

ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
FEBUARY 10, 2014
AT 7:00 P.M.

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

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items (*none at this time*)
- V. Public Hearing(s)
 - Consideration of the disposition of real property located between the old line as shown on the subdivision of plat of Clarke Addition and as shown on Sheet 6 of the plans for Route 220, State Highway Project 7220-157-101, RW-201, and the existing right-of-way line on the south side of North Main Street (Route 220 Business) and the existing right-of-way line on the east side of Goodview Street. Refer to Tax Map Number 207.00-048.00 according to the current Land Books of Franklin County.
- VI. Approval of Draft Minutes
 - January 13, 2014 Regular Meeting Minutes
- VII. Approval of Consent Agenda
 - Miscellaneous Resolutions/Proclamations (*none at this time*)
 - Miscellaneous Action (*none at this time*)
 - Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens (*none at this time*)
- IX. Old Business
 - A. Review and consideration of request of Wastewater Treatment Plant for approval of 2014 Intern Position for a person that is participating in the Environmental Science Major Program from Ferrum College, Ferrum, Virginia.

- X. New Business
 - A. Review and consideration of request of Franklin County Parks & Recreation to allow them to hold their annual “Chug for the Jug” 5k, Kids Fun Run and Carilion Health Walk on April 29, 2014.
 - B. Review and consideration of request of Outlaw Cruisers Car Club to allow them to hold their annual car show on May 25, 2014.
 - C. Review and consideration of request of Rocky Mount Beautification and Urban Design (BUD) Commission for Appointment of Glenna Moore as a voting member of the BUD Commission.
 - D. Review and consideration of approving Town of Rocky Mount Fiscal Year 2015 Budget & Capital Improvement Plan schedule.
 - E. Presentation of Planning Commission’s 2013 annual report.
 - F. Review and consideration of amending management of Town of Rocky Mount’s enterprise loan pool.

- XI. Committee Reports
 - A. Streets, Sidewalks & Streetlights Committee regarding review and consideration of:
 - Installation of speed bump in the east bound lane of Diamond Avenue to slow traffic down as it leaves Main Street.
 - Adopting a “no Jake brake” ordinance for the Town of Rocky Mount.

- XII. Other Matters, Concerns and Rise ‘N Shine Appearances
 - A. Referrals to Planning Commission from Rocky Mount Town Council
 - B. *Rise ‘N Shine* Appearances

- XIII. Closed Meeting and Action
 - Section 2.2-3711(A).1 -Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (Town Manager).

- XIV. Adjournment

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

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

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 10, 2014
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Town of Rocky Mount has advertised for a public hearing to be held regarding the disposition of real property that is located as described in the attached public notice.</p> <p>This property is located next to the property commonly known as Franklin Welding on North Main Street. This request was originally presented to Council in 2002 by Franklin Welding and Council approved the request. Due to needed documents from VDOT, this disposition of property was not concluded at that time.</p> <p>In 2007, VDOT deeded the right-of-way to the Town; therefore, now the Town is in a position to vacate and relocate the property line with Franklin Welding.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN OF ROCKY MOUNT NOTICE OF PUBLIC HEARING DISPOSITION OF REAL PROPERTY

The Town Council of the Town of Rocky Mount gives notice to all interested parties that the Town Council will hold a public hearing on February 10, 2014 at 7:00 o'clock p.m., or as soon thereafter as practical, in the Council Chambers of the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia, to consider the disposition of real property located between the old line as shown on the subdivision plat of Clarke Addition and as shown on Sheet 6 of the plans for Route 220, State Highway Project 7220-157-101, RW-201, and the existing right-of-way line on the south side of North Main Street (Route 220 Business) and the existing right-of-way line on the east side of Goodview Street. Refer to Tax Map Number 207.00-048.00 according to the current Land Books of Franklin County.

Specific reference is made to Section 15.2-1800 of the Code of Virginia (1950), as amended, which grants the legal authority for the disposition.

Information concerning the disposition is available for examination by the public at the Office of the Town Manager, Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

Upon the completion of the public hearing, the Council intends to dispose of the real property.

C. James Ervin, Town Manager

PUBLICATION DATE: Friday, January 31, 2014

DRAFT

Tax Map Number: 207.00-048.00

Grantee's Address: P O Box 479
Rocky Mount, VA 24151

Prepared by: John T. Boitnott, Attorney (VSB #21910)
5 East Court Street #301
Rocky Mount, VA 24151

THIS VACATION AND RELOCATION OF BOUNDARY LINE AGREEMENT, dated February 11, 2014, by the TOWN OF ROCKY MOUNT, VIRGINIA, a municipal corporation (the "Town"), party of the first part (grantor/grantee), and FRANKLIN WELDING AND EQUIPMENT COMPANY, INCORPORATED, a Virginia corporation ("Franklin Welding"), party of the second part (grantor/grantee).

RECITALS

1. Franklin Welding is the owner of Lots 1, 2, 3, 4, and 5, Block A, Clarke Addition, according to the subdivision plat made by Valley Engineering Co., dated September 13, 1946, recorded in the Clerk's Office of the Circuit Court of Franklin County, Virginia, in Plat Book 1, page 164, identified as Tax Map Number 207.00-048.00 according to the current Land Books of Franklin County. Reference is made to the deed dated May 4, 1956, recorded in the above Clerk's Office in Deed Book 142, page 507.

2. The Town of Rocky Mount is the owner of the public rights-of-way known as North Main Street (Route 220 Business) and Goodview Street which adjoin the Franklin Welding property. These rights-of-way were altered in conjunction with the highway construction as shown on Sheet 6 of the plans for Route 220, State Highway Project 7220-157-101, RW-201. Reference is made to the deed dated July 23, 2007, recorded in the above Clerk's Office in Deed Book 921, page 1529.

DRAFT

3. The Franklin Welding property encroaches on the part of Goodview Street which was vacated as part of the above highway construction.

3. The parties desire to vacate and relocate the boundary line between the Franklin Welding property and the public rights-of-way known as North Main Street (Route 220 Business) and Goodview Street.

AGREEMENT

As a result of the above recitals, which are a part of this agreement, and for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties do hereby vacate and relocate the boundary line between the Franklin Welding property and the public rights-of-way known as North Main Street (Route 220 Business) and Goodview Street from the old line as shown on the subdivision plat of Clarke Addition and as shown on Sheet 6 of the plans for Route 220, State Highway Project 7220-157-101, RW-201 to the existing right of way line on the south side of North Main Street (Route 220 Business) and the existing right of way line on the east side of Goodview Street.

The Town does hereby quitclaim, release, and convey to Franklin Welding any right, title, and interest in the property located between the old line as shown on the subdivision plat of Clarke Addition and as shown on Sheet 6 of the plans for Route 220, State Highway Project 7220-157-101, RW-201, and the existing right of way line on the south side of North Main Street (Route 220

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Business) and the existing right of way line on the east side of Goodview Street.

This conveyance is made subject to all recorded easements, reservations, restrictions and conditions affecting the conveyed property.

This agreement is executed by Steven C. Angle, Mayor of the Town of Rocky Mount, after having been authorized to act on behalf of the Town by resolution duly adopted on February 10, 2014, by the Town Council of Rocky Mount.

This agreement is approved as to form by John T. Boitnott, Town Attorney, according to §15.2-1803 of the Code of Virginia (1950), as amended, as evidenced by his signature.

WITNESS the following signatures and seals:

Town of Rocky Mount

By: _____ (SEAL)
Steven C. Angle

Franklin Welding and Equipment Company,
Incorporated

By: _____ (SEAL)

STATE OF VIRGINIA, AT-LARGE,
COUNTY OF FRANKLIN, to-wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 2014, by Steven C. Angle, Mayor, on behalf of the Town of Rocky Mount.

My commission expires: _____

Notary Public

DRAFT

STATE OF VIRGINIA, AT-LARGE,
COUNTY OF FRANKLIN, to-wit:

The foregoing instrument was acknowledged before me this _____
day of _____, 2014, by _____, on behalf of
Franklin Welding and Equipment Company, Incorporated, a Virginia
corporation.

My commission expires: _____

Notary Public

Approved as to form:

Town of Rocky Mount

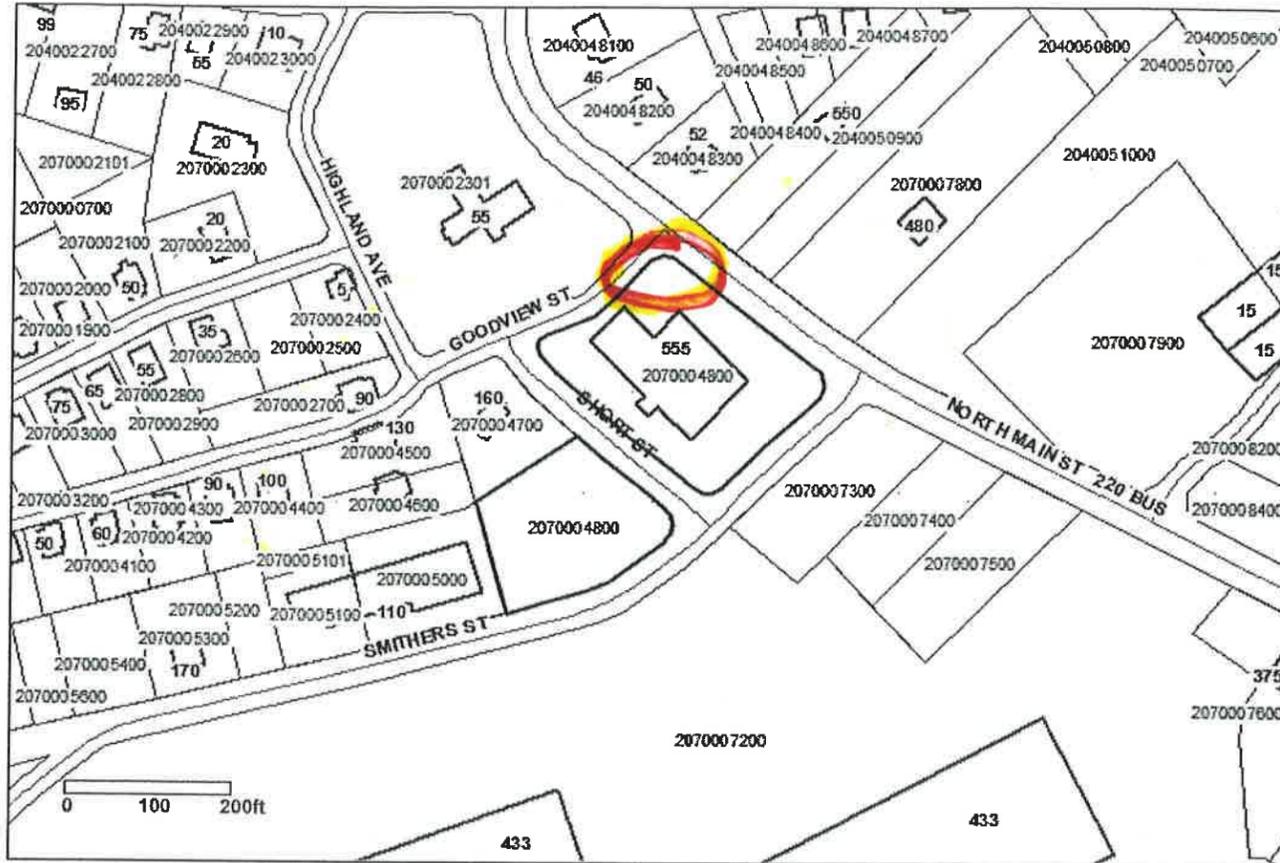
By: _____
John T. Boitnott

STATE OF VIRGINIA, AT-LARGE,
COUNTY OF FRANKLIN, to-wit:

The foregoing instrument was acknowledged before me this _____
day of _____, 2014, by John T. Boitnott, Town Attorney.

My commission expires: _____

Notary Public



Franklin County, VA

Disclaimer: The information contained on this page is NOT to be construed or used as a "legal description". Map information is believed to be accurate but accuracy is not guaranteed.

