

# Town of Rocky Mount



## ADOPTED BUDGET & CAPITAL IMPROVEMENT PLAN

### FISCAL YEAR 2021

Prepared By: Linda Woody, Finance Director

C. James Ervin, Town Manager

Town of Rocky Mount, VA • 345 Donald Avenue • Rocky Mount, VA 24151

The seal of the Town of Rocky Mount, Virginia, is a circular emblem. The outer ring contains the text "TOWN OF ROCKY MOUNT VIRGINIA" at the top and "Incorporated February 17, 1873" at the bottom. The inner circle is divided into four colored segments: a yellow segment on the left with a gear icon and the word "INDUSTRIAL" curved along its edge; a green segment on the right with the word "COMMERCIAL" curved along its edge; a red segment at the top with the word "RESIDENTIAL" curved along its edge; and a blue segment at the bottom with a white bird icon and the word "CRESCENDO" curved along its edge.

# **TOWN OF ROCKY MOUNT, VIRGINIA**

## **FY 2021 ADOPTED BUDGET**

### **TOWN COUNCIL**

**Steven C. Angle, Mayor**  
**Billie W. Stockton, Vice-Mayor**  
**Bobby M. Cundiff**  
**Robert L. Moyer**  
**Mark H. Newbill**  
**Jon W. Snead**  
**Gregory B. Walker**

### **STAFF**

**C. James Ervin, Town Manager**  
**Matthew C. Hankins, Assistant Town Manager**  
**Linda P. Woody, Finance Director**  
**Rebecca H. Dillon, Town Clerk**



# **TOWN OF ROCKY MOUNT, VIRGINIA**

## **FY 2021 ADOPTED BUDGET**

### **TOWN COUNCIL**

**Steven C. Angle, Mayor**  
**Billie W. Stockton, Vice-Mayor**  
**Bobby M. Cundiff**  
**Robert L. Moyer**  
**Mark H. Newbill**  
**Jon W. Snead**  
**Gregory B. Walker**

### **STAFF**

**C. James Ervin, Town Manager**  
**Matthew C. Hankins, Assistant Town Manager**  
**Linda P. Woody, Finance Director**  
**Rebecca H. Dillon, Town Clerk**

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

540.483.7660  
FAX: 540.483.8830

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



TOWN COUNCIL  
STEVEN C. ANGLE, MAYOR  
BILLIE W. STOCKTON, VICE MAYOR

BOBBY M. CUNDIFF      BOBBY L. MOYER  
MARK H. NEWBILL      JON W. SNEAD  
GREGORY B. WALKER

C. JAMES ERVIN, *Town Manager*  
REBECCA H. DILLON, *Town Clerk*

## MEMORANDUM

**DATE:** April 2, 2020  
**TO:** Members of Town Council  
**FROM:** C. James Ervin, Town Manager *CJE*  
**RE:** FY2021 Proposed Budget

---

Attached is your proposed budget from your Finance Director and I. It is not so much a work of art this year as it is guesswork due to economic uncertainty. Your Finance Director has been amazing for many years, with a keen ability to forecast revenue and trends and to see that we budget within our means. I have also kept a "sharp pencil" so to speak, always trying to pad a bit away for a rainy day. We think that rainy day is upon us. We have made some broad predictions as to where this pandemic will take our local economy and therefore our budget, but it is functionally and practically impossible to present you an accurate projection of revenue. It is likely that recovery from this temporary recession will take two years for many businesses and residents across the nation, and we should be prepared to do everything we can to flatten that curve locally.

So, what is in this document? It is what I have termed an "Operations Budget". We have taken the current year budget, cut what we can and removed all capital spending (with few exceptions). Why? It is my plan to work with Council to strive to continue basic operations into fiscal year 2021 and carry us to December 2020 where we can assess our income and reserves and then make a more informed decision as to capital expenses. The proposed budget freezes pay for Staff, freezes positions that may become vacant, makes no tax rate changes and merely attempts to keep basic and ongoing services funded. This is what the outcome of a continuing funding resolution would look like, but it allows us to allocate funds to some specific areas where needed, specifically mowers and lease payments on police vehicles that we have already obtained.

This is principally related to the General Fund as the Utility Fund is likely to continue unharmed and the Utility Capital fund will provide resources to meet our essential and



ongoing repairs of our plants and systems. We can't stop maintaining those items as that would create real risks. One bright spot in this is that we finally balanced our Utility Fund last year and it needs no subsidy from the General Fund. We have gone from needing nearly half a million a year to prop up the utility operation to having enough resources to pay our way from year to year.

Typically, this document is given to you with a very elaborate "transmittal letter" that details changes, trends and forecasts. Your Finance Director and I felt that that was out-of-line given how much of the document we are giving to you, is only our best guess. Also, we have been so busy dealing with other pandemic related issues that simply getting this document out the door was a challenge.

So please accept this simplified budget as a placeholder for our joint response to the changes yet to come to our economy and our community. The Town has ample reserves and very low debt and we have been approached by leaders at the state and federal level who encourage us to take advantage of the record low interest rates to address capital needs when we are in a recovery mode, meeting our needs for infrastructure and equipment and at the same time helping to fast track our economic turnaround. Those options will be part of our December "re-evaluation" and to determine what capital expenses we can tolerate in the coming fiscal year.

We will meet to review this document during work sessions on Monday, April 20, 2020 and Thursday, April 23, 2020 and will hold a public hearing on this document on Monday, May 4, 2020 (though the public will have to watch it remotely).

CJE/rhd

Attachments



RESOLUTION NO.: 2020.006

## TOWN OF ROCKY MOUNT FY 2021 APPROPRIATION RESOLUTION

**WHEREAS**, the Town Council of Rocky Mount has been presented a budget by its staff for the purpose of establishing revenues and expenditures necessary to carry out the operations of its general government and utility system, as well as major capital expenses for the period of July 1, 2020 through June 30, 2021; and

**WHEREAS**, the Town Council of Rocky Mount met during open public sessions to conduct work sessions to analyze the proposed budget as presented by staff; and

**WHEREAS**, upon reaching a consensus upon alterations of the budget as proposed by staff after careful review during various work sessions open to the public, the Town Council duly advertised the proposed altered budget and related revenues and held an open public hearing on May 4, 2020 and

**WHEREAS**, after holding such hearing, on May 4, 2020 approved a budget for the fiscal year beginning July 1, 2020 through June 30, 2021, hereafter known as FY 2021;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of Rocky Mount does hereby appropriate revenues sufficient to meet operating and capital expenditures in the following amounts:

### PROPOSED BUDGET FOR FISCAL YEAR 2021

#### GENERAL FUND:

##### REVENUES:

Property & Other Local Taxes	\$4,247,983
Charges for Services & Other Fees	315,477
Non-Categorical Aid from the Commonwealth	86,951
Categorical Aid from the Commonwealth	1,676,478
Use of Fund Balance	<u>184,026</u>
TOTAL GENERAL FUND REVENUES	\$6,510,915

##### EXPENDITURES:

General Government and Administration	\$ 982,025
Public Safety	2,495,666
Public Works	1,335,452
Buildings and Grounds	230,872
Community and Economic Development	570,748
Non-Departmental	<u>896,152</u>
TOTAL GENERAL FUND EXPENDITURES	\$6,510,915

#### UTILITY FUND:

##### REVENUES:

Water Use Charges	\$1,494,035
Wastewater Collection Charges	884,234



Miscellaneous Revenue	117,000
Appropriated Fund Balance	<u>823,000</u>
TOTAL UTILITY FUND REVENUES	\$3,318,269

EXPENSES:

Water Treatment and Distribution	\$ 952,895
Wastewater Collection and Treatment	713,341
Utility Billing	245,433
Non-Departmental	<u>1,236,317</u>
TOTAL UTILITY FUND EXPENSES	\$3,147,986

UTILITY CAPITAL PROJECTS FUND:

REVENUES:

Capital Recovery Fees	\$560,874
Categorical Aid	<u>150,000</u>
TOTAL UTILITY CAPITAL PROJECTS FUND REVENUES	\$710,874

EXPENSES:

Water Distribution & Treatment	\$205,700
Wastewater Collection & Treatment	160,000
Non-Departmental	<u>231,005</u>
TOTAL UTILITY CAPITAL PROJECTS FUND EXPENSES	\$596,705

PERFORMANCE VENUE OPERATIONS

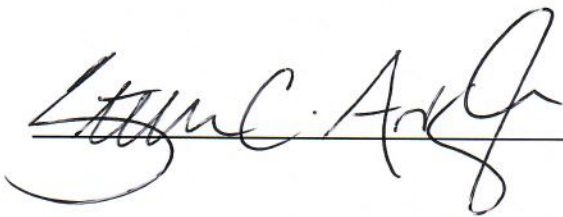
REVENUES:

Rental Income	\$ 85,200
Transfers from Other Funds	<u>319,936</u>
TOTAL HARVESTER CENTER REVENUES	\$405,136

EXPENSES:

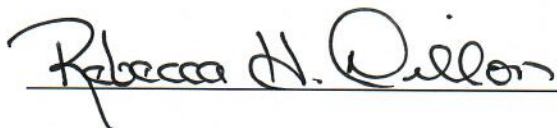
Operating Expenses	<u>\$405,136</u>
TOTAL HARVESTER CENTER EXPENSES	\$405,136

GIVEN UNDER MY HAND, THIS 8<sup>th</sup> DAY OF JUNE, 2020:



Steven C. Angle, Mayor

ATTESTED:



Rebecca H. Dillon, Town Clerk



RESOLUTION NO.: 2020.007

## **TOWN OF ROCKY MOUNT FY 2021 TAX RATES AND FEES RESOLUTION**

**WHEREAS**, the Town Council of Rocky Mount has been presented a budget by its staff for the purpose of establishing revenues and expenditures necessary to carry out the operations of its general government and utility system, as well as major capital expenses for the period of July 1, 2020 through June 30, 2021; and

**WHEREAS**, the Town Council of Rocky Mount met during open public sessions to conduct work sessions to analyze the proposed budget as presented by staff; and

**WHEREAS**, upon reaching a consensus upon alterations of the budget as proposed by staff after careful review during various work sessions open to the public, the Town Council duly advertised the proposed altered budget and related revenues and held an open public hearing on May 4, 2020 and

**WHEREAS**, after holding such hearing, on May 4, 2020 approved a budget for the fiscal year beginning July 1, 2020 through June 30, 2021, hereafter known as FY 2021;

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the following tax rates and or fees are effective beginning July 1, 2020, unless otherwise changed by ordinance:

### General Property Taxes

There shall be a tax levy pursuant to the powers vested to the Town Council by the Code of Virginia, as amended, on the following:

Real Property Tax - \$0.13/\$100 of assessed value.

Personal Property Tax - \$0.51/\$100 of assessed value.

Public Service Real Property - \$0.13/\$100 of assessed value.

Public Service Personal Property - \$0.51/\$100 of assessed value.

Machinery & Tool Tax - \$0.17/\$100 of assessed value based on original cost and declining depreciation over a 7 year period, until the effective rate at year 7 is \$0.07/\$100 assessed value.

Interest at an annual rate of ten percent (10%) per annum shall be charged on any unpaid general property taxes commencing on the first day of the month following the due date of the unpaid taxes.

### Other Local Taxes

Cellular Telephone Tax – 10% of monthly gross charge, not to exceed \$3.00.

Consumer Utility Tax – 10% of monthly gross charge, not to exceed \$2.00 for residential



service; \$5.00 for commercial service; \$15.00 for industrial service

Meals Tax – 5.0% of prepared food sold.

Transient Occupancy Tax – 7.5% on charges for overnight lodging.

Cigarette Tax – 10 cents per pack.

Bank Franchise Tax – Maximum allowed by Code of Virginia.

Motor Vehicle Licenses - \$25.00 for autos, trucks & trailers; \$18.00 for motorcycles, trailers \$0 (less than 1,500 lbs.) \$20.00 (1,501 – 4,000 lbs); \$25.00 (over 4,000 lbs.).

Franchise License Tax – 5% of gross receipts from non-exclusive cable television franchise agreement.

#### Business Licenses

BPOL Retail - \$0.13/\$100 of gross receipts.

BPOL Professional - \$0.50/\$100 of gross receipts.

BPOL Contracting - \$0.16/\$100 of gross receipts.

BPOL Repairs & Personal Service - \$0.30/\$100 of gross receipts.

BPOL Direct Sales - \$0.13/\$100 of gross receipts.

BPOL Alcoholic Beverages - \$50 for on and off premises.

BPOL Wholesalers - \$0.05/\$100 of purchases.

BPOL Miscellaneous – as included in BPOL Ordinance adopted 1/1/97.

#### Fines and Fees

Overtime Parking - \$10.00.

Miscellaneous Illegal Parking - \$15.00.

Parking in Fire Lane or restricting Access to Fire Hydrant - \$40.00.

Illegal Parking in Handicapped Space - \$75.00.

Zoning Permit - \$40.00 (single family); \$100 (non-residential); other variations as noted on the Development Fee Schedule (adopted May 2015).

Sign Permit - \$50.00 (except street banners); \$40.00 (street banners).

Site Plan Review - \$600.00; and other variations as noted on the Development Fee Schedule (adopted May 2015).

Rezoning Permit - \$600.00 plus postage (up-zoning); \$350.00 plus postage (all other rezonings).

Special Use Permit - \$350.00 plus postage (single family); \$500.00 plus postage (all others).

Variance Review - \$250.00 plus postage (single family); \$125.00 plus postage (post disaster replacement); \$350.00 plus postage (all others).

Appeal to BZA - \$350.00 plus postage.

Amendments to Proffers - \$500.00 plus postage.

Minor Subdivision Review - \$250.00 per plat plus \$25.00 per lot therein plus postage.

Major Subdivision Review - \$1,000.00 per plat plus \$25.00 per lot therein plus postage (both preliminary and final separately).

Vacating Subdivision or line adjustment - \$100.00.

Land Disturbance Permit - \$75.00 plus \$100.00 per acre or partial.

Other fees as noted on the Development Fee Schedule (adopted May 2015).

#### Charges for Services

Residential Garbage Collection Fees - \$6.30 per month per unit.

Commercial Garbage Collection Fees - \$12.60 per month per unit.



Copies of Police Reports - \$10.00 for offense reports, \$7.00 for accident reports.  
Security Services - \$30.00 per hour.  
Zoning Maps - \$3.00 black & white; \$5.00 color; \$15.00 poster.  
Subdivision Ordinance - \$30.00 each.  
Water and Sewer Use Ordinance - \$30.00 each.  
Zoning & Development Ordinance - \$75.00 each.  
Comprehensive Plan - \$45.00 each.  
Water and Sewer Master Specifications - \$30.00.  
Topographic Maps – Cost to produce plus 10%.  
Digital Copies of Ordinances - \$10.00.  
Miscellaneous Copier Fees - \$0.50 per page.  
Curb and Gutter Cuts - \$60.00 per lineal foot.

**Utility Charges:**

**Water Consumption Charges:**

Inside corporate limits - \$5.95 per 1,000 gallons for the first 3,000 gallons of water metered, with \$17.85 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$3.52 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$3.41 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$3.31 per 1,000 gallons for 50,001 or more gallons of water metered.

Outside corporate limits - \$11.90 for the first 3,000 gallons of water metered, with \$35.70 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$7.04 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$6.82 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$6.62 per 1,000 gallons for 50,001 or more gallons of water metered.

**Sewer Use Charges:**

Inside corporate limits - \$5.95 per 1,000 gallons for first 3,000 gallons of water metered, with \$17.85 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$3.47 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$3.31 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$3.20 per 1,000 gallons for 50,001 or more gallons of water metered.

Outside corporate limits - \$11.90 per 1,000 gallons for first 3,000 gallons of water metered, with \$35.70 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$6.94 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$6.62 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$6.40 per 1,000 gallons for 50,001 or more gallons of water metered.

Elderly, Disabled, and Non-Profit Relief Plan – Inside Corporate Limits: \$3.75 per actual gallons per month for water and \$3.75 per actual gallons per month for sewer. Outside Corporate Limits: \$7.50 per actual gallons per month for water and \$7.50 per actual gallons used per month for sewer.

Water Deposits for new customers will be charged as applicable at the time of service connection.



Capital Recovery Fees per month

	Water	Sewer
5/8 inch	\$ 0.00	\$ 0.00
1 inch	7.56	22.68
1-1/2 inch	15.12	45.36
2 inch	18.90	56.70
3 inch	37.80	75.60
4 inch	56.70	113.40
6 inch	113.40	226.80

Fire Suppression Connection Fee - \$25.00 per month for less than 10,000 square feet of protection; \$50.00 per month for greater than 10,000 square feet of protection.

