Ally Bank Midvale UT		12/23/2013	245,000	100.133	245,325.85	1.09%	1.10%	02005QYE7	2,695.00
Am Express Centurion		11/17/2015	225,000	101.779	229,002.75	1.71%	1.75%	02587DGX0	3,937.50
Bank Baroda NY		11/12/2013	245,000	99.973	244,933.85	0.25%	0.25%	060624C27	612.50
Bank Hampton Rds. VA		9/27/2017	245,000	100.031	245,075.95	1.00%	1.00%	062492BH5	2,450.00
Bank of China NY		11/1/2013	249,000	99.976	248,940.24	0.20%	0.20%	06426NS78	498.00
Beal BK USA, NV		2/12/2014	225,000	99.888	224,748.00	0.20%	0.20%	07370VF60	450.00
CIT BK Salt Lake UT		10/13/2016	190,000	98.799	187,718.10	1.01%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN		8/25/2016	245,000	100.066	245,161.70	0.99%	1.00%	20143PCV0	2,450.00
Compass Bk Birmingham AL		12/29/2014	230,000	100.432	230,993.60	0.99%	1.00%	20451PAC0	2,300.00
Discover Bk Greenwood		9/15/2014	245,000	99.160	242,942.00	1.29%	1.30%	254670W40	3,185.00
Essa BK Stroudsburg PA		11/30/2016	245,000	100.182	245,445.90	0.99%	1.00%	29667RGE7	2,450.00
Fifth Third BK OH		11/1/2013	249,000	99.972	248,930.28	0.15%	0.15%	316777LS8	373.50
Flushing Savings NY		7/27/2016	248,000	100.538	249,334.24	0.99%	1.00%	344030ES6	2,480.00
GE Bk Draper Utah		9/30/2014	245,000	100.688	246,685.60	1.39%	1.40%	36159C3F1	3,430.00
GE Cap Fin'l Retail		12/29/2016	245,000	102.052	250,027.40	2.05%	2.10%	36160YMM4	5,145.00
Goldman Sachs NYC		11/3/2014	245,000	100.843	247,065.35	1.48%	1.50%	38143AAP0	3,675.00
Investors BK, NJ		2/24/2014	249,000	99.895	248,738.55	0.25%	0.25%	46176PCA1	622.50
Natl Rep Chicago CTF		1/25/2016	245,000	101.687	249,133.15	0.98%	1.00%	63736QRT0	2,450.00
Safra Nat'l NY NY		2/9/2015	245,000	100.808	246,979.60	0.74%	0.74%	786580YW4	1,837.50
Security Bk Aiken SC		7/27/2016	245,000	99.862	244,661.90	1.24%	1.24%	81423LAV4	3,062.50
Sovereign Bk Willington DE		9/26/2020	245,000	100.267	245,654.15	0.74%	0.75%	84603M2V7	1,837.50
State Bk India Chicago IL		7/25/2017	230,000	100.641	231,474.30	1.54%	1.55%	856283TLO	3,565.00
CD Totals			<u>5,280,000</u>		<u>5,298,972.46</u>	0.97% avg. return			<u>51,406.50</u>
Total Investments			<u>6,035,000</u>		<u>6,043,748.71</u>	0.96% avg. return			<u>58,191.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
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%
Jun-13	1,462,419.95	0.10%
Jul-13	1,485,391.80	0.11%
Aug-13	1,059,777.16	0.11%
Sep-13	1,431,414.99	0.11%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF OCTOBER 31, 2013**

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	108	843	15,449	12,828	585,792	2.64%
Public Service Tax	-	-	-	-	27,135	0.00%
Personal Property Tax	(806)	88	5,390	1,340	173,526	3.11%
Machinery & Tools Tax	-	-	-	-	105,141	0.00%
Penalties on Tax	13	66	1,499	1,726	2,500	59.96%
Interest on Tax	(98)	52	140	1,476	1,000	14.00%
Local Sales Tax	13,625	16,860	28,246	31,129	170,730	16.54%
Meals Tax	98,981	94,624	309,073	288,078	1,150,449	26.87%
Utility Tax	26,554	26,575	82,208	81,784	324,563	25.33%
Communications Tax	16,416	16,812	49,277	51,234	202,512	24.33%
Decals	200	231	2,649	3,986	78,597	3.37%
Bank Stock Tax	-	-	-	-	229,064	0.00%
Penalty-Meals Tax	1,880	551	2,126	1,239	1,750	121.51%
Interest-Meals Tax	172	425	1,409	520	500	281.83%
Lodging Tax	8,575	8,286	26,292	21,760	97,681	26.92%
Cigarette Tax	8,963	8,846	32,563	29,682	99,094	32.86%
BPOL-Retail	169	565	23,053	4,935	303,831	7.59%
BPOL-Professional	500	-	8,929	9,312	137,670	6.49%
BPOL-Contractor	-	4,688	3,031	5,005	12,000	25.26%
BPOL-Repairs/Services	174	20	657	1,867	115,059	0.57%
BPOL-Alcoholic Beverages	-	-	-	-	800	0.00%
BPOL-Penalty/Interest	24	82	4,850	1,055	1,200	404.18%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	11,400	0.00%
BPOL-Miscellaneous	-	500	1,250	753	2,800	44.64%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	268	10	1,078	440	2,600	41.46%
Welcome Center Fees	490	165	1,490	1,740	3,000	49.67%
Planning/Zoning Fees	2,200	210	6,469	2,575	6,200	104.34%
Court Fines	3,772	4,993	7,100	17,164	31,088	22.84%
Parking Fines	-	-	52	205	200	26.00%
Interest Earnings	2,500	9,959	9,865	17,289	56,624	17.42%
Return Check Fees	40	80	220	340	700	31.43%
Rental of Property	-	-	-	-	420	0.00%
Mortgage Payments	-	256	1,024	768	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	1,200	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Grave Preparation	-	-	1,500	750	1,500	100.00%
Security Services	1,095	990	3,000	6,330	4,000	75.00%
False Alarm Response Fees	-	-	138	-	-	0.00%
Passport Service Fees	690	645	2,604	2,820	10,800	24.11%
Police Reports	133	83	589	464	1,200	49.08%
Fingerprint Service Fees	-	-	-	165	-	0.00%
Garbage Collection Fees	9,428	7,548	27,608	22,002	109,989	25.10%
Truck Rental Program	20	10	70	30	100	70.00%
Weed Control Charges / Mowing	-	-	156	-	-	0.00%
Miscellaneous Services	-	42	1,465	1,422	350	418.44%
Transfer from Utility Fund	-	-	426,426	-	426,426	100.00%
Donations	2	10	24	52	-	0.00%
Merchandise Sales	134	106	199	343	200	99.62%
Donations - Celeste Park	260	-	260	-	-	0.00%
Miscellaneous	-	1	542	470	300	180.80%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF OCTOBER 31, 2013**

Recoveries	(92)	1,987	354	2,194	1,000	35.43%
Bond Proceeds	-	-	-	-	-	0.00%
Unrealized Gain on Investments	-	2,011	(153)	(481)	-	0.00%
Appropriated Fund Balance	-	-	42,149	-	2,731,293	1.54%
Total Local Revenues	196,390	209,222	1,132,320	627,992	7,222,984	15.68%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	3,601	3,827	3,626	3,000	127.55%
Litter Tax	-	2,964	2,614	2,964	2,100	124.48%
Other Categorical Aid	-	-	-	-	-	0.00%
Fire Programs	-	-	12,134	1,089	12,000	101.12%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
School Resource Officers	-	-	-	-	-	0.00%
DMV / 402 Grant	-	-	-	-	-	0.00%
Local Law Enforcement	-	-	-	4,272	4,200	0.00%
DMV Mini Grants	-	-	-	-	-	0.00%
Street Maintenance	-	-	312,378	303,452	1,238,082	25.23%
VML Safety Grant	-	-	-	3,000	-	0.00%
Volunteer Fire Dept.	7,500	-	15,000	7,254	30,000	50.00%
Law Enforcement-599 Funds	-	-	27,115	27,115	108,460	25.00%
Police Grants	-	-	-	-	-	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Other Categorical Aid-Schools	-	-	29,632	29,632	29,632	100.00%
Total State Revenues	7,500	6,565	456,560	436,265	1,481,335	30.82%
TOTAL GENERAL FUND REVENUES	203,890	215,787	1,588,880	1,064,257	8,704,319	18.25%
UTILITY FUND REVENUES:						
Water Sales	99,296	90,264	287,399	271,233	1,477,728	19.45%
gallons billed	20,462,897	19,853,701	83,171,784	86,613,031		
Water Connections	4,000	9,385	4,000	91,800	20,025	19.98%
Reconnect Fees	950	340	4,275	1,235	3,000	142.50%
Penalties	1,738	1,844	5,741	5,930	20,000	28.71%
Bulk Water Purchases	168	-	1,919	2,312	2,300	83.43%
Health Dept.	-	-	-	-	-	0.00%
Sewer Collection Charges	61,471	54,946	181,121	168,959	949,284	19.08%
gallons billed	15,439,582	14,816,801	62,198,773	62,726,185		
Sewer Connections	4,000	2,000	4,000	82,000	13,500	29.63%
Cell Tower Rent	3,868	3,832	17,270	17,128	46,349	37.26%
VML Safety Grant	-	-	-	1,000	-	0.00%
Recoveries	-	634	3,963	10,033	2,000	198.16%
Bond Proceeds	-	-	-	234,147	-	0.00%
Meals Tax Transfer	98,981	96,938	309,073	290,392	514,278	60.10%
Appropriated Fund Balance	-	-	-	-	741,800	0.00%
TOTAL UTILITY FUND REVENUES	274,471	260,183	818,761	1,176,168	3,790,264	21.60%
CAPITAL PROJECTS REVENUES:						
Uptown Loan Repayments	280	530	1,369	2,144	-	0.00%
CBDG Grant	-	-	-	-	-	0.00%
TEA-21 Grant	-	-	-	-	-	0.00%
Tobacco Grant	-	-	-	-	500,000	0.00%
Private Foundations / Grants	-	-	-	-	200,000	0.00%
Historic Tax Credits	-	-	-	-	1,000,000	0.00%
Bonds / Loans	-	-	-	-	-	0.00%
Transfers from General Fund (Harvester)	-	-	2,575,000	-	800,000	321.88%
Appropriated Fund Balance	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	280	530	2,576,369	2,144	2,500,000	103.05%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF OCTOBER 31, 2013**

UTILITY CAPITAL REVENUES:

Capital Recovery Fees-Water	2,760	-	8,204	-	32,040	25.61%
Capital Recovery Fees-Sewer	5,673	-	16,751	-	64,620	25.92%
Appropriated Fund Balance	-	-	-	-	100,000	0.00%
Transfer from Other Funds	-	-	75,000	-	75,000	100.00%

TOTAL UTILITY CAPITAL REVENUES	8,433	-	99,955	-	271,660	36.79%
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PERFORMANCE VENUE REVENUES:

Ticket Sales	-	-	-	-	69,300	0.00%
Concessions - Food	-	-	-	-	7,000	0.00%
Concessions - Alcohol	-	-	-	-	4,000	0.00%
Merchandise Sales - Venue	-	-	-	-	2,500	0.00%
Merchandise Sales - Band	-	-	-	-	2,500	0.00%
Rentals - Meeting Rooms	-	-	-	-	2,500	0.00%
Transfer from General Fund	-	-	30,169	-	30,169	100.00%