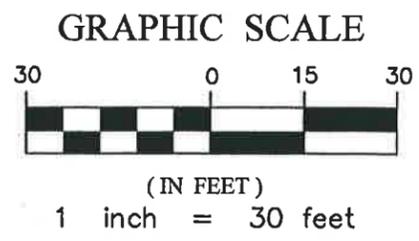
Parcels

Parcel ID: 2070004800	Description 1: FRANKLIN WELDING	Deed book: 610
Map: 20700	Acres: 0.816	Deed page: 1327
Parcel: 04800	Land Value: 45000	Plat book: 610
Zoning: SM	Building Value: 315700	Plat page: 1330
Owner: FRANKLIN WELDING & EQUIPMENT INC	Sale Date: 10/10/1997	District: TR
Owner address: P O BOX 479		
City: ROCKY MOUNT		
State: VA		
Zip1: 24151		

Attributes at point: N: 3527668, E: 11075530

Rocky Mount Zoning Zoning: SM	School Districts School District: Rocky Mount	Magisterial Election Districts ABDistrict: 7 Name: Rocky Mount Shape_len: 219488.356977 Supervisor: Charles Wagner	
Voting Precincts White Population: 1491 Black Population: 345 Other Population: 1	Franklin County Zoning Zoning Class: Proffers: Case Number: Date Approved: Null	Watersheds HUC: 3010101 HUPNAME: UPPER PIGG RIVER	Soil Type Soil Type: 9C Soil ID: 581952 Name: Clifford-Urban land complex, 8 to 15 percent slopes

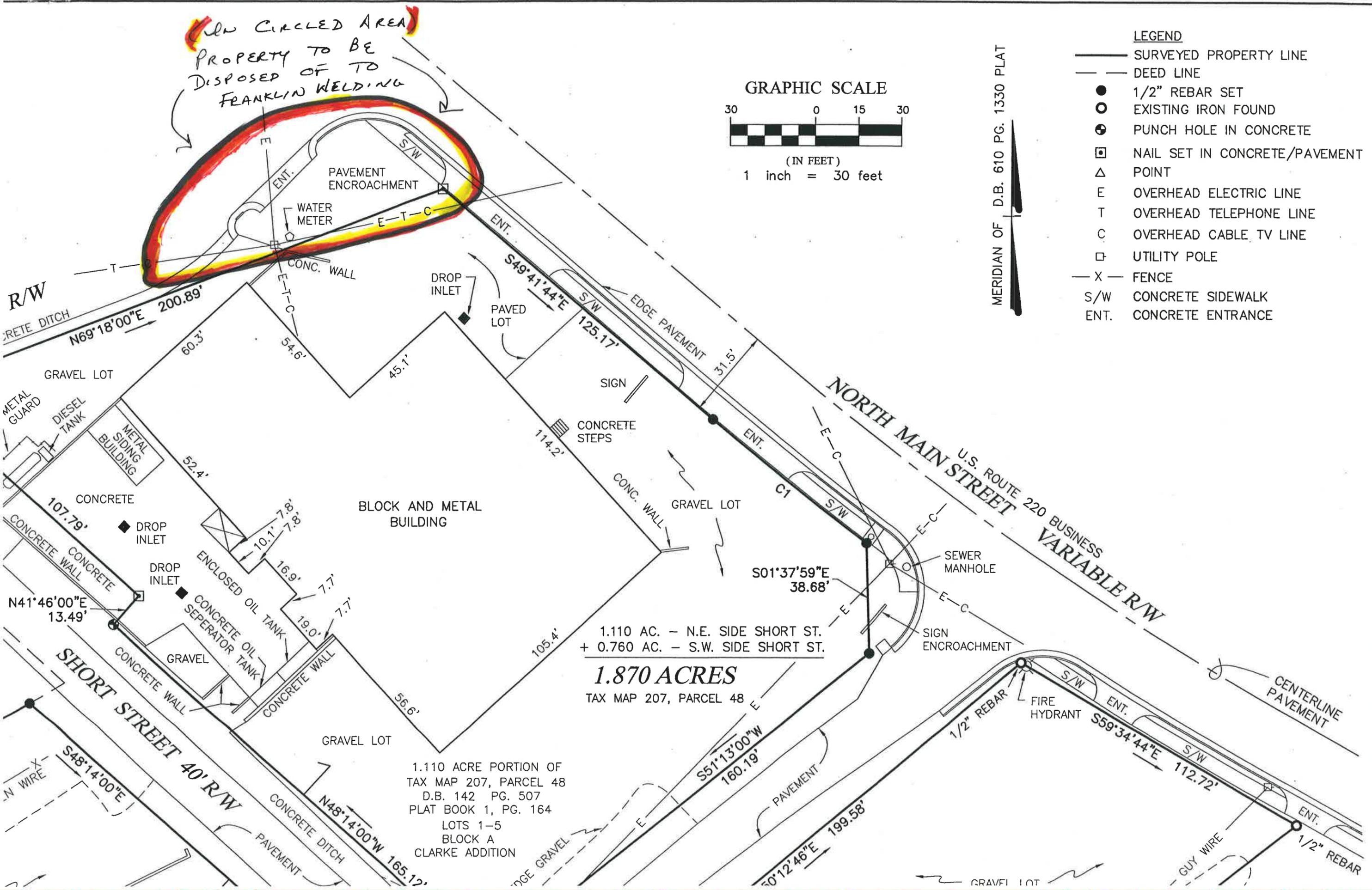
*(IN CIRCLED AREA)
PROPERTY TO BE
DISPOSED OF TO
FRANKLIN WELDING*



MERIDIAN OF D.B. 610 PG. 1330 PLAT

LEGEND

	SURVEYED PROPERTY LINE
	DEED LINE
	1/2" REBAR SET
	EXISTING IRON FOUND
	PUNCH HOLE IN CONCRETE
	NAIL SET IN CONCRETE/PAVEMENT
	POINT
	OVERHEAD ELECTRIC LINE
	OVERHEAD TELEPHONE LINE
	OVERHEAD CABLE TV LINE
	UTILITY POLE
	FENCE
	CONCRETE SIDEWALK
	CONCRETE ENTRANCE



**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
JANUARY 13, 2014**

The January 13, 2014 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, Chief of Police David Cundiff, Public Works Director Cecil R. Mason, Town Planner Patrick Rust, Superintendent of Water Department Robert Deitrich, Superintendent of Wastewater Department Timothy Burton, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts.

Let the record show that the Finance Director was absent due to illness.

The Mayor led the *Pledge of Allegiance*.

The Mayor recognized a Franklin County High School student from the government class of Mrs. Shepherd.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval. The Assistant Town Manager requested that Council amend the agenda by removing Item No. 2 under *Closed Meeting* (Section 2.2-3711(A).3 – Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body (location undisclosed)).

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

Motion action taken:

Motion was made by Vice Mayor Walker to approve the agenda as amended, seconded by Council Member Love and carried unanimously by those present.

SPECIAL ITEMS

The Mayor stated that William O. Helm, Jr. was presented officially a proclamation from the Town of Rocky Mount last week at a dinner at Ferrum College in honor of Mr. Helm. He further stated that for the record, a draft copy of said proclamation was before Council for approval.

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

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

PUBLIC HEARING

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

APPROVAL OF MINUTES

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

- December 8, 2013 Regular Council Meeting
- January 8, 2014 Special Council Meeting Work Session

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 Stockton to approve the draft minutes 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.

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 (*none at this time*)
- Miscellaneous Action (*none at this time*)

- 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, 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 came forward to speak at this time.

OLD BUSINESS

A. Update on the Harvester Performance Center

The Assistant Town Manager came before Council to update them on the progress of the Harvester Performance Center:

- Construction Update:
 - Demolition complete in July.
 - Electrical, plumbing, mechanical, framing and site work dominated first six (6) months.
 - Stage nearly complete.
 - Drywall underway; waiting on insulation to be completed.
 - Glass replacement nearly complete.
 - Stairs nearly complete.
 - Plumbing complete and inspected.
 - Conduit, wiring, HVAC installation nearing completion; needs power to test.
- Not Yet Started:
 - Elevator installation (pit complete).
 - Interior doorways.
 - Exterior canopy.

- Exterior feature wall.
- Carpet, tiling, paint, stains, finishes and floors.
- Stage rigging and curtains.
- Kitchen and office casework.
- Landscaping.
- Sound and light installation.
- Generally on Schedule for April Opening:
 - Where found, delays were due primarily to:
 - o Basement drainage system.
 - o Roof, insulation and ceiling changes.
 - o Electrical service location change.
 - o Parking lot soil fill replacement.
 - o Unknown utility and drainage locations.
 - o Block wall conditions.
- Will be meeting Friday to determine whether any time is due to contractor.
- Supporting Activity:
 - Utility service changes underway.
 - Bookings underway:
 - o 25 shows currently scheduled from opening through June; more pending.
 - o Additional 80+ shows scheduled to rest of year; more pending.
 - o On target to reach 170+ shows per year.
 - Historic property tax credit investors to be approved by Economic Development Authority (EDA) in February.
 - Assistant General Manager position advertised.
 - Social media and advertising ongoing.
 - Media tours.

The Assistant Town Manager presented the Harvester Performance Center project funding:

Harvester Project Funding

Non-Taxpayer Fund Sources	Goal	Actual	%
Private Donors	\$350,000	\$5,600	1.6
Corporate	\$350,000	\$25,000	7.1
Foundations (non-Tobacco)	\$500,000	0	0
Foundations (Tobacco)	\$500,000	\$500,000	100
Historic Property Tax Credits	\$1,000,000	\$965,000	96.5
TOTAL GOALS	\$2,700,000	\$1,495,600	55.4
Cost with change orders	\$2,600,000	\$2,644,350	56.6
Current Taxpayer Portion		\$1,153,079	43.6

It was pointed out by the Assistant Town Manager that 56.4% funding for the project was non-taxpayer money.

The Mayor thanked the Assistant Town Manager for all that he was doing to keep the project on pace and Council updated.

Let the record show there were no further comments or questions from Council.

NEW BUSINESS

- A. Review and consideration of request of Mr. Johnny Nolen, Race Director for Johnny CASA 5Miler-5k Race/Walk Event, to allow them to be able to hold their annual event.

Council heard a request to hold the annual Johnny CASA race event from the Race Director, Mr. Johnny Nolen. Mr. Nolen stated the event is scheduled for October 11, 2014, starting at 8:30 a.m. Prior to the meeting, the Chief of Police had reviewed the request and the proposed route, with him approving as submitted.

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

Motion action taken:

Motion was made by Council Member Greer to approve the request as submitted, 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.

- B. Review and consideration of request of Ms. Tammy White, General Manager of Aaron's of Rocky Mount, to allow them to be able to hold a Sound Quality and Car Audio competition.

On behalf of Ms. Tammy White, the Town Manager presented her request for Aaron's of Rocky Mount to hold a Sound Quality and Car Audio competition at their location (at Rocky Mount Plaza) on April 26, 2014 (rain date of April 27, 2014), with the event taking place during the day and ending before dark. The show is to help support Bikes for Tykes. Prior to the meeting, the Chief of Police had reviewed the request, with him approving as submitted.

Motion action taken:

Motion was made by Council Member Greer to approve the request as submitted, 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.

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

Let the record show that the Town Manager appeared on the *Rise 'N Shine* show this morning.

COUNCIL CONCERNS

Let the record show there were no Council concerns at this time.

CLOSED MEETING

At 7:20 p.m., motion was made by Council Member Greer to go into *Closed Meeting*, and seconded by Council Member Stockton and carried unanimously to discuss the following:

- Section 2.2-3711(A).1 – Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (Beautification and Urban Development (BUD) Commission appointment).

At 7:45 p.m., motion was made by Council Member Love 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 Stockton 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 Love. The Mayor swore to adopt the motion on the floor by Council Member Stockton that this was all that was discussed as defined in Section 2.2-3712 Code of Virginia. Voting yes were Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Billie W. Stockton.

The Mayor reported that no action was taken.

ADJOURNMENT

At 7:47 p.m., motion was made by Council Member Greer to adjourn, seconded by Council Member Moyer and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

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COMMUNITY DEVELOPMENT MONTHLY

Matthew C. Hankins, Director • Planner Patrick Rust • Planning Technician Stacey Sink

January 2014

Harvester construction on target for April opening

January saw a flourish of productivity in relation to the Harvester Performance Center project.

Staff estimates that construction is at 70% completion with the primary focus now being the porch, wall and canopy on the exterior and the finishes, including drywall, paint, and flooring, on the interior. One major construction obstacle, a new electric service pole, was installed by Appalachian Power on Friday, January 31.

Funding for the Center received some needed support during the month. On January 6, Community Development Director Hankins attended the Virginia Tobacco Indemnification and Community Revitalization Commission meeting in Richmond. The outcome of this visit was an additional \$100,000 in funding, which brings the Tobacco Commission's total commitment to \$0.5 million. Additionally, the Economic Development Authority will meet in early February to finalize the state and federal credit investors for the project. The Town's attorneys have offered good news on this front with the expectation that the project will recover an extra two cents on the dollar more than was previously predicted.

Harvester Performance Center General Manager Gary



Jackson continues to forge ahead with his efforts to plan a full calendar of events for the Center. Currently Mr. Jackson has booked over 100 shows for the 2014 calendar year, with the first show targeted for April 11. A press conference is scheduled for February 10 to announce the Center's line-up and to introduce ticket sales.

Meanwhile, interest from the community and elsewhere remains strong through social media connections, such as Facebook (<https://www.facebook.com/HarvesterPerformanceCenter>) and Twitter (@TheHarvesterRM), and the Center's website (<http://www.harvester-music.com>).