Service Connection Fees

Meter Size	Inside Corporate Limits		Outside Corporate Limits	
	Water	Sewer	Water	Sewer
5/8 inch	\$1,000	\$1,000	\$2,000	\$2,000
1 inch	1,500	1,500	3,000	3,000
1-1/2 inch	2,000	2,000	4,000	4,000
2 inch	2,500	2,500	5,000	5,000
2-1/2 inch	3,000	3,000	6,000	6,000
3 inch	3,500	3,500	7,000	7,000

Meters and service connections larger than 3" will be charged at actual costs plus 10% inside the corporate limits, actual costs plus 25% outside the corporate limits. There will be a \$25 highway permit fee for each connection outside of Town.

Utility Impact Fees

A utility impact fee for water and sewer connections is established and is determined by water meter size:

Meter Size	Inside Water	Inside Sewer	Outside Water	Outside Sewer
5/8 inch	\$ 0	\$ 0	\$ 1,250	\$ 1,250
1 inch	\$ 0	\$ 0	\$ 2,000	\$ 2,000
1.5 inches	\$ 500	\$ 500	\$ 5,000	\$ 5,000
2.0 inches	\$ 750	\$ 750	\$ 7,500	\$ 7,500
2.5 inches	\$1,000	\$1,000	\$ 10,000	\$ 10,000
3.0 inches	\$5,000	\$5,000	\$ 20,000	\$ 20,000
Above	\$5,000	\$5,000	\$ 50,000	\$ 50,000

Bulk Water Charges

Bulk water sales shall be at a rate of \$21.00 per 1,000 gallons.

Penalties and Reconnection Charges


Penalties for late utility payments are 10% of actual bill.

Reconnection charges are \$25.00 for first offense, \$50.00 for second offense within 12 months, and \$100 plus appropriate deposit for third offense or more within 12 months.

GIVEN UNDER MY HAND, THIS 8<sup>th</sup> DAY OF JUNE, 2020:

  
\_\_\_\_\_  
Steven C. Angle, Mayor

ATTESTED:

  
\_\_\_\_\_  
Rebecca H. Dillon, Town Clerk



# **GENERAL FUND**

## **OVERVIEW: GENERAL FUND**

Most services that Town citizens expect are tracked in the General Fund. These services include administration, public safety, public works, buildings and grounds, community development, and non-departmental costs such as debt service and interfund transfers.

Revenues to fund these services include real estate and personal property taxes, as well as other local taxes such as meals tax, lodging tax, cigarette tax, and business license taxes. Other revenues include permit fees, fines, proceeds from investments like interest income, charges for services like garbage collection, and assistance from the state and federal governments.

General government administration in the general fund includes the expenditure accounts for the Mayor and Council, Town Manager, Town Attorney, Finance, and the Electoral Board.

Public safety includes the accounts for the Police Department and the Volunteer Fire Department.

The Public Works Department provides services that include street lighting, traffic control, street maintenance, sidewalks, curbs, gutters, street cleaning, refuse collection, and snow removal. The vast majority of these expenses are reimbursed by the State's street maintenance program. Public Works also oversees buildings and grounds, cemetery maintenance, and parks maintenance.

The Community Development department provides the services of planning and zoning and economic development. This department also oversees Citizen's Square and the Community and Hospitality Center, as well as passport services, the remediation of blighted structures, and the Economic Development Authority.

The non-departmental account in the General Fund includes the payment of 75% of liability and property insurance premiums, inter-fund transfers, debt service related to general fund functions, and contributions to outside agencies.



GENERAL FUND REVENUES		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget	% change
<b>1100</b>	<b><u>General Property Taxes</u></b>							
0101	Real Property Taxes - Current	577,290	585,645	603,101	586,739	611,906	8,805	
0102	Real Property Taxes - Delinquent	12,535	(5,020)	8,900	16,945	10,000	1,100	
0201	Public Service Real Property Taxes	27,733	27,035	27,500	27,500	27,000	(500)	
0301	Personal Property Taxes - Current	234,213	263,785	227,963	240,744	232,000	4,037	
0302	Personal Property Taxes - Delinquent	20,601	(2,346)	12,000	16,139	12,000	0	
0401	Machinery & Tool Taxes	139,352	148,325	150,469	149,469	155,487	5,018	
0601	Penalties on Taxes	7,218	7,682	6,300	4,923	7,012	712	
0602	Interest on Taxes	3,540	3,411	3,200	2,434	3,000	(200)	
	<b>Total General Property Taxes</b>	<b>1,022,482</b>	<b>1,028,517</b>	<b>1,039,433</b>	<b>1,044,892</b>	<b>1,058,405</b>	<b>18,972</b>	1.8%
<b>1200</b>	<b><u>Other Local Taxes</u></b>							
0101	Local Sales and Use Tax	187,370	219,461	216,371	182,310	199,226	(17,145)	
0102	Meals Tax	1,521,929	1,560,799	1,623,266	1,319,820	1,327,850	(295,416)	
0201	Consumer Utility Tax	330,020	323,155	330,100	327,589	327,855	(2,245)	
0208	Communications Tax	179,439	167,639	179,245	159,475	167,639	(11,606)	
0601	Bank Franchise Tax	295,140	319,352	322,000	314,417	307,500	(14,500)	
0603	Delinquent Meals Tax - Penalty	3,284	3,936	2,000	3,002	1,100	(900)	
0604	Delinquent Meals Tax - Interest	1,071	168	300	409	200	(100)	
0605	Delinquent Lodging Tax - Penalty	47	0	0	0	0	0	
0606	Delinquent Lodging Tax - Interest	0	0	0	0	0	0	
0701	Transient Occupancy Tax (5% tourism)	135,793	141,537	143,207	151,455	147,349	4,142	
0701	Transient Occupancy Tax (2.5% branding)	67,897	70,769	64,464	60,728	53,675	(10,789)	
0702	Cigarette Tax	89,771	87,225	81,000	83,080	78,000	(3,000)	
	<b>Total Other Local Taxes</b>	<b>2,811,760</b>	<b>2,894,041</b>	<b>2,961,953</b>	<b>2,602,285</b>	<b>2,610,393</b>	<b>(351,560)</b>	-11.9%
<b>1250</b>	<b><u>Business &amp; Occupational Licenses</u></b>							
0302	BPOL-Retail	321,069	327,638	334,040	328,000	289,000	(45,040)	
0303	BPOL-Professional	174,317	188,952	180,000	188,900	147,000	(33,000)	
0304	BPOL-Contracting	15,712	24,143	19,000	24,000	17,000	(2,000)	
0305	BPOL-Repairs/Personal Services	126,787	141,563	128,695	130,000	108,000	(20,695)	
0306	BPOL-Alcoholic Beverages	875	825	800	825	825	25	
0307	BPOL-Penalties & Interest	4,515	4,795	3,000	1,500	3,000	0	
0308	BPOL-Amusement Tax	207	200	208	200	200	(8)	
0309	BPOL-Utilities	11,209	10,067	11,475	10,050	10,070	(1,405)	
0310	BPOL-Miscellaneous	4,217	5,227	5,300	2,200	4,090	(1,210)	
	<b>Total Business &amp; Occupational Licenses</b>	<b>658,908</b>	<b>703,410</b>	<b>682,518</b>	<b>685,675</b>	<b>579,185</b>	<b>(103,333)</b>	-15.1%
<b>1300</b>	<b><u>Permits, Licenses &amp; Fees</u></b>							
0327	Solicitors Permits	0	100	0	0	0	0	
0501	Farmers Market Fees	2,920	4,810	4,500	4,350	4,500	0	
0502	Welcome Center Fees	6,350	6,430	6,400	6,950	6,400	0	
1000	Planning & Zoning Fees	11,752	10,768	10,300	5,835	6,300	(4,000)	
	<b>Total Permits, Licenses &amp; Fees</b>	<b>21,776</b>	<b>22,128</b>	<b>21,200</b>	<b>17,135</b>	<b>17,200</b>	<b>(4,000)</b>	-18.9%



# **GENERAL FUND REVENUES**

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget	% change
<b>1400</b>	<b><u>Fines &amp; Forfeitures</u></b>							
0101	Court Fines	42,819	49,460	49,000	30,234	39,000	(10,000)	
0102	Parking Fines	30	255	100	215	150	50	
0805	Garbage Fines	570	332	150	0	150	0	
	<b>Total Fines &amp; Forfeitures</b>	<b>43,419</b>	<b>50,047</b>	<b>49,250</b>	<b>30,449</b>	<b>39,300</b>	<b>(9,950)</b>	-20.2%
<b>1500</b>	<b><u>Proceeds From the Use of Assets</u></b>							
0101	Interest on Money/Investments	135,947	172,714	157,000	145,114	124,000	(33,000)	
0105	Return Check Fee	580	640	400	400	400	0	
0201	Rental/Sale of General Property	450	450	450	450	450	0	
0206	Sale of Materials & Supplies	0	0	0	0	0	0	
0207	Sale of Property	58,000	22,836	0	4,590	0	0	
4227	Mortgage Loan Payments Received	4,242	1,486	1,792	612	0	(1,792)	
	<b>Total Proceeds From the Use of Assets</b>	<b>554,973</b>	<b>198,126</b>	<b>159,642</b>	<b>151,166</b>	<b>124,850</b>	<b>(34,792)</b>	-21.8%
<b>1600</b>	<b><u>Charges for Service</u></b>							
0400	Security Services	3,855	3,630	3,930	9,500	3,930	0	
0504	Passport Service Fees	15,419	18,293	15,300	13,022	16,000	700	
0704	Police Reports	1,182	1,235	1,300	1,549	1,300	0	
0705	Fingerprint Service Fees	385	300	360	367	360	0	
0706	CIT / PAC Room Staffing Reimbursement	7,700	10,325	8,400	10,160	10,700	2,300	
0802	Waste Collection Charges	94,673	104,777	96,874	96,587	97,187	313	
0804	Truck Rental Program	580	670	600	460	600	0	
0812	Credit Card Fees	3,397	3,506	3,400	3,173	3,600	200	
4103	Weed Control / Mowing Fees	1,401	353	650	1,319	350	(300)	
9901	Administrative Charge - Service	1,384	100	150	450	100	(50)	
9907	Miscellaneous Services	637	296	0	0	0	0	
	<b>Total Charges for Service</b>	<b>133,238</b>	<b>143,485</b>	<b>130,964</b>	<b>136,587</b>	<b>134,127</b>	<b>3,163</b>	2.4%
<b>1800</b>	<b><u>Miscellaneous Revenues</u></b>							
3036	Transfer from Utility Operating Fund	144,511	0	0	0	0	0	
9903	Donations	5	47	0	3	0	0	
9904	Merchandise Sales	3	251	0	2	0	0	
9907	Misc. Other Revenue	515	246	0	923	0	0	
4105	Recoveries	0	3,137	0	3,000	0	0	
5000	Unrealized Gain on Investments	(92,024)	90,160	0	0	0	0	
9911	Donations - Community Policing	0	0	0	0	0	0	
9921	Donations - Parks	0	1,000	0	0	0	0	
9927	Donations - Police K-9 Unit	0	1,935	0	1,540	0	0	
	<b>Total Miscellaneous Revenues</b>	<b>53,009</b>	<b>96,776</b>	<b>0</b>	<b>5,468</b>	<b>0</b>	<b>0</b>	0.0%



GENERAL FUND REVENUES		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget	% change
<b>2200</b>	<b><u>Non-Categorical Aid</u></b>							
0103	Rolling Stock Tax	3,340	3,346	3,340	3,346	3,340	0	
0104	Litter Grant	2,480	6,155	2,750	2,750	2,750	0	
0107	Rental Tax	2,134	31,569	21,000	17,000	10,000	(11,000)	
0108	Other Non-Categorical Aid	0	0	0	0	0	0	
0110	Fire Program Funds	16,044	16,611	16,611	16,611	17,000	389	
0315	PPTRA from the State	53,861	53,861	53,861	53,861	53,861	0	
	<b>Total Non-Categorical Aid</b>	<b>77,859</b>	<b>111,542</b>	<b>97,562</b>	<b>93,568</b>	<b>86,951</b>	<b>(10,611)</b>	-10.9%
<b>2400</b>	<b><u>Categorical Aid</u></b>							
0101	CDBG Grant	0	0	0	0	0	0	
0106	VDOT Grant (State of Good Repair)	0	0	0	357,469	0	0	
0109	DMV Mini-Grants	12,505	11,637	0	0	0	0	
0406	State Street Maintenance	1,410,026	1,452,122	1,473,904	1,451,482	1,465,997	(7,907)	
0407	VML Safety Grant	4,000	4,000	0	4,000	0	0	
0408	Volunteer Fire Dept.	30,000	31,606	30,000	30,000	30,000	0	
0410	Law Enforcement Aid - 599 Funds	111,952	116,092	116,092	116,092	120,620	4,528	
0411	Police Grant - Categorical Aid	3,263	31,227	0	0	0	0	
0414	FEMA Grants (PD command trailer)	0	0	29,500	29,500	0	(29,500)	
0417	Virginia Commission of the Arts Grant	0	0	0	0	0	0	
	Other Categorical Aid - DCJS - SRO	0	0	30,229	30,229	30,229	0	
0422	Other Categorical Aid - Schools	29,632	29,632	29,632	29,632	29,632	0	
0423	USDA Grant	25,000	0	0	0	0	0	
	<b>Total Categorical Aid</b>	<b>1,629,559</b>	<b>1,676,316</b>	<b>1,709,357</b>	<b>2,048,404</b>	<b>1,676,478</b>	<b>(32,879)</b>	-1.9%
<b>4100</b>	<b><u>Use of Fund Balance</u></b>							
9999	Appropriated Fund Balance - Blight carryover	0	0	10,000	0	0	(10,000)	
9999	Appropriated Fund Balance - from carryover	0	0	20,500	0	184,026	163,526	
9999	Appropriated Fund Balance	0	0	0	0	0	0	
9999	Appropriated Fund Balance-capital items	0	0	0	0	0	0	
	<b>Total Use of Fund Balance</b>	<b>0</b>	<b>0</b>	<b>30,500</b>	<b>0</b>	<b>184,026</b>	<b>153,526</b>	503.4%
	<b>TOTAL GENERAL FUND REVENUES</b>	<b>7,006,983</b>	<b>6,924,388</b>	<b>6,882,379</b>	<b>6,815,631</b>	<b>6,510,915</b>	<b>(371,464)</b>	-5.4%



GENERAL FUND EXPENDITURES		FY 18	FY 19	FY 20	FY 20	FY 21	Increase/ (Decrease)	%
Account	Description	Actual	Actual	Budget	Estimated	Proposed	Budget	change
	General Government Administration							
1101	Mayor & Council	72,583	101,272	77,841	92,665	92,137	14,297	
1202	Town Manager	257,840	264,911	286,789	250,786	316,196	29,406	
1204	Town Attorney	34,966	46,265	37,799	36,617	37,799	0	
1213	Finance	353,396	530,933	381,541	477,224	535,894	154,353	
1301	Electoral Board	5,021	0	5,100	5,100	0	(5,100)	
	Total General Government Admin.	723,806	943,381	789,070	862,392	982,025	192,956	24.5%
	Public Safety							
3101	Police Department	2,143,901	2,181,728	2,273,169	1,956,049	2,350,834	77,665	
3202	Volunteer Fire Department	151,495	178,612	169,295	130,757	144,832	(24,463)	
	Total Public Safety	2,295,397	2,360,340	2,442,464	2,086,806	2,495,666	53,202	2.2%
	Public Works							
4100	Public Works Administration	111,662	137,491	100,474	125,219	106,596	6,123	
4104	Street Lighting	106,647	104,074	117,430	107,196	116,498	(932)	
4107	Parking and Traffic Control	71,149	79,942	525,421	106,914	85,402	(440,019)	
4108	Street Maintenance	1,174,640	1,276,363	987,485	1,393,916	829,323	(158,162)	
4109	Sidewalk, Curb & Gutters	66,895	45,764	51,699	59,971	10,768	(40,931)	
4202	Street Cleaning	7,716	6,419	7,507	4,053	6,917	(590)	
4203	Refuse Collection	155,295	117,491	136,119	108,783	150,794	14,675	
4204	Snow Removal	60,289	53,834	44,919	4,803	29,155	(15,764)	
	Total Public Works	1,754,292	1,821,378	1,971,053	1,910,854	1,335,452	(635,601)	-32.2%
	Buildings & Grounds							
4304	Municipal Building Maintenance	126,539	69,163	80,780	86,709	47,925	(32,855)	
4305	Emergency Services Bldg. Maint.	174,579	96,599	65,625	75,479	63,777	(1,848)	
4306	Public Works Complex Maintenance	47,050	37,135	29,354	54,720	32,140	2,786	
4307	Cemetery Maintenance	20,789	13,379	6,267	11,227	15,610	9,343	
4308	Parks & Playground Maintenance	234,712	124,230	58,295	54,001	71,419	13,124	
	Total Buildings & Grounds	603,669	340,506	240,322	282,136	230,872	(9,450)	-3.9%
	Community Development							
8101	Planning & Zoning	110,856	123,400	127,473	107,289	107,841	(19,632)	
8102	Economic & Community Development	284,618	354,694	283,065	319,797	417,665	134,600	
8103	Citizens' Square	14,301	22,958	22,333	19,682	21,577	(756)	
8104	Community & Hospitality Center	25,741	16,960	28,839	16,969	16,400	(12,439)	
8106	Passport Services Expenses	2,587	2,558	3,000	2,556	3,210	210	
8130	Economic Development Authority	2,124	1,470	4,055	1,618	4,055	0	
8500	Remediation of Blighted Structures	1,440	0	20,000	0	0	(20,000)	
	Total Community Development	441,668	522,040	488,765	467,912	570,748	81,983	16.8%
	Miscellaneous							
9102	General Fund Nondepartmental	852,038	657,776	920,475	964,486	896,152	(24,323)	
	Total Miscellaneous	852,038	657,776	920,475	964,486	896,152	(24,323)	-2.6%
	TOTAL GENERAL FUND EXPENSES	6,670,870	6,645,421	6,852,149	6,574,586	6,510,915	(341,234)	-5.0%
Total General Fund Revenues		7,006,983	6,924,388	6,882,379	6,815,631	6,510,915		
Surplus/(Deficit)		336,113	278,967	30,230	241,045	(0)		
								-5.0%



**MAYOR & COUNCIL**  
**ACCT. 01-1101**

The Town Council of Rocky Mount is the legislative policy making body of the Town government. The Council is composed of six members, elected at large, every two years in four year staggered terms. The Mayor is the chief presiding officer of Town Council and is elected separately by the citizens, and serves a term of four years.