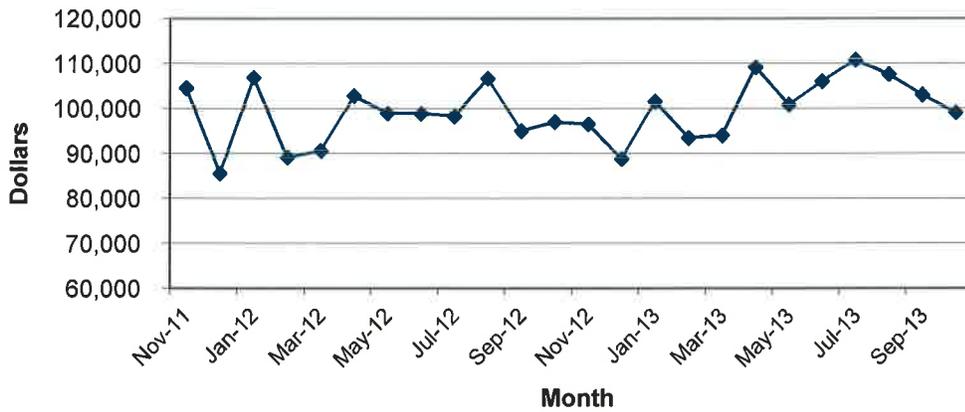
TOTAL PERFORMANCE VENUE REVENUES	-	-	30,169	-	117,969	
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4 months of the 12 months of the fiscal year	33.33%
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**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
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
Jul-13	110,701
Aug-13	107,466
Sep-13	102,900
Oct-13	98,981

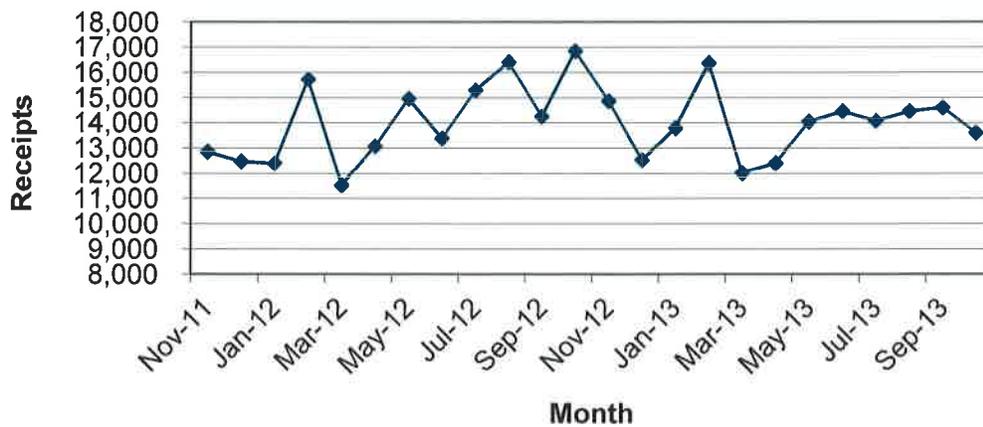
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

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
Jul-13	14,087
Aug-13	14,475
Sep-13	14,621
Oct-13	13,625

Local Sales Tax



**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF OCTOBER 31, 2013**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND:						
Mayor & Council	6,030	10,661	28,917	37,542	86,103	33.58%
Town Manager	15,156	14,921	59,500	58,149	200,890	29.62%
Town Attorney	7,285	2,170	11,703	7,285	41,250	28.37%
Finance Department	18,339	17,764	107,341	93,681	332,531	32.28%
Electoral Board	-	-	-	-	3,500	0.00%
Police Department	123,271	132,301	560,539	557,736	1,756,207	31.92%
Volunteer Fire Dept.	30,561	13,001	49,704	44,045	111,540	44.56%
Public Works Admin.	991	1,259	4,637	4,689	20,429	22.70%
Street Lights	8,189	8,196	24,524	31,481	112,454	21.81%
Traffic Control & Parking	11,623	1,656	27,192	9,019	123,033	22.10%
Streets	40,311	49,025	207,553	591,234	1,016,118	20.43%
Sidewalks & Curbs	-	-	1,989	734	16,163	12.31%
Grassy Hill Guardrails	-	-	2,878	-	61,624	4.67%
40 East Sidewalks/Crosswalks	3,125	-	4,368	-	160,198	2.73%
Street Cleaning	802	47	4,593	3,207	19,217	23.90%
Refuse Collection	7,675	10,124	44,346	48,789	156,020	28.42%
Snow Removal	-	-	497	489	22,508	2.21%
Municipal Building	5,984	8,881	18,531	26,454	65,800	28.16%
Emergency Services Bldg.	6,505	7,499	16,776	17,055	64,450	26.03%
Public Works Building	407	(967)	2,535	3,456	13,830	18.33%
Cemetery	2,786	2,338	11,544	7,637	15,483	74.56%
Playgrounds	4,760	4,552	12,620	10,874	77,089	16.37%
Veterans Memorial Park Erosion	489	3,446	1,345	14,909	26,251	5.12%
Pigg River Dam Safety	-	-	-	-	29,105	0.00%
Planning & Zoning	9,709	7,618	34,915	34,095	123,552	28.26%
Community Development	15,735	12,607	47,523	57,890	193,516	24.56%
Citizen's Square	1,389	1,614	11,371	3,583	13,523	84.08%
Hospitality Center	2,952	3,728	9,488	11,139	34,754	27.30%
Passport Services Expenses	33	100	924	305	2,360	39.14%
Performing Arts Venue	-	7,019	-	7,102	-	0.00%
Economic Development Authority	497	-	506	-	11,505	4.40%
Remediation of Blighted Structures	-	-	-	63	20,000	0.00%
Non-Departmental:						
Wages & Fringes	3,273	1,351	14,979	5,216	91,068	16.45%
Employee Wellness Program	479	-	479	-	1,750	27.36%
Employee Drug Testing	89	199	89	221	1,055	8.39%
Insurance	-	-	65,127	65,093	75,508	86.25%
Contributions to Others	-	-	21,750	22,500	22,500	96.67%
Debt Service-Principal	-	-	-	-	192,000	0.00%
Debt Service-Interest	-	-	53,410	56,484	106,829	50.00%
Transfer to Utility Fund	98,981	96,938	309,073	290,392	514,278	60.10%
Transfer to Capital Proj. Fund	-	-	2,650,000	-	2,575,000	102.91%
Transfer to Performance Operations	-	-	30,169	-	30,169	100.00%
Contingency	-	-	-	-	50,000	0.00%
Contingency - to reimburse fund balance	-	-	-	-	113,159	0.00%
TOTAL GENERAL FUND EXPENDITURES	427,426	418,047	4,453,435	2,122,548	8,704,319	51.16%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF OCTOBER 31, 2013**

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	2,952	28,895	28,524	60,762	169,766	16.80%
Meter Reading	2,787	2,735	10,796	10,427	44,435	24.30%
Water Plant	66,526	44,329	203,167	157,608	569,734	35.66%
Trinity Packaging Water Line Relocation	-	-	-	1,343	-	0.00%
Lilly's Leisue Utility Extension	-	-	-	1,777	-	0.00%
Dent St. Water Line Replacement	-	20,114	-	21,312	-	0.00%
Wastewater System Operations	6,574	9,332	41,326	29,613	141,418	29.22%
Wastewater Treatment Plant	46,460	29,864	116,859	390,645	401,288	29.12%
Utility Billing & Administration	10,215	9,123	34,865	36,921	152,173	22.91%
Non-Departmental:						
Wages & Fringes	-	-	-	-	6,548	0.00%
Insurance	-	-	21,709	21,698	25,169	86.25%
Debt Service-Principal	-	84,657	262,575	97,183	480,048	54.70%
Debt Service-Interest	-	43,655	-	36,470	136,405	0.00%
Transfer to Capital Projects Fund	-	-	-	-	-	0.00%
Transfer to General Fund-WTP Electric Pro	-	-	169,287	-	169,287	100.00%
Transfer to General Fund-reimb contrib cap	-	-	257,139	-	257,139	100.00%
Contingency	-	-	-	-	50,000	0.00%
Contingency - to reimburse fund balance	-	-	-	-	445,054	0.00%
Depreciation	-	-	-	-	741,800	0.00%
TOTAL WATER & SEWER FUND EXPENSES	135,515	272,704	1,146,247	865,758	3,790,264	30.24%
CAPITAL IMPROVEMENTS FUND:						
Uptown Redevelopment Project	-	11,055	-	108,837	-	0.00%
Industrial Park - Site Improvements	-	-	-	-	-	0.00%
Performance Venue Renovations	148,769	-	286,395	-	2,500,000	11.46%
TOTAL CAPITAL PROJECTS EXPENDITURES	148,769	11,055	286,395	108,837	2,500,000	11.46%
UTILITY CAPITAL FUND:						
Public Works Utility Project	-	-	-	-	175,000	0.00%
Water Treatment Plant Utility Project	-	-	-	-	45,000	0.00%
Wastewater Treatment Plant Utility Project	-	-	-	-	47,000	0.00%
Transfer to Reserved Utility Capital Fund Balance	-	-	-	-	4,660	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	-	-	-	-	271,660	0.00%
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages and Fringe Benefits	6,356	-	23,995	-	-	0.00%
Contractual Services	1,294	-	4,629	-	111,715	4.14%
Custodial Services	-	-	-	-	400	0.00%
Ticketing Expenses	-	-	-	-	1,000	0.00%
Talent	-	-	2,500	-	-	0.00%
Advertising	80	-	2,432	-	1,500	162.14%
Printing & Binding	-	-	240	-	150	160.00%
Postage & Delivery Services	-	-	6	-	200	2.86%
Utilities	80	-	193	-	1,485	13.01%
Communications	65	-	260	-	900	28.89%
Travel & Training	(13)	-	1,439	-	-	0.00%
Dues & Memberships	-	-	-	-	150	0.00%
Office Supplies	123	-	227	-	220	103.30%
Merchandise for Resale	-	-	-	-	249	0.00%
TOTAL PERFORMANCE VENUE EXPENSES	7,985	-	35,921	-	117,969	30.45%
4 months of the 12 month fiscal year						33.33%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2014

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>
BUDGETED CONTINGENCY	50,000	50,000
COMMITTED:		
Aerial Fire Truck Repairs (8-12-13)	(14,000)	
Removal of Pendleton water tanks (8-12-13)		(23,000)
Powder Mill pump station repairs (pending)		(6,000)
PD Digital Evidence Viewer system (pending)	(6,545)	
AVAILABLE CONTINGENCY FUND BALANCE	<u>29,455</u>	<u>21,000</u>
Available / (overexpended)		

TOWN OF ROCKY MOUNT		
PERFORMANCE VENUE (01.8108)		
VENUE OPERATIONS (06.8401)		
VENUE RENOVATIONS (04.8123)		
PROJECT TO DATE EXPENSES		
(EXCLUDING BUILDING PURCHASE)		
	This Month	Project to Date
Building Purchase	-	248,922.30
Renovations	148,768.77	351,462.71
Design	-	136,972.50
Operations:		
Wages & Fringes	6,421.15	33,252.74
Miscellaneous	162.88	15,700.02
Promotions	1,320.52	3,713.88
Utilities	80.42	1,314.41
Performances	-	3,456.34
Total Operations	7,984.97	57,437.39
Grand Total	156,753.74	794,794.90