20 Spring gets its day in court

Several Town representatives, including a home inspections/building expert, appeared in Franklin County Circuit Court on January 30 to testify regarding the alleged nuisance conditions existing at the residence located at 20 Spring Street. The property owner did not attend the proceedings.

Following the testimony, Judge Alexander found in favor of the Town, ruling that the existing conditions on the property constitute a nuisance and requiring that the property owner abate the conditions within 45 days of the final order as described: (1) remove all clutter from the property, both interior and exterior; (2) repair or raze the accessory building at the rear of the property; (3) secure all windows and doors; (4) block all openings which allow animal access; (5) abate lead paint by scraping wood and removing chips; (6) abate and prevent standing water in basement; (7) clean up the property so as not to attract animals or other people.

The final order is expected within the next two weeks, after which the 45 day allowable abatement period will begin. If the property owner fails to abate any of the items specified in the judicial order, then the judge will grant the Town authority to raze the structures.



Top: The new service pole for the Harvester Performance Center has been installed (far left). The old pole, closest to the building, will be removed in the coming weeks. **Bottom:** The interior of the Harvester takes shape as walls are framed and gypsum board is hung.

Permit Activity This Month

Zoning Permits

- Integrated Construction Inc. - *new construction of single-family home, Oaks at Rakes Tavern, Phase I, Lot 6, RPUD.*
- Newbilt Construction - *addition to Rocky Mount UMC, North Main Street, CBD.*

Zoning Compliance

- Jamison Electric - *provide electrical work necessary to power two kiln machines for Great Southern Wood VA, Inc., North Main, M1.*
- Chris James Altice - *to open a music lesson studio and instrument repair shop on Franklin Street (Jones Building), CBD.*
- Antonio L. Torres - *interior renovations for commercial restaurant space, Tanyard Road, GB.*
- Electrical Side Jobs, LLC - *service upgrade at residence, Pell*

Avenue, R1.

Sign and Banner Permits

- Arrington Properties East, LLC - *new signage for Bojangles restaurant, 5 permanent signs, Marketplace Drive, GB.*
- Carilion Clinic - *promoting digital mammography at CFMH, 1 temporary banner, South Main Street, CBD.*
- Brandon Scott - *Franklin County Star Soccer tryouts, 1 temporary banner, Floyd and Franklin, CBD.*

Site Plans

- Rocky Mount United Methodist Church - *addition to fill in alley between sanctuary and educational wing, North Main Street, CBD.*
- Franklin County School Board - *new construction, server building, School Board Road, POS.*

★ Interesting News, Notes, and Numbers ★

★ Stepping Stone Mission continues to operate under the authority of a special use permit granted by Town Council. As a condition of the special use, Stepping Stone reports monthly on its activities. For calendar year 2013, Stepping Stone served 15,063 meals, which equates to an average of 1,255 meals per month, with an average number of individuals served per month of 174. These numbers show a slight decline from 2012, which averaged 1,274 meals per month and 232 individuals served.

★ The Rocky Mount Municipal Building processed 450 passport applications for new applicants in calendar year 2013. This represents an 86% increase over last calendar year's totals. The busiest months are January through April, as travelers start looking ahead to late spring and summer destinations.

★ The Community & Hospitality Center (Depot) hosted 760 visitors last year during its open season of April 16 through December 18. 40% of the Depot's visitors were from Franklin County, 35% were from outside the County but within the state of Virginia, 23% came from other states, and 2% were international visitors. 29 states and Washington D.C. were represented, along with the countries of England, Australia,

Germany, Holland, and New Zealand. These totals do not include those who visit through private rentals.

★ The Town currently has 1,164 members on its group Facebook page. These numbers continue to grow monthly.

★ Dollar Tree site plans and the remainder of its permitting were approved in late October 2013. Construction has begun at the site.



One of the final remaining moments of the Pigg River Dam.

Community Development ... Staff in Motion

Director Hankins

- Attended the Virginia Tobacco and Community Revitalization Commission meeting in Richmond.
- Attended the Crooked Road Board Meeting in Abingdon.
- Held interviews for the Harvester Performance Center Assistant General Manager Position, along with General Manager Gary Jackson.
- Interviewed with WDBJ7 on-site at the Harvester Performance Center regarding Harvester progress and TIC grant.
- Interviewed with Sue Hill for the WYTI-AM morning show.
- Met with Access regarding Crooked Road and Harvester press conference.
- Helped finalize operating bank accounts for Harvester.
- Testified in court regarding 20 Spring St.
- Attended O. Winston Link Museum gala honoring Raymond Loewy (HPC designer).

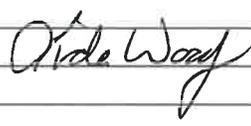
Planner Rust

- Worked on grant proposal for B.U.D Commission to help spur future garden development and sponsorship.
- Coordinated work for removal of Pigg River Dam and construction of rock wall and ramp below Veterans' Park.
- Reviewed and approved two site plans.
- Started review process for major subdivision (to be reviewed by Planning Commission in March).
- Completed Grassy Hill and Weaver Street Guardrail Project (VDOT revenue sharing).
- Continued work on 40 East Sidewalk Project pre-construction details. (Expect construction to start in late winter).
- Researched and began writing Request for Proposals to secure a private firm for coordinating a complete update and revision of the Town's Comprehensive Plan. (Expect RFP to be issued by early February, with firm selection by early March.)

Planning Technician Sink

- Worked with new cleaning contractor to facilitate contract change-over.
- Completed passport acceptance program annual report for U.S. Department of State.
- Created "Passport Application Packet" for distribution to interested applicants.
- Researched and began preparing two specific foundation grant proposals for Harvester Performance Center. (Expect grant proposals to be submitted in February).
- Prepared Planning Commission 2013 Annual Report.
- Met with subcommittee of Board of Zoning Appeals to review and propose amendments to current BZA bylaws.
- Assumed control of Depot reservations due to closing of the facility to the public on December 20.
- Researched new restroom facility options for Town parks.

MONTHLY STAFF REPORT

DATE:	February 6, 2014
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director 
DEPARTMENT:	Finance Department
MONTH:	February meeting

This report contains the following monthly information for January 2014 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:

953 walk-in transactions

825 drive-thru transactions

2068 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING JANUARY 2014**

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

SERVICES:

Altice Custom Instrument, 510 Franklin St., music lessons & repair

Aim High Driving School, 395 Old Franklin Tnpk, driving school

Jennifer Wray Worley, 120 Franklin St., beautician

**TOWN OF ROCKY MOUNT
Investment Portfolio
at December 31, 2013**

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
Fixed Income / Bonds:									
FNMA	12/26/2013	12/26/2017	500,000	97.800	489,000.00	1.02%	1.00%	3135G0SJ3	5,000.00
FNMA	9/27/2013	9/27/2017	255,000	98.775	251,876.25	0.70%	0.70%	313G0E64	1,785.00
Bond Totals			<u>755,000</u>		<u>740,876.25</u>	0.86% avg. return			<u>6,785.00</u>
Certificates of Deposits:									
Am Express Centurion		11/17/2015	225,000	101.747	228,930.75	1.71%	1.75%	02587DGX0	3,937.50
BMW Salt Lake City UT		10/11/2018	245,000	99.724	244,323.80	2.05%	2.05%	05568P5S2	5,022.50
Bank Hampton Rds. VA		9/27/2017	245,000	100.378	245,926.10	0.99%	1.00%	062492BH5	2,450.00
Bank of China NY		5/20/2014	245,000	99.922	244,808.90	0.30%	0.30%	06426RID6	735.00
Beal BK USA, NV		2/12/2014	225,000	99.969	224,930.25	0.20%	0.20%	07370VF60	450.00
CIT BK Salt Lake UT		10/13/2016	190,000	99.203	188,485.70	1.00%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN		8/25/2016	245,000	100.039	245,095.55	0.99%	1.00%	20143PCV0	2,450.00
Compass Bk Birmingham AL		12/29/2014	230,000	100.391	230,899.30	0.99%	1.00%	20451PAC0	2,300.00
Discover Bk Greenwood		9/4/2018	245,000	99.644	244,127.80	2.05%	2.05%	254671VH0	5,022.50
Essa BK Stroudsburg PA		11/30/2016	245,000	99.080	242,746.00	1.00%	1.00%	29667RGE7	2,450.00
Flushing Savings NY		7/27/2016	248,000	100.681	249,688.88	0.99%	1.00%	344030ES6	2,480.00
GE Cap Fin'l Retail		12/29/2016	245,000	102.187	250,358.15	2.05%	2.10%	36160YMM4	5,145.00
Goldman Sachs NYC		11/3/2014	245,000	100.708	246,734.60	1.48%	1.50%	38143AAP0	3,675.00
Investors BK, NJ		2/24/2014	249,000	99.966	248,915.34	0.25%	0.25%	46176PCA1	622.50
Natl Rep Chicago CTF		1/25/2016	245,000	101.707	249,182.15	0.98%	1.00%	63736QRT0	2,450.00
Safra Nat'l NY NY		2/9/2015	245,000	100.708	246,734.60	0.74%	0.74%	786580YW4	1,837.50
Security Bk Aiken SC		7/27/2016	245,000	100.039	245,095.55	1.24%	1.24%	81423LAV4	3,062.50
Sovereign Bk Willington DE		9/26/2020	245,000	100.268	245,656.60	0.74%	0.75%	84603M2V7	1,837.50
State Bk India Chicago IL		7/25/2017	230,000	100.949	232,182.70	1.53%	1.55%	856283TLO	3,565.00
CD Totals			<u>4,537,000</u>		<u>4,554,822.72</u>	1.12% avg. return			<u>51,392.50</u>
Total Investments			<u>5,292,000</u>		<u>5,295,698.97</u>	1.10% avg. return			<u>58,177.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
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%
Oct-13	948,361.06	0.12%
Nov-13	965,054.02	0.10%
Dec-13	1,330,260.31	0.09%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JANUARY 31, 2014**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
GENERAL FUND - Local Revenues:						
Real Estate Tax	157,688	115,197	211,848	137,956	585,792	36.16%
Public Service Tax	-	-	-	-	27,135	0.00%
Personal Property Tax	119,912	24,338	140,611	26,429	173,526	81.03%
Machinery & Tools Tax	-	-	-	-	105,141	0.00%
Penalties on Tax	308	420	2,497	2,557	2,500	99.87%
Interest on Tax	795	332	1,051	2,221	1,000	105.10%
Local Sales Tax	12,249	13,810	66,706	72,359	170,730	39.07%
Meals Tax	108,245	101,446	619,275	574,746	1,150,449	53.83%
Utility Tax	29,651	30,784	162,129	159,964	324,563	49.95%
Communications Tax	16,387	17,338	98,710	102,150	202,512	48.74%
Decals	63	8,365	3,015	12,760	78,597	3.84%
Bank Stock Tax	-	-	-	-	229,064	0.00%
Penalty-Meals Tax	173	268	1,491	2,104	1,750	85.18%
Interest-Meals Tax	-	20	1,323	605	500	264.61%
Lodging Tax	4,737	4,782	47,997	42,605	97,681	49.14%
Cigarette Tax	7,333	14,670	56,034	57,662	99,094	56.55%
BPOL-Retail	110	40	23,163	5,395	303,831	7.62%
BPOL-Professional	-	-	9,052	9,312	137,670	6.58%
BPOL-Contractor	-	145	5,248	5,337	12,000	43.73%
BPOL-Repairs/Services	20	47	687	1,904	115,059	0.60%
BPOL-Alcoholic Beverages	-	-	-	-	800	0.00%
BPOL-Penalty/Interest	17	17	4,947	1,079	1,200	412.23%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	11,408	11,400	0.00%
BPOL-Miscellaneous	-	-	1,250	803	2,800	44.64%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	200	160	1,800	945	2,600	69.23%
Welcome Center Fees	100	30	2,710	2,490	3,000	90.33%
Planning/Zoning Fees	1,265	210	9,229	3,625	6,200	148.85%
Court Fines	5,245	3,826	27,969	28,786	31,088	89.97%
Parking Fines	-	100	45	305	200	22.50%
Interest Earnings	3,000	6,787	22,243	43,492	56,624	39.28%
Return Check Fees	60	40	380	480	700	54.29%
Rental of Property	-	-	420	420	420	100.00%
Sale of Materials	-	-	-	540	-	0.00%
Sale of Property	-	-	10,654	660	-	0.00%
Mortgage Payments	256	-	1,536	1,792	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Grave Preparation	750	250	2,250	1,250	1,500	150.00%
Security Services	1,290	180	4,800	8,010	4,000	120.00%
False Alarm Response Fees	-	-	138	-	-	0.00%
Passport Service Fees	1,530	1,643	5,549	5,252	10,800	51.38%
Police Reports	161	182	706	736	1,200	58.83%
Fingerprint Service Fees	90	105	255	285	-	0.00%
Garbage Collection Fees	9,443	7,500	55,852	44,567	109,989	50.78%
Truck Rental Program	-	-	90	50	100	90.00%
Weed Control Charges / Mowing	-	-	292	-	-	0.00%
Miscellaneous Services	-	386	493	2,569	350	140.93%
Transfer from Utility Fund	-	-	426,426	-	426,426	100.00%
Donations	-	-	24	63	-	0.00%
Merchandise Sales	-	-	204	424	200	102.12%
Donations - Celeste Park	-	-	815	-	-	0.00%
Miscellaneous	1,174	393	2,077	866	300	692.39%
Curb & Gutter Recoveries	-	-	-	600	-	0.00%
Recoveries	21	103	80	2,405	1,000	8.03%
Bond Proceeds	-	-	-	-	-	0.00%