The responsibilities of the Town Council include:

- Enacting ordinances, resolutions and orders necessary for the proper governing of the Town's affairs;
- Reviews and adopts the annual budget;
- Appoints citizens to serve on various boards and commissions and reviews and decides on recommendations from these bodies;
- Appoints a Town Manager, Town Attorney, Town Clerk and Fire Marshall to serve at the pleasure of Council;
- Establishes policies and procedures to promote the general welfare of the Town and the health and safety of its residents;
- Represents the Town at official functions; and
- Other duties and responsibilities as authorized in the Town Charter and Code.

The Rocky Mount Town Council currently meets the second Monday of each month at 7:00 p.m. in public session, although the dates and time for regularly monthly meetings may be changed by resolution. The Council may choose to hold formal work sessions or special meetings as it deems necessary at other times during the month with adequate public notification.

Funds are allocated for pay of Council members for regular monthly meetings and special meetings as needed.

Effective July 1, 2020, Council Members and the Mayor will be compensated at an annual rate. The Mayor will be paid \$6,000 annually and Council Members will be paid \$6,000 annually. These rates will be adjusted on July 1<sup>st</sup> following each May election and increased by a percentage equal to the two prior years cost of living allowance given to Town employees (that portion of pay adjustments intended to offset inflation). The first such inflationary adjustment will be on July 1, 2022 with adjustments to follow every two years thereafter.

The Town Clerk receives a \$150 per month stipend for attending, recording, and submitting minutes of the Town Council meetings. Other stipends are paid to Town representatives who attend the West Piedmont Planning District Commission and to the Roanoke Valley-Alleghany Regional Planning Commission.

The Town has memberships in the Virginia Municipal League, West Piedmont Planning District Commission, Roanoke Valley-Alleghany Regional Planning Commission, Virginia Institute of Government, and the Virginia Municipal Clerks Association.

Miscellaneous community outreach provides for various acknowledgments including illnesses, funerals, and employment milestones like years of service events and retirements. Funds are also provided for the annual employee Christmas dinner.



1101 MAYOR & COUNCIL		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1004	Wages - Contractual	2,150	2,200	2,200	1,900	2,200	0
1005	Wages - Elected Officials	27,375	29,475	30,450	25,050	44,000	13,550
2001	FICA	2,281	2,429	2,498	2,062	3,534	1,037
2002	Retirement/Life Insurance	333	379	379	396	300	(79)
3000	Contractual Services	852	12,048	2,740	2,253	2,300	(440)
3600	Advertising	890	2,629	1,250	2,402	2,000	750
3700	Printing & Binding	2,416	2,153	2,200	2,200	1,800	(400)
3800	Postage & Delivery Services	63	204	115	115	115	0
5200	Communications	3,361	3,361	3,561	3,440	3,460	(101)
5445	Uniforms & Clothing	637	0	0	365	0	0
5500	Travel & Training/Education	3,495	6,176	3,800	2,555	2,900	(900)
5501	Meeting Expenses	661	1,097	700	743	700	0
5502	Stipends - WPPD	300	550	900	550	550	(350)
5650	Dues & Professional Memberships	10,698	13,639	10,788	10,700	10,788	0
5700	Books & Subscriptions	200	600	60	1,200	600	540
5800	Miscellaneous Community Outreach	14,487	14,593	14,000	20,500	15,500	1,500
6001	Office Supplies	2,385	1,194	1,800	1,332	1,390	(410)
7002	Furniture & Fixtures	0	8,545	0	0	0	0
7003	Data Processing Equipment	0	0	400	14,903	0	(400)
7007	Audio & Video Equipment	0	0	0	0	0	0
	<b>TOTAL</b>	<b>72,583</b>	<b>101,272</b>	<b>77,841</b>	<b>92,665</b>	<b>92,137</b>	<b>14,297</b>

18.37%

**TOWN MANAGER**  
**ACCT. 01-1202**

The Town Manager serves as the chief administrative officer of the Town of Rocky Mount. The Town Manager is appointed by the Town Council and serves at their pleasure. He is responsible for the planning, organizing, directing and evaluation of the activities of all departments, through the supervision of department heads under his authority. The Town Manager is responsible for carrying out the policies and directives of the Town Council.

In performing these duties, the Manager interprets and implements policy determined by Council; oversees the enforcement of all laws and ordinances; appoints, directs, and evaluates all department heads and employees on the basis of merit and job performance; oversees and recommends annual operating and capital budgets; prepares agenda materials for meetings; keeps the Council advised of present financial conditions and future needs of the government through regular reports to Council; represents the Town in daily routine relations with the public, the media, other governmental entities, and private agencies; serves on various boards and committees; and other duties as may be described by the Town Charter or required of him by ordinance or mandate of the Council.

Personnel costs in this account are for the Town Manager, Executive Assistant, and Receptionist / Administrative Assistant. This account also funds operating costs related to this office.

Anticipated travel for Town Manager may include: the Virginia Municipal League Annual Conference; VML Conference for Newly Elected Officials, Virginia Local Government Management Association Conferences; VML Town Section Meetings, VML Policy Committee meetings; Virginia Rural Water Association Annual Conference, Virginia Economic Development Association annual meeting, ICMA conferences, and various other training opportunities as available.

Dues are for professional memberships for the Town Manager for International City/County Management Association; Virginia Local Government Management Association; Virginia Economic Development Association and the Virginia Municipal League.



1202 TOWN MANAGER		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	140,249	146,265	150,863	140,608	203,479	52,616
1002	Wages - Part Time	16,663	20,376	21,875	0	0	(21,875)
1003	Wages - Overtime	0	0	0	0	0	0
2000	Mgr's Disability Insurance	792	792	792	792	792	0
2001	FICA	10,226	13,278	13,215	10,756	15,566	2,351
2002	Retirement/Life Insurance	20,980	21,761	25,994	24,399	35,588	9,594
2005	Medical/Dental Insurance	28,383	26,998	30,932	25,033	34,221	3,289
2008	ICMA -1% employer contribution	0	0	0	298	330	330
2011	Workers' Compensation Insurance	95	32	32	32	41	9
2103	Employment Physicals / Testing	343	0	0	0	0	0
3000	Contractual Services	8,856	5,752	1,340	15,319	2,000	660
3600	Advertising	1,804	140	400	0	120	(280)
3700	Printing & Binding	0	0	40	1,790	40	0
3800	Postage & Delivery Services	147	183	140	50	50	(90)
5155	Motor Fuel	554	791	500	350	650	150
5157	Motor Vehicle Expense	286	599	400	250	400	0
5200	Communications	6,129	6,798	5,868	5,556	5,668	(200)
5445	Uniforms & Clothing	306	0	0	153	0	0
5500	Travel & Training/Education	10,762	8,330	9,000	7,277	7,000	(2,000)
5650	Dues & Professional Memberships	1,225	1,161	1,235	1,110	1,150	(85)
5700	Books & Subscriptions	695	642	600	548	600	0
6001	Office Supplies	8,185	6,459	7,000	6,902	7,000	0
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	1,157	4,554	1,500	9,563	1,500	0
7005	Motor Vehicle	0	0	0	0	0	0
	<b>TOTAL</b>	<b>257,840</b>	<b>264,911</b>	<b>286,789</b>	<b>250,786</b>	<b>316,196</b>	<b>29,406</b>

10.25%

**TOWN ATTORNEY**  
**ACCT. 01-1204**

The Town Attorney is appointed by the Town Council and serves at their pleasure. He is responsible for representing the Council and staff in all legal matters concerning the Town. The Town Attorney prosecutes all violations of the Town Code for misdemeanor offenses. He is required to attend all regular and special meetings of Town Council, Planning Commission, and Board of Zoning Appeals and prepares all ordinances, contracts, deeds, property matters, bonds, and other official documents of legal matters for the Town. The Town Attorney is paid a monthly stipend (currently \$1,837) as a retainer for his services, plus additional fees for legal work outside his regular duties.

The proposed budget includes legal fees in connection with special outside legal services provided by either the Town Attorney or other professional services related to legal actions, such as surveying for deeds, special legal counsel, property recordation charges, and prosecuting Town Code offenses.



1204 TOWN ATTORNEY		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	3,142	1,986	5,000	5,519	5,000	0
3100	Retainer	21,000	22,048	22,044	22,044	22,044	0
3150	Professional Legal Services	10,337	21,981	10,000	8,804	10,000	0
5500	Travel & Training	0	0	100	0	100	0
5650	Dues & Professional Membership	250	250	260	250	260	0
5700	Books and Subscriptions	237	0	395	0	395	0
5800	Miscellaneous	0	0	0	0	0	0
	<b>TOTAL</b>	<b>34,966</b>	<b>46,265</b>	<b>37,799</b>	<b>36,617</b>	<b>37,799</b>	<b>0</b>

0.00%

## **FINANCE DEPARTMENT ACCT. 01-1213**

The Finance Director serves as the chief financial officer of the Town of Rocky Mount. She is responsible for maintaining accurate financial data in accordance with generally accepted accounting principals. The Finance Director also acts as the Town Treasurer. The responsibilities of the staff of the Finance Department include receiving all revenues, maintaining a chart of accounts and general ledger, properly coding all expenditures and revenues to the applicable account codes, processing payroll, human resource management, administration of employee benefits, risk management, procurement, accounts receivable, accounts payable, investments and cash management, coordinating an annual independent audit, maintaining an accountability of general fixed assets, and providing monthly financial reports to Town Council, the Town Manager, and all department heads.

The Finance Department includes the Finance Director, Assistant Finance Director, Accounting Technician, and two Account Clerks. The Assistant Finance Director handles human resources management, fringe benefits administration, general liability insurance, and risk management. The Accounting Technician processes payroll, accounts payable, coordinates procurement, and administers accounts receivable. The two account clerks serve primarily as customer service representatives, cash collectors, utility billers, and clerical support.

To more accurately reflect services provided by the Finance Department and its staff to the Utility Fund, only 75% of the salaries and fringe benefit costs for the Finance Director, the Assistant Finance Director, and the Accounting Technician are appropriated to this account, and only 50% of the salaries and fringe benefits for the two Account Clerk positions are budgeted here in the General Fund. The remainder of these costs has been allocated to the Utility Fund under an account entitled Utility Billing (02.6200). In addition, the Finance Department account only reflects 75% of the costs for all contractual services and office supplies needed to support the Finance Department, with the Utility Fund budgeting the remaining 25%.

Contractual services include financial software maintenance, auditing services, AS/400 mainframe maintenance, financial hardware maintenance, direct deposit banking services, credit card processing fees, postage machine leasing, security maintenance, and miscellaneous office equipment maintenance. Only 75% of these costs are budgeted in the Finance Department account, with the remaining 25% in the Utility Billing account.

Printing & Binding costs include printing personal property and real estate tax tickets, business license decals, cigarette tax stamps, checks, and envelopes.

Possible training opportunities for professional development may include expenses for training sessions and professional seminars sponsored by the Treasurers' Association of Virginia, Commissioners of Revenue Association, Virginia Government Finance Officers Association, Virginia Society of Certified Public Accountants, Virginia Municipal League Insurance Programs, Virginia Association of Human Resource Management, Virginia Association of Government Purchasers, and various miscellaneous training providers in the fields of accounting, bookkeeping, insurance, personnel, computer information services, and procurement.



1213 FINANCE DEPARTMENT		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	174,490	173,944	180,314	138,464	207,178	26,864
1003	Overtime	49	49	0	19	0	0
2001	FICA	11,727	13,105	13,794	10,594	15,849	2,055
2002	Retirement/Life Insurance	25,074	24,190	31,329	32,636	36,235	4,906
2005	Medical/Dental Insurance	32,801	35,249	36,149	34,573	34,052	(2,097)
2008	ICMA -1% employer contribution	301	435	426	662	369	(57)
2011	Workers' Compensation Insurance	99	34	34	34	41	7
2103	Employment Physicals	193	0	0	0	0	0
3000	Contractual Services	65,968	104,208	72,300	70,933	132,000	59,700
3600	Advertising	1,556	281	320	400	400	80
3700	Printing & Binding	9,931	11,148	10,200	10,589	10,650	450
3800	Postage & Delivery Services	4,886	5,652	6,300	5,549	5,600	(700)
4603	Credit Card Transaction Fees	5,062	5,232	5,500	6,820	6,920	1,420
5200	Communications	5,754	6,126	7,306	3,826	3,850	(3,456)
5445	Uniforms & Clothing	101	0	0	0	0	0
5500	Travel & Training/Education	5,714	5,953	5,700	3,615	3,950	(1,750)
5650	Dues & Professional Memberships	839	1,433	1,254	1,038	1,084	(170)
5700	Books & Subscriptions	115	128	115	0	115	0
5800	Miscellaneous	4	9	0	45	0	0
6001	Office Supplies	7,565	5,618	7,500	7,559	7,600	100
7002	Furniture & Fixtures	253	1,987	0	0	0	0
7002	customer service security	0	0	0	0	15,000	15,000
7003	Data Processing	914	136,152	3,000	0	0	(3,000)
7003	Data Processing (software)	0		237,198	149,867	55,000	(182,198)
	<b>TOTAL</b>	<b>353,396</b>	<b>530,933</b>	<b>618,739</b>	<b>477,224</b>	<b>535,894</b>	<b>(82,845)</b>

-13.39%

**BOARD OF ELECTIONS**  
**ACCT. 01-1301**

This account provides costs for poll workers and other costs of the Franklin County Registrar's Office in connection to local May municipal elections.

Regular bi-annual elections for three (3) Town Council seats will be held in May 2020. The election of Mayor will be held in May 2022. The next election for the remaining three (3) Council seats will be in May 2022.



1301 ELECTORAL BOARD		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	5,021	0	5,100	5,100	0	(5,100)
3700	Printing & Binding	0		0	0	0	0
	<b>TOTAL</b>	<b>5,021</b>	<b>0</b>	<b>5,100</b>	<b>5,100</b>	<b>0</b>	<b>(5,100)</b>

-100.00%

**POLICE DEPARTMENT  
ACCT. 01-3101**

The Rocky Mount Police Department roster for this fiscal year will be made up of 22 full-time sworn officers including one (1) Chief of Police, one (1) Investigations Lieutenant, one (1) Patrol Lieutenant, six (6) Patrol Sergeants, one (1) Investigations Sergeant, eleven (11) Police Officers (including three (3) School Resource Officers), one (1) Investigator, and one (1) part-time Community Resource Officer. Personnel also include one (1) civilian Records Manager, one (1) civilian Records Clerk / Receptionist, and five (5) part-time sworn Officers.