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

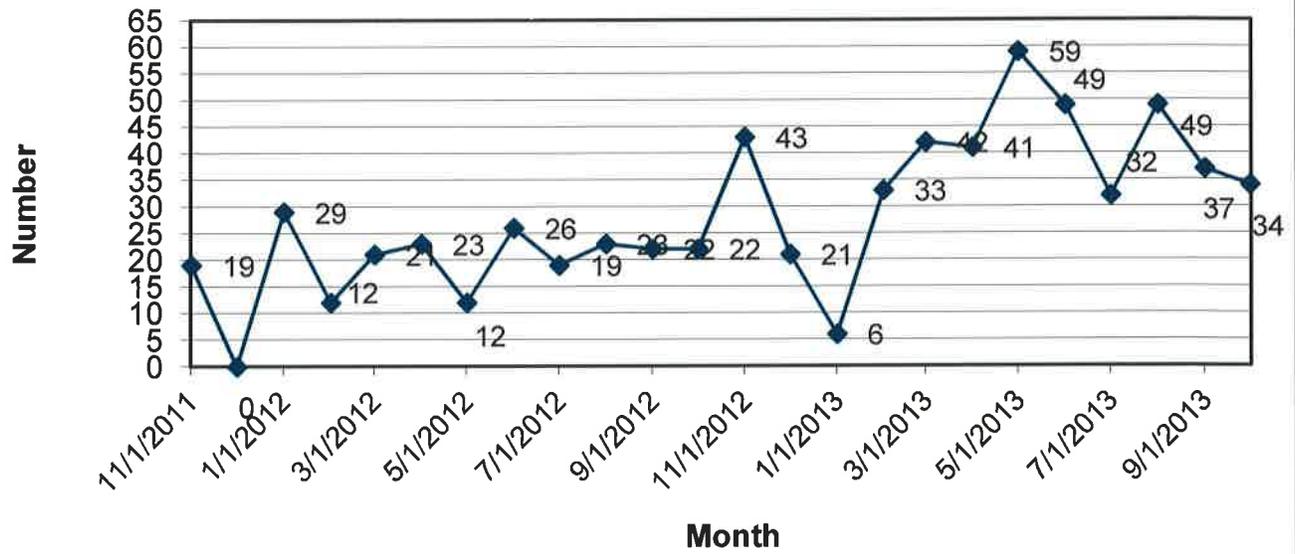
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,753	6,169,393	\$ 31,725	61%	30%	30%
COMMERCIAL	339	5,996,379	\$ 24,143	12%	29%	23%
INDUSTRIAL	48	4,972,632	\$ 16,758	2%	24%	16%
TOTAL	2,140	17,138,404	\$ 72,626	75%	84%	69%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	648	2,140,333	\$ 21,929	23%	10%	21%
COMMERCIAL	74	1,184,060	\$ 10,135	3%	6%	10%
INDUSTRIAL	2	100	\$ 50	0%	0%	0%
TOTAL	724	3,324,493	\$ 32,114	25%	16%	31%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,401	8,309,726	\$ 53,654	84%	41%	51%
COMMERCIAL	413	7,180,439	\$ 34,278	14%	35%	33%
INDUSTRIAL	50	4,972,732	\$ 16,808	2%	24%	16%
TOTAL	2,864	20,462,897	\$ 104,740	100%	100%	100%

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 PERCENT CONSUMPTION & PERCENT REVENUE
 PER CUSTOMER CLASS
 FISCAL YEAR 2014

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-13	35%	33%	28%	22%	20%	13%	82%	68%	11%	23%	6%	9%	0%	0%	18%	32%
Aug-13	35%	32%	27%	22%	20%	14%	82%	68%	12%	23%	7%	10%	0%	0%	18%	32%
Sep-13	32%	31%	29%	24%	22%	15%	83%	69%	11%	21%	6%	10%	0%	0%	17%	31%
Oct-13	30%	30%	29%	23%	24%	16%	84%	69%	10%	21%	6%	10%	0%	0%	16%	31%
Nov-13																
Dec-13																
Jan-14																
Feb-14																
Mar-14																
Apr-14																
May-14																
Jun-14																
Average	33%	32%	28%	23%	22%	15%	83%	69%	11%	22%	6%	10%	0%	0%	17%	32%

***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 2014 (year ended 6/30/14).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
September-13

Water Plant Finished Water Pumped		<u>25,900,000</u>
Water Consumption Billed	20,462,897	
Meters Read and Not Billed	849,540	
Water Obtained from Water Plant (to bill)	7,000	
Water Obtained from Public Works Hydrant (to bill)	-	
Flusing Water Lines Reported to WTP or PW	89,000	
Flow Meter Checks at Hydrants	-	
Drained from Pendleton tank for painting of tank	-	
Filling Water Tanks - Pendleton	-	
 Grand Total of Water Metered / Consumed / Tracked		 <u>21,408,437</u>
 Percent Finished Water Accounted		 82.66%

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	50
002-0317-30-01	Public Works Bldg-new bldg	2,000
004-1067-00-01	Veteran's Memorial Park	600
005-1300-00-01	Mary Elizabeth Park	400
005-1343-00-04	Performance Venue	-
005-1384-00-01	Farmer's Market	1,100
005-1457-00-01	Municipal Bldg.	2,000
006-1710-00-01	Welcome Center / Depot	290
009-2523-50-01	Emergency Services Bldg.	7,900
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	287,000
	Water Plant Process	545,000

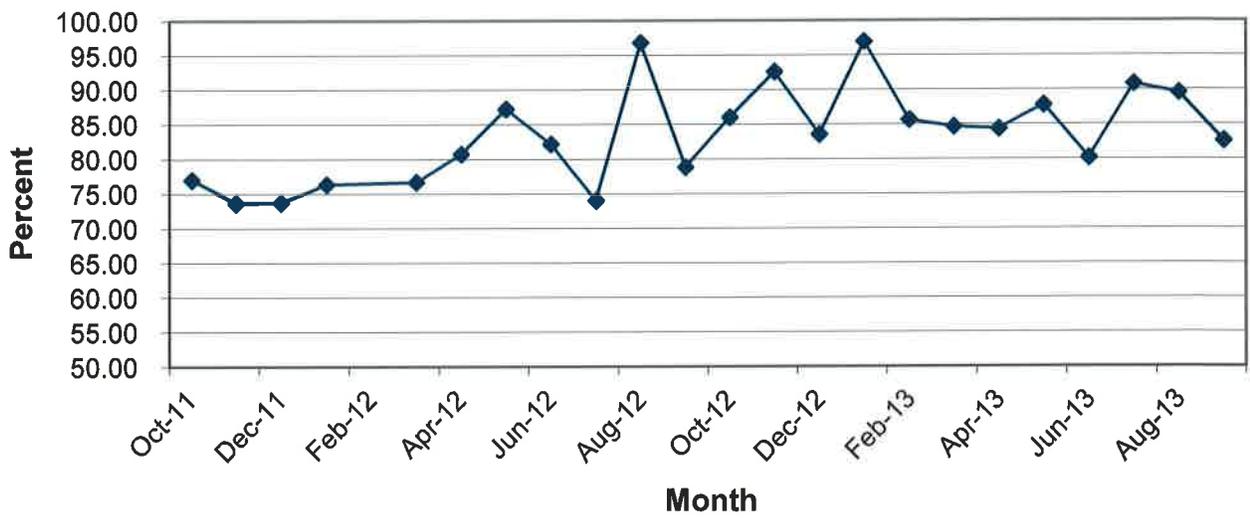
TOTAL Meters Not Billed		<u>849,540</u>
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Water Line Repairs by Public Works during the month:
water line at Harvester Performance Center

Sewer Line Repairs by Public Works during the month:
none

TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY FISCAL YEAR 2014						
Month	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Jul-13	24,370,000	22,147,894	90.88%	2,222,106		
Aug-13	27,000,000	24,190,478	89.59%	2,809,522		
Sep-13	25,900,000	21,408,437	82.66%	4,491,563	87.71%	3,174,397
Oct-13				-		
Nov-13				-		
Dec-13				-	0.00%	-
Jan-14				-		
Feb-14				-		
Mar-14				-	0.00%	-
Apr-14				-		
May-14				-		
Jun-14				-	0.00%	-
AVG.	25,756,667	22,582,270	87.71%	3,174,397	87.71%	3,174,397
TOTAL	77,270,000	67,746,809		9,523,191		
Monthly Avg. Percent Unaccounted =			12.29%			
Monthly Avg. Percent Accounted =			87.71%			
3 out of 3 months this fiscal year > 80% accountability						

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2014**

Month	Plant Hr.	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-13	310.00	23,970,000	38.66%	24,370,000	39.31%	22,147,894	90.88%	2,855	26,350,000	42.50%	15,471,138	58.71%
Aug-13	330.00	26,000,000	41.94%	27,000,000	43.55%	23,170,908	85.82%	2,862	21,328,000	34.40%	17,583,721	82.44%
Sep-13	318.00	25,300,000	42.17%	25,900,000	43.17%	21,408,437	82.66%	2,864	19,050,000	31.75%	15,439,582	81.05%
Oct-13	341.00	26,400,000	42.58%	26,100,000	42.10%				20,336,000	32.80%		
Nov-13			0.00%		0.00%					0.00%		
Dec-13			0.00%		0.00%					0.00%		
Jan-14			0.00%		0.00%					0.00%		
Feb-14			0.00%		0.00%					0.00%		
Mar-14			0.00%		0.00%					0.00%		
Apr-14			0.00%		0.00%					0.00%		
May-14			0.00%		0.00%					0.00%		
Jun-14			0.00%		0.00%					0.00%		
AVG.	324.75	25,417,500	41.34%	25,842,500	42.03%	22,242,413	86.45%	2,860	21,766,000	35.36%	16,164,814	74.07%
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").												
NOTE ©: The raw water flow meter is 30 years old and no longer provides accurate readings. At \$25,000 to replace, it will be put in the FY 2015 budget as a capital item. An identical meter on the finished water line split open in 2010 partially flooding the basement of the plant.												

MONTHLY STAFF REPORT

DATE:	November 1, 2013
TO:	Rocky Mount Town Council
FROM:	Charles Robertson, Fire Chief
DEPARTMENT:	Rocky Mount Fire Department
MONTH:	September 2013

- The Rocky Mount Fire Department had an unusually slow month in call volume for the month of September 2013. The total calls for the month were 17. There were 7 calls answered inside the Town limits, and 10 calls answered in the County. The Department averaged 6.8 members on all calls for the month.
- There were a total of 746 miles traveled on all Town vehicles for the month, using 80.3 gallons of gasoline and 115.3 gallons of diesel fuel on these calls.
- There were 3 structure fires; 2 gasoline leaks (hazmat); 5 motor vehicle accidents, 3 false alarms; 1 smoke and odor removal call; 1 utility pole fire; 1 assistance to rescue squad; and 1 maintenance call.
- There were a total of 46 extra man-hours accumulated in training and station maintenance for the month.
- The Department held its annual spaghetti dinner on September 21st and the efforts of the Department and the Department Auxiliary were very successful. This dinner is used as a fundraiser, but is also used as a means of inviting the general public into the Fire Station so they can see what we do as a Department and the pride that we take in doing that job.
- Preparations were started in determining the fall and winter training schedule for the Department. This includes the type of specialized training that the Department feels is necessary to stay proficient in the fire service.

CR:pk

MONTHLY STAFF REPORT

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

Please see attachments for additional information/monthly activity for the Police Department.

DATE: **OCTOBER 2013**

AUGUST

SEPT.

OCT.