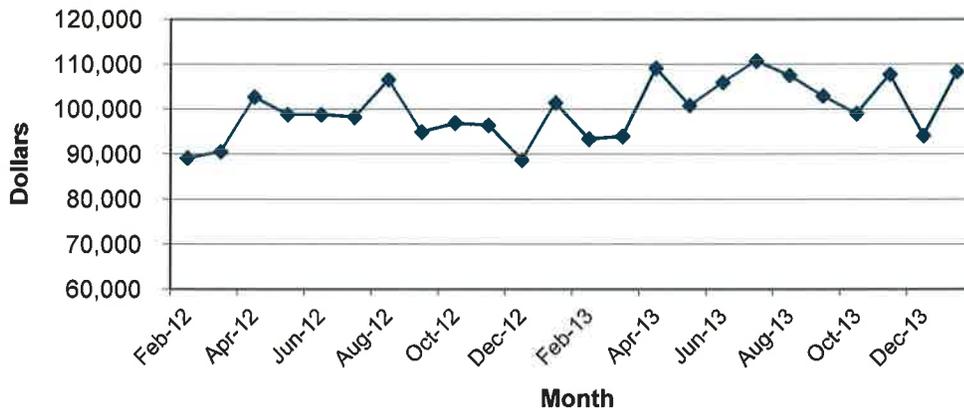
**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JANUARY 31, 2014**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
Unrealized Gain on Investments	-	3,818	(1,856)	15,750	-	0.00%
Appropriated Fund Balance	-	-	42,149	-	2,731,293	1.54%
Total Local Revenues	482,272	357,732	2,074,362	1,395,720	7,222,984	28.72%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	-	3,827	3,626	3,000	127.55%
Litter Tax	-	-	2,614	2,964	2,100	124.48%
Other Categorical Aid	-	-	-	-	-	0.00%
Fire Programs	-	-	12,134	12,635	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	-	-	8,732	20,491	-	0.00%
Street Maintenance	-	-	624,756	606,903	1,238,082	50.46%
VML Safety Grant	-	-	4,000	3,000	-	0.00%
Volunteer Fire Dept.	-	15,000	15,000	22,254	30,000	50.00%
Law Enforcement-599 Funds	-	-	54,230	54,230	108,460	50.00%
Police Grants	-	-	-	-	-	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Dept. of Conservation & Recreation	-	-	-	10,541	-	0.00%
Other Categorical Aid-Schools	-	-	29,632	29,632	29,632	100.00%
Total State Revenues	-	15,000	808,785	824,410	1,481,335	54.60%
TOTAL GENERAL FUND REVENUES	482,272	372,732	2,883,148	2,220,130	8,704,319	33.12%
UTILITY FUND REVENUES:						
Water Sales	96,340	44,128	581,207	532,679	1,477,728	39.33%
gallons billed	17,345,314	20,041,530	123,286,419	127,490,743		
Water Connections	4,275	3,386	13,550	103,406	20,025	67.67%
Reconnect Fees	770	105	6,695	2,240	3,000	223.17%
Penalties	1,668	1,996	10,924	11,423	20,000	54.62%
Bulk Water Purchases	1,609	-	4,577	2,375	2,300	199.02%
Health Dept.	-	-	-	-	-	0.00%
Sewer Collection Charges	59,286	20,262	363,248	331,572	949,284	38.27%
gallons billed	13,992,414	15,065,590	93,712,153	93,671,364		
Sewer Connections	1,805	2,000	5,805	88,000	13,500	43.00%
Cell Tower Rent	1,800	7,664	26,805	32,455	46,349	57.83%
VML Safety Grant	-	-	-	1,000	-	0.00%
Recoveries	326	6,075	4,464	24,886	2,000	223.19%
Bond Proceeds	-	-	-	234,147	-	0.00%
Meals Tax Transfer	3,405	38,664	514,278	514,278	514,278	100.00%
Appropriated Fund Balance	-	-	255,300	-	741,800	34.42%
TOTAL UTILITY FUND REVENUES	171,283	124,279	1,786,853	1,878,462	3,790,264	47.14%
CAPITAL PROJECTS REVENUES:						
Uptown Loan Repayments	34,898	280	45,797	2,983	-	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	34,898	280	2,620,797	2,983	2,500,000	104.83%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
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
Nov-13	107,697
Dec-13	94,103
Jan-14	108,245

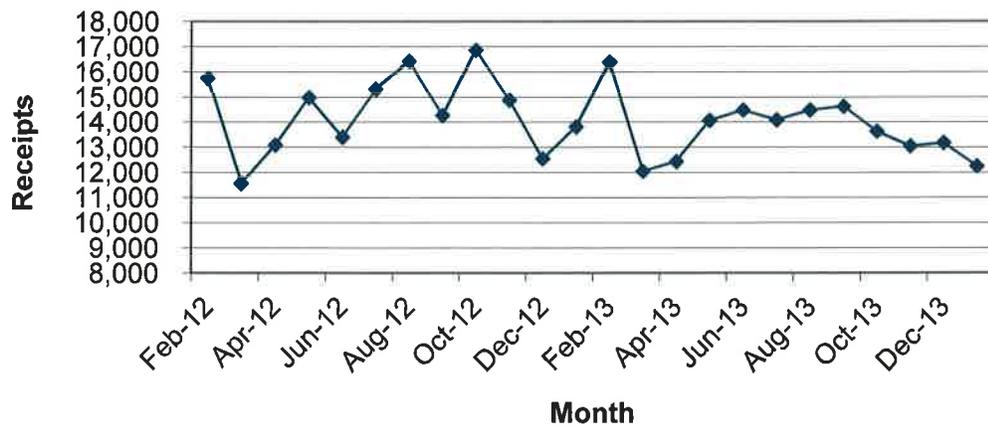
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

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
Nov-13	13,042
Dec-13	13,170
Jan-14	12,249

Local Sales Tax



**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF JANUARY 31, 2014**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND:						
Mayor & Council	5,329	5,204	49,476	58,402	86,103	57.46%
Town Manager	15,257	17,275	111,628	113,193	200,890	55.57%
Town Attorney	-	2,472	16,029	14,415	41,250	38.86%
Finance Department	22,735	19,805	178,743	161,665	332,531	53.75%
Electoral Board	-	-	-	-	3,500	0.00%
Police Department	149,103	136,935	1,024,613	992,591	1,809,807	56.61%
Volunteer Fire Dept.	18,154	10,595	73,412	63,792	125,540	58.48%
Public Works Admin.	1,266	1,421	8,170	8,941	20,429	39.99%
Street Lights	9,509	8,466	57,528	62,027	112,454	51.16%
Traffic Control & Parking	13,089	1,724	49,538	46,769	123,033	40.26%
Streets	79,476	42,994	365,129	727,620	1,016,118	35.93%
Sidewalks & Curbs	-	1,107	1,989	1,841	16,163	12.31%
Grassy Hill Guardrails	-	-	2,878	-	61,624	4.67%
40 East Sidewalks/Crosswalks	-	1,340	4,888	3,768	160,198	3.05%
Street Cleaning	366	730	9,988	8,773	19,217	51.97%
Refuse Collection	16,116	9,408	99,998	98,646	156,020	64.09%
Snow Removal	1,267	2,919	2,923	3,408	22,508	12.98%
Municipal Building	5,730	4,410	33,586	42,853	66,922	50.19%
Emergency Services Bldg.	8,076	4,092	32,761	34,180	65,746	49.83%
Public Works Building	3,025	3,419	9,251	10,284	14,424	64.14%
Cemetery	542	(8)	13,788	9,426	15,483	89.05%
Playgrounds	118	122	18,852	20,146	77,089	24.46%
Veterans Memorial Park Erosion	1,628	6,116	3,624	35,214	26,251	13.81%
Pigg River Dam Safety	-	-	-	895	29,105	0.00%
Planning & Zoning	8,508	10,871	66,303	67,567	123,552	53.66%
Community Development	13,949	17,614	118,139	104,091	193,516	61.05%
Citizen's Square	1,093	1,051	14,672	6,653	13,523	108.50%
Hospitality Center	871	853	22,122	17,411	34,754	63.65%
Passport Services Expenses	19	140	1,265	843	2,360	53.59%
Performing Arts Venue	-	47,935	-	56,759	-	0.00%
Economic Development Authority	-	-	630	2,370	11,505	5.47%
Remediation of Blighted Structures	665	-	665	63	20,000	3.33%
Non-Departmental:						
Wages & Fringes	1,667	40	14,985	8,317	91,068	16.45%
Employee Wellness Program	-	-	1,347	320	1,750	76.95%
Employee Drug Testing	-	-	397	461	1,055	37.64%
Insurance	-	-	65,127	65,093	75,508	86.25%
Contributions to Others	-	-	21,750	32,504	22,500	96.67%
Debt Service-Principal	197,400	189,300	197,400	189,300	192,000	102.81%
Debt Service-Interest	41,863	56,484	95,273	112,968	106,829	89.18%
Transfer to Utility Fund	-	38,664	514,278	514,278	514,278	100.00%
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	616,818	643,499	5,983,312	3,697,845	8,774,931	68.19%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF JANUARY 31, 2014**

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	16,725	4,277	80,562	85,795	192,766	41.79%
Meter Reading	3,073	3,419	19,188	18,788	44,435	43.18%
Water Plant	56,058	48,172	345,263	317,885	575,418	60.00%
Trinity Packaging Water Line Relocation	-	-	-	1,853	-	0.00%
Lilly's Leisue Utility Extension	-	(5)	-	8,039	-	0.00%
Dent St. Water Line Replacement	-	(55)	-	24,199	-	0.00%
Wastewater System Operations	10,252	2,883	77,894	41,499	147,418	52.84%
Wastewater Treatment Plant	37,456	19,688	211,066	479,027	406,706	51.90%
Utility Billing & Administration	10,075	12,486	71,039	70,942	152,173	46.68%
Non-Departmental:						
Wages & Fringes	-	-	-	-	6,548	0.00%
Insurance	-	-	21,709	21,698	25,169	86.25%
Debt Service-Principal	245,600	20,700	761,513	363,789	480,048	158.63%
Debt Service-Interest	31,545	24,469	26,936	72,172	136,405	19.75%
Transfer to Capital Projects Fund	-	-	-	-	-	0.00%
Transfer to General Fund-WTP Electric Proj	-	-	169,287	-	169,287	100.00%
Transfer to General Fund-reimb contrib capite	-	-	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	410,785	136,036	2,041,598	1,505,684	3,830,366	53.30%
CAPITAL IMPROVEMENTS FUND:						
Uptown Redevelopment Project	-	1,895	-	129,205	-	0.00%
Industrial Park - Site Improvements	-	-	-	-	-	0.00%
Performance Venue Renovations	439,678	-	1,155,604	-	2,500,000	46.22%
TOTAL CAPITAL PROJECTS EXPENDITURES	439,678	1,895	1,155,604	129,205	2,500,000	46.22%
UTILITY CAPITAL FUND:						
Public Works Utility Project	-	-	175,947	-	175,000	100.54%
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	-	-	175,947	-	271,660	64.77%
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages and Fringe Benefits	6,629	-	46,645	-	-	0.00%
Contractual Services	3,469	-	8,348	-	111,715	7.47%
Custodial Services	-	-	-	-	400	0.00%
Ticketing Expenses	-	-	-	-	1,000	0.00%
Talent	6,450	-	13,050	-	-	0.00%
Advertising	579	-	3,761	-	1,500	250.76%
Printing & Binding	-	-	240	-	150	160.00%
Postage & Delivery Services	-	-	6	-	200	2.86%
Utilities	276	-	793	-	1,485	53.38%
Communications	65	-	455	-	900	50.56%
Travel & Training	159	-	1,598	-	-	0.00%
Dues & Memberships	-	-	-	-	150	0.00%
Books & Subscriptions	789	-	789	-	-	0.00%
Office Supplies	18	-	300	-	220	136.31%
Merchandise for Resale	-	-	-	-	249	0.00%
TOTAL PERFORMANCE VENUE EXPENSE	18,434	-	75,984	-	117,969	64.41%
7 months of the 12 month fiscal year						58.33%