The Police Department is responsible for patrol duties throughout the corporate limits, working with citizens in neighborhood watch programs, investigations of criminal activities, arresting criminal offenders, providing testimony in criminal trials, issuing citations, code enforcement, parking enforcement on public streets and parking lots, traffic control and signalization, education and crime prevention, and other matters related to public safety. The Police Department also assists other area law enforcement agencies by participating in truancy prevention and intervention programs with the Franklin County Public Schools, participation in a regional drug task force and Special Weapons and Tactics Team (S.W.A.T.) with the Franklin County Sheriff's Office, and various safety and crime prevention programs with the Virginia State Police. The Rocky Mount Police Department is devoted to the concept of community policing and encourages its officers to become involved in community activities and creating a forum of trust with our business persons and neighborhood residents. There are four (4) K-9 units.

Overtime funds are used to pay for overtime beyond 160 hours in a 28 day pay cycle for law enforcement officers. The work shift schedule for uniformed officers is 88 hours for a two week period. This does not include off duty court appearances, special work or many other routine needs for extra hours. Aside from town general funds, other overtime may be covered by various mini-grants that the department is fortunate to receive during the year. Each sworn officer receives \$35 or \$65 per month for cell phones and \$50 per month as a clothing cleaning allowance. Plain clothes officers receive \$400 per year as a clothing purchase allowance.

Contractual expenses include the incident report software maintenance, investigative internet maintenance, and office equipment maintenance.

Various capital needs for police work are also funded in this account.



3101 POLICE DEPARTMENT		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,040,268	1,115,403	1,132,446	952,933	1,251,002	118,556
1002	Wages - Part Time	19,556	40,050	46,000	27,216	32,876	(13,124)
1003	Wages - Overtime	38,546	44,896	47,000	57,972	48,700	1,700
1004	Wages - Contractual Services	8,820	5,070	13,000	6,285	6,400	(6,600)
1006	Wages - OT Court	4,306	3,697	3,900	5,047	4,700	800
1009	Wages - OT Other	33,703	29,086	31,050	29,828	31,050	0
1010	Wages - OT Traffic/DMV Grant	12,208	11,902	5,000	5,230	2,000	(3,000)
1011	Wages - OT SWAT/Tactical	0	0	0	0	0	0
1013	Wages - OT Other Training/Seminars	34	0	155	0	0	(155)
1014	Wages - OT Crisis Intervention	9,800	8,225	9,800	8,260	8,920	(880)
2001	FICA	77,992	98,117	98,559	83,597	106,002	7,443
2002	Retirement/Life Insurance	173,166	213,003	221,983	178,417	221,000	(983)
2005	Medical/Dental Insurance	291,056	266,685	289,306	224,149	298,180	8,874
2007	Line of Duty Act premium (23 officers)	15,063	12,564	13,444	17,936	18,295	4,851
2011	Workers' Compensation Insurance	25,321	24,292	24,292	25,119	33,828	9,536
2103	Employment Physicals / Testing	2,451	1,436	600	1,176	600	0
3000	Contractual Services	9,304	40,997	20,000	29,787	34,100	14,100
3300	Repairs & Maintenance	231	126	200	416	200	0
3600	Advertising	158	1,008	600	100	300	(300)
3700	Printing & Binding	29	713	1,000	1,056	1,000	0
3800	Postage & Delivery Services	758	596	700	425	490	(210)
5155	Motor Fuel	39,847	42,582	43,000	45,055	43,000	0
5157	Motor Vehicle Expense	27,806	21,716	30,000	27,352	32,750	2,750
5200	Communications	25,684	23,690	24,292	20,035	21,000	(3,292)
5350	Grant Expenses	0	133	0	0	0	0
5405	Block Grant Expenses	0	0	0	0	0	0
5408	DMV Mini Grant Expenses	233	0	0	0	0	0
5410	Community Grant Expenses	2,457	1,449	1,500	1,500	1,500	0
5417	K-9 Unit Expenses	10,975	10,810	9,500	6,457	7,200	(2,300)
5418	SWAT/Search Warrant Expenses	0	0	100	0	0	(100)
5423	"Fresh" Grant Expenses	0	(1,041)	0	0	0	0
5445	Uniforms	7,142	9,070	7,500	12,234	12,500	5,000
5500	Travel & Training/Education	5,689	19,190	7,800	18,074	15,000	7,200
5501	Transports & Extraditions	0	0	100	0	0	(100)
5502	Uniform Stipends	12,700	13,200	13,600	13,600	13,600	0
5650	Dues & Professional Memberships	9,385	11,060	10,800	11,684	11,700	900
5700	Books & Subscriptions	0	0	0	0	0	0
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	2,559	2,547	2,400	2,954	3,100	700
6010	Police Supplies	23,468	21,701	26,700	10,553	22,200	(4,500)
7001	Land & Buildings	5,507	0	0	0	0	0
7002	Furniture & Fixtures	95	139	1,500	0	0	(1,500)
7003	Data Processing (mobile data terminals)	3,782	13,792	9,000	9,000	9,000	0
7003	Data Processing (office desktops 5)	0	0	4,000	4,000	0	(4,000)
7005	Motor Vehicles and Equipment	119,148	58,775	76,590	67,047	0	(76,590)
7006	Motor Vehicle Lease Expense(4 cars/yr 1))	19,792	0	0	0	22,373	22,373
7006	Motor Veh Lease Expense (truck)(yr 3)	7,200	6,900	6,300	6,300	6,300	0
7007	Audio & Video Equipment (in-car)	0	0	14,000	16,161	11,089	(2,911)
7007	Audio & Video Equip (body cameras)	20,765	12,516	0	0	0	0
7007	Audio & Video Equip (phone system)	7,100	0	0	0	0	0
7007	Audio & Video Equip (security camera)	2,994	0	0	0	0	0
7007	Audio & Video Equip (other)	7,851	0	0	0	0	0
7009	Police Equip (surveillance equipment)	0	0	0	0	0	0
7009	Police Equipment (K-9)	3,500	10,000	10,000	10,300	0	(10,000)
7012	Lease Expense-County Radios	15,451	15,297	15,452	18,796	18,796	3,344
TOTAL		2,143,901	2,181,728	2,273,169	1,956,049	2,350,750	77,581

w/o capital = 3.41%  
6.87%



## **VOLUNTEER FIRE DEPARTMENT ACCT. 01-3202**

The Rocky Mount Volunteer Fire Department is authorized by Town Council to have up to 35 volunteer members. The Rocky Mount Fire Department provides fire and emergency services within the corporate limits of town and within a designated first run area in Franklin County.

Officers of the department are paid a monthly stipend for their duties in the department. The officers are elected annually by the members of the department, and must be approved by Town Council. Currently, the monthly stipends are \$600 for the Chief, \$300 for the Assistant Chief, \$200 for the Captain, \$100 for the First Lieutenant, and \$100 for the Second Lieutenant. In addition to overall management of the Fire Department, the Fire Chief also serves the Town in reviewing site plans and acting as Fire Marshal. Volunteers do not receive a salary, but are currently paid a quarterly stipend of \$12.50 for each emergency call answered. The volunteers must also maintain state required training and certification, which must be obtained in their leisure time.

Since its inception, the Rocky Mount Volunteer Fire Department has been supported by community volunteers. The department started as a bucket brigade in the early 1900's and was given its first piece of fire fighting equipment by the Rocky Mount Town Council in 1929.

The department responds to emergency calls from two locations, the main station at 1250 North Main Street (the Emergency Services Building) and the downtown station, located at the intersection of Floyd Avenue and Franklin Street (the Floyd Avenue station).

The department often submits grant requests to FEMA for additional equipment and may purchase additional equipment only upon availability of grant funds. The department applies to various State agencies annually for grants to help fund equipment, supplies, and training.



3202 VOLUNTEER FIRE DEPARTMENT		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
2007	Line of Duty Act premium (23 volunteers)	6,813	5,683	6,080	6,794	6,930	850
2103	Physicals / Testing	0	0	175	0	100	(75)
3000	Contractual Services	8,516	3,726	2,000	6,025	4,000	2,000
3300	Repairs & Maintenance	9	153	1,000	0	150	(850)
3600	Advertising	451	492	500	0	200	(300)
3700	Printing & Binding	0	0	100	0	50	(50)
3800	Postage & Delivery Services	0	0	0	0	0	0
5155	Motor Fuel	6,217	6,973	7,750	7,076	7,160	(590)
5157	Motor Vehicle Expense	18,294	30,236	13,000	11,404	13,000	0
5158	Small Equipment Expense	75	302	100	2,612	100	0
5200	Communications	2,802	2,170	2,300	2,016	2,300	0
5300	Insurance	9,551	9,551	9,840	9,551	9,742	(98)
5409	Purchases - DOFP Grant	4,855	4,041	0	0	0	0
5410	Purchases - FEMA Grant	0	0	0	0	0	0
5445	Uniforms	1,354	12,773	10,000	4,372	7,050	(2,950)
5500	Travel & Training/Education	0	0	100	0	0	(100)
5502	Stipends	78,311	50,950	67,000	67,000	71,000	4,000
5650	Dues & Professional Memberships	100	0	50	26	50	0
5700	Books & Subscriptions	138	0	150	419	150	0
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	291	752	200	0	100	(100)
6008	Fire Department Supplies	1,744	1,299	2,500	1,762	2,500	0
7002	Furniture and Fixtures	0	0	500	0	0	(500)
7003	Data Processing Equipment	0	0	1,250	0	1,250	0
7004	Machinery & Equipment	0	0	0	0	0	0
7005	Motor Vehicles	0	0	0	0	0	0
7007	Audio & Video Equipment (wireless pagers)	1,875	2,023	5,000	0	0	(5,000)
7008	Fire Equipment (tools)	3,240	45,788	31,000	10,000	10,000	(21,000)
7008	Fire Equipment (QRAE II gas detectors 4)	3,950	0	0	0	0	0
7008	Fire Equipment (portable scene lights 2)	1,364	0	0	0	0	0
7012	Subscription Service-Public Safety Radios(15)	1,545	1,700	1,700	1,700	1,700	0
7020	Acquisitions - Grant Funded	0	0	0	0	0	0
7105	Safety Equipment (SCBA bottles)	0	0	7,000	0	7,300	300
7221	Fire Truck	0	0	0	0	0	0
<b>TOTAL</b>		<b>151,495</b>	<b>178,612</b>	<b>169,295</b>	<b>130,757</b>	<b>144,832</b>	<b>(24,463)</b>

-14.45%

**PUBLIC WORKS ADMINISTRATION  
ACCT. 01-4100**

The Public Works Department is currently made up of sixteen (16) full-time employees. The Public Works Department is responsible for maintaining streets, traffic signals and signs, water distribution, wastewater collection, meter reading, sidewalks, storm water management, buildings and grounds maintenance, cemetery and parks and grounds keeping, public rights-of-way maintenance, street cleaning and refuse collection. This department provides all maintenance services within the current corporate limits, as well as responsibility for utility lines throughout the service area.

This account provides for the charging of expenses related to the overall administration of the Public Works Department. The department is made up of one (1) Public Works Superintendent, one (1) Mechanic, one (1) Foreman, three (3) Maintenance III workers, two (2) Maintenance II workers, five (5) Maintenance I workers, one (1) Grounds Maintenance II worker, one (1) Grounds Maintenance I worker, one (1) Landscape Technician, and one (1) Utility Service Technician. The vacant Public Facilities Director position has been eliminated. Three (3) part-time summer grounds positions are also proposed.

The Public Works Superintendent's personnel costs are split 70% Public Works Administration, 15% Water Distribution, and 15% Sewer Collection. The personnel costs of the employees of the Public Works Department is distributed as a percentage through the various accounts listed below associated with this department based on historical trend. Actual time spent in each activity is recorded on bi-weekly time sheets to charge each account appropriately. The Town provides up to \$155 for steel toed boots per employee.

The wage and fringe benefit costs for the Public Works Department employees are allocated as follows:

Street Lighting	1.00%
Traffic Control	2.00%
Street Maintenance	55.00%
Sidewalks, Curbs, & Gutters	1.50%
Street Cleaning	0.50%
Refuse Collection	13.00%
Snow Removal	1.00%
Cemetery Maintenance	1.00%
Parks Maintenance	5.00%
Citizens Square	1.00%
Water Distribution System	8.00%
Meter Reading	3.00%
Sewer Collection System	<u>8.00%</u>
Total Public Works Labor	100.00%



PUBLIC WORKS 4100 ADMINISTRATION		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	66,485	66,906	53,910	67,933	53,548	(362)
1002	Wages - Part Time	0	0	0	0	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	4,860	5,428	4,124	5,197	4,096	(28)
2002	Retirement/Life Insurance	9,837	12,024	9,677	11,727	9,365	(312)
2005	Medical/Dental Insurance	8,602	11,911	5,551	12,086	8,246	2,695
2008	ICMA - 1% employer contribution	677	727	539	886	765	226
2011	Workers' Compensation Insurance	3,626	2,600	2,600	2,684	2,726	126
2103	Employment Testing	339	1,059	315	284	300	(15)
3000	Contractual Services	301	12,331	400	669	600	200
3600	Advertising	667	240	0	1,000	0	0
3700	Printing & Binding	0	0	30	0	0	(30)
3800	Postage & Delivery Services	0	0	14	0	0	(14)
4400	Permits, Licenses, and Fees	64	0	128	72	110	(18)
5200	Communications	3,178	5,136	5,136	5,704	5,730	594
5445	Uniforms	10,251	13,433	13,400	13,973	16,600	3,200
5500	Travel & Training	637	2,289	2,500	1,293	2,000	(500)
5650	Dues & Memberships	210	216	250	521	540	290
5700	Books & Subscriptions	693	1,514	900	428	600	(300)
6001	Office Supplies	228	1,013	400	116	170	(230)
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing	1,005	664	600	644	1,200	600
	<b>TOTAL</b>	<b>111,662</b>	<b>137,491</b>	<b>100,474</b>	<b>125,219</b>	<b>106,596</b>	<b>6,123</b>

6.09%

**STREET LIGHTING**  
**ACCT. 01-4104**

The Public Works Department is responsible for maintaining all street lights along public streets within the Town.

The Town has been attempting to provide adequate street lighting throughout the corporate limits to improve public safety and discourage criminal activity. Decorative street lamps are used in the Town's business districts.

Approximately one percent (1.00%) of all Public Works full-time labor is allocated to this account.



4104 STREET LIGHTING		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	107	1,024	5,727	522	6,108	381
1003	Wages - Overtime	0		0	0	0	0
2001	FICA	8	73	438	40	467	29
2002	Retirement/Life Insurance	16	176	994	88	1,068	74
2005	Medical/Dental Insurance	0	187	1,727	122	1,753	26
2008	ICMA - 1% employer contribution	1	3	56	6	56	0
2011	Workers Compensation	158	289	288	288	346	58
3000	Contractual Services	0	1,038	0	0	0	0
3300	Repairs & Maintenance	0	4,488	0	101	0	0
5100	Utilities	106,186	94,861	108,000	105,907	106,500	(1,500)
6016	Materials & Supplies	171	1,935	200	121	200	0
	<b>TOTAL</b>	<b>106,647</b>	<b>104,074</b>	<b>117,430</b>	<b>107,196</b>	<b>116,498</b>	<b>(932)</b>

-0.79%

**PARKING & TRAFFIC CONTROL**  
**ACCT. 01-4107**

The Public Works Department is responsible for maintaining all traffic signals and signs, as well as the marking of road lanes and painting of parking restrictive markings on curbs in the central and uptown business districts. The Police Department is responsible for the signalization of the traffic signals to ensure the safety of drivers.

This account will be responsible for costs associated with maintenance of public lots and on-street parking spaces. Also, costs for maintaining traffic signals and traffic signs are included in this account. Approximately 2.0% of all Public Works full-time labor is allocated to this account.