	AUGUST	SEPT.	OCT.
TRAFFIC ARRESTS	114	166	102
TRAFFIC STOPS	201	287	200
CRIMINAL ARRESTS "MISDEMEANOR"	24	47	26
CRIMINAL ARRESTS "FELONY"	6	8	12
BOLO'S (Be On Look Out)	139	109	93
TRAINING HOURS:	236	33.5	190.25
FOLLOW-UP'S	55	78	42
ALARM RESPONSES	51	32	32
ACCIDENTS INVESTIGATED (TREDS)	25	11	12
INCIDENTS ADDRESSED	2007	2090	1956
INCIDENTS, OFFENSES REPORTABLE	57	74	77
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	773	780	808
SCHOOL CHECKS	264	326	252
OPEN DOORS, WINDOWS, ETC. UNSECURED	2	1	1
MOTORIST AIDES	80	73	81
BREAKING & ENTERING REPORTS	0	0	3
BREAKING & ENTERING WARRANTS	0	0	1
GRAND LARCENY WARRANTS	0	0	1
UNIFORM TRAFFIC SUMMONS ISSUED	114	166	102
DUI	2	1	5
SPEEDING TICKETS ISSUED	46	93	53
COURT HOURS	22.5	19	44.75
SPECIAL ASSIGNMENT HOURS:	43.25	65	64.5

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 12 reportable accidents with 12 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Anderson Street, Bernard Road, Bland Street, Booker T. Washington Hwy, Bunny Lane, Byrd Lane, Candlewood Apartments, Cedar Street, Circle Drive, Claiborne Avenue, Diamond Avenue, Donald Avenue, East Court Street, Fairlawn Drive, Grassy Hill Road, Green Meadow Lane, Hatcher Street, Knollwood Drive, Leonor Street, Maple Avenue, Mary Coger Lane, Musefield Road, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Oxford Circle, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Power Damn Road, School Board Road, Scott Street, South Main Street, Summit Drive, Sycamore Street, Tanyard Village, Trail Drive, Weaver Street, West College Street, Wilson Street, Windy Lane, Woodlawn Drive and Wray's Street.

- ◇ Business Foot Patrols: ABC Store, Applebee's, BFMS, Bojangle's, CATCE, Comfort Inn, Dollar General, El Rodeo, Family Dollar, Franklin County High School, Fleetwood Homes, Francis of Assisi, Franklin Health Care, Franklin Heights Baptist Church, Franklin Memorial Hospital, Franklin Outdoors, Franklin Street, Goodwill, Holiday Inn Express, Ippy's, Kroger, Martinsville Dupont Credit Union, McDonald's, Mod-u-Kraf, North Main Street, Old Franklin Turnpike, Papa John's, Quizno's, Riverside Minute Market, Rocky Mount Elementary, Roses, School Board Road, Sheetz, Shell Station, Step Inc, Suntrust, Tanyard Road, Trinity Missions, Trinity Packaging, Wal-Mart and YMCA.

MISCELLANEOUS:

- ◇ October 8th, 2013 – Taser Training at Rocky Mount Police Department
- ◇ October 11th, 2013 – Provided Traffic control & Security @ FCHS Football Game
- ◇ October 12th, 2013 – Provided Traffic control “Johnny CASA” 5K Race
- ◇ October 12th, 2013 – Farmer's Appreciation Day @ “Farmer's Market”
- ◇ October 12th, 2013 – MMA Event at FCHS
- ◇ October 14th, 2013 – Class on TRAUMA Calls for Teachers @ BFMS (Taught by SRO Robertson)
- ◇ October 26th, 2013 – Drug Take back in TOWN
- ◇ October 31st, 2013 – Open Door “School Board Road”
- ◇ October 31st, 2013 – Extra Patrol Enforced for “Halloween”

TRAFFIC CONTROL UPDATES:

- ◇ No new updates for this month.

INVESTIGATIONS:

- ◇ New Criminal Investigations: 22
- ◇ New Drug Investigations: 3
- ◇ Cases Cleared: 11
- ◇ Misdemeanor charges: 2
- ◇ Felony Charges: 9
- ◇ Pending Cases: 5
- ◇ Child Abuse Cases: 0
- ◇ Search Warrants: 5
- ◇ Traffic Stops: 12
- ◇ Drug/Currency Seizures: 0

MEETINGS:

- ◇ Health Fair Display (Divers)
- ◇ Johnny CASA Run (Divers/Norton)
- ◇ School Resource Officer Assignment for one week "FCHS" (Divers)
- ◇ School Resource Officer Assignment for one week "BFMS" (Norton)
- ◇ Special Assignment Halloween Night "Extra Patrol" (Divers/Norton)
- ◇ Evidence Room Audit (Divers)
- ◇ Presentation at Country Kid's Daycare (Brabham/Divers)
- ◇ Two CART Meetings (Norton)
- ◇ RMPD Staff Meeting (Brabham/Harris)
- ◇ Interview Panel for County IT Position (Brabham)
- ◇ Franklin County Board of Supervisor's Meeting (Brabham)
- ◇ Shine System and Technologies Presentation (Brabham)
- ◇ Local Emergency Planning Committee (Brabham)

TRAINING:

- ◇ 4th Amendment Training (Brabham/Divers/Harris/Norton)
- ◇ Grant Writing Training @ Roanoke Police Academy (Brabham)
- ◇ How to use CAR FAX Vehicle history to enhance Investigations (Brabham/Divers/Harris)
- ◇ Gang Conference at Virginia Beach Virginia (Harris)
- ◇ Southern Software Conference @ Myrtle Beach (Criner/Garland)

CLASSES TAUGHT:

- ◇ Three self-defense classes for women @ YMCA (Harris)

CRIMINAL ARRESTS & LOCATIONS:

Possession of Marijuana	North Main Street
Possession of Marijuana	Technology Drive
Possession of Marijuana	Franklin Street
Driving Under the Influence	Old Franklin Turnpike (x 2)
Driving Under the Influence	Franklin Street
Driving Under the Influence	Grassy Hill Road
Driving Under the Influence of Drugs	Tanyard Road
Drunk In Public	Floyd Avenue (x 2)
Drunk In Public	East Court Street
Drunk In Public	Windy Lane
Drunk In Public	Maple Avenue
Drunk In Public	Diamond Avenue
Refusal of Blood or Breath Test	Grassy Hill Road
Shoplifting	Old Franklin Turnpike (x 6)
Felony Shoplifting	Old Franklin Turnpike (x 4)
Felony Property Damage	Knollwood Drive
Domestic Assault	Claiborne Avenue
Domestic Assault	Maple Avenue
Aggravated Assault	Pendleton Street
Simple Assault	Booker T. Washington Hwy.
Breaking & Entering w/ Intent to Commit Assault	Claiborne Avenue
Obstruction of Justice	Claiborne Avenue
Disorderly Conduct	Floyd Avenue

SPEEDING TICKETS ISSUED

Pell Avenue (x 15)

Tanyard Road (x 13)

North Main Street (x 12)

School Board Road (x 4)

State Street (x 3)

Scuffling Hill Road (x 2)

Booker T. Washington Highway (x 2)

Bernard Road

Grassy Hill Road

MONTHLY STAFF REPORT

DATE:	November 5, 2013
TO:	Rocky Mount Town Council
FROM:	Cecil R. Mason, Public Works Director
DEPARTMENT:	Public Works Department
MONTH:	October 2013

1. Read meters three days.
2. Replaced water meters: 3 each 5/8" meters; one each 1" meter.
3. Painting fire hydrants.
4. Moved water tap for Pigg River bridge project.
5. Swept streets: 10/15, 16, 23.
6. Did cleanup for four days.
7. Painting Depot – 50% complete.
8. Finished patching on Franklin Street.
9. Cleaning and replacing street signs as needed.
10. Mowed street right-of-ways.
11. Painting stop bars, arrows and crosswalks.
12. Cleaned sewer lines for Dukes Root Control (Dukes treated 3,600' of line).
13. Cleared and sowed area off Pendleton Street.
14. Replaced yard hydrant at Farmers' Market.
15. Graded road to pump station on Powder Mill.
16. Located valve box at Shady Lane and raised (paved over)

MONTHLY STAFF REPORT

DATE:	November 4, 2013
TO:	Rocky Mount Town Council
FROM:	Tim Burton, Superintendent
DEPARTMENT:	Wastewater Treatment Plant
MONTH:	October

Average Daily Flow	0.656 MGD		
TSS Reduction	99 %		
BOD Reduction	99 %		
Leachate (F.C. Landfill)	230,560 gallons		
VPDES Violations	None		
Sludge (Land filled @ F.C.)	77.64 Tons		
Rain Total	1.93 inches	Snow Total	0.0 inches

Note: The Wastewater Intern, Michael Neal, is now employed by Western Virginia Water Authority. He landed this job as a result of the classes at Virginia Western College and the internship at the Wastewater Treatment Plant. This Intern program has been 100% successful and hope to continue it in the future. A special thanks to Town Council for allowing me to offer these internships in the past two years.

The WWTP staff had to replace a 975 lbs. pump at Powder Mill Pump Station due to something hanging up inside of the old one and busting the case. Price of the new pump was just under \$6,000 and took the better part of 3 days to replace.

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	November 4, 2013
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Water Plant Superintendent
DEPARTMENT:	Water Department
MONTH:	October 2013

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 11.0 hours per day, which yielded approximately 840,000 gallons of water per day.

Total Raw Water Pumped:	26.4 million gallons (meter error)
Total Drinking Water Produced:	26.1 million gallons
Average Daily Production:	840,000 gallons per day
Ave Percent of Production Capacity:	43%
Flushing of Hydrants/Tanks/ FD Use:	82,000 gallons
Plant Process Water:	577,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	23,000 gallons

Operational Issues:

- After most of an entire billing period, without having to accommodate the testing and programming of our new motor control center, we have been able to look for the balance between water production and electrical efficiency. I am happy to report that our electric bill for October was the second lowest bill in two years. We believe there is more savings to be found and we are working to find it. AEP has indicated that they will provide us with detailed day-to-day data that will assist with this process.
- All routine monthly water samples were within normal parameters.
- The Water Department received another satisfactory inspection report from the Virginia Department of Health. Inspections occur twice per year.

Repairs/Maintenance:

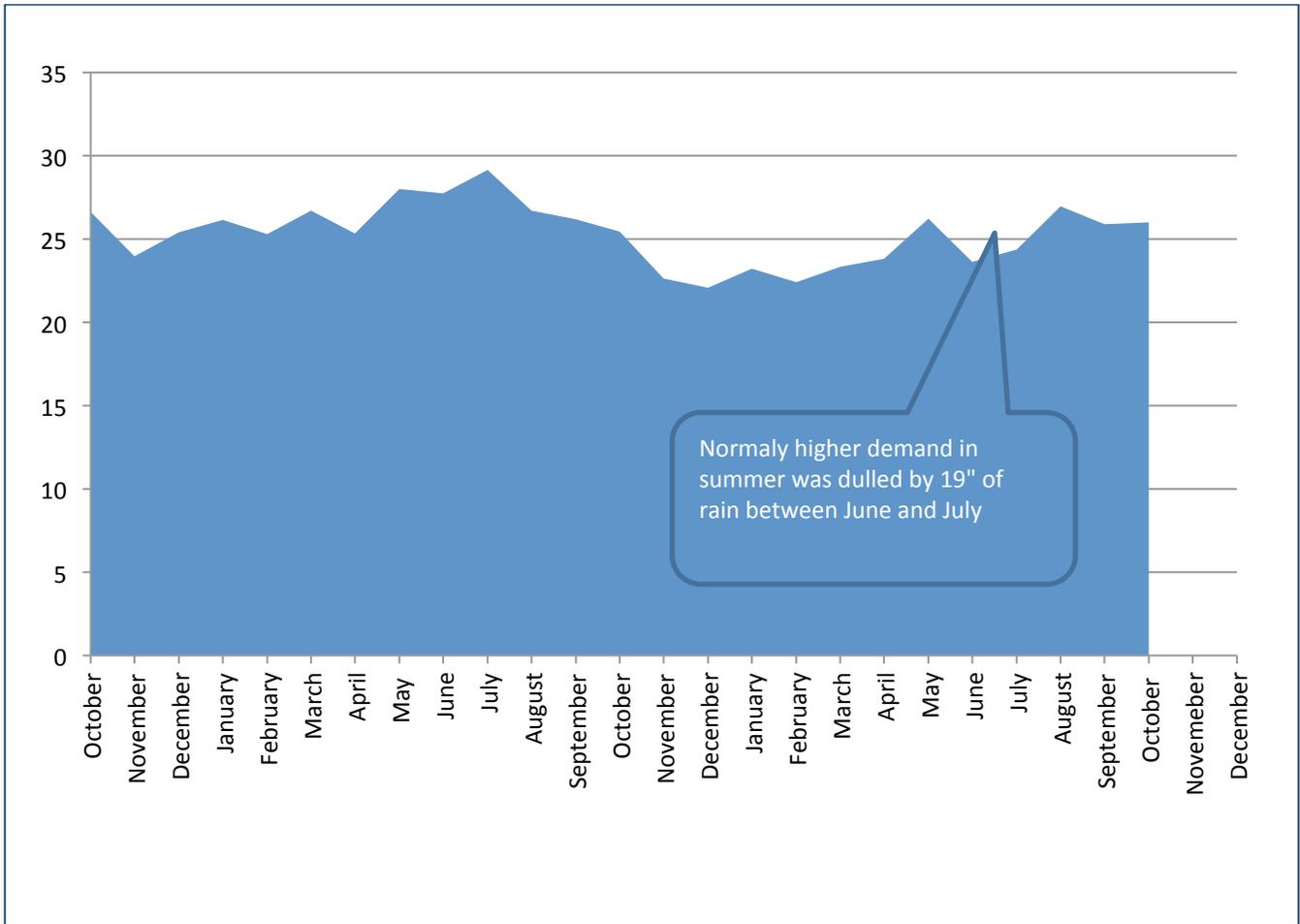
- The Electrical Upgrade is substantially complete. A walk-through with the engineer is scheduled for November 6th.
- A new surveillance camera has been installed at the Blackwater Dam.
- Our boiler needed multiple repairs but is now ready for the season.
- Quotes are being solicited for a new Raw Water Flow Meter. The existing venturi pipe is 30 years old and no longer provides an accurate reading. A nearly identical unit on the finished water line split open in 2010, partially flooding the basement of the plant.