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)	
Engineering-Removal of Pendleton tanks (8-12-13)		(23,000)
Powder Mill pump station repairs (11-12-13)		(6,000)
PD Digital Evidence Viewer system (11-12-13)	(6,545)	
Broadband Width Increase (tentative 12-9-13)	(3,012)	(1,102)
Broadband Facilities Construction (tentative 12-9-13)		(10,000)
AVAILABLE CONTINGENCY FUND BALANCE	<u>26,443</u>	<u>9,898</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		439,678.20	1,220,672.33
Design		-	136,972.50
Operations:			
Wages & Fringes		6,693.58	56,097.31
Miscellaneous		2,215.93	17,970.70
Promotions		2,797.96	9,711.84
Utilities		276.14	1,913.87
Performances		6,450.00	11,806.34
Total Operations		18,433.61	97,500.06
Grand Total		458,111.81	1,704,067.19

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 WATER CONSUMPTION PERCENTAGES
 FOR THE MONTH OF JANUARY 2014

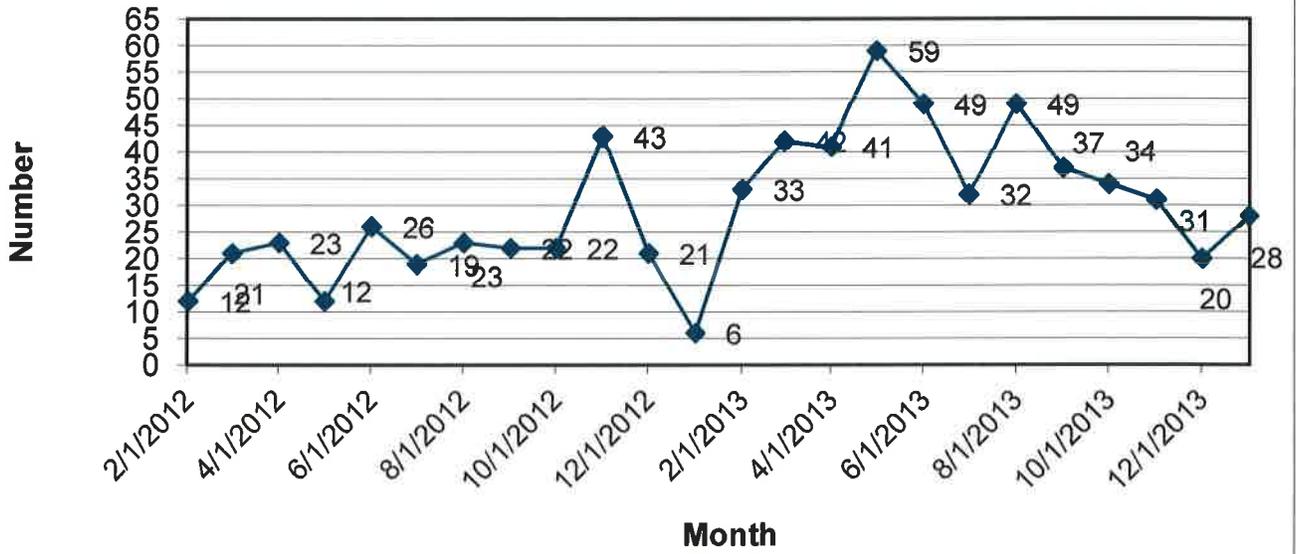
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,758	6,949,775	\$ 33,164	61%	35%	32%
COMMERCIAL	338	5,371,215	\$ 21,308	12%	27%	21%
INDUSTRIAL	48	3,696,800	\$ 12,734	2%	19%	12%
TOTAL	2,144	16,017,790	\$ 67,205	75%	81%	66%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	652	2,387,550	\$ 23,150	23%	12%	23%
COMMERCIAL	74	1,434,330	\$ 11,688	3%	7%	11%
INDUSTRIAL	2	5,300	\$ 57	0%	0%	0%
TOTAL	728	3,827,180	\$ 34,895	25%	19%	34%
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,410	9,337,325	\$ 56,314	84%	47%	55%
COMMERCIAL	412	6,805,545	\$ 32,995	14%	34%	32%
INDUSTRIAL	50	3,702,100	\$ 12,791	2%	19%	13%
TOTAL	2,872	19,844,970	\$ 102,100	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	32%	31%	28%	22%	23%	15%	83%	68%	11%	21%	6%	10%	0%	0%	17%	32%
Dec-13	34%	34%	30%	23%	22%	14%	86%	72%	12%	22%	3%	6%	0%	0%	14%	28%
Jan-14	35%	32%	27%	21%	19%	12%	81%	66%	12%	23%	7%	11%	0%	0%	19%	34%
Feb-14																
Mar-14																
Apr-14																
May-14																
Jun-14																
Average	33%	32%	28%	22%	21%	14%	83%	69%	11%	22%	6%	9%	0%	0%	17%	31%

***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
December-13

Water Plant Finished Water Pumped		<u>24,500,000</u>
Water Consumption Billed	19,844,970	
Meters Read and Not Billed	942,300	
Water Obtained from Water Plant (to bill)	72,200	
Water Obtained from Public Works Hydrant (to bill)	-	
Flusing Water Lines Reported to WTP or PW	49,000	
Flow Meter Checks at Hydrants	-	
	-	
	-	
Grand Total of Water Metered / Consumed / Tracked		<u>20,908,470</u>
Percent Finished Water Accounted		85.34%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	-	
001-0188-00-01	Impound Lot	-	
002-0317-20-01	Public Works Bldg	160	
002-0317-30-01	Public Works Bldg-new bldg	1,000	
004-1067-00-01	Veteran's Memorial Park	-	
005-1300-00-01	Mary Elizabeth Park	-	
005-1343-00-04	Performance Venue	-	
005-1384-00-01	Farmer's Market	-	
005-1457-00-01	Municipal Bldg.	2,000	
006-1710-00-01	Welcome Center / Depot	840	
009-2523-50-01	Emergency Services Bldg.	8,300	
011-0050-90-01	Rt 122 Pump Station	-	
041-0034-00-01	WasteWater Treatment Plant	355,000	
	Water Plant Process	575,000	

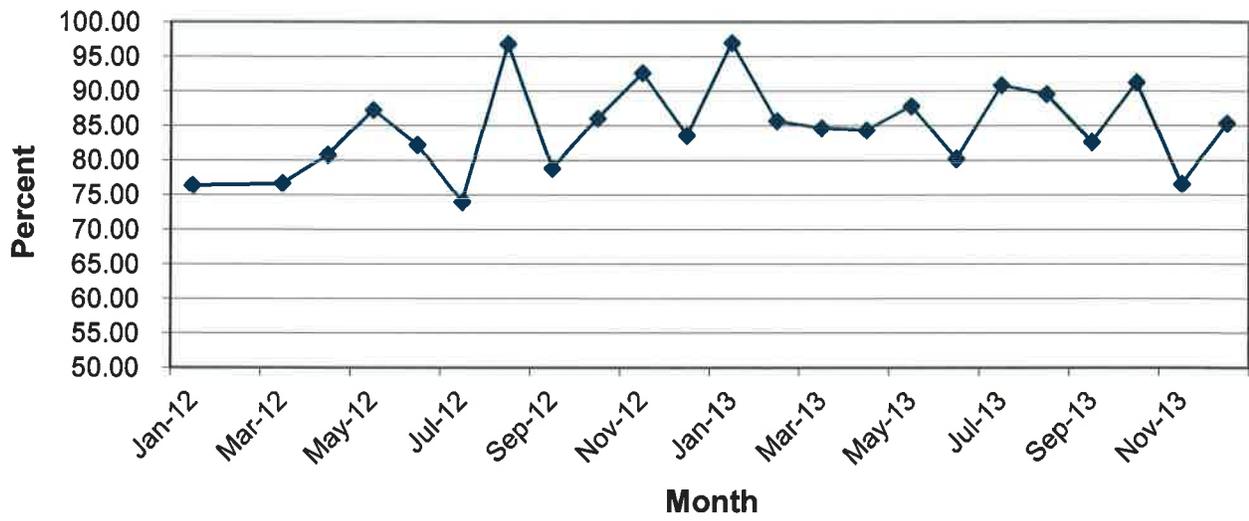
TOTAL Meters Not Billed		<u>942,300</u>
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Water Line Repairs by Public Works during the month:
8" line on Orchard; 2" line on Oak

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	26,100,000	23,823,011	91.28%	2,276,989		
Nov-13	25,300,000	19,380,434	76.60%	5,919,566		
Dec-13	24,500,000	20,908,470	85.34%	3,591,530	84.41%	3,929,362
Jan-14				-		
Feb-14				-		
Mar-14				-	0.00%	-
Apr-14				-		
May-14				-		
Jun-14				-	0.00%	-
AVG.	25,528,333	21,976,454	86.06%	3,551,879	86.06%	3,551,879
TOTAL	153,170,000	131,858,724		21,311,276		
Monthly Avg. Percent Unaccounted =			13.94%			
Monthly Avg. Percent Accounted =			86.06%			
5 out of 6 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%	23,823,011	91.28%	2,866	20,336,000	32.80%	17,520,385	86.15%
Nov-13	336.00	25,000,000	41.67%	25,300,000	42.17%	19,380,434	76.60%	2,839	19,980,000	33.30%	13,992,414	70.03%
Dec-13	325.50	24,200,000	39.03%	24,500,000	39.52%	20,908,470	85.34%	2,872	29,667,000	47.85%	15,033,940	50.68%
Jan-14	353.40	26,400,000	42.58%	26,500,000	42.74%				27,063,000	43.65%		
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.	330.56	25,324,286	41.23%	25,667,143	41.79%	21,806,526	85.43%	2,860	23,396,286	38.04%	15,840,197	71.51%

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:	February 1, 2014
TO:	Rocky Mount Town Council
FROM:	Charles Robertson, Fire Chief
DEPARTMENT:	Rocky Mount Fire Department
MONTH:	December 2013

The Rocky Mount Fire Department answered a total of 26 calls for the month of December 2013. There were 10 calls answered in the Town and 16 answered in the County.

There were a total of 146 man hours accumulated on these calls by the membership. The department average 8 members per call on all calls.

There were a total of 688 miles traveled on all Fire Department vehicles.

The department used a total of 46 gallons of gasoline, and a total of 54 gallons of diesel fuel for the month.

There were 3 structure fires; 2 motor vehicle fires; 3 woods and grass fires; 6 motor vehicle accidents; 6 false alarms; 3 service (sprinkler) calls; and 3 calls to assist the rescue squad.

The membership spent a total of 135 extra man-hours of training during the month.

Work continues on developing an inventory control system for the Fire Department. This system will be completed and operational before the end of the physical year. This, along with the purchase order system, will allow for better tracking of all equipment and pricing.

Dates have been established for EVOC driver training to be held in February. This is a refresher course of 16 hours for all members.

CR:pk

MONTHLY STAFF REPORT

DATE:	February 3, 2014
TO:	Rocky Mount Town Council
FROM:	Chief David R. Cundiff
DEPARTMENT:	Police
MONTH:	January 2014

Officer Ashley Vasser started Cardinal Criminal Justice Academy on January 13th, 2014.

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: **January 2014**

NOV.

DEC.

JAN.

	NOV.	DEC.	JAN.
TRAFFIC ARRESTS	76	68	145
TRAFFIC STOPS	159	160	230
CRIMINAL ARRESTS "MISDEMEANOR"	41	68	22
CRIMINAL ARRESTS "FELONY"	12	48	8
BOLO'S (Be On Look Out)	84	78	70
TRAINING HOURS:	61.75	135.5	220.25
FOLLOW-UP'S	31	25	35
ALARM RESPONSES	28	15	50
ACCIDENTS INVESTIGATED (TREDS)	16	15	15
INCIDENTS ADDRESSED	1780	1680	1992
INCIDENTS, OFFENSES REPORTABLE	68	67	61
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	808	953	1032
SCHOOL CHECKS	191	49	81
OPEN DOORS, WINDOWS, ETC. UNSECURED	1	0	4
MOTORIST AIDES	71	66	65
BREAKING & ENTERING REPORTS	1	0	1
BREAKING & ENTERING WARRANTS	1	2	0
GRAND LARCENY WARRANTS	0	1	0
UNIFORM TRAFFIC SUMMONS ISSUED	76	68	145
DUI	4	7	4
SPEEDING TICKETS ISSUED	31	30	57
COURT HOURS	33.75	10.25	59.5
SPECIAL ASSIGNMENT HOURS:	57.75	44.75	33

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 15 reportable accidents with 14 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Ann Sink Street, Bernard Road, Bland Street, Buckner Street, Byrd Lane, Candlewood Apartments, Circle Drive, Cornell Road, Dent Street, Diamond Avenue, Donald Avenue, East College Street, East Court Street, East Street, Fairlawn Drive, Goodview Street, Hatcher Street, Herbert Street, Leonor Street, Lynch Drive, Mountain View Avenue, Oak Street, Old Franklin Turnpike, Orchard Avenue, Pell Avenue, Perdue Lane, Scuffling Hill Road, South Main Street, Summit Drive, Trail Drive, Weaver Street, West College Street, and Windy Lane.