4107 PARKING & TRAFFIC CONTROL		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	6,269	5,432	11,453	11,194	12,216	763
1002	Wages - Part Time	0	107	0	0	0	0
1003	Wages - Overtime	0	143	0	44	0	0
2001	FICA	456	397	877	860	935	58
2002	Retirement/Life Insurance	942	958	1,987	2,030	2,137	150
2005	Medical/Dental Insurance	2,306	2,285	3,454	2,709	3,506	52
2008	ICMA - 1% employer contribution	21	6	115	28	115	0
2011	Workers Compensation Insurance	634	579	576	576	693	117
3000	Contractual Services	18,729	13,990	5,000	4,761	3,700	(1,300)
3300	Repairs & Maintenance	375	0	500	481	500	0
5100	Utilities	10,732	11,640	11,100	20,190	20,200	9,100
5155	Motor Fuel	808	876	715	634	650	(65)
5157	Motor Vehicle Expense	511	854	500	0	500	0
5158	Small Equipment Expenses	0	800	0	28	0	0
5200	Communications	2,938	1,304	3,144	250	2,250	(894)
5500	Travel and Training	0	0	0	0	0	0
6007	Materials and Supplies	6,708	12,332	16,000	18,223	18,000	2,000
7003	Data Processing Equipment	0	0	0	0	0	0
7010	Infrastructure (asphalt rejuvenation)	0	16,590	0	0	0	0
7107	Traffic Signals	19,721	11,649	20,000	29,062	20,000	0
7107	Traffic Signal replacement-McDonald's	0	0	450,000	375,845	0	(450,000)
8000	Equipment Rental	0	0	0	0	0	0
	<b>TOTAL</b>	<b>71,149</b>	<b>79,942</b>	<b>525,421</b>	<b>466,914</b>	<b>85,402</b>	<b>(440,019)</b>

-83.75%  
w/o capital 18.01%

**STREET MAINTENANCE**  
**ACCT. 01-4108**

This account includes costs related to the maintenance of public streets and rights-of-ways within the corporate limits. The Commonwealth of Virginia provides funding to the Town to maintain arterial and collector streets within the Urban Highway System, based upon lane miles. 55.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

Funds have been allocated to provide routine maintenance on public streets as required by the Virginia Department of Transportation. This account also provides funds for maintenance of rights-of-ways and striping of highways. Major road construction or reconstruction is usually funded by VDOT and outside contractors in the 6-year plan with the Town providing a small percentage of funding.



4108 STREET MAINTENANCE		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	280,322	322,153	303,511	226,681	335,940	32,429
1002	Wages - Part Time	1,068	7,632	28,651	12,983	28,651	0
1003	Wages - Overtime	4,294	4,997	2,070	8,266	2,070	0
2001	FICA	17,073	29,402	23,376	18,967	28,050	4,674
2002	Retirement/Life Insurance	39,236	51,042	52,970	39,565	58,756	5,786
2005	Medical/Dental Insurance	88,492	96,879	91,541	89,743	96,427	4,886
2008	ICMA - 1% employer contribution	478	714	3,035	908	3,035	0
2011	Workers' Compensation Insurance	16,337	15,328	15,252	15,252	19,044	3,792
3000	Contractual Services	490,222	423,432	100,000	163,080	100,000	0
3300	Repairs & Maintenance	128	0	0	610	0	0
3600	Advertising	0	580	150	0	0	(150)
4400	Permits, Licenses and Fees	0	0	800	800	800	0
5155	Motor Fuel	22,386	26,290	28,250	30,016	31,000	2,750
5157	Motor Vehicle Expense	19,485	22,363	24,700	41,641	32,500	7,800
5158	Small Equipment Expense	5,836	3,517	6,100	5,840	5,500	(600)
5500	Travel & Training	150	315	500	8	350	(150)
5800	Miscellaneous	0	0	0	0	0	0
6003	Agricultural Supplies	0	75	400	0	200	(200)
	Flower Beds	0	0	0	0	12,000	12,000
6014	Chemicals & Materials	5,637	2,012	5,000	4,930	5,000	0
6016	Materials and Supplies	43,072	33,754	15,000	16,156	15,000	0
6024	Gravel	0	12,159	10,000	9,527	10,000	0
6025	Asphalt	0	12,829	10,000	9,572	10,000	0
	Striping & Painting	0	0	0	0	10,000	10,000
	Paving	0	0	0	0	0	0
7004	Machinery & Equipment - mowers	0	144,343	1,500	0	25,000	23,500
7004	Equipment - asphalt box & infrared	0	0	0	0	0	0
7004	Equipment - asphalt roller	0	0	0	0	0	0
7005	Vehicles	58,620	0	45,000	40,891	0	(45,000)
7006	Construction Vehicles (loader)	0	0	91,500	81,481	0	(91,500)
7006	Construction Veh (tandem dump) 1/2	0	0	0	0	0	0
7006	Construction Veh (tractor) 1/2	0	0	0	0	0	0
7007	Audio and Video Equipment	0	0	0	0	0	0
7010	Infrastructure - Weaver St fy 20	0	32,616	0	34,000	0	0
7010	Infrast-Angle Bridge (bond proceeds)	67,926	0	0	0	0	0
7010	Infrast-Angle Bridge (VDOT share)	0	0	0	0	0	0
7010	Infrast-Angle Bridge (Town)	0	33,931	60,000	8,301	0	(60,000)
8000	Equipment Rental	0	0	0	21,592	0	0
	VDOT grant expenditures	0	0	0	513,106	0	0
	<b>TOTAL</b>	<b>1,174,640</b>	<b>1,276,363</b>	<b>987,485</b>	<b>1,393,916</b>	<b>829,323</b>	<b>(158,162)</b>
	without capital	1,034,214	1,040,485	769,485	675,446	774,323	4,838

-16.02%  
0.63%



**SIDEWALKS, CURBS & GUTTERS**  
**ACCT. 01-4109**

The Public Works Department is responsible for the maintenance of sidewalks, curbs, and gutters within the corporate limits. The maintenance costs on arterial and collector streets are funded by the Virginia Department of Transportation through their Urban Highway System. Approximately 1.5% of the Public Works labor budget is included here. This account is used to record labor, equipment and materials used in the maintenance of existing infrastructure or for minor construction or repair of such facilities. Sidewalk repair projects outsourced by the Town are in the capital outlay line item.

4109 SIDEWALKS, CURBS & GUTTERS		FY 18	FY 19	FY 20	FY 20	FY 21	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	6,398	2,016	5,727	4,146	6,108	381
1002	Wages - Part Time	0	0	0	576	0	
1003	Wages - Overtime	0		0	0	0	0
2001	FICA	457	148	437	361	467	30
2002	Retirement/Life Insurance	988	346	994	795	1,068	74
2005	Medical/Dental Insurance	2,118	586	1,727	1,404	1,753	26
2008	ICMA - 1% Employer Contribution	8	2	26	8	26	0
2011	Workers' Compensation Insurance	317	289	288	288	346	58
3000	Contractual Services	0	1,845	0	0	0	0
6016	Materials and Supplies	4,959	532	2,500	1,857	500	(2,000)
	Concrete	0	0	0	0	500	500
7000	Capital Outlay (CIP)			0		0	0
	sidewalk maintenance (year 4 of 4)	40,000	40,000	40,000	40,000	0	(40,000)
	North Main St rock wall	11,651	0	0	0	0	0
	manhole leveling system	0	0	0	0	0	0
	North Main rock wall	0	0	0	10,536	0	0
	manhole leveling system	0	0	0	0	0	0
7004	Machinery & Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	<b>TOTAL</b>	<b>66,895</b>	<b>45,764</b>	<b>51,699</b>	<b>59,971</b>	<b>10,768</b>	<b>(40,931)</b>

-79.17%



**STREET CLEANING  
ACCT. 01-4202**

The Public Works Department is responsible for keeping all public streets clean and clear of debris. Streets are cleaned using the street sweeper machine on a regular basis.

Presently, the Public Works Department cleans main arterial streets weekly and residential and collector streets bi-weekly, except during the autumn months when leaves may damage the equipment. .50% of all Public Works Department full-time personnel and fringe benefits are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

4202 STREET CLEANING		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	2,621	2,912	2,863	1,579	3,054	191
1003	Wages - Overtime	101	695	0	0	0	0
2001	FICA	200	271	219	121	234	15
2002	Retirement/Life Insurance	422	619	497	266	534	37
2005	Medical/Dental Insurance	1,158	988	864	291	877	13
2008	ICMA - 1% Employer Contribution	1	6	0	3	0	0
2011	Workers' Compensation Insurance	634	145	144	144	173	29
3300	Repairs and Maintenance	0	0	1,000	50	300	(700)
5155	Motor Fuel	696	718	800	544	625	(175)
5157	Motor Vehicle Expense	1,779	65	1,000	1,006	1,000	0
6016	Materials and Supplies	105	0	120	50	120	0
	<b>TOTAL</b>	<b>7,716</b>	<b>6,419</b>	<b>7,507</b>	<b>4,053</b>	<b>6,917</b>	<b>(590)</b>

-7.86%



**REFUSE COLLECTION**  
**ACCT. 01-4203**

This account includes costs related to the collection and disposal of residential garbage. The Town currently imposes a mandatory collection fee of \$6.30 per month to residential customers throughout the corporate limits. One dollar (\$1.00) goes to the Utility Capital Fund to accumulate funds for the future purchase of refuse collection equipment. Five dollars and 30 cents (\$5.30) will remain in the general fund to support the refuse collection service to Town customers. Non-bulk commercial service is currently charged at a rate of \$12.60 per month for bagged refuse.

To provide refuse collection service to our customers, Town crews must operate sanitation routes two and one-half days per week (Tuesdays, Wednesdays, and one-half day on Thursdays). Large item pick-up is provided to residential garbage customers on the first Monday of every month at no additional cost to the citizen. Seasonal leaf collection and Christmas tree removal is also provided at no additional cost to the citizen. A Town dump truck is provided for a \$10 fee to residents up to four times per year to assist in keeping the Town tidy.

Estimated Public Works full-time labor and fringe benefits have been set at 13.0% for budget purposes, although actual time spent will be used to code salaries and fringe benefits.

4203 REFUSE COLLECTION		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	66,148	61,217	74,447	53,424	79,404	4,957
1002	Wages - Part Time	0	721	0	0	0	0
1003	Wages - Overtime	797	455	776	108	776	0
2001	FICA	4,958	4,703	5,754	4,095	6,134	380
2002	Retirement/Life Insurance	10,069	10,000	13,045	9,015	13,888	843
2005	Medical/Dental Insurance	17,429	15,845	22,566	17,459	22,792	227
2008	ICMA - 1% employer contribution	499	613	373	614	4,609	4,236
2011	Workers' Compensation Insurance	5,389	3,760	3,928	3,928	4,501	573
3000	Contractual Services	0	691	280	0	0	(280)
3300	Repairs & Maintenance	444	0	0	0	0	0
3600	Advertising	824	468	700	400	290	(410)
5155	Motor Fuel	7,651	8,709	7,800	7,924	9,000	1,200
5157	Motor Vehicle Expense	3,092	8,467	5,000	10,435	8,000	3,000
5158	Small Equipment Expense	0	0	0	0	0	0
6017	Materials and Supplies	1,850	1,842	1,450	1,382	1,400	(50)
7004	Machinery & Equipment	940	0	0	0	0	0
	<b>TOTAL</b>	<b>155,295</b>	<b>117,491</b>	<b>136,119</b>	<b>108,783</b>	<b>150,794</b>	<b>14,675</b>

10.78%

Waste Collection Fees	94,673	104,777	96,874	96,587
Variance	(60,623)	(31,342)	(11,909)	(54,207)

**SNOW REMOVAL  
ACCT. 01-4204**

The Public Works Department is responsible for snow removal and clean-up from storms to keep streets clean and passable. Activity directly related to clearing streets during inclement winter weather is tracked in this account.

A figure of 1.0% of all Public Works labor and fringe benefit costs are included in anticipation of services needed to perform this work. Only actual time spent on snow removal will be coded to this account when incurred.



4204 SNOW REMOVAL		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	4,567	3,099	5,727	317	6,108	381
1003	Wages - Overtime	2,641	19,116	10,350	549	10,350	0
2001	FICA	534	1,639	1,229	64	1,259	30
2002	Retirement/Life Insurance	1,115	3,803	2,777	148	1,068	(1,709)
2005	Medical/Dental Insurance	2,731	2,240	3,227	0	1,753	(1,474)
2008	ICMA - 1% employer contribution	7	58	21	2	21	0
2011	Workers' Compensation Insurance	476	289	288	0	346	58
3000	Contractual Services	0	0	0	0	0	0
5155	Motor Fuel	776	1,725	1,300	300	750	(550)
5157	Motor Vehicle Expense	2,733	746	1,500	300	750	(750)
5800	Miscellaneous	0	0	0	0	0	0
6014	Chemicals and Materials	17,330	14,370	17,500	399	5,750	(11,750)
6016	Materials and Supplies	879	6,749	1,000	2,724	1,000	0
	<b>TOTAL</b>	<b>60,289</b>	<b>53,834</b>	<b>44,919</b>	<b>4,803</b>	<b>29,155</b>	<b>(15,764)</b>

-35.09%  
w/o capital                      -35.09%

**MUNICIPAL BUILDING MAINTENANCE**  
**ACCT. 01-4304**

This account includes the cost of custodial and maintenance work on the Rocky Mount Municipal Building and grounds. Services of the Public Works Department are used as needed in the maintenance of the grounds and minor repair work on the Municipal Building.

Contractual services include cleaning services, HVAC maintenance, security maintenance, web design, and pest control. Funds in the contractual line item are also used for repairs and maintenance such as to the automatic doors, security systems, carpeting, painting, signage, awning, and roof repairs.

A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

MUNICIPAL BUILDING		FY 18	FY 19	FY 20	FY 20	FY 21	Increase/
4304 MAINTENANCE		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
							Budget
1001	Wages - Full Time	1,957	779	0	1,302	0	0
1002	Wages - Part Time	0	187	0	109	0	0
1003	Wages - Overtime	13	0	0	0	0	0
2001	FICA	141	69	0	99	0	0
2002	Retirement/Life Insurance	260	133	0	223	0	0
2005	Medical/Dental Insurance	234	165	0	941	0	0
2008	ICMA - 1% employer contribution	4	4	0	6	0	0
3000	Contractual Services	15,648	19,272	14,395	28,318	15,000	605
3300	Repairs & Maintenance	554	1,144	1,500	3,104	1,500	0
5100	Utilities	22,317	33,608	22,020	22,442	22,700	680
5200	Communications	4,151	5,607	3,900	5,657	5,700	1,800
6002	Materials and Supplies	2,169	3,659	1,875	3,791	1,875	0
6003	Agricultural Supplies	470	0	270	0	50	(220)
6005	Janitorial Supplies	2,144	1,510	1,820	1,086	1,100	(720)
7001	Land & Buildings (building security	68,235	0	0	16,405	0	0
7001	Land & Buildings (asphalt rejuvenation)	8,242	0	0	0	0	0
7001	Land & Buildings (replace guttering)	0	0	35,000	0	0	(35,000)
7002	Furniture & Fixtures	0	253	0	0	0	0
7003	Data Processing / Technology Improvements	0	2,773	0	3,227	0	0
7007	Audio & Video Equipment	0	0	0	0	0	0
	<b>TOTAL</b>	<b>126,539</b>	<b>69,163</b>	<b>80,780</b>	<b>86,709</b>	<b>47,925</b>	<b>(32,855)</b>

-40.67%



**EMERGENCY SERVICES BUILDING MAINTENANCE**  
**ACCT. 01-4305**

All costs associated with building maintenance for the Emergency Services Building on North Main Street is in this account, as well as expenses related to the downtown fire station building on Floyd Avenue. Routine maintenance services as needed are provided by Public Works to maintain the Emergency Services Building and the Floyd Avenue fire station.

A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

Contracted services are used to provide routine cleaning, maintenance of the card reader systems, HVAC maintenance, insect control, elevator inspections and maintenance, fuel tank maintenance, and generator maintenance. Funds in the contractual line item also provide for various repairs and maintenance as needed and include flooring, painting, and roof repairs.