Upcoming:

- Award contract for SCADA upgrade (November Council meeting).
- Water Tank clean-out. Bald Knob and South Tank.

Water Plant Production (in millions of gallons)

October 2011 to October 2013



Water demand typically begins to fall in November with colder temperatures. In extremely cold weather water demand can go up due to freezing pipes.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Last month Council was informed that the Town of Rocky Mount had the honor of being once again awarded the “Certificate of Achievement for Excellence in Financial Reporting” for its comprehensive annual financial report for the fiscal year ended June 30, 2012.</p> <p>This certificate is awarded by the Government Finance Officers Association (GFOA), which is the highest form of recognition in governmental accounting and financial reporting. This attainment represents a significant accomplishment on part of the Town of Rocky Mount’s Finance Department Director and staff.</p> <p>Due to the Finance Director being on vacation during the October 14, 2013 regular Council meeting, presentation of the award was postponed until the November 12th Council meeting, at which time the award will be presented.</p>
ACTION NEEDED:	(for informational purposes only)

Attachment(s): Yes

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



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

August 30, 2013

C. James Ervin
Town Manager
Town of Rocky Mount
345 Donald Ave.
Rocky Mount VA 24151

Dear Mr. Ervin:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2012** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

Linda Woody
Finance Director

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

08/30/2013

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Town of Rocky Mount** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Finance Department, Town of Rocky Mount

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

ITEM(S) TO BE CONSIDERED UNDER:

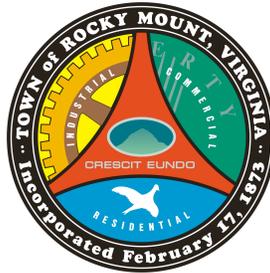
- Hearing of Citizens** **Consent Item** **Old Business** **New Business**
 Committee Report **Other**

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager David Cundiff, Chief of Police
BRIEF SUMMARY OF REQUEST:	The Police Department's in-car camera system crashed and needs to be replaced at a cost of \$6,545. Since this repair is unanticipated and unbudgeted, contingency funds will be needed.
ACTION NEEDED:	To approve \$6,545 from General Fund contingency funds to cover the replacement cost for the Police Department's in-car camera system.

Attachment(s): Yes: Draft supplemental appropriation request for the \$6,545 to come from contingency to cover the in-car system replacement.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2014**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2013 through June 30, 2014, hereafter known as FY 2014; and

WHEREAS, the Police Department's in-car camera system crashed and L3 Mobile-Vision has submitted a cost of \$6,545 to replace the Digital Evidence Viewer for the in-car camera system that was not anticipated,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure from contingency for FY 2014 to replace the Police Department's in-car camera system:

Expenditure:		
Account 01.3101.0000.0000.7007 (AV & Video Equipment)		\$6,545
Contingency:		
Account 01.9102.0000.0000.9959 (Contingency)		\$6,545

GIVEN UNDER MY HAND, THIS 12TH DAY OF NOVEMBER 2013:

Steven C. Angle, Mayor

ATTESTED:

Patricia H. Keatts, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

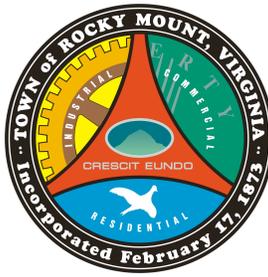
- Hearing of Citizens** **Consent Item** **Old Business** **New Business**
 Committee Report **Other**

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager Tim Burton, Wastewater Plant Superintendent
BRIEF SUMMARY OF REQUEST:	One pump of the Powder Mill pump station needs an unexpected replacement at the cost of \$6,000. Since this repair is unanticipated and unbudgeted, contingency funds will be needed.
ACTION NEEDED:	Approval/denial of \$6,000 from the Utility Fund contingency to cover the replacement cost for the Powder Mill pump.

Attachment(s): Yes: Draft supplemental appropriation request for the \$6,000 to come from contingency to cover the pump replacement.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2014**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2013 through June 30, 2014, hereafter known as FY 2014; and

WHEREAS, the Powder Mill pump station requires the unplanned replacement of a pump in the amount of \$6,000.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure from contingency for FY 2014:

Account 02.6050.0000.0000.7000 (capital items)	\$6,000
Account 02.6900.0000.0000.9959 (contingency)	\$6,000

GIVEN UNDER MY HAND, THIS 12TH DAY OF NOVEMBER 2013:

Steven C. Angle, Mayor

ATTESTED:

Patricia H. Keatts, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	Robert Deitrich, Superintendent/Water Department Timothy Burton, Superintendent/Wastewater Department
BRIEF SUMMARY OF REQUEST:	<p>On July 29, 2013 an RFP as issued for development of a new Supervisory Control & Data Acquisition (SCADA) system for the Water Treatment Plant and Wastewater Treatment Plant. Proposals were received on September 5, 2013.</p> <p>After careful review and consideration of five bids received, meetings were held with the top two candidates. At the conclusion of those meetings, American Mineral Research (AMR) Inc., was chosen as a highly competent and capable company with sound references, who, in the opinion of the evaluation committee, appeared to have the best understanding of the Town's needs and the best plan going forward. AMR's proposal will provide both departments with new hardware and software, wiring and programming. Once completed, our water and wastewater facilities will have a highly secure system that provides improved data monitoring, convenient remote access to current and historical data, and the security of redundant hard drives for fail-safe data storage. The cost of the total project is \$60,000. The work will take approximately three months to complete. Funds to cover the full cost of this project are included in the current capital improvement budget for the Water and Waste Water departments.</p> <p>Staff asks that Council approve the awarding of the contract to AMR, Inc.</p>
ACTION NEEDED:	Approval/denial of awarding of bid as requested.

Attachment(s): No

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

General Terms and Conditions of Sale Agreement

*Between the Town of Rocky Mount, Virginia
and American Mine Research, Inc.*

This AGREEMENT is made and entered into as of the _____ (the "Effective Date") by and between the Town of Rocky Mount, Virginia ("Client" or "Buyer"), and American Mine Research, Inc. ("AMR" or "Seller"), located in Rocky Gap, Virginia. This Agreement shall govern all future transactions between the parties unless and until it is modified in writing signed by both parties. Therefore, for the mutual promises of the parties and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereby agree as follows:

1. General

This Agreement shall be governed by the law of the Commonwealth of Virginia and by the Virginia Uniform Commercial Code, and all rights and duties of the parties under this Agreement shall be separate and in addition to any other or similar rights and duties, which they may have under law. This Agreement (along with any associated written specification, quotation and/or supplemental terms and conditions provided by Seller) and any purchase order of the Buyer accepted by AMR will govern the sale or licensing by Seller of all goods and services including without limitation, hardware, firmware and software products, training, programming, maintenance, engineering, parts, repair and remanufacturing services ("Products"). In the event of any inconsistency, the terms of the Buyer's purchase order accepted by Seller (each a "Purchase Order") shall govern. In interpreting this Agreement, no presumption or inference shall be deemed to arise for or against either party due to the preparation of this document. Neither this Agreement nor any right or duty hereunder may be assigned, subcontracted, or transferred at any time by either party without the prior written consent of the other party.

This Agreement shall not be amended, altered, or modified except by a single instrument signed by representatives of AMR and the Client, which instrument must expressly state that it undertakes to amend, alter, or modify this Agreement.

The Parties acknowledge and agree that orders placed with AMR by the Client by any means other than by Purchase Orders shall be, in the absence of the issuance of such a Purchase Order, accepted and undertaken by AMR only with the understanding that performance by AMR shall be governed exclusively by the same terms as stated in this Agreement.

2. Payment Terms

Net thirty (30) days from date of invoice. Seller may render partial invoices and require progressive payments. Seller reserves the right to suspend any further performance hereunder or otherwise in the event payment is not made when due.

3. Delivery Terms

Delivery terms are FOB Destination of Buyer's place of business, or as otherwise agreed to in writing by the parties. In all cases, title transfers to Buyer upon Seller's delivery to Buyer, and Seller shall have risk of loss during transport.

Delivery shall be complete upon transfer of possession to Buyer at such destination, whereupon good, marketable title to and all risk of loss, damage to, or destruction of the Products shall pass to Buyer, except for loss or damage to the extent resulting from Seller's breach of this Agreement or negligence. Passing of title upon such delivery shall not constitute acceptance of the Products. Seller shall arrange and pay for all freight and other transportation, packing and insurance costs, and other similar charges unless otherwise agreed to in writing by Buyer. In the event of any loss or damage to any of the Products during shipment, Seller should make claim against the carrier. No loss, delay or damage will relieve Seller from any obligation under this Agreement except to the extent provided for otherwise in this Agreement. Acknowledged shipping dates are approximate only and based on prompt receipt of all necessary information from Buyer. Seller disclaims all liability for late delivery upon receipt by the first carrier for transport to Buyer.

4. Warranty

Hardware: Seller warrants that new hardware Products furnished hereunder will be free from defects in material, workmanship and design for a period of one (1) year from the date of invoice from Seller.

Software and Firmware: Unless otherwise provided in a Seller or third party license, Seller warrants that standard software or firmware Products furnished hereunder, when used with Seller-specified hardware, will perform in accordance with published specifications prepared, approved, and issued by Seller for a period of one (1) year from the date of invoice from Seller or its appointed distributor, as the case may be. Seller makes no representation or warranty, express or implied, that the operation of the software or firmware Products will be uninterrupted or error free, or that the functions contained therein will meet or satisfy Buyer's intended use or requirements.

Services: Seller warrants that Products comprised solely of services (e.g., training, on-site repair, engineering and custom application programming services) will be performed by appropriately skilled personnel employed by Seller.