- ◇ Business Foot Patrols: Aaron's, Angle Hardware, BB&T, BFMS, Bojangles, Burger King, C-Mart, Carter's Jewelry, CATCE, Coast to Coast, Comfort Inn, Cook Out, CVS, Eagle Cinema, El Rio, Franklin County High School, Fleetwood Homes, Food Lion, Franklin County Health Department, Franklin Health Care, Franklin Memorial Hospital, Franklin Street, Goodwill, Holiday Inn Express, Ippy's, Kroger, Lee M. Waid, Lowe's, Martinsville Dupont Credit Union, McDonald's, Mod-u-Kraf, Newbold, North Main Street, Old Franklin Turnpike, Pell Animal Clinic, Riverside Minute Market, Rocky Mount Elementary, Roses, School Board Road, Sheetz, Shell Station, Shoe Show, South Main Street, Step Inc, Tanyard Road, Trinity Missions, Walgreen's, Wal-Mart and YMCA.

MISCELLANEOUS:

- ◇ January 1st, 2014 – Open Door “Fleetwood Homes”
- ◇ January 1st, 2014 – Open Door “School Bus Garage”
- ◇ January 1st, 2014 – Open Door “BFMS”
- ◇ January 11th, 2014 – Open Door “785 Old Franklin Turnpike”
- ◇ January 13th, 2014 – Officer Ashley N. Vasser started “Cardinal Criminal Justice Academy”
- ◇ January 22nd, 2014 – VCIN Recert “FCSO” (Captain Ken Criner), (Sgt. Josh Harris) and (Regina Stanley, Administrative Assistant/Records Manager)
- ◇ January 25h, 2014 – RMPD worked/provided traffic control for YMCA Run/Walk Fundraiser.

TRAFFIC CONTROL UPDATES:

- ◇ No new updates for this month.

INVESTIGATIONS:

- ◇ New Criminal Investigations: 15
- ◇ New Drug Investigations: 1
- ◇ Cases Cleared: 10
- ◇ Misdemeanor charges: 3
- ◇ Felony Charges: 3
- ◇ Pending Cases: 6
- ◇ Child Abuse Cases: 2
- ◇ Search Warrants: 0
- ◇ Traffic Stops: 3
- ◇ Drug/Currency Seizures: 1
- ◇ On-Duty Court Time: 12

MEETINGS:

- ◇ CART/CAC – Lt Brabham, Sgt. Harris and Inv. Divers
- ◇ Two Days of SRO Assignment @ FCHS – Inv. Divers
- ◇ YMCA 5K/10K Run – Sgt. Harris and Inv. Divers
- ◇ CAC/Court Services re: Gang Awareness Training – Sgt. Harris
- ◇ Multiple Meetings with C/A's Office – Lt. Brabham, Sgt. Harris, Inv. Norton and Inv. Divers

TRAINING:

- ◇ Franklin County Public School's Camera Training – Lt. Brabham, Sgt. Harris and Inv. Divers
- ◇ DMV Grant Writing Workshop – Sgt. Harris
- ◇ VCIN Recertification at FCSO – Sgt. Harris

CLASSES TAUGHT:

- ◇ Scam Awareness Presentation @ YMCA – Sgt. Harris

CRIMINAL ARRESTS & LOCATIONS:

Possession of Cocaine	Old Franklin Turnpike
Possession of Marijuana	Old Franklin Turnpike
Possession of Marijuana	Pendleton Street
Driving Under the Influence of Drugs	Old Franklin Turnpike
Driving Under the Influence (x 2)	Old Franklin Turnpike
Driving Under the Influence	Tanyard Road
Driving Under the Influence	Byrd Lane
Driving Under the Influence	Mountain Top Drive
Refusal of Blood or Breath Test	Tanyard Road
Obstruction of Justice	Pendleton Street
Unauthorized Use of a Motor Vehicle	Pendleton Street
Possession of a Concealed Weapon	Circle Drive
Possession of a Firearm by a Convicted Felon	Pendleton Street
Disorderly Conduct	Floyd Avenue
Shoplifting (x 2)	Old Franklin Turnpike
Shoplifting	Pell Avenue
Domestic Assault	Herbert Street
Malicious Wounding	Windy Lane
Violation of Protective Order	Herbert Street
Use the Identification of Another to Avoid Prosecution	Old Franklin Turnpike
Disorderly Conduct	Perdue Lane
Felony Child Endangerment	Mountain Top Drive

SPEEDING TICKETS ISSUED

Pell Avenue (x 15)

Hatcher Street (x 10)

Bernard Road (x 2)

Tanyard Road (x 8)

Grassy Hill Road (x 7)

East Court Street (x 5)

North Main Street (x 5)

Old Franklin Turnpike (x 2)

State Street (x 2)

School Board Road

MONTHLY STAFF REPORT

DATE:	February 3, 2014
TO:	Rocky Mount Town Council
FROM:	Cecil R. Mason, Public Works Director
DEPARTMENT:	Public Works Department
MONTH:	January 2014

1. Removed Christmas decorations.
2. Cleanup week: five days.
3. Check and cleaning road culverts
4. Swept streets: 1-21.
5. Walking sewer easements; cleaning brush.
6. Checking manholes.
7. Washed out several manholes.
8. Repaired washout areas in sewer line areas.
9. Read meters: four days.
10. Changed out three each 5/8" meters.
11. Repaired 8" water line on South Main Street.
12. Repaired 3/4" line at 300 Circle View.
13. Repaired 6" water line on Franklin Street.
14. Replaced bottoms on five each 5/8" meters due to them freezing.
15. Made one each 3/4" water tap outside of Town.
16. Made sewer tap for Free Clinic.
17. Dealt with snow and ice on January 5, 21, 22, 28, 29.
18. Chris Hughes, Joey Cerebe and Cecil Mason attended UVA on January 28-29 for Intermediate Work Zone Traffic Control certification.

MONTHLY STAFF REPORT

DATE:	February 3, 2014
TO:	Rocky Mount Town Council
FROM:	Tim Burton, Superintendent
DEPARTMENT:	Wastewater Treatment Plant
MONTH:	January 2014

Average Daily Flow	0.873 MGD
TSS Reduction	99 %
BOD Reduction	99 %
Leachate (F.C. Landfill)	337,573 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	74.28 Tons
Rain Total 3.41 inches	Snow Total 3.0 inches

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	February 3 , 2014
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Superintendent
DEPARTMENT:	Water Department
MONTH:	January 2014

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 11.4 hours per day, which yielded approximately 850,000 gallons of drinking water per day.

Total Raw Water Pumped:	26.4 million gallons (possible meter error)
Total Drinking Water Produced:	26.5 million gallons
Average Daily Production:	850,000 gallons per day
Ave Percent of Production Capacity:	43%
Flushing of Hydrants/Tanks/ FD Use	5000 gallons
Leak at S. Main and Scuffling Hill:	450,000 gallons lost
Plant Process Water:	686,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	31,800 gallons

Operational Issues:

- All bacteriological water samples were satisfactory. Other monthly and annual samples collected and submitted are still pending.
- Water demand was up in January likely due to many leaks in the system caused by the cold weather. Staff worked extra hours each week to keep the water tanks at normal levels.

Repairs/Maintenance:

- Our SCADA project is in progress. Servers and networks have been established. The software at the Water Plant is being configured.
- Staff began replacing filter valve control lines. Old copper lines were leaking, making valve controls erratic.
- The extreme cold created havoc with our boiler, leaving us without heat for brief periods, but the issue has been solved.
- Staff flushed a hydrant on Jan 7th in response to a water quality complaint.
- The permit for maintenance of the Blackwater Dam has been approved by the Army Corps of Engineers. Work is planned for July.
- Design plans for Pendleton Tank removal and valve installation are complete. Work will be conducted once funds are approved.

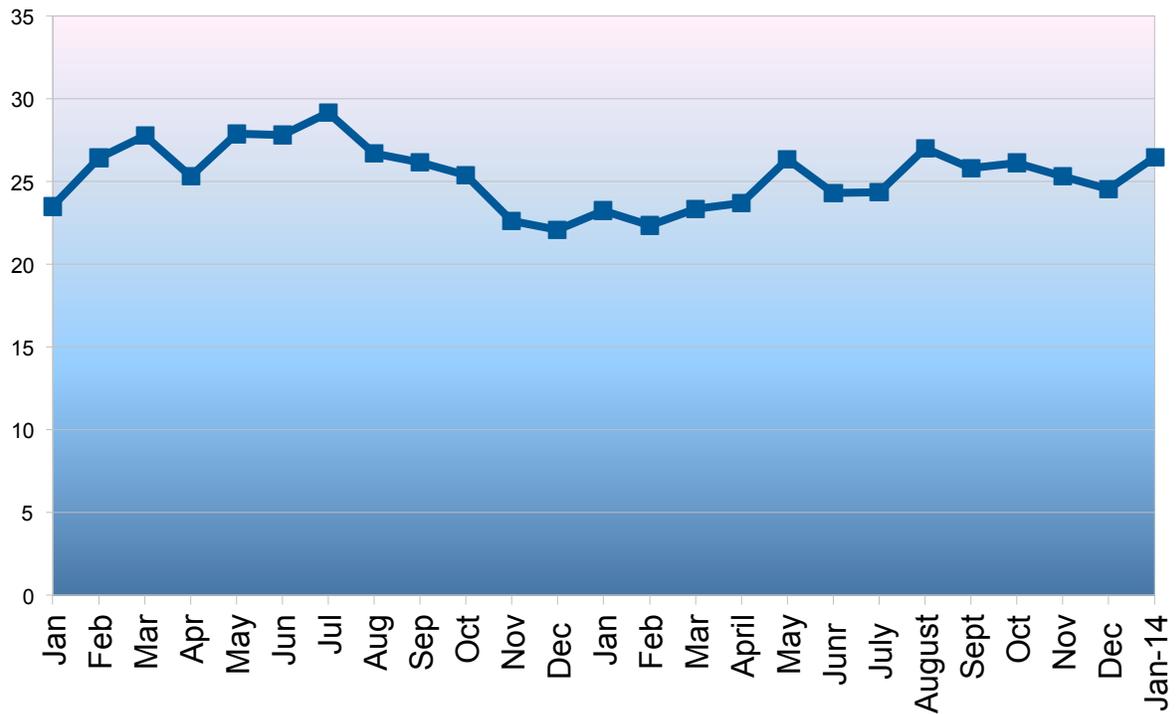
Upcoming:

- SCADA project installation and programming

Water Plant Production (in millions of gallons)

January 2012 to January 2014

In January we experienced two extreme waves of cold weather. A number of leaks were reported, likely leading to the two million gallon rise in water production. With schools being closed for a number of days due to snow, the increase seems more significant. An especially large leak on New Year's Day also contributed to the uptick in production.



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 10, 2014
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STAFF MAKING REQUEST:	Timothy Burton, Superintendent, Wastewater Treatment Plant
BRIEF SUMMARY OF REQUEST:	<p>The Rocky Mount Wastewater Plant requests approval to make available a 2014 intern position for a person that is participating in the Environmental Science Major program at Ferrum College.</p> <p>Council authorized an intern from Virginia Western Community College that was participating in the wastewater training program at the December 9, 2013 meeting. There was only one person from Virginia Western that qualified for the intern position and she did not return the application.</p> <p>The funds for this position have already been placed in the current budget, not to exceed \$10,000. There will be a need to have funds in the 2014-15 budget to carry the intern past June 30, 2014.</p> <p>A major benefit of having an intern is providing coverage during vacations, sick leave and during periods of heavy workloads. While an intern receives valuable training, it also helps our full time staff stay up to date and sharp on their skills.</p>
ACTION NEEDED:	Approval/denial to allow the WWTP to hire an intern in 2014 that is participating with Ferrum College Environmental Sciences Major and under the same conditions of employment as in 2013.

Attachment(s): No

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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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:	December 10, 2014
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Marcia Cramblitt, Recreation Programs Manager for Franklin County Parks & Recreation, has submitted a request to hold the annual "Chug for the Jug" 5K, Kids Fun Run and Carilion Health Walk for Saturday, April 29, 2014, starting at the Rocky Mount Farmers' Market. Attached is a letter from Mrs. Cramblitt outlining her request in further detail, along with a map of the proposed race course.</p> <p>The Chief of Police has reviewed this request and has no issue with them proceeding with the race as presented in the letter.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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FRANKLIN COUNTY
PARKS & RECREATION

540-483-9293

www.franklincountyva.gov/parks

Town of Rocky Mount
C/o Mayor Steven Angle
345 Donald Avenue
Rocky Mount, VA 24151

January 14, 2014

This letter is a request for use of roadways for the 2014 Chug for the Jug 5K, Kids Fun Run and Carilion Health Walk that is scheduled for **Saturday, April 19, 2014** at **8:00am** at the Rocky Mount Farmer's Market. I have contacted Dorothy Cundiff, at Retail Merchants, and secured use of the Farmer's Market from 6:00am-Noon.