**EMERGENCY SERVICES**  
**4305 BUILDING MAINTENANCE**

		FY 18	FY 19	FY 20	FY 20	FY 21	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	1,203	539	0	1,617	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	87	38	0	122	0	0
2002	Retirement/Life Insurance	186	92	0	278	0	0
2005	Medical/Dental Insurance	189	388	0	287	0	0
2008	ICMA - 1% employer contribution	2	2	0	2	0	0
3000	Contractual Services	23,584	17,367	22,157	22,290	22,157	0
3300	Repairs and Maintenance	7,958	4,048	5,500	5,536	4,300	(1,200)
5100	Utilities	15,263	16,293	16,600	24,734	24,000	7,400
5150	Heating Fuel	11,777	11,419	9,500	6,130	8,200	(1,300)
5200	Communications	3,869	5,979	4,980	3,181	3,280	(1,700)
5424	First Responders Memorial	6,852	25,912	0	0	0	0
6003	Agricultural Supplies	0	0	70	0	40	(30)
6005	Janitorial Supplies	1,226	3,330	1,300	1,045	1,250	(50)
6020	Materials and Supplies	759	623	518	1,084	550	32
7000	Capital Outlays	0		0	2,086	0	0
7001	Land & Buildings (Floyd Ave trim, doors, sign)	0	2,621	5,000	5,000	0	(5,000)
7001	Land & Buildings (asphalt rejuvenation)	11,848		0	0	0	0
7001	Land & Buildings (impound lot)	85,776	7,444	0	0	0	0
7002	Furniture & Fixtures	0	504	0	0	0	0
7003	Data Processing Equipmnet	0	0	0	2,086	0	0
	<b>TOTAL</b>	<b>174,579</b>	<b>96,599</b>	<b>65,625</b>	<b>75,479</b>	<b>63,777</b>	<b>(1,848)</b>

-2.82%

**PUBLIC WORKS SHOPS MAINTENANCE**  
**ACCT. 01-4306**

The Public Works Department is responsible for maintaining its buildings and grounds complex as needed. A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

Contractual services include HVAC and fuel tank maintenance.



**PUBLIC WORKS**  
**4306 BUILDING MAINTENANCE**

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,936	965	0	267	0	0
1003	Overtime	0	0	0	0	0	0
2001	FICA	148	68	0	18	0	0
2002	Retirement/Life Insurance	293	164	0	46	0	0
2005	Medical/Dental Insurance	370	271	0	0	0	0
2008	ICMA - 1% employer contribution	16	7	0	1	0	0
3000	Contractual Services	4,741	4,789	4,287	4,109	5,200	913
3300	Repairs & Maintenance	1,616	2,714	600	3,110	2,600	2,000
5100	Utilities	5,883	4,126	6,240	6,470	6,440	200
5150	Heating Fuel	3,535	3,193	4,000	3,277	3,400	(600)
5200	Communications	3,595	4,713	4,127	4,131	4,150	23
6001	Office Supplies	135	0	100	178	100	0
6003	Agricultural Supplies	0	0	100	0	100	0
6005	Janitorial Supplies	3,500	4,537	3,600	3,650	3,850	250
6006	Shop Supplies	6,342	4,043	6,300	6,050	6,300	0
6014	Chemicals & Materials	0	0	0	0	0	0
7001	Land & Buildings (ice machine)	2,448	6,500	0	0	0	0
7001	Land & Buildings (HVAC)	9,799	0	0	0	0	0
7001	Land & Buildings (security)	0	0	0	23,415	0	0
7002	Furniture & Fixtures	1,193	541	0	0	0	0
7003	Data Processing	0	504	0	0	0	0
7007	Audio Video Equipment	1,500	0	0	0	0	0
	<b>TOTAL</b>	<b>47,050</b>	<b>37,135</b>	<b>29,354</b>	<b>54,720</b>	<b>32,140</b>	<b>2,786</b>

9.49%

**CEMETERY MAINTENANCE**  
**ACCT. 01-4307**

The Public Works Department maintains High Street Cemetery as a public service to the citizens of Rocky Mount. These services include mowing and landscaping. The Town no longer opens or closes grave sites. 1.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

Funds are provided for fertilizer and other landscaping needs as well as tree trimming or removal as needed.

4307 CEMETERY MAINTENANCE		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	11,573	6,583	3,600	6,900	6,108	2,508
1002	Wages - Part Time	574	1,547	0	0	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	904	592	275	528	467	192
2002	Retirement/Life Insurance	1,765	1,122	612	1,162	1,068	456
2005	Medical/Dental Insurance	3,902	1,930	612	1,534	1,753	1,141
2008	ICMA - 1% employer contribution	24	26	18	18	18	0
2011	Workers' Compensation Insurance	634	579	0	0	346	346
3000	Contractual Services (tree removal)	0	0	0	0	5,000	5,000
5155	Motor Fuel	532	603	600	585	500	(100)
5158	Small Equipment Expense	542	0	200	200	200	0
6003	Agricultural Supplies	340	397	350	300	150	(200)
	<b>TOTAL</b>	<b>20,789</b>	<b>13,379</b>	<b>6,267</b>	<b>11,227</b>	<b>15,610</b>	<b>9,343</b>

149.09%



**PARKS & PLAYGROUNDS**  
**ACCT. 01-4308**

The Public Works Department maintains Mary Elizabeth Park, Mary Bethune Park, Celeste Park, the Franklin County Veterans' Memorial Park, the First Responders Memorial Park, and jointly maintains Gilley's Park with the Franklin County Parks and Recreation Department.

The Town does not have an organized recreation program, relying instead on services provided by the Franklin County Department of Parks and Recreation. Our parks are provided for passive use, utilizing playgrounds, picnic shelters, tennis courts, and roller hockey courts for non-organized play. The Town is also obligated under the terms of the 2000 annexation agreement to develop a playground in or near the Franklin Heights subdivision in the future. Full-time labor costs for Public Works employees' allocated time to maintain the grounds and equipment of these parks is budgeted at 5.0% of total labor and fringe benefits.

Mary Elizabeth Park, located in the center of the historic central business district, and Mary Bethune Park, located on East Street, are available to host special events and other recreational opportunities. Veterans' Park, on South Main Street, serves as a gateway into town. Gilley's Park, located on Trail Drive, provides two ponds for citizens' enjoyment. Celeste Park, on Franklin Street, provides a more natural setting for citizens to explore. First Responders Park, on North Main Street, also serves as a gateway into town.

**PARKS & PLAYGROUND  
4308 MAINTENANCE**

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	28,603	19,143	28,633	24,026	30,540	1,907
1002	Wages - Part Time	768	2,573	0	835	0	0
1003	Wages - Overtime	67	0	0	0	0	0
2001	FICA	2,154	1,593	2,190	1,902	2,336	146
2002	Retirement/Life Insurance	4,399	3,261	4,967	4,187	5,341	374
2005	Medical/Dental Insurance	9,639	7,093	8,636	7,126	8,766	130
2008	ICMA - 1% employer contribution	55	50	145	115	145	0
2011	Workers' Compensation Insurance	951	1,446	1,439	1,439	1,731	292
3000	Contractual Services	3,515	11,390	3,730	4,469	3,730	0
3300	Repairs & Maintenance	1,043	34	1,780	1,873	800	(980)
5100	Utilities	1,544	1,326	1,900	1,960	1,980	80
5155	Motor Fuel	550	968	675	525	550	(125)
5158	Small Equipment Repairs and Purchases	0	0	100	0	100	0
6003	Agricultural Supplies	385	6,017	400	223	0	(400)
6005	Janitorial Supplies	0	0	0	0	0	0
6013	Recreational Supplies	2,472	4,536	3,700	5,322	3,000	(700)
7004	Machinery & Equipment	10,266	0	0	0	0	0
7010	Infrastructure		7,400	0	0	0	0
	Mary Elizabeth Park paving courts	31,065	57,400	0	0	0	0
	replace tables, trash cans, grills	0	0	0	0	0	0
	Sub Total	234,712	124,230	58,295	54,001	59,019	724
	<b>Mary Elizabeth Park:</b>						
	Repairs & Maintenance					600	600
	Agricultural Supplies					200	200
	Parks Supplies					0	0
	lights for tennis courts					5,000	5,000
	Sub-total					5,800	5,800
	<b>Mary Bethune Park:</b>						
	Repairs & Maintenance					400	400
	Agricultural Supplies					200	200
	Parks Supplies					0	0
	Sub-total					600	600
	<b>Gilley's Park:</b>						
	Repairs & Maintenance					400	400
	Agricultural Supplies					100	100
	Parks Supplies					0	0
	Algae Control					4,000	4,000
	Fish					1,500	1,500
	Sub-total					6,000	6,000
	<b>Celeste Park:</b>						
	Repairs & Maintenance					0	0
	Agricultural Supplies					0	0
	Parks Supplies					0	0
	Donations \$5245					0	0
	Sub-total					0	0
	<b>Veterans Park:</b>						
	Repairs & Maintenance					0	0
	Agricultural Supplies					0	0
	Parks Supplies					0	0
	Sub-total					0	0
	<b>First Responders Park:</b>						
	Repairs & Maintenance					0	0
	Agricultural Supplies					0	0
	Parks Supplies					0	0
	Sub-total					0	0
	<b>TOTAL</b>	234,712	124,230	58,295	54,001	71,419	13,124

22.51%



**PLANNING & ZONING**  
**ACCT. 01-8101**

The Planning and Zoning Administrator is responsible for administration of the Town's Zoning Ordinance, Subdivision Ordinance, comprehensive planning, and other matters of the Town Code related to land use issues. She is also the GIS coordinator for the Town. The office is also the staff liaison of the Rocky Mount Planning Commission and the Board of Zoning Appeals. The Planning & Zoning Administrator is assisted by the Planning Technician within the Community Development Department. Together, they share responsibilities for reviewing site plans, issuing sign permits, zoning permits, soil and erosion control, and proper land use planning. The erosion and soil inspection duties are now being conducted by Franklin County.

The Planning Technician serves as Clerk for the Planning Commission and Board of Zoning Appeals, attending meetings, recording and transcribing minutes, and handling all public hearing notices.

Funds are allocated for the pay of the Planning Commission members for both regular and special meetings as needed. Rates are based on member certification. The planning chairman receives \$125 per regular meeting if certified or \$100 per regular meeting if not certified. She receives \$25 for each special meeting. The remaining members of the Planning Commission receive \$100 per regular meeting if certified and \$75 per regular meeting if not certified. They also receive \$25 for each special meeting. Members receive pay for the monthly regular meeting regardless of attendance but are only compensated for special meetings if in attendance. The Board of Zoning Appeals members only receive compensation for attendance at their scheduled meetings. The BZA Chairman receives \$100 per meeting if certified or \$75 per meeting if not certified. The remaining members receive \$75 if certified or \$50 if not certified. The Clerk (Planning Technician) receives \$100 per month for attendance and transcription of the Planning Commission meetings, \$25 for any special meetings, and \$100 per Board of Zoning Appeals meetings.

Contractual services include professional consultant reviews of planning and zoning ordinances as needed. Possible training opportunities include costs for Planning Commission members and BZA members to attend state certification courses as well as training costs for staff to attend professional development opportunities. Dues are paid for memberships in various planning, zoning, and economic / community development organizations.



8101 PLANNING & ZONING		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	57,151	64,499	65,482	50,703	55,492	(9,990)
1003	Wages - Overtime	0	0	0	0	0	0
1004	Wages - Contractual Services	1,900	1,300	1,553	4,000	1,553	0
2001	FICA	4,880	4,910	5,010	4,185	4,364	(646)
2002	Retirement/Life Insurance	8,431	10,987	11,754	9,212	9,706	(2,048)
2005	Medical/Dental Insurance	11,722	14,242	14,257	14,227	15,375	1,118
2008	ICMA -1% employer contribution	788	893	655	655	555	(100)
2011	Workers' Compensation Insurance	620	12	12	12	11	(1)
2103	Employment Physicals / Testing	143	0	0	0	0	0
3000	Contractual Services	268	975	1,000	7,381	1,400	400
3600	Advertising	3,597	1,540	5,000	621	1,000	(4,000)
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	267	51	390	90	110	(280)
5200	Communications	5,490	6,101	5,935	3,932	4,050	(1,885)
5445	Uniforms & Clothing	229	0	0	77	0	0
5500	Travel & Training/Education	1,001	790	2,500	2,300	2,500	0
5501	Meeting Expenses	41	49	75	0	75	0
5502	Stipends	8,921	8,100	8,200	8,100	8,200	0
5650	Dues & Professional Memberships	306	105	50	350	50	0
5700	Books & Subscriptions	0	641	100	0	100	0
6001	Office Supplies	2,287	1,522	3,500	1,443	1,800	(1,700)
7002	Furniture & Fixtures	80	0	0	0	0	0
7003	Data Processing Equipment	2,732	6,683	2,000	0	1,500	(500)
	<b>TOTAL</b>	<b>110,856</b>	<b>123,400</b>	<b>127,473</b>	<b>107,289</b>	<b>107,841</b>	<b>(19,632)</b>

-15.40%

## **ECONOMIC & COMMUNITY DEVELOPMENT ACCT. 01-8102**

The Town has been quite active in placing financial support behind projects that have benefited the economic conditions and restored community pride in Rocky Mount. The Town mixes its rural/urban setting with a quiet country charm that is a draw for visitors to the region and encourages civic pride from its citizens and businesses.

The Town also partners with the Franklin County Board of Supervisors, Retail Merchants Association, and the Community Partnership for Revitalization to develop a business marketing and development plan to further promote business opportunities for commercial and retail sectors of the business community. The Town works with neighborhood groups to identify methods to revitalize deteriorating housing and infrastructure in order to encourage new growth in residential housing stock. The Town also coordinates with outside agencies to promote special events and attractions. The Community and Hospitality Center (the DePot) is staffed five days per week, except during the winter, by part-time employees to assist and direct visitors to the community's many cultural opportunities. The multiple award winning Harvester Performance Center, located on Franklin Street in the heart of downtown, and in its sixth year of operation, continues to draw patrons from outside the Town limits who enjoy the many retail, restaurant, and other entertainment opportunities available within the Town limits.

The Assistant Town Manager/Community Development Director heads the department. This position provides administrative and management support to the Town Manager, handles special projects as needed, works with existing small businesses to encourage success and growth, recruits other business and commercial ventures and provides technical assistance to establish operations in Town, coordinates special events and cooperates with other agencies and groups for such community activities, manages grants that may be received by the Town, works with residents and community leaders to better develop neighborhoods and residential living, and generally promotes the Town using our website and business and residential promotion guides.

A Planning Technician provides support to the department and serves as back-up help for telephone and walk-in customer assistance in the Town Manager's Office. She is presently responsible for scheduling reservations at Mary Elizabeth and Mary Bethune parks as well as reservations at the DePot. The Planning & Zoning Administrator is also under the direction of the ATM/CDD and provides a high level of assistance in various aspects of economic development and growth planning and management. The Cultural Development Director coordinates events around Town and completes special projects as warranted.

Contractual services include costs for engineering and outside consulting services for various economic development initiatives as needed during the year. Unanticipated expenses that occur during the year related to economic development are also charged to this account. In economic development, Town Council has been flexible and responsive to various needs that have suddenly appeared to attract business or industry.



Training expenses are for staff to attend professional development seminars and conferences sponsored by the Virginia Economic Development Association, Virginia Department of Housing and Community Development; Virginia Downtown Development Association, Virginia Local Government Management Association; and the Virginia Municipal League.

Annual membership dues for staff members include: Virginia Local Government Management Association, American Planning Association, Virginia Downtown Development Association, International City/County Management Association, and Virginia Municipal Clerks Association.