Buyer Specifications/Compatibility: Seller does not warrant and will not be liable for any design, materials, construction criteria or goods furnished or specified by Buyer (including that sourced from other manufacturers or vendors specified by Buyer). Any warranty applicable to such Buyer-specified items will be limited solely to the warranty, if any, extended by the original manufacturer or vendor directly or indirectly to Buyer. Seller does not warrant the compatibility of its Products with the goods of other manufacturers or Buyer's application except to the extent expressly represented in Seller's published specifications or written quotation.

Remedies: Remedies under the above warranties will be limited, at Seller's option, to the replacement, repair, re-performance or modification of, or issuance of a credit for the purchase price, of the Products involved, and where applicable, only after the return of such Products pursuant to Seller's instructions. Replacement Products may be new,

remanufactured, refurbished or reconditioned at Seller's discretion. Buyer requested on-site warranty service (consisting of time, travel and expenses related to such services) will be at Buyer's expense. The foregoing will be the exclusive remedies for any breach of warranty or breach of contract arising there from.

General: Warranty satisfaction is available only if (a) Seller is provided prompt written notice of the warranty claim and (b) Seller's examination discloses that any alleged defect has not been caused by misuse; neglect; improper installation, operation, maintenance, repair, alteration or modification by other than Seller; accident; or unusual deterioration or degradation of the Products or parts thereof due to physical environment or electrical or electromagnetic noise environment.

CSE THE ABOVE WARRANTIES (AND ANY ADDITIONAL WARRANTIES REQUIRED BY ANY PURCHASE ORDER) AND THOSE IN PARAGRAPH 8 BELOW ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESSED, IMPLIED, ~~OR STATUTORY~~, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, OR PERFORMANCE OR APPLICATION WARRANTIES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW.

5. Disclaimer and Limitation of Liability

TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, NEITHER BUYER NOR SELLER WILL BE LIABLE TO THE OTHER FOR ANY BUSINESS INTERRUPTION OR LOSS OF PROFIT, REVENUE, MATERIALS, ANTICIPATED SAVINGS, DATA, CONTRACT, GOODWILL OR THE LIKE (WHETHER DIRECT OR INDIRECT IN NATURE) OR FOR ANY OTHER FORM OF INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES OF ANY KIND. SELLER'S MAXIMUM CUMULATIVE LIABILITY RELATIVE TO ALL OTHER CLAIMS AND LIABILITIES, INCLUDING OBLIGATIONS UNDER ANY INDEMNITY, WHETHER OR NOT INSURED, WILL NOT EXCEED THE COST OF THE PRODUCT(S) GIVING RISE TO THE CLAIM OR LIABILITY OR SELLER'S INSURANCE COVERAGE, WHICHEVER IS GREATER. SELLER DISCLAIMS ALL LIABILITY RELATIVE TO GRATUITOUS INFORMATION OR ASSISTANCE PROVIDED BY, BUT NOT REQUIRED OF SELLER HEREUNDER. THESE DISCLAIMERS AND LIMITATIONS OF LIABILITY WILL APPLY REGARDLESS OF ANY OTHER CONTRARY PROVISION HEREOF AND REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY). EACH PROVISION HEREOF WHICH PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTY OR CONDITION OR EXCLUSION OF DAMAGES IS SEVERABLE AND INDEPENDENT OF ANY OTHER PROVISION AND IS TO BE ENFORCED AS SUCH. THE FOREGOING TO THE CONTRARY NOTWITHSTANDING, SELLER SHALL BE LIABLE TO BUYER FOR THE FULL AMOUNT OF DAMAGES (WHETHER DIRECT, CONSEQUENTIAL OR OTHERWISE) SUSTAINED BY BUYER AND ARISING OUT OF SELLER'S GROSS NEGLIGENCE OR INTENTIONAL ACTS OR OMISSIONS OR FROM ANY PERSONAL OR BODILY INJURY OR PROPERTY DAMAGE TO THE EXTENT OF ANY INSURANCE COVERAGE THEREFOR.

6. Changes and Substitutions

Buyer-requested order changes, including those affecting the identity, scope and delivery of the Products, must be documented in writing and are subject to Seller's prior approval and adjustments in price, scheduling and other affected terms and conditions. In any

event, Seller reserves the right to reject any change that it deems unsafe, technically inadvisable or inconsistent with established engineering or quality guidelines and standards, or incompatible with Seller's design or manufacturing capabilities. Seller further reserves the right to substitute using the latest superseding revision or series or equivalent Product having comparable form, fit and function.

7. Force Majeure

Seller will not be liable for any loss, damage or delay arising out of its failure (or that of its subcontractors) to perform hereunder due to causes beyond its reasonable control, including without limitation, acts of God, acts or omissions of Buyer, acts of civil or military authority, fires, strikes, floods, epidemics, quarantine restrictions, war, riots, acts of terrorism, delays in transportation, or transportation embargoes. In the event of such delay, Seller's performance date(s) will be extended for such length of time as may be reasonably necessary to compensate for the delay.

8. Intellectual Property Indemnification. Seller warrants that the Products manufactured by Seller or its affiliates and sold hereunder, and the sale or use of them, do not infringe any patent, copyright, trademark, or trade secret enforceable in the U.S. If Buyer receives a claim that any such Product, or parts thereof, infringe upon the rights of others under any such patent, copyright, trademark, or trade secret, Buyer shall notify Seller promptly in writing. As to all infringement claims relating to Products or parts manufactured by Seller or one of its affiliates:

- a. Buyer shall give Seller information and, subject to Seller's demonstration of its financial ability to meet its indemnification obligations hereunder, exclusive authority to evaluate, defend and settle such claims.
- b. Seller shall then, at its own expense (including without limitation expenses for attorneys' fees), defend (including without limitation paying any final award due to an unsuccessful defense) or settle such claims (including without limitation paying for such settlement), and procure for the Buyer the right to use and sell the Products, or remove or modify them to avoid infringement, but in the case of any modified item, such item shall provide substantially similar performance as the original item, and this intellectual property indemnification shall be extended to such modified item. If none of these alternatives is available on terms reasonable to Seller and Buyer, then Buyer shall return the Products to Seller and Seller shall refund to Buyer the purchase price paid by the Buyer, less depreciation, per industry standard (but in no case less than 7-year straight line depreciation), for Buyer's use of the Products.

9. Disputes

The parties will attempt in good faith promptly to resolve any dispute arising hereunder by negotiations between representatives of the parties who have authority to settle the dispute. If unsuccessful, the parties further will attempt in good faith to settle the dispute by non-binding third-party mediation, with mediator fees and expenses apportioned

equally to each side. Any dispute not so resolved by negotiation or mediation may then be submitted to the Circuit Court of Franklin County, Virginia. These procedures are the exclusive procedures for the resolution of all disputes between the parties.

9. Integrated Agreement

This Agreement encompasses the entire agreement of the parties, and supersedes all previous understandings and agreements between the parties, whether oral or written.

_____ Date _____
Town of Rocky Mount

_____ Date _____
David G. Graf
Corporate Secretary, AMR, Inc.

Attachment 1 – Phase I Scope Of Work

System Design

AMR will provide AutoCAD drawings for all equipment to be installed as well as revise or provide electrical and layout drawings for existing stations that will be modified. The design and software implementation will be property of the Town of Rocky Mount and no part will be the proprietary property of AMR.

Design Review

AMR will review the system design with the Town of Rocky Mount personnel before proceeding with any work.

Software Development

AMR will be responsible for setting up, configuring and programming the SCADA computer.

Factory Test

All hardware components will be factory tested prior to delivery and installation onsite.

Electrical Work

A local electrical subcontractor will be used, if necessary, under AMR’s contract and supervision for a turnkey project.

Site Acceptance Testing

AMR will perform a site test with Town of Rocky Mount personnel for final acceptance and operation validation of the project.

Training

AMR will provide training to all designated Town of Rocky Mount personnel on all hardware and software provided under this contract.

Documentation

Complete and final system documentation will be provided at the completion of the project.

Project Time Estimate

For Phase I we are projecting a conservative estimate of 8-10 weeks from start to final sign off. This time frame includes O&M manual preparation, staff training and inventory of all related hardware for the next phase. Our goal will be to finish ahead of schedule contingent on the contract award date in relation to the Thanksgiving and Christmas holiday season.

Attachment 2 – Phase I Bill of Materials

WWTP PLC Parts

Qty	Part Number	Description	Manufacturer	Cost Extended
1	1747-AIC	Isolated Link Coupler For Programmable Controller	Allen-Bradley	\$527.64
1	1747-UIC	USB to DH-485 Interface Converter	Allen-Bradley	\$443.18
1	9842	50 FT Blue hose comm. cable	Belden	\$62.50

WWTP Computers & Software

Qty	Part Number	Description	Manufacturer	Cost Extended
1	The Works Plus	Ignition software package	Inductive Automation	\$15,399.00
1	T1650	Tower Workstation, Monitors w/5 year warranty	Dell	\$1,975.00
1	T420	Tower Server running Raid 1, Monitors w/5 year warranty	Dell	\$3,975.00
1	ATCOM IP01	PBX VOIP 4x FXS/FXO (Digium Asterisk PBX)	ATCOM	\$437.50
1	BR1000G	UPS Pro 1000; 600Watts; 1000VA	APC	\$475.00
1	SMT2200	SMART-UPS; LCD; 1980 WATTS; 2200VA	APC	\$1,175.00

WTP PLC Parts

Qty	Part Number	Description	Manufacturer	Cost Extended
1	1764-24AWA	MicroLogix 1500 Base 120V AC In / Relay Out / AC Power	Allen-Bradley	\$681.11
1	1764-LRP	MicroLogix 1500 RS-232 Processor Unit	Allen-Bradley	\$436.48
1	1761-NET-ENI	EtherNet/IP Network Interface	Allen-Bradley	\$916.25
1	1769-IF16C	16 Channel Analog Current Input Module	Allen-Bradley	\$1,125.00
1	1769-OF8C	8 Channel Analog Current Output Module	Allen-Bradley	\$1,387.00
1	1769-OW16	16 Point VAC/VDC Relay Output Module	Allen-Bradley	\$394.69
1	1769-IA16	16 Point 120 VAC Input Module	Allen-Bradley	\$278.44

WTP Computer & Software

Qty	Part Number	Description	Manufacturer	Cost Extended
1	SQL Module	Ignition software module	Inductive Automation	\$2,500.00
1	T1650	Tower Workstation, Monitors w/5 year warranty	Dell	\$1,975.00
1	BR1000G	UPS Pro 1000; 600Watts; 1000VA	APC	\$475.00

FCC License

Qty	Part Number	Description	Manufacturer	Cost Extended
1	n/a	Licensed radio frequency	FCC	\$1,000.00

Labor and Expenses

Qty	Part Number	Description	Manufacturer	Cost Extended
1	n/a	Installation and training	AMR	\$20,275.00

TOTAL	\$55,438.79
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Attachment 3 – Optional Purchases

Unplanned Expenses

Qty	Part Number	Description	Manufacturer	Cost Extended
1	n/a	Electrical sub-contractor, etc.	AMR	\$4,561.21

Grand Total \$60,000

Attachment 4 – Service Policy

AMR proudly provides technical support to any customer regardless of the initial system installer and product brand.

Emergency Response

Recognizing that lost time equals lost revenue and production our field service technicians are on call 24 hours a day, 365 days a year.

- Monday – Friday, 8:00 AM – 4:30 PM call (276) 928-1712
 - After hours or weekends call (866) 456-0231
- A technician will respond by phone within four hours of receiving your call.*

In the event your issue cannot be solved by phone, an AMR staff member will visit your site within 24 hours of your call.