The Kids Race begins at **7:30am** at the Farmer's Market and proceeds up to Arrington Flowers and back to Farmer's Market. The adult race/walk begins at **8:00am** at the Farmer's Market and ends at the Farmer's Market and a map is attached of the course. The course is the same that was used last year. I have spoken to Chief David Cundiff with the Rocky Mount Police Department and he approved our course and his officers will be providing assistance for us on race day.

Last year there were **45** youth in the Kids Fun Run, **50** walkers in the Health Walk and **168** runners in the 5k Race. At total of **218** participants enjoyed this event that was sponsored by Carilion Franklin Memorial Hospital, the Town of Rocky Mount, Haywood's Jewelers, Alexander Dentistry and Franklin Community Bank.

Thank you for your consideration and support.

Marcia Cramblitt

Marcia Cramblitt

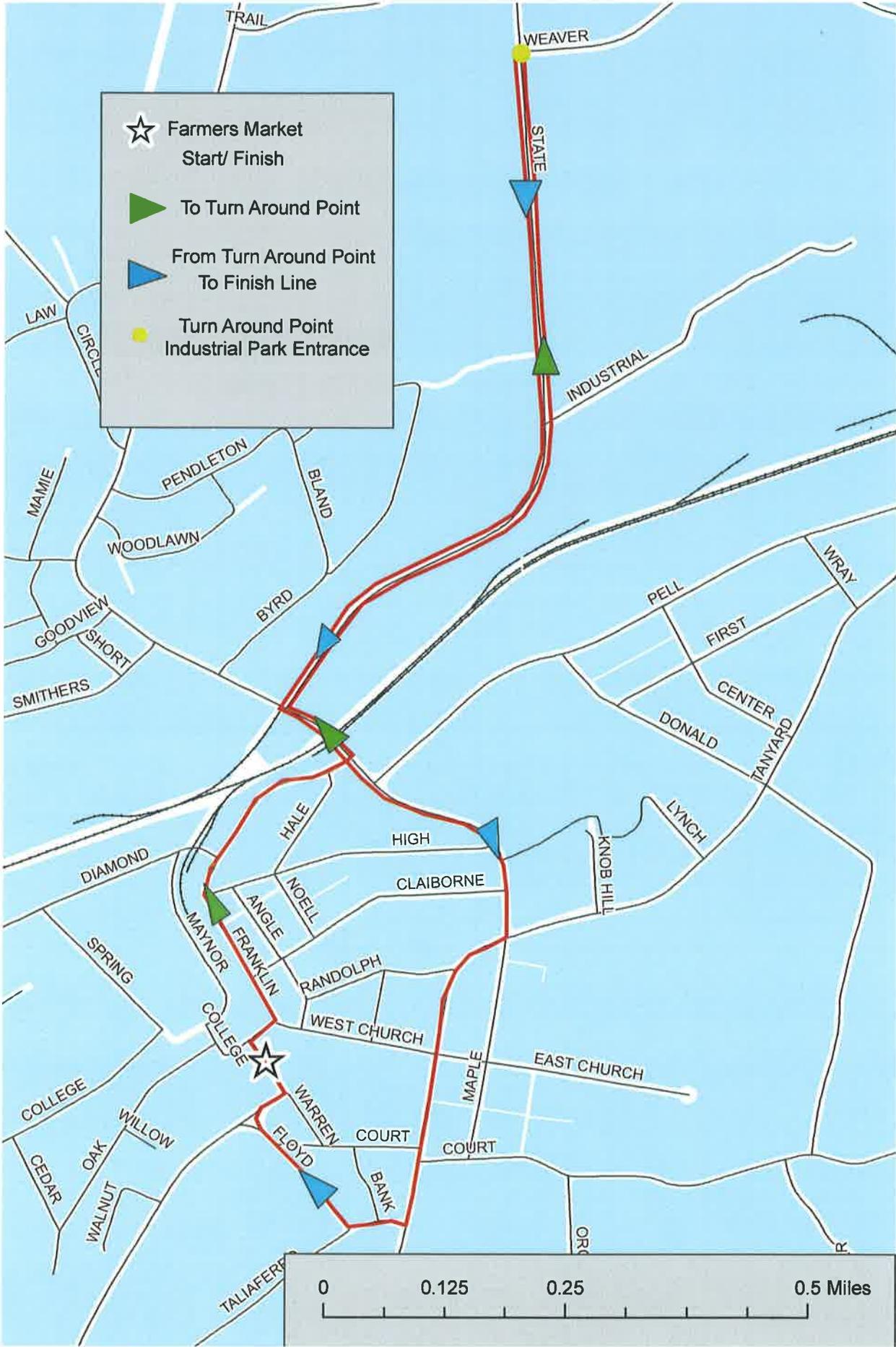
Recreation Programs Manager

Cc: Chief David Cundiff, Rocky Mount Police Department



The Town of Rocky Mount, Virginia

CHUG FOR THE JUG 2014



ITEM(S) TO BE CONSIDERED UNDER:

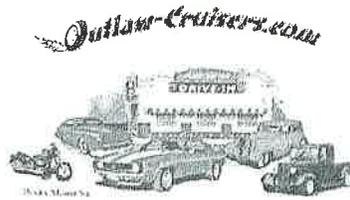
- Hearing of Citizens**
 Consent Item
 Old Business
 New Business
 Committee Report
 Other

FOR COUNCIL MEETING DATED:	February 10, 2014
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Town has received a letter from Mr. Ron Guertin, President of the Outlaw Cruisers Car Club, requesting Council's consideration to allow them to hold their annual car show on Sunday, May 25, 2014 from 1:00 p.m. to 4:00 p.m. in downtown Rocky Mount (as in the past). The are requesting the closure of Franklin Street as outlined in the attached letter.</p> <p>The Chief of Police has reviewed the request and has no problem with it.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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Rocky Mount Town Council
Municipal Building
Rocky Mount, VA 24151

January 20, 2014

To Whom It May Concern:

The Outlaw Cruisers Car Club is beginning to plan our annual car show to benefit several non-profit organizations. This event is tentatively scheduled for Sunday, May 25, 2014 from 1PM to 4PM with a rain date of Sunday, June 1, 2014 during the same time. The club would like to request permission for this event downtown at the stated dates.

The club would also like to request permission to have a Cruise-In or Car Show downtown at the same location. The tentative date Cruise-In or Car Show will be Saturday, August 30, 2013 from 5:30pm until 8pm. No rain dates. We are still in the discussing stage of this new event.

We respectfully request permission to close Franklin Street and the streets intersecting it beginning at Arrington Flowers and ending at the stop light intersection of the Post Office for both the Car Show and Cruise-Ins. Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Guertin". The signature is written in a cursive, flowing style with a large initial "R" and "G".

Ron Guertin, President – Outlaw Cruisers Car Club
195 Lark Drive ,
Callaway , VA. 24067

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 10, 2014
----------------------------	-------------------

STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager Patrick Rust, Town Planner
BRIEF SUMMARY OF REQUEST:	Ann Cook, Chairman of the Rocky Mount Beautification and Urban Design (BUD) Commission, requests Council's review and consideration of appointing Glenna Moore to serve a three-year term as a voting member of the BUD Commission. Mrs. Moore has consented to serve.
ACTION NEEDED:	Approval/denial of request.

Attachment(s): No

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

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

FOR COUNCIL MEETING DATED:	February 10, 2014
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STAFF MAKING REQUEST:	Linda Woody, Finance Director Matt Hankins, Assistant Town Manager C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Attached is the fiscal year 2015 budget calendar which will culminate in the adoption of the FY 2015 budget and FY 2015 – 2019 Capital Improvements Plan at your May 12, 2014 meeting.
ACTION NEEDED:	Adjust or approve FY 2015 budget calendar.

Attachment(s): Yes (planned calendar for FY 2015 budget)

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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TOWN OF ROCKY MOUNT					
FY 15 BUDGET & CAPITAL IMPROVEMENT PLAN SCHEDULE					
Day	Date	Responsible Party	Activity	Time	Place
Mon	2/10/14	Town Council	Approval of Budget / CIP Calendar	7:00	Municipal Bldg.
Tues	2/18/14	Fin Dir	CIP & Budget worksheets to Department Heads		
Fri	2/21/14	Finance Director	Revenue Projections		
Fri	2/21/14	Department Heads	CIP Requests to Finance Director		
Fri	2/21/14	Department Heads	Operating Budget Requests to Finance Director		
Fri	3/21/14	Asst Mgr / Fin Dir	Proposed 5 year CIP finalized by Asst. Manager & Finance Director		
Mon	3/24/14	Clerk / Finance Dir	Public Notice of Planning Commission CIP public hearing		
Fri	3/28/14	Asst Mgr / Fin Dir	Distribution of FY 15 - 19 CIP to Planning Commission (with copy to Town Council)		
Fri	3/28/14	Asst Mgr / Fin Dir	Distribution of Proposed FY 15 Budget & FY 15 - 19 CIP to Council		
Tues	4/8/14	Planning Cmsn.	Public Hearing & Recommendation of Proposed CIP (special date for Planning Commission)	6:00	Municipal Bldg.
Mon	4/14/14	Asst Mgr / Fin Dir	Presentation of FY 15 Budget and FY 15 - 19 CIP to Council	7:00	Municipal Bldg.
Mon	4/21/14	Finance Director	Public Notice of Tax Rate effect if greater than 1% (if needed)		
Mon	4/21/14	Finance Director	Public Notice of proposed Budget and public hearings		
Wed	4/23/14	Town Council	Budget Work Session #1	4:30	Municipal Bldg.
Mon	4/28/14	Town Council	Budget Work Session #2	4:30	Municipal Bldg.
Tues	4/29/14	Planning Cmsn. & Town Council	Joint Work session on proposed 5 year CIP (optional) (if desired) (Special meeting for both bodies)	7:00	Municipal Bldg.
Thurs	5/1/14	Town Council	Budget Work Session #3 (if needed)	4:30	Municipal Bldg.
Mon	5/5/14	Town Council	Public Hearing on Tax Rate effect if greater than 1% (if needed) (Special meeting)	7:00	Municipal Bldg.
Mon	5/5/14	Town Council	Public Hearing on Proposed FY 15 - 19 CIP & FY 15 Budget (Special Council meeting)	7:00	Municipal Bldg.
Mon	5/12/14	Town Council	Adoption of FY 15 - 19 CIP, FY 15 Budget, & Appropriation Resolution (Regular Council meeting)	7:00	Municipal Bldg.
Fri	5/30/14	Finance Director	Distribution of Approved Budget and CIP		

ITEM(S) TO BE CONSIDERED UNDER:

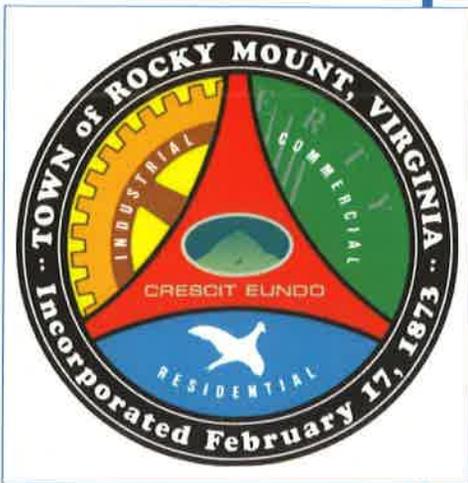
- Hearing of Citizens** **Consent Item** **Old Business** **New Business**
 Committee Report **Other**

FOR COUNCIL MEETING DATED:	February 10, 2104
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Attached is the Planning Commission's 2013 annual report.
ACTION NEEDED:	None needed.

Attachment(s): Yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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PLANNING COMMISSION ANNUAL REPORT 2013

PLANNING COMMISSION

Janet Stockton, Chair

Muse Field Rd. 2017

John Speidel, Vice Chair

South Main St. 2015

Bud Blanchard

Hillcrest Dr. 2017

Ina Clements

Pell Ave. 2015

Jerry Greer

Circle Dr. 2017

Derwin Hall

Riverview St. 2015

John Tiggler

B.T. Washington Hwy. 2015

SUPPORT STAFF

Matthew C. Hankins

*Planning & Zoning Administrator
Subdivision Agent*

Patrick N. Rust

*Town Planner
Code Enforcement Officer*

Stacey B. Sink

*Planning Technician
Clerk to Planning Commission*

John T. Boitnott

Town Attorney

C. James Ervin

Town Manager

Letter from the Chair

Mayor Angle and Members of Town Council:

On behalf of the Planning Commission of the Town of Rocky Mount, I am pleased to present you with the Annual Report of the Commission to Council and Citizens.