Various contributions and sponsorships for special events include:

The Crooked Road	\$5,000
Ferrum Express Bus Service	\$4,600
Rotary Club Christmas Parade	\$2,500
BUD Commission contribution	\$3,000
Come Home to a Franklin County Christmas	\$1,600
Court Days	\$1,600
Pigg River Ramble	\$1,000
Historical Society Bus Sponsor-Moonshine Tour	\$ 600
Historical Society Bus Sponsor-Ghost Tour	\$ 600
Rotary Club – Fourth of July Festival sponsor	\$ 500
Other Special Events	<u>\$ 0</u>
Total Special Events Contributions	\$21,000



**ECONOMIC & COMMUNITY  
8102 DEVELOPMENT**

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	89,803	95,336	101,487	95,546	206,162	104,675
2001	FICA	5,613	9,018	7,764	7,309	15,771	8,007
2002	Retirement/Life Insurance	13,082	16,777	17,619	16,090	36,058	18,439
2005	Medical/Dental Insurance	17,030	19,864	21,794	17,980	42,529	20,735
2008	ICMA -1% employer contribution	138	186	455	288	952	497
2011	Workers Compensation Insurance	191	19	19	19	43	24
2103	Employment Physicals / Testing	137	0	0	0	0	0
3000	Contractual Services	53,144	92,651	15,000	21,593	20,000	5,000
3600	Advertising	857	45	2,000	2,859	1,000	(1,000)
3620	Branding (from lodging tax)	44,788	47,490	62,257	84,252	25,000	(37,257)
3700	Printing & Binding	0	176	0	0	0	0
3800	Postal & Delivery Services	650	901	500	279	300	(200)
5155	Motor Fuel	1,674	1,972	1,700	2,001	1,950	250
5157	Motor Vehicle Expenses	2,322	758	2,000	1,056	2,000	0
5200	Communications	3,687	4,595	2,870	3,002	3,100	230
5445	Uniforms & Clothing	212	0	0	0	0	0
5500	Travel & Training	2,836	4,672	10,000	6,920	6,500	(3,500)
5650	Dues & Professional Memberships	1,807	4,293	2,000	1,820	2,200	200
5700	Books & Subscriptions	1,300	1,024	600	1,240	600	0
5900	Special Events / Promotions	21,461	27,180	21,000	15,078	21,000	0
5901	Cultural Development (from lodging tax)	0	0	0	0	25,000	25,000
5904	Shop Local Campaign (3 to go)	0	0	5,000	9,000	0	(5,000)
6001	Office Supplies	6,903	5,304	6,000	4,820	5,000	(1,000)
7000	Capital Outlays	0	0	0	0	0	0
7002	Furniture & Fixtures	176	1,480	0	1,500	0	0
7003	Data Processing Equipment	11,772	10,848	2,000	6,641	1,500	(500)
7006	Motor Vehicles	0	0	0	0	0	0
7007	Audio & Video Equipment	4,440	0	0	0	0	0
7040	Seasonal Decorations	595	10,105	1,000	17,647	1,000	0
	<b>TOTAL</b>	<b>284,618</b>	<b>354,694</b>	<b>283,065</b>	<b>319,797</b>	<b>417,665</b>	<b>134,600</b>

47.55%

**CITIZENS' SQUARE  
ACCT. 01-8103**

The Farmers' Market at Citizens' Square was established by the Town of Rocky Mount in 1998. Since that time, the square has proven to be successful in serving as a place for special events and to house a place for local farmers and crafters to sell their homegrown produce and wares. The Square has proven to be a cornerstone in the redevelopment of the central business district. The Retail Merchants' Association manages the Farmers' Market for the Town. The Community Development Department is responsible for the promotion of the Farmers' Market.

Contractual services include the \$300 per month payment for the administration of the Farmers' Market. Regular outside cleaning services and security services are also in contractual services.

A figure of 1.0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

8103 CITIZENS' SQUARE		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	736	1,188	5,727	3,917	6,108	381
2001	FICA	56	84	437	300	467	30
2002	Retirement/Life Insurance	114	183	994	660	1,068	74
2005	Medical/Dental Insurance	351	159	1,727	503	1,753	26
2008	ICMA - 1% Employer Contribution	0	6	5	5	5	0
2011	Workers Compensation Insurance	158	289	288	288	346	58
3000	Contractual Services	8,420	7,230	8,525	7,860	7,500	(1,025)
3300	Repairs and Maintenance	683	6,728	750	1,823	750	0
4400	Permits, Licenses and Fees	40	0	40	40	40	0
4604	EBT's Expense	468	628	650	411	450	(200)
5100	Utilities	2,339	2,334	2,650	2,548	2,550	(100)
6003	Agricultural Supplies	0	0	0	0	0	0
6005	Janitorial Supplies	183	430	240	300	240	0
6018	Materials and Supplies	752	1,610	300	468	300	0
7002	Furniture & Fixtures	0	2,089	0	560	0	0
7007	Audio and Video Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	<b>TOTAL</b>	<b>14,301</b>	<b>22,958</b>	<b>22,333</b>	<b>19,682</b>	<b>21,577</b>	<b>(756)</b>

-3.38%



**COMMUNITY & HOSPITALITY CENTER**  
**ACCT. 01-8104**

The Rocky Mount Community & Hospitality Center, located in the former Norfolk Southern freight depot on Franklin Street, was opened in April 2000 and has served as a visitor's welcome center, a local museum, and hosts numerous community and private events for the public. The center has also served as a keystone in the overall revitalization efforts in the central business district.

The Center is staffed Monday through Saturday from April through December by a six-member part-time hostess / host staff. Staff at the Center will disseminate information on local attractions, lodging, shopping and dining opportunities throughout Rocky Mount and Franklin County. Rental fees are established for public and private use to help offset the cost of operations. The Town continues to own the building and schedules reservations.

Zero percent (0%) of total Public Works labor costs are budgeted here but only actual hours worked at the DePot are charged here.

Contractual services include routine building maintenance services such as cleaning, security, HVAC maintenance, and pest control.

**COMMUNITY & HOSPITALITY  
8104 CENTER**

		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>	<b>FY 20</b>	<b>FY 21</b>	<b>Increase/ (Decrease)</b>
		<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Budget</b>
1001	Wages - Full Time	0	0	2,863	0	0	(2,863)
1002	Wages - Part Time	10,584	7,296	12,782	6,491	6,654	(6,128)
2001	FICA	739	594	1,197	497	509	(688)
2002	Retirement/Life Insurance	0	0	497	0	0	(497)
2005	Medical/Dental Insurance	0	0	864	0	0	(864)
2011	Workers Compensation Insurance	158	145	145	145	17	(128)
2103	Employment Physicals/Testing	381	0	380	284	250	(130)
3000	Contractual Services	8,139	4,444	4,000	3,559	4,000	0
3300	Repairs and Maintenance	95	0	200	614	200	0
3600	Advertising	656	0	165	0	0	(165)
5100	Utilities	3,427	3,133	3,600	2,969	3,200	(400)
5200	Communications	1,000	1,027	996	1,010	1,020	24
5445	Uniforms	0	0	0	79	0	0
5500	Travel & Training	40	25	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	111	234	200	70	100	(100)
6005	Janitorial Supplies	242	62	250	280	250	0
6018	Supplies	170	0	200	84	200	0
7001	Land & Buildings (paint exterior)	0	0	500	0	0	(500)
7002	Furniture & Fixtures	0	0	0	890	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
7007	Audio & Video Equipment	0	0	0	0	0	0
	<b>TOTAL</b>	<b>25,741</b>	<b>16,960</b>	<b>28,839</b>	<b>16,969</b>	<b>16,400</b>	<b>(12,439)</b>

-43.13%

**PASSPORT SERVICE EXPENSES**  
**ACCT. 01-8106**

The Town of Rocky Mount became a Passport Acceptance Facility in 2010. A Passport Acceptance Facility is a location which has been designated by the Federal State Department to accept passport applications on its behalf. The Town does not approve or deny applications, but merely makes sure that applications are complete, accepts payment, and forwards applications on for processing. The Town's Passport Acceptance Facility also offers passport photograph services to the public.

Costs associated with offering this service include copying, postage, office supplies, and photo supplies. Staff time is not accounted for in this account. Fees charged for passport photos and for mailing the applications offset the expenses in this account.



8106	PASSPORT SERVICE EXPENSES	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	1,780	1,996	1,875	1,422	1,875	0
5200	Communications	0	0	0	322	335	335
5500	Travel & Training/Education	0	0	0	0	0	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office & Passport Supplies	807	562	1,125	812	1,000	(125)
	<b>TOTAL</b>	<b>2,587</b>	<b>2,558</b>	<b>3,000</b>	<b>2,556</b>	<b>3,210</b>	<b>210</b>

Revenue from Passport Fees	15,419	18,293	18,293	15,300	13,022	7.00%
variance	12,832	15,735	15,293	12,744	9,812	

**ECONOMIC DEVELOPMENT AUTHORITY**  
**ACCT. 01-8130**

In conjunction with the Town's construction of the Harvester Performance Arts Venue, an Economic Development Authority was set up to take advantage of the historic tax credits available to fund up to \$1,000,000 of the costs of the construction. Town Council has appointed seven members to the Authority with staggered terms. The EDA focuses its attention to economic development opportunities for the Town.

Operating expenses include the \$100 per meeting stipend for the Planning and Zoning Clerk to attend and transcribe the meetings. Stipends of \$50 per meeting for the seven Board members are budgeted here.

**ECONOMIC  
DEVELOPMENT  
8130 AUTHORITY**

		<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>FY 20 Budget</b>	<b>FY 20 Estimated</b>	<b>FY 21 Proposed</b>	<b>Increase/ (Decrease) Budget</b>
1004	Wages - Contractual	500	400	600	500	600	0
2001	FICA	144	98	46	38	46	0
2002	Retirement/Life Insurance	75	68	103	74	103	0
2008	ICMA - 1% employer contribution	6	4	6	6	6	0
3000	Contractual Services	0	0	0	0	0	0
3600	Advertising	0	0	0	0	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
5500	Travel & Training/Education	0	0	1,500	0	1,500	0
5502	Stipends	1,400	900	1,800	1,000	1,800	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	0	0	0	0	0	0
7001	Land & Buildings	0	0	0	0	0	0
	<b>TOTAL</b>	<b>2,124</b>	<b>1,470</b>	<b>4,055</b>	<b>1,618</b>	<b>4,055</b>	<b>0</b>

0.00%



**REMEDICATION OF BLIGHTED STRUCTURES**  
**ACCT. 01-8500**

The Town of Rocky Mount began a program in fiscal year 2012 to help rid neighborhoods of blighted structures. The program is administered by the Community Development Department and its objective is to work with owners of blighted structures to restore them. As a last resort, the program purchases blighted structures with the intent to demolish, rebuild, and re-sale them.

The Town's Public Works Department personnel will demolish and clean debris from the blighted properties when feasible. Otherwise the demolition and rebuilding are outsourced.

<b>REMEDICATION OF 8500 BLIGHTED STRUCTURES</b>		<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>FY 20 Budget</b>	<b>FY 20 Estimated</b>	<b>FY 21 Proposed</b>	<b>Increase/ (Decrease) Budget</b>
1001	Wages - Full time	0	0	0	0	0	0
2001	FICA	0	0	0	0	0	0
2002	Retirement/Life Insurance	0	0	0	0	0	0
3000	Contractural Services	1,440	0	0	0	0	0
3152	Demolition	0	0	20,000	0	0	(20,000)
3600	Advertising	0	0	0	0	0	0
4400	Permits	0	0	0	0	0	0
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
6003	Agricultural Supplies	0	0	0	0	0	0
	<b>TOTAL</b>	<b>1,440</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>(20,000)</b>

-100.00%

**GENERAL FUND NON-DEPARTMENTAL  
ACCT. 01-9102**

This account reflects costs not associated with any specific account elsewhere in the General Fund. These costs may include agency support, interfund transfers, debt service and contingency monies that Town Council may chose to use during the fiscal year for unforeseen needs.

A portion (75%) of general liability, automotive, property and casualty, and other non-medical related insurance have been centralized to this account. Debt Service is provided to service debt on the 2011 bond for the Emergency Services Building and the 2017 bond for Park infrastructure, drainage projects, and public safety radios.

Capital items generally used by a particular department are included in their specific operating account and not in this non-departmental account.

Included are the various costs for administering the flexible benefits and health insurance plans and a reserve for Council supplemental pay adjustments. Expenses for employee drug testing and wellness programs are found here.

We have tried historically to budget some amount each year in a contingency line item to cover any unanticipated costs that Council may designate during the year. The proposed base contingency is \$50,000.

There is a transfer to the Harvester Performance Center fund for \$319,936 to cover Town expenses related to the Harvester such as salaries, other personnel costs, utilities, and other building maintenance costs.

Financial support to outside agencies is included as well. A list of all agencies that have been funded in the past, their requests for funding and recommendations for funding, can be found in the Supplemental Information section of this budget document. Contributions to outside public service agencies is capped at about one-half cent of the real estate tax rate. However, as in the previous fiscal year, contributions are capped at \$16,500.



The amount proposed as contributions to outside agencies for this fiscal year is \$16,500 and includes the following:

Franklin Center Workforce Consortium	\$6,000
Free Clinic of Franklin County	3,500
Helping Hands	3,000
Stepping Stone Mission	750
Franklin County Family Resource Center	500
Franklin County Perinatal Education Center	500
Franklin County Historical Society	500
We Care of Franklin County	500
Southern VA Child Advocacy Center (CAPS)	200
Warren Street Society	0
Franklin County Rescue Squad	0
Undesignated	<u>1,050</u>
Total Contributions to Agencies	\$16,500

9102 GENERAL FUND NONDEPARTMENTAL		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1000	Personal Services	14,199	24,018	0	24,018	0	0
2000	Fringe Benefits Administration Fees	32,187	18,523	22,744	21,947	33,232	10,488
2001	FICA	1,086	1,837	0	1,837	0	0
2004	LODA - Retiree Insurance	17,814	12,451	47,318	14,820	15,413	(31,905)
	Short-term Disability Insurance	0	0	0	9,868	23,682	23,682
	VRS percentage change increase (1.56%)	0	0	0	0	10,984	10,984
2101	Employee Wellnes Program	3,572	1,959	3,960	3,500	3,960	0
2102	Employee Drug Testing	933	767	1,100	1,137	1,100	0
5300	Insurance	64,458	64,522	65,167	67,032	69,713	4,546
5600	Contributions to Other Entities	15,450	15,450	16,500	16,500	16,500	0
5800	Miscellaneous		22,639	0	0	0	0
9001	Debt Service - Principal	295,000	290,000	288,000	287,730	291,000	3,000
9002	Debt Service - Interest	52,659	50,079	40,652	40,614	31,082	(9,570)
9300	Transfer to Utility Operations Fund	0	152,943	0	0	0	0
9400	Transfer to Capital Projects Fund	0		0	0	0	0
9500	Transfer to Utility Capital Projects Fund	0		0	0	0	0
9600	Transfer to Performance Venue Fund-Operations	354,682	2,588	355,484	355,484	319,936	(35,548)
9959	Contingency	0		50,000	50,000	50,000	0
9959	Reserve for Council supplemental pay adjustments	0		29,550	0	29,550	0
9959	Contingency-Economic Development Incentive	0		0	70,000	0	0
	<b>TOTAL</b>	<b>852,038</b>	<b>657,776</b>	<b>920,475</b>	<b>964,486</b>	<b>896,152</b>	<b>(24,323)</b>

-2.64%

# **UTILITY OPERATING FUND**



## **OVERVIEW: UTILITY OPERATING FUND**

The utility operating fund accounts for the production and sale of water and the cost to treat sewer. The Town of Rocky Mount delivers quality water and sewer services to its customers. The last rate re-structure has helped to close the gap between below market rates and the actual costs to provide water and sewer services. 61% of our water revenue comes from residential, commercial, and industrial customers living within the Town limits. 79% of the gallons consumed are in-town.

Revenues in the utility fund include water use charges, sewer use charges, rental of property for cell phone towers, and a transfer from the utility capital fund, if needed.

Expenses include water distribution and treatment, sewer collection and treatment, utility billing, and non-departmental expenses not directly attributable to any one function.