Scheduled Support

We offer scheduled service calls for software updates, minor issues, instrument calibrations and other general maintenance tasks Monday – Friday during normal business hours.

Maintenance Contracts

AMR offers continuing maintenance to clients at a regular frequency (e.g., every month, quarter or year) at a negotiated rate. Continuing maintenance can include but is not limited to equipment inspections, system testing, free software updates, or sensor calibrations. Maintenance contracts minimize system downtime and increase reliability during critical times.

Typical Service Rates:

Telephone Support	No Charge
On-Site Regular Business Hours	\$85.00 per Hour
On-Site After Hours, Weekends & Holidays	\$125.00 per Hour
Travel time to job site from Rocky Gap, VA	\$45.00 per Hour
Mileage	\$0.55 per Mile
Room & Board.....	\$200.00 per Night

Attachment 5 – Exclusions

AMR Aquamation does not promise or guarantee the following services under this proposal *if the equipment is sourced from other vendors* **BY THE BUYER: CSE**

- Mounting and installation of control panels
- Mounting, and installation of field instruments and field devices
- Termination of field-wiring in third-party panels

Our proposal does not include the following items and may require assistance from other sources:

- Supply and installation of electrical conduit, wire and cables including any and all panel penetrations and connection of electrical conduit to panels, instruments, and devices
- Supply and installation of any mechanical appurtenances for panels and/or instruments. This includes, but is not limited to power company transformers/metering, pumps, motors, pull boxes, junction boxes, piping, tubing, valves, lighting panels, transformers, anchors, support stands, ground cables, ground rods, stilling wells, etc.
- Supply and installation of interconnecting materials external to enclosures, including but not limited to wire, cable, conduit, pressure taps, tubing, or special cables.
- Supply and installation of separate mounting brackets, bases, stands, pushbutton stations, power fuses, pilot control switches, disconnects, manual starters, or disconnect panels not included in the Scope of Work
- Supply and installation of antenna towers, antenna poles, antenna masts, communication cable, fiber optic cable, or telephone line coordination or connection not included in the SOW
- Any specialty electrical testing on equipment not related to our SOW, including but not limited to: insulation, resistance, continuity, and grounding.
- Any specialty tools for construction, testing or startup of equipment not related to our SOW
- Concrete work and trenching

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	Attached is memorandum to Mayor Angle and Town Council regarding proposals for cleaning services for the Municipal Building, the Community & Hospitality Center, the Farmers' Market, and park facilities. The memorandum outlines the proposals received and staff's recommendation.
ACTION NEEDED:	Approval/denial of staff's recommendation.

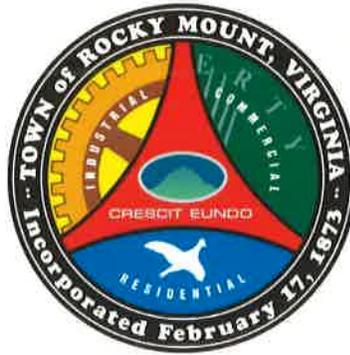
Attachment(s): Yes

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

TOWN OF ROCKY MOUNT
345 DONALD AVE.
ROCKY MOUNT, VIRGINIA 24151

540.483.0907
FAX : 540.483.8830

E-MAIL: MHANKINS@ROCKYMOUNTVA.ORG
WWW.ROCKYMOUNTVA.ORG



TOWN COUNCIL
STEVEN C. ANGLE, MAYOR
GREGORY B. WALKER, VICE MAYOR

BOBBY M. CUNDIFF P. ANN LOVE
JERRY W. GREER, SR. BOBBY L. MOYER
BILLIE W. STOCKTON

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

To: Mayor Angle & Town Council
C. James Ervin, Town Manager

From: Matthew C. Hankins *MCH*
Assistant Town Manager

Date: October 30, 2013

Re: Staff Recommendation, Cleaning Services

Members of Council:

Your staff has put out requests for proposals for cleaning services for the Municipal Building, the Community & Hospitality Center, the Farmers' Market and park facilities. As mentioned last month, the town police and fire departments have requested separate cleaning services and were not included in this RFP.

The scope of this agreement is for a two-year initial term with two additional one year terms by mutual agreement.

Staff met with three cleaning services for a pre-submission tour of the facilities. Two services submitted responses to the RFP, and staff has evaluated the proposals. Only one of the companies submitted a complete response, including the cost, services schedule, references, background check agreements and proof of insurance.

The only complete response was from the current provider, Sarver Cleaning Services. The amount of the response was \$1,785 per month (\$21,420 annually), with the contractor ordering and the town paying for consumables at cost. This is higher than our current monthly fee, but includes a higher level of service as specified in the RFP (notably: more frequent municipal building carpet cleanings, semi-annual pressure washing of market and park surfaces, and weekend cleaning at the depot).

A second response was received, but was incomplete. That service did not acknowledge the cleaning schedule and did not include narrative responses to specific questions which were included as part of the RFP.

Your staff recommends that you authorize the town manager to negotiate and enter into an agreement with Sarver Cleaning Services for the specified cleaning contract starting December 1, 2013 and expiring not later than November 30, 2017.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	Attached for Council's review and consideration is the annual Comprehensive Economic Development Strategy Priority Projects list (CEDS) for July 1, 2014 – June 30, 2015. Each item is listed by priority and type.
ACTION NEEDED:	Approval/denial of list as presented.

Attachment(s): Yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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WEST PIEDMONT ECONOMIC DEVELOPMENT DISTRICT

P.O. Box 5268 - Martinsville, VA 24115-5268

Telephone: 276-638-3987

Fax: 276-638-8137

Email: lmanning@wppdc.org

September 30, 2013

MEMORANDUM

TO: County Administrators, Counties of Franklin, Henry, Patrick, and Pittsylvania
City Managers, Cities of Danville and Martinsville
Manager, Town of Rocky Mount

FROM: Leah Manning, Regional Economic Development Planner 

RE: **Year 2014 Regional Comprehensive Economic Development Strategy**

Work on the 2014 CEDS update is getting underway. Once again, due to a shift in the agenda by the U.S. Department of Commerce, Economic Development Administration, our CEDS timetable is now **March 31, 2014**, to align with our planning grant. *The first step will be for all localities to begin planning and compiling their list of prioritized projects.* A listing of the projects for the current CEDS is attached, along with blank forms on which to prepare your list for next year (April 1, 2014 - March 31, 2015) to coincide with this schedule. If additional pages are needed, please make extra copies of the enclosed sheets.

To get the process started, we request that you and your staff review the attached current project list to see if projects need to be added or deleted. Then, we would like for you to update your list and indicate whether the projects are Priority I, II, and III projects, as well as an indication of Type I, II, III, IV, and V projects. Since the spreadsheet is already at a maximum for space, we would prefer that the Project Type be combined in the same column as the Project Priority (see template included on separate tab within the file). Please note that, as with the 2013 CEDS update, we are incorporating **EDA Project Types** as part of the project information since EDA requested that we provide a more detailed breakdown with regard to project priorities. The CEDS Strategy Committee decided at the September 27, 2011, meeting to implement this methodology for the CEDS document. A guideline for the Project Types is also included for your convenience.

In order to keep the CEDS development on track with the new schedule, **we need your completed project list, along with a letter of endorsement from your locality (sample form letter enclosed) no later than Monday, December 16, 2013.** We realize this is some time away; however, we want to make sure that you have adequate time for planning since EDA will not consider funding projects not included on this list. In addition to EDA-eligible projects, please include CDBG, Rural Development, Appalachian Regional Commission, other grants, and any other type of project for which your jurisdiction plans to apply for funding during the period from April 1, 2014 - March 31, 2015. **We also encourage localities to work together on regional projects for inclusion on the list.**

With regard to Priority I projects, please remember, if you are invited to submit an EDA preapplication/grant proposal, you will need a Preliminary Engineering Report and detailed project information. EDA sometimes invites Priority II and III projects as well as Priority I projects if the project planning progresses.

If you have questions or need assistance, please let me know. ***Please remember that a project must be included on the project list to be eligible for EDA funding. If you have a grant underway at this time, be sure to include it on the list for next year in case there is a carryover to next year by EDA for some reason.*** Therefore, if you have projects in the planning stage, be sure to include them. As you are aware, things can change during the year with regard to funding availability.

Attachments

Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

PHONE : 540.483.7660
FAX : 540.483.8830

E-mail: jervin@rockymountva.org
www.rockymountva.org



TOWN COUNCIL
Steven C. Angle, *Mayor*
Gregory B. Walker, *Vice Mayor*

Bobby M. Cundiff P. Ann Love
Jerry W. Greer, Sr. Bobby L. Moyer
Billie W. Stockton

C. James Ervin, *Town Manager*

November 13, 2013

DRAFT

Mr. Willie C. Taylor, Regional Director
U.S. Department of Commerce
Economic Development Administration
Philadelphia Regional Office
The Curtis Center, Suite 140 South
Independence Square West
Philadelphia, PA 19106

Dear Mr. Taylor:

Whereas the local governing body of the Town of Rocky Mount, Virginia supports the West Piedmont Economic Development District Designation, this is to advise that we have elected to be covered by the Year 2014 Comprehensive Economic Development Strategy for the West Piedmont Planning District in its capacity as an EDA Economic Development District. The projects included in the document's prioritized project list have been endorsed by the local governing body at its meeting on November 12, 2013 for assistance in improving the economy of our area.

On behalf of my community, thank you for the opportunity to participate in the Economic Development Administration's Economic Development District Program.

Sincerely,

C. James Ervin
Town Manager

CJE:phk

Enclosure

Cc: Aaron S. Burdick, WPPDC

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

PRIORITY PROJECTS

July 1, 2014 - June 30, 2015

PROJECT	PRIORITY /TYPE	DESCRIPTION	FUNDING SOURCE	AMOUNT	TOTAL	ENVIRON- MENTAL IMPACT	NO. OF JOBS
Franklin County/Rocky Mount Industrial Park--Franklin Co/Town of Rocky Mount	1/1	Development of industrial sites, water and sewer, shell building and rail spur to serve expansion of existing heavy industrial site (This project is ready to bid.)	Local EDA VTC	\$2,000,000 \$1,200,000 \$600,000	\$3,800,000	NA	300-700
Natural Gas Service Extension--Franklin Co/Town of Rocky Mount	1/3	Complete 12-mile service extension of Roanoke Gas to Franklin County/Rocky Mount Industrial Park to promote industrial development	VTC USDA-RD Local Private	\$3,000,000 \$3,000,000 \$3,000,000 \$3,500,000	\$12,500,000	Positive	300+
Pigg River Heritage Trail--Town of Rocky Mount and Franklin County	1/1	Development of Heritage Trail for tourism, recreation, and quality of life enhancement in support of economic development	FHWA DCR Local	\$275,000 \$125,000 \$75,000	\$475,000	Positive	NA
Economic Restructuring Via Heritage Tourism Development--Town of Rocky Mount	1/2	Continued development of venue for music, arts and culture to promote area and serve as tourist destination along Crooked Road Heritage Music Trail	Local EDA VTC	\$800,000 \$600,000 \$600,000	\$2,000,000	Positive	10-20
Interconnection with Western VA Regional Water Authority--Town of Rocky Mount	1/11	Connect the Town of Rocky Mount's water system with the Western VA Regional Water Authority lines via a 1.4-mile extension of the Town's water system	Local EDA	\$500,000 \$1,000,000	\$1,500,000	Positive	300
North Main Street Development--Town of Rocky Mount	2/3	Provide public infrastructure in roads, signals, and public utilities to development sites	VDOT Local	\$500,000 \$500,000	\$1,000,000	None	250-300
Shell Building- Franklin County/Rocky Mount	2/3	Shell building of 100,000+ SF to attract industry	EDA CDBG Local	\$1,000,000 \$700,000 \$300,000	\$2,000,000	NA	400-600
Extension of Public Water and Sewer for Commercial and Industrial Development--Town of Rocky Mount	3/3	Expand public utilities to meet demand and to encourage development	Local VDH	\$0 \$2,500,000	\$2,500,000	Positive	unknown
Route 40 Bypass in Rocky Mount	3/3	Feasibility study for the establishment of a Route 40 bypass in the Town of Rocky Mount	Local VDOT	\$10,000 \$90,000	\$100,000	Positive	unknown
Realignment of Franklin and Pell in Rocky Mount	3/3	Preliminary engineering to realign Franklin and Pell in Rocky Mount	Local VDOT	\$60,000 \$2,600,000	\$2,660,000	Positive	unknown
North Main Park Development	3/3	Development of a youth/teen oriented park in the North Main corridor	Local VDCR	\$200,000 200,000	\$400,000	NA	NA
Housing Stock Survey and Redevelopment	3/3	Inventory housing stock in Rocky Mount to determine new areas for funded housing programs and initiate programs	Local DHCD	\$300,000 \$700,000	\$1,000,000	NA	NA