Planning Commission is thankful for the opportunity to represent the citizens of Rocky Mount in helping to make decisions that affect our community's ability to grow and prosper. We appreciate the confidence that Council has bestowed upon us to be good stewards of the public's trust, as well as the opportunity to meet and interact with the citizens and businesses that make Rocky Mount a great place to live, work, and play.

2013 was a busy year! During this time, we met for eight regular meetings, one special meeting, held seven public hearings and visited seven sites in the Town. We also reviewed immediate concerns, such as code enforcement and traffic issues, and spent a great deal of time looking ahead to Rocky Mount's future...and what a fabulous future it is!

It is exciting to be part of the Harvester Performance Center's development, and we look forward to the new development opportunities and challenges which the center will bring. We are pleased to be part of a community that values its cultural assets and believes that investing in dreams is equally as important as managing the day-to-day operations that keep our community running. We are optimistic about Rocky Mount's future as a destination for music lovers, artisans, and cultural enthusiasts, and we look forward to creating a sense of place which will be the heartbeat of Downtown. We also look forward to working with the Town Council on upcoming projects for a Town that is continuing to grow and prosper!

On behalf of the Commission, thank you for the opportunity to serve the citizens of Rocky Mount. We look forward to another year of planning for the safety, beauty and sense of community that abounds in our wonderful town.

Sincerely,

Janet Stockton, Chair



Commission in Motion: Planning for You

January

Planning Commission met in work session to receive iPad training to aid in the adoption of a paperless agenda process. Several government students attended the meeting to satisfy the requirements of their high school curriculum. Planning Commission members were enthusiastic about the new technology and the new process.

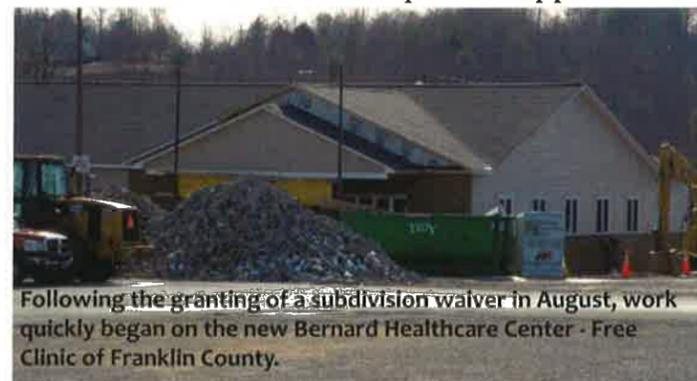
February

Planning Commission met to review and consider a proposed draft ordinance amending Chapter 22, Article 11, Division 2 of the Code of the Town of Rocky Mount, Virginia (2002), in part, and providing for changes to weed and trash abatement in the Town of Rocky Mount. Planning Commission recommended the proposed changes which included: (1) decreasing the nuisance height of grass and weeds from 14 inches to 10 inches; (2) reducing the amount of time allowed to abate a nuisance from 14 days to 7 days; (3) requiring only one written notice regarding weed violations per property between April 1 and November 1 of each year; and (4) increasing the required mowing buffer on unimproved lots greater than one acre from 5 feet to 50 feet.

March

March was a busy month for Planning Commission with two public hearings and one new business item.

For the first public hearing, Peggy Shilling, doing business as Ceramic Tradition, presented a special use request to operate a kiln in relation to the manufacture and retail sale of ceramics on South Main Street. No one spoke in opposition to



Following the granting of a subdivision waiver in August, work quickly began on the new Bernard Healthcare Center - Free Clinic of Franklin County.

the request. Planning Commission's major concerns were about ventilation and dust and the request received a favorable recommendation from the Commission.

The second public hearing concerned a rezoning request of Larry and Glenna Moore to rezone a parcel located on Claiborne Avenue from R2 to R3 residential, for the purpose of converting a single-family residence into a 3-unit apartment. One person spoke in opposition to the request. Planning Commission's primary concerns were traffic and parking congestion in the area. Planning Commission recommended denial of the request with a split vote of 4 to 2.

To close the meeting, Planning Commission received a presentation from Jeremy Holmes, Program Director of the Roanoke Valley Alleghany Regional Commission's RIDESolutions Program. Mr. Holmes gave an overview of the 2013 work program which is a study of the ride sharing and commuting options available in Rocky Mount.

April

Planning Commission held a public hearing on the Town of Rocky Mount's 5-Year Capital Improvement Program (CIP) for the fiscal period beginning July 1, 2013 and ending June 30, 2018. Planning Commission specifically reviewed the following line items: Celeste Park development, Christmas and other street decorations, 40 East side- and crosswalks, street sweeper replacement, first responders' memorial, and wayfinding signage.

June

Planning Commission reviewed one previous business item: the special use permit for Piedmont Community Services' 50 West Church Street location, previously granted in May 2012. PCS provided a report of its special use operations following 6 months of operation with on-site client services.

Under new business, Planning Commission considered partnering with Franklin County in applying for a new Enterprise Zone designation, to

Work continues at the Harvester.



replace the Town's EZ which will expire with 2013. Planning Commission also reviewed the Comprehensive Economic Development Strategy of the West Piedmont Economic Development District.

To close the meeting, Planning Commission received comments from a local business owner with concerns regarding the newly approved Little Caesar's drive-through.

August

August was another busy month, with two public hearings:

Great Southern Wood, VA presented a request to rezone 4.124 acres at 75 State Street from Industrial Limited District (M1) to Industrial General District (M2) for the purpose of expanding its woodpreserving operations including the addition of kilns. No one from the public spoke in reference to this request. The Commission's main concern was the possibility of smells, discharges and emissions. Planning Commission recommended approval of the rezoning with a unanimous vote.

Bernard Healthcare Center and Franklin Plaza, LLC presented a subdivision waiver request from Section 8.2(a) of the Subdivision Ordinance, which requires that lots provide appropriate sites for buildings and be properly related to topography so that each lot has an acceptable building site with direct access from an improved street. The new minor subdivision will create one new lot, which will be the home of the new free clinic. Two people expressed concerns about the project.

Planning Commission's major concerns were water issues, parking, visibility, and traffic flow. With a five to two split vote, Planning Commission recommended approval of the waiver.

Additionally, Planning Commission approved its 2012 annual report and reviewed possible VDOT 6-year plan projects.

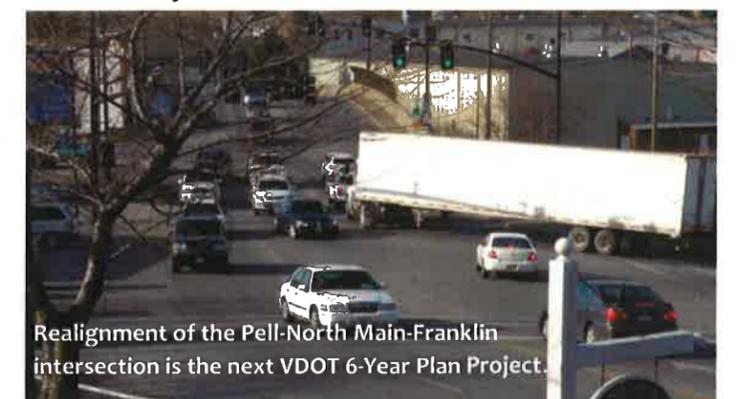
October

Planning Commission held a public hearing regarding EHS Support Services' request for a special use permit to offer on-site mental health counseling services at 230 S. Main Street. One person initially spoke against the request, but later spoke in favor of it. Planning Commission recommended approval of the request with a unanimous vote.

November

Planning Commission held two meetings this month. During the first meeting, Planning Commission held a public hearing regarding Brian Hochstein's request to rezone the property located at 50 Floyd Avenue, and commonly known as "The Grove", from Residential (R1) to Central Business District (CBD) for the purpose of opening a bed and breakfast establishment. Planning Commission's primary concerns were plans for future development, the historic nature of the property, and parking. No one from the public spoke against the request. Planning Commission recommended approval of the rezoning request with a vote of six for, zero against, and one abstention.

For the second meeting, Planning Commission toured the Harvester Performance Center which is currently under construction.



Realignment of the Pell-North Main-Franklin intersection is the next VDOT 6-Year Plan Project.

Upcoming Planning Projects for 2014 and Beyond

Complete Comprehensive Plan

Staff and the Commission continue to desire a comprehensive update to the Town's Comprehensive Plan. Staff will issue a Request For Proposals in early February for a professional firm to guide staff and the Commission through the process. Staff believes that contracting with a professional firm having recent and specific experience with the comprehensive planning process is essential to producing a document for the Town that is current, usable, and able to meet the specific requirements set forth in the Code of Virginia. Following the completion of this process, the Commission will strive to review portions of the plan on an annual basis.

The Next 6-Year Plan Project

With the funding of the Pigg River Bridge Replacement project, the Town suddenly found itself without a project on the Virginia Department of Transportation (VDOT) 6-Year Plan. Staff and the Commission worked quickly to determine what that next project should be: the realignment of the Pell Avenue-North Main Street- Franklin Street intersection near The Hub Restaurant. This project is currently on the VDOT 6-Year list. However, staff and the Commission believe it would be prudent to invest time in identifying the essence of the next available project, should the realignment receive funding within the next few years. The Commission will devote time and discussion hours to determining the next important project proposal.

Wayfinding

Wayfinding encompasses all of the ways in which people orient themselves in physical space and navigate from place to place. Signs are an important part of the wayfinding process, and over the past decade, the Town's wayfinding signage has not been updated to match the Town's growth or aesthetic progress. Some intersections are jumbled with too many signs, while others lack important wayfinding information. Currently, staff has inventoried the existing wayfinding conditions and will work with Planning Commission to implement a more succinct and aesthetically pleasing wayfinding program.

Town- Initiated Rezonings

Planning Commission has considered a staff request to investigate town-initiated rezonings on several properties

2013 ATTENDANCE RECORD

	Attended	Percent
Janet Stockton	8 of 9	89%
John Speidel	9 of 9	100%
Bud Blanchard	7 of 9	78%
Ina Clements	9 of 9	100%
Jerry Greer	7 of 9	78%
Derwin Hall	7 of 9	78%
John Tiggie	9 of 9	100%

which do not reflect the appropriate zoning based on the use. The properties staff seeks to investigate are primarily publicly owned and operated spaces which should be zoned Public or Open Space instead of their current designations.

Protection of Redeveloped Areas

With the significant investments made by the Town in parking and redeveloping Uptown and Downtown, staff and the Commission will work with utilities to develop code protecting redeveloped areas from overhead utility deployment.

Special Downtown Planning Needs

As the Harvester Performance Center transitions from a dream into a reality by April, 2014, the Commission expects to see a greater need for addressing planning issues in the Downtown area. As new businesses locate and existing businesses relocate or expand in the area, planning issues such as parking, signage, and pedestrian safety and access, particularly near the Floyd Avenue-Franklin Street intersection will need to be addressed. Staff and Planning Commission agree that these will be good issues to face.

Light Ordinance

Planning Commission recognizes the need to protect landowners from the intrusion of light from other properties. Staff will work with Planning Commission to determine if adequate protection is currently afforded to Town residents. This is particularly important in residential areas adjacent to higher-growth development areas.

Joint Meetings with Town Council

Planning Commission looks forward to opportunities to meet jointly with Town Council. These meetings are critical to the planning process, allowing the two bodies to work together in reviewing and determining planning priorities for the community.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 10, 2014
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	The Assistant Town Manager and Finance Director will review the microenterprise loan program, asking for direction from Council in amending the management of the Town's microenterprise loan pool.
ACTION NEEDED:	Direction from Council to proceed.

Attachment(s): No

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

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

FOR COUNCIL MEETING DATED:	February 10, 2014
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Streets, Sidewalks & Streetlights Committee met on January 14th and considered the following:</p> <ul style="list-style-type: none"> - The installation of a speed bump in the east bound lane of Diamond Avenue to slow traffic down as it leaves Main Street. This issue was requested by Council Member Moyer. The Committee recommended that prior to considering any change in the street, that the Police Department try doing a stepped-up enforcement program at the intersection and use the “speed wagon”. - Adopting a “no jake brake” ordinance for the Town. A citizen has asked that the Town limit the use of jake brakes. We have put up signs asking trucks not to use jake brakes, but have no code as a basis of which to issue citations or enforce the policy. The Committee recommended additional “No Jake Brake” signs near the problem area and additional monitoring prior to considering an ordinance. <p>Staff will implement the Committees recommendations with any additional input from Council.</p>
ACTION NEEDED:	Approval/denial of recommendations from Committee.

Attachment(s): No

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