ABBREVIATIONS:

ARC = Appalachian Regional Commission
CDBG = Community Development Block Grant
CIT = Center for Innovative Technology
CORD = Center on Rural Development
EDA = Economic Development Administration
EPA STAG = Environmental Protection Agency State
& Tribal Assistance Grant
DCR = Dept of Conservation & Recreation
FAA = Federal Aviation Administration
FHWA = Federal Highway Administration
GO Bonds = General Obligation Bonds
RBEG = Rural Business Enterprise Grant
RD = Rural Development

TBD = to be determined
TEA-21 = VDOT Transportation Enhancement Act Program
for the 21st Century
VDBA = VA Department of Business Assistance
WIA = Workforce Investment Act
VTC = Virginia Tobacco Indemnification and
Community Revitalization Commission
SERCAP = Southeast Rural Community Assistance Project, Inc.
USACE = US Army Corps of Engineers
ISDF = Industrial Site Development Fund (VDHCD)
LWCF = Land & Water Conservation Fund
SWCB = State Water Control Board
WWWA = Western VA Water Authority

USDA-RD = U.S. Dept of Agriculture, Rural Development
USCAIP = US Community Adjustment & Investment Program
VASBI = Virginia Shell Building Initiative
VA-DOA = Virginia Dept of Aviation
VDOT = VA Department of Transportation
VDH = VA Department of Health
VHDA = Virginia Housing Development Authority
VHPF = Virginia Housing Partnership Fund
VRA = Virginia Resources Authority
VTC = Virginia Tobacco Commission
WWP = Virginia Water Projects
WQIF = Water Quality Improvement Funds (VA)
HUD = Housing and Urban Development

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Town decals will be eliminated in the upcoming year (2014) with the fee being rolled in to the personal property tax bill. The deadline to pay personal property taxes is February 28th. Failure to pay by that date will result in a penalty. Given the change in the personal property tax billing process this year, some members of Council have asked to consider making a one time extension of the deadline from February 28th to March 31st. Is a change in the penalty date requested by Council?</p> <p>Additionally, Council has asked that vehicles with antique plates be exempt from decal fees. Staff has found no authorization in the code authorizing the fees to make such an exemption at the local level. It is possible to offer a credit for those who provide evidence that the vehicle is registered as an antique vehicle.</p> <p>A summary of the changes by your Finance Director is attached for a more comprehensive overview of these changes</p> <p>What action should be taken regarding antique vehicles?</p>
ACTION NEEDED:	<p>Direction from Council regarding:</p> <ol style="list-style-type: none"> 1. Action regarding one time extension of deadline for paying personal property taxes. 2. Action regarding antique vehicles.

Attachment(s): No

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
--

Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

540.483.5243
FAX 540.483.8830

E-mail: lwoody@rockymountva.org
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TOWN COUNCIL
Steven C. Angle, *Mayor*
Gregory B. Walker, *Vice Mayor*

Bobby M. Cundiff P. Ann Love
Jerry W. Greer, Sr. Bobby L. Moyer
Billie W. Stockton

Linda Woody, *Finance Director*
Finance Department

November 6, 2013

James:

Town decals are eliminated for the 2013 tax year. The 2013 tax tickets will be mailed in December 2013 and due February 28, 2014 and will contain the license fee on the ticket.

License fees (formerly known as the decal fees) will appear on the tax ticket for the first time. License fees levied are \$25 for automobiles and trucks, \$18 for motorcycles, \$25 for trailers over 4,000 pounds, and \$20 for trailers from 1,500 to 4,000 pounds. Since we don't know the weight based on the tax ticket information, \$25 will appear for each trailer and the owner will need to bring in their DMV registration for the trailer which shows the weight in order to get the reduced rate. This will require the Finance Department to adjust the license fee for those particular trailers.

Council also adopted several special classifications for license fees. There is a limit of two free license fees for each disabled veteran, former prisoner of war, and persons awarded the Medal of Honor. There is a limit of 2 half-price license fees for each member of the Virginia National Guard. Since we don't know who these people are, the \$25 license fee will appear on each vehicle on their tax ticket. These special classes will need to bring in proof of their status / membership in order for the Finance Department to adjust the license fee.

Council wished to eliminate the license fee for antique vehicles. Neither John Boitnott nor I could find anything in the Code of Virginia to allow us to do this. One thought is to issue a \$25 credit for the license fee on each antique vehicle. Again, the \$25 license fee would appear on the tax ticket and the owner could bring in their DMV registration to show the antique status. I do need some guidance on this since the elimination of the license fee is not written into the Town Code.

The question of proration of the license fee has been raised. The due date for the license fee now becomes the due date for personal property taxes which is February 28th. When decals existed, the due date for the decal fee was March 31st. The Town will only shorten the due date for the license fee by one month. With the proration of a \$25 license fee to 11 months, \$23 would be due which is a \$2 reduction. Since the Town's decals have traditionally gone on sale January 1st of each year (with the due date being March 31st), some residents took advantage of having one decal last for 15 months. I do not think a proration of license fees is necessary, but Council may wish to address this. With the due date of the license fee attached to the personal property tax due date of February 28th rather than the traditional decal fee due date of March 31st, the question came up about extending the penalty free period past February 28th. I will need some guidance on this as right now the Town ordinance indicates February 28th as the due date for both the personal property tax and the license fee.

The new reality is that there are no decals and only a license fee which is attached to the vehicle. Where the vehicle is garaged on January 1st of any particular year is where the vehicle will be taxed and assessed the annual license fee. License fees are not prorated so it is now linked to the vehicle. The license fee is not dependent on when a vehicle is bought or sold, it is dependent on the garage location at January 1st of any particular year.

The Town basically works a year behind. The owner of a vehicle on January 1, 2013 will pay taxes and license fees on that vehicle with a due date of February 28, 2014. That is fourteen months after the taxable date.

Let me know if there are other issues that we need to resolve or if you have any more questions.

Thanks, Linda

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Utility Fund Work-session Council has historically held a Utility Fund review in November. The Town embarked on a four-year rate adjustment program last year and staff are available to meet in November to review the trends in the Utility Fund's balance.
ACTION NEEDED:	Is it Council's wish to hold a Utility Fund Work-Session in November?

Attachment(s): No

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
----------------------------	-------------------

STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Facilities & Special Events Committee met on November 1, 2013 to consider revisions to policies relating to usage of the Farmers' Market and waiver of fees.</p> <p>Attached is a synopsis from the Assistant Town Manager regarding the meeting and recommendations from the Committee regarding this matter, along with other recommendations which are being undertaken administratively.</p>
ACTION NEEDED:	Approval/denial of recommendations from Committee.

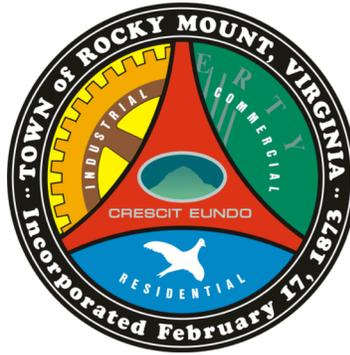
Attachment(s): Yes

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

TOWN OF ROCKY MOUNT
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JERRY W. GREER, SR. BOBBY L. MOYER
BILLIE W. STOCKTON

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

To: Mayor Angle & Town Council
C. James Ervin, Town Manager

From: Matthew C. Hankins
Assistant Town Manager

Date: November 1, 2013

Re: Public Facilities Committee Recommendation

Council:

The Public Facilities Committee met this afternoon to consider revisions to policies relating to usage of the farmers market and waiver of the fees. The recommendation of the committee is to ask that council authorize the public facilities committee to waive fees for non-profit groups wishing to hold events.

This recommendation is made in an effort to streamline the process for applicants and to remove some routine items from the council's monthly agendas so you can focus on other, frequently more important, business.

The committee made that recommendation after discussion of what terms staff might use to administratively process waivers and under what limits non-profit organizations should be held in terms of their free use of the market.

The committee asked that non-profits give a 30-day notice prior to their desired date in order to give staff and the committee time to hear and process the request.

This recommendation will require action on your part.

Additionally, the committee made the following recommendations which are being undertaken administratively:

- Clean up the landscaping around the market dedication plaque and flagpole.
- Leaving the center section of market lights on at night to improve visibility, reduce the possibility of vandalism and encourage fuller use of the market.
- Ask Franklin Vendors to change out the vending machine to use smaller drinks at lower prices.
- Enforce the "one-table-and-one-extra" rule for vendors to maximize the use of the space at the market.
- Add a corkboard bulletin board to the market to encourage posting of public notices.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2013
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager Planning & Zoning Administrator
BRIEF SUMMARY OF REQUEST:	Attached is a memorandum from the Planning & Zoning Administrator regarding several items for Council's review and consideration to refer to the Planning Commission for their review, study and recommendations back to Council.
ACTION NEEDED:	Approval/denial of referring items as presented to the Planning Commission as requested.

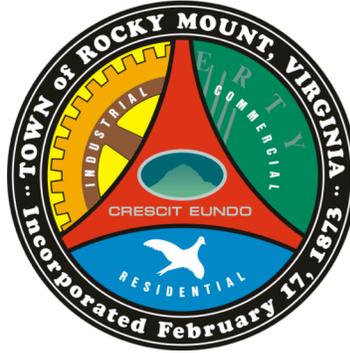
Attachment(s): Yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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TOWN COUNCIL
STEVEN C. ANGLE, MAYOR
GREGORY B. WALKER, VICE MAYOR

BOBBY M. CUNDIFF P. ANN LOVE
JERRY W. GREER, SR. BOBBY L. MOYER
BILLIE W. STOCKTON

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

To: Mayor Angle & Town Council
C. James Ervin, Town Manager

From: Matthew C. Hankins
Planning & Zoning Administrator

Date: October 9, 2013

Re: Planning Commission Referrals

Members of Council:

Staff would ask that you forward the following issues on to Planning Commission for review, study and recommendations.

1. We have several items in the sign ordinance, particularly regarding temporary signs, that staff recommends studying to clarify and clean up some technical issues.
2. Additionally, we have had several inquiries regarding setting a time limit for the length of time during which political signs may be posted prior to an election.
3. Can and should the Town set limits for where and for how long recreational vehicles may be parked?
4. The Town has had a number of inquiries regarding the keeping of chickens for egg production, and Mr. Rust has a list of Town residents who have expressed interest in keeping chickens. Large localities such as Virginia Beach and Salem have recently passed regulations regarding the keeping of a small number of chickens in urban areas. Does Town Council wish to have Planning Commission study and make recommendations on the keeping of chickens for egg production?