UTILITY OPERATING FUND REVENUES		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget	% change
<b>2000 Water Use Charges</b>								
2030	Water Consumption Charges	1,281,157	1,158,210	1,540,000	1,287,734	1,449,104	(90,896)	
2031	Water Connections	30,989	20,525	12,000	8,525	6,000	(6,000)	
2032	Reconnect Fees	13,010	17,975	16,625	11,125	14,131	(2,494)	
2034	Penalties	29,603	26,522	26,000	16,104	23,800	(2,200)	
2037	Bulk Water Purchases	10,833	31,252	1,000	26,145	1,000	0	
	<b>Total Water Use Charges</b>	<b>1,365,591</b>	<b>1,254,484</b>	<b>1,595,625</b>	<b>1,349,633</b>	<b>1,494,035</b>	<b>(101,590)</b>	-6.4%
<b>2400 Other Categorical Aid</b>								
0108	Other Categorical Aid	0	0	0	0	0	0	
0405	Dept of Health	0	0	0	0	0	0	
	<b>Total Other Categorical Aid</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	0.0%
<b>3000 Wastewater Use Charges</b>								
3030	Sewer Use Charges	758,995	846,836	903,778	761,163	880,234	(23,544)	
3031	Sewer Connections	4,000	6,000	6,000	5,000	4,000	(2,000)	
	<b>Total Wastewater Use Charges</b>	<b>762,995</b>	<b>852,836</b>	<b>909,778</b>	<b>766,163</b>	<b>884,234</b>	<b>(25,544)</b>	-2.8%
<b>5000 Miscellaneous Revenue</b>								
0201	Rent of Property	50,842	64,023	99,852	47,223	117,000	17,148	
0207	Sale of Property/Materials	600	4,600	0	1,900	0	0	
0407	VML Safety Grant	0	0	0	0	0	0	
4105	Recoveries	0	0	0	0	0	0	
	<b>Total Miscellaneous Revenue</b>	<b>51,442</b>	<b>68,623</b>	<b>99,852</b>	<b>49,123</b>	<b>117,000</b>	<b>17,148</b>	17.2%
<b>8000 Transfers from Other Funds</b>								
0901	Transfer fm General Fund-for utility operations	0	0	0	0	0	0	
3039	Transfer from Utility Cap Projects Fund	0	0	0	0	0	0	
	<b>Total Transfers from Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	#DIV/0!
	<b>Total Utility Fund Revenues before Fund Balance</b>	<b>2,180,029</b>	<b>2,175,943</b>	<b>2,605,255</b>	<b>2,164,918</b>	<b>2,495,269</b>	<b>(109,986)</b>	-4.2%
<b>9000 Use of Fund Balance</b>								
9999	Appropriated Fund Balance-depreciation	769,566	791,273	814,012	814,012	823,000	8,988	
	<b>Total Use of Fund Balance</b>	<b>769,566</b>	<b>791,273</b>	<b>814,012</b>	<b>814,012</b>	<b>823,000</b>	<b>8,988</b>	1.1%
	<b>TOTAL UTILITY FUND REVENUES</b>	<b>2,949,595</b>	<b>2,967,216</b>	<b>3,419,267</b>	<b>2,978,930</b>	<b>3,318,269</b>	<b>(100,998)</b>	-3.0%
								-2.95%

UTILITY OPERATING FUND EXPENDITURE SUMMARY		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget	% change
Account	Description							
	<u>Water Treatment &amp; Distribution</u>							
5000	Water Distribution System	209,727	284,283	238,212	187,574	210,358	(27,854)	
5010	Meter Reading	34,073	34,510	39,619	22,073	39,957	338	
5050	Water Treatment Plant	574,711	666,611	712,756	618,346	702,581	(10,175)	
	<b>Total Water Treatment &amp; Distribution</b>	<b>818,511</b>	<b>985,404</b>	<b>990,587</b>	<b>827,993</b>	<b>952,895</b>	<b>(37,691)</b>	-3.8%
	<u>Wastewater Collection &amp; Treatment</u>							
6000	Wastewater Collection System	134,469	171,125	208,073	200,093	180,074	(27,999)	
6050	Wastewater Treatment Plant	481,041	512,449	558,378	426,367	533,267	(25,111)	
	<b>Total WW Collection &amp; Treatment</b>	<b>615,509</b>	<b>683,574</b>	<b>766,451</b>	<b>626,460</b>	<b>713,341</b>	<b>(53,110)</b>	-6.9%
	<u>Miscellaneous</u>							
6200	Utility Billing	164,233	218,288	182,248	189,555	245,433	63,185	
6900	Utility Fund Nondepartmental	1,199,394	1,194,663	1,324,529	1,319,752	1,236,317	(88,212)	
	<b>Total Miscellaneous</b>	<b>1,363,627</b>	<b>1,412,951</b>	<b>1,506,777</b>	<b>1,509,307</b>	<b>1,481,750</b>	<b>(25,027)</b>	-1.7%
	<b>TOTAL</b>	<b>2,797,647</b>	<b>3,081,929</b>	<b>3,263,815</b>	<b>2,963,760</b>	<b>3,147,986</b>	<b>(115,829)</b>	-3.5%
Total Revenues		2,949,595	2,967,216	3,419,267	2,978,930	3,318,269	(100,998)	
Surplus/(Defecit)		151,947	(114,713)	155,452	15,171	170,283	14,830	
		106.76%	110.16%	116.66%	90.81%	106.22%	-3.55%	
depreciation expense		769,566	791,273	814,012	814,012	823,000	8,988	



## **WATER SYSTEM OPERATIONS ACCT. 02-5000**

The Rocky Mount Public Works Department is responsible for maintaining the water distribution system to our customers. The Town currently has about 3,000 connections, including residential, commercial, institutional, and industrial users. These lines range in size from 2" service lines to 24" main lines, covering approximately 550,000 linear feet. Some of this system lies outside the corporate limits. Whenever Public Works employees, vehicles or equipment are used in servicing these lines, these costs are charged against this account to accurately reflect the true costs of providing utility service to the users. Fees are charged each month based upon consumption readings to cover the costs of providing this service. 8.0% of all Public Works labor and fringe benefits are budgeted to this account. Only actual time spent on associated projects will be charged during the year.

Aside from service lines, the Town is also responsible for the maintenance of five water storage tanks with a capacity of over 2.8 million gallons. Tanks are located on US 220 North, US 220 South, Scuffling Hill Road, Bald Knob, and Grassy Hill / Landmark. The annual maintenance costs for these tanks are budgeted in the contractual services line item. A fifth water storage tank at Grassy Hill is part of this year's capital improvement program.

Materials and supplies include pipe, valves, hydrants, clamps, and meters for new connections or which may be needed in miscellaneous line maintenance projects. Capital outlay and infrastructure may include more substantial repairs to existing water lines.

<b>WATER DISTRIBUTION</b>				<b>FY 20</b>	<b>FY 20</b>	<b>FY 21</b>	<b>Increase/</b>
<b>5000 SYSTEM</b>		<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>	<b>(Decrease)</b>
							<b>Budget</b>
1001	Wages - Full Time	56,326	52,238	72,261	64,742	60,338	(11,923)
1002	Wages - Part Time	601	187	0	0	0	0
1003	Wages - Overtime	3,830	2,740	3,105	0	0	(3,105)
2001	FICA	4,476	4,040	5,765	4,953	4,616	(1,149)
2002	Retirement/Life Insurance	9,227	34,740	13,230	10,903	10,553	(2,677)
2005	Medical/Dental Insurance	27,683	13,604	15,006	13,942	15,793	787
2008	ICMA - 1% employer contribution	174	195	195	192	204	9
2011	Workers' Compensation Insurance	3,893	3,589	3,571	3,685	3,354	(217)
3000	Contractual Services	30,690	76,030	45,879	45,094	55,500	9,621
3300	Repairs and Maintenance	673	594	1,500	3,116	5,000	3,500
3340	Safety Repairs & Materials	0	0	500	0	0	(500)
3600	Advertising	0	0	0	0	0	0
5100	Utilities	19,539	28,152	30,000	21,366	30,000	0
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expenses	226	0	300	0	0	(300)
5158	Small Equipment Purchases	0	0	0	802	0	0
5200	Communications	0	0	0	0	0	0
5800	Miscellaneous	0	16,594	0	0	0	0
6003	Agricultural Supplies	0	0	100	0	0	(100)
6009	Materials & Supplies	38,472	31,580	26,800	15,280	20,000	(6,800)
7000	Capital Outlays	11,233	20,000	20,000	3,500	5,000	(15,000)
7004	Machinery & Equipment	2,685		0	0	0	0
7010	Infrastructure	0		0	0	0	0
	<b>TOTAL</b>	<b>209,727</b>	<b>284,283</b>	<b>238,212</b>	<b>187,574</b>	<b>210,358</b>	<b>(27,854)</b>

-11.69%

**METER READING  
ACCT. 02-5010**

The Public Works Department is responsible for reading all water meters monthly. Readings are submitted to the Finance Department, which is responsible for preparing and mailing the bills and collecting payments.

A total meter replacement project has just been completed. AMI technology is installed to submit readings from each meter several times per day from eight gateway structures located throughout the Town's utility service area. Once per month readings are loaded into the reading software to download into the billing software. Our plan is to continue with once per month billing about 30 days after the reading download. To be consistent with present proceedings, readings will take place the first week of the month for billing during the last week of the month.

The software, once installed, is capable of letting the customer log onto a customer portal to track their individual daily readings, if desired, and to pay their water bill within the portal using a third-party credit card processor.

3.0% of the Public Works labor and benefits are budgeted here. However, actual time of personnel is charged here.



5010 METER READING		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	19,722	18,286	22,907	10,117	16,492	(6,415)
1003	Wages - Overtime	188	0	104	0	0	(104)
2001	FICA	1,055	1,502	1,183	774	1,262	79
2002	Retirement/Life Insurance	2,861	3,327	2,711	1,704	2,885	174
2005	Medical/Dental Insurance	4,309	4,450	4,847	2,059	4,734	(113)
2008	ICMA - 1% Employer Contribution	0	0	0	0	0	0
2011	Workers' Compensation Insurance	1,100	1,157	1,151	1,151	935	(216)
3000	Contractual Services	2,085	2,085	10,000	0	7,100	(2,900)
3300	Repairs & Maintenance	0	0	500	0	0	(500)
5100	Utilities	0	0	0	146	200	200
5155	Motor Fuel	2,754	2,709	2,800	2,460	2,500	(300)
5157	Motor Vehicle Expenses	0	99	750	681	750	0
5200	Communications	0	793		2,830	2,900	
5500	Travel & Training	0	0	0	0	0	0
6009	Materials & Supplies	0	102	200	152	200	0
	<b>TOTAL</b>	<b>34,073</b>	<b>34,510</b>	<b>39,619</b>	<b>22,073</b>	<b>39,957</b>	<b>(2,562)</b>

-6.47%

## **WATER TREATMENT PLANT ACCT. 02-5050**

The Town of Rocky Mount operates a 2.0 MGD water treatment facility located approximately 2 miles north of the corporate limits off U.S. Route 220. Constructed in 1983, the plant draws raw water from the Blackwater River. The facility and its treatment process comply with the Virginia Health Department (VDH) and with the Department of Environmental Quality (DEQ) and rated as a Class II plant. The facility is a conventional treatment filtration plant utilizing chemical addition with flash mix and three flocculation basins, two sedimentation basins, two sand filters, 250,000 gallon clear well and finished water pumps. The Water Plant uses liquid bleach for processing.

Five (5) full-time operators are employed, supervised by the Water Treatment Plant Superintendent who holds a Class I license. Staff will include one (1) Lead Operator (with an Operator I license), two (2) operators classified as Operator I, one (1) as an Operator II, and one (1) as an Operator III.

The Town has addressed several capital needs over the past years needed to maintain the water treatment plant and to meet VDH requirements. The plant continues to operate on a VDH permit and quality standards that require less than 24 hour operation to hold down personnel and operating costs. The Water Treatment Plant is expected to incur a near zero increase in its production level for this fiscal year.

Contractual services encompass instrumentation, elevator, and HVAC maintenance, calibration, and any engineering services required. Chemicals include chlorine, fluoride, alum, and other chemicals needed to treat raw water for distribution.



5050 WATER TREATMENT PLANT				FY 20	FY 20	FY 21	Increase/ (Decrease)
		FY 18 Actual	FY 19 Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	248,455	272,946	283,645	274,721	289,431	5,786
1003	Wages - Overtime	3,588	6,892	4,658	6,464	6,892	2,234
2001	FICA	16,881	22,584	21,640	21,511	22,669	1,029
2002	Retirement/Life Insurance	34,440	46,048	49,144	47,352	50,621	1,477
2005	Medical/Dental Insurance	63,633	62,938	77,576	47,605	67,328	(10,248)
2008	ICMA - 1% employer contribution	0	2	560	20	74	(486)
2103	Employment Physicals/Testing	0	370	0	284	250	250
2011	Workers' Compensation Insurance	6,777	4,956	4,931	5,109	5,441	510
3000	Contractual Services	5,330	11,538	8,853	5,969	10,000	1,147
3300	Repairs & Maintenance	8,906	8,515	12,000	4,239	10,000	(2,000)
3340	Safety Repairs & Materials	103	10,132	500	949	800	300
3341	Lab Testing Services	6,772	8,656	25,000	6,890	10,000	(15,000)
3600	Advertising	1,279	0	100	0	0	(100)
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	42	57	60	40	50	(10)
4400	Permits, Licenses & Fees	8,626	9,624	9,300	8,889	9,100	(200)
5100	Utilities	69,255	66,639	72,000	67,249	71,000	(1,000)
5150	Heating Fuel	4,344	4,406	5,000	3,232	4,600	(400)
5155	Motor Fuel	1,627	2,024	2,000	2,310	2,300	300
5157	Motor Vehicle Expenses	987	728	750	791	1,500	750
5158	Small Equipment Expense	35	705	300	441	1,300	1,000
5200	Communications	4,884	5,814	5,600	5,782	5,800	200
5404	Grant Purchases	0	0	0	0	0	0
5445	Uniforms	3,927	4,154	4,600	3,520	4,000	(600)
5500	Travel & Training	1,344	6,539	3,300	2,497	3,300	0
5650	Dues & Professional Memberships	200	225	225	225	300	75
5700	Books & Subscriptions	100	303	200	191	200	0
6001	Office Supplies	403	196	650	347	325	(325)
6003	Agricultural Supplies	55	0	100	0	600	500
6004	Laboratory Supplies	5,210	10,023	10,500	14,067	15,000	4,500
6005	Janitorial Supplies	119	294	150	1,174	1,200	1,050
6009	Materials and Supplies	4,207	4,346	5,000	5,418	7,500	2,500
6014	Chemicals & Materials	70,316	86,882	87,000	75,829	89,000	2,000
7000	Capital Outlays (larger repairs)	0	3,953	10,000	3,617	10,000	0
7002	Furniture & Fixtures	2,040	1,748	0	0	0	0
7003	Data Processing Equipment	826	2,374	2,000	1,082	1,500	(500)
	Audio Visual Equipment	0	0	0	533	500	500
8000	Equipment Rental	0	0	0	0	0	0
	<b>TOTAL</b>	<b>574,711</b>	<b>666,611</b>	<b>712,756</b>	<b>618,346</b>	<b>702,581</b>	<b>(4,761)</b>

-0.67%



## **SEWER SYSTEM OPERATIONS**

### **ACCT. 02-6000**

The Public Works Department is responsible for maintaining the wastewater collection system to the Wastewater Treatment Plant. These lines lie both inside the corporate limits and outside for industrial and commercial development. Whenever Public Works employees, vehicles and equipment are used in servicing these lines, these costs are booked against this account to accurately reflect the true costs of providing these services. Fees are charged to the users to recover the costs of collecting wastewater and its treatment. 8.0% of all Public Works labor and fringe benefits are budgeted in this account. Actual labor spent on work associated with the wastewater collection system will be charged.

Routine repairs and maintenance of sewer lines are provided by Public Works. Money has been set aside for materials and supplies for miscellaneous sewer line extensions or repairs that may be required during the fiscal year. This account also includes costs to operate and maintain all sewer pump stations in the system. At present, the town has 6 stations: Green Oaks, Trail Drive, Rt. 220, Powder Mill, Altice Mill Road, and Rt. 122.

Contractual services include miscellaneous contracted work needed for basic inflow and infiltration repairs or engineering services, for root control, and for "Miss Utility" markings. Materials and supplies include costs for non-specific sewer line projects and repairs. Funds budgeted do not provide for any new services, but only to repair existing lines when needed. Capital outlay provides for major repair costs. Infrastructure includes costs for major repair projects to existing sewer lines.

<b>WASTEWATER COLLECTION 6000 SYSTEM</b>		<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>FY 20 Budget</b>	<b>FY 20 Estimated</b>	<b>FY 21 Proposed</b>	<b>Increase/ (Decrease) Budget</b>
1001	Wages - Full Time	41,720	61,507	72,261	85,815	60,338	(11,923)
1002	Wages - Part Time	0	480	0	0	0	0
1003	Wages - Overtime	211	849	983	365	500	(483)
2001	FICA	3,081	4,611	5,604	6,593	4,654	(950)
2002	Retirement/Life Insurance	6,343	10,460	12,856	14,513	10,553	(2,303)
2005	Medical/Dental Insurance	9,896	14,622	15,141	25,231	15,793	652
2008	ICMA - 1% employer contribution	189	275	207	382	382	175
2011	Workers' Compensation Insurance	3,893	3,589	3,571	3,685	3,354	(217)
3000	Contractual Services	5,480	9,487	17,000	13,156	19,000	2,000
3300	Repairs & Maintenance	11,008	10,078	10,000	8,763	11,500	1,500
3600	Advertising	0	213	300	97	200	(100)
5100	Utilities	36,206	43,945	56,000	30,056	40,000	(16,000)
5150	Heating Fuel	981	1,050	1,000	1,000	1,000	0
5155	Motor Fuel	699	962	800	793	800	0
5157	Motor Vehicle Expense	859	2,843	1,000	800	1,000	0
5200	Communications	0	0	0	0	0	0
5500	Travel & Training	0	0	0	0	0	0
6003	Agricultural Supplies	0	0	150	0	0	(150)
6012	Materials & Supplies	11,745	4,879	9,000	6,665	8,000	(1,000)
6014	Chemicals & Materials	2,160	1,275	2,200	2,180	3,000	800
7000	Capital Outlays	0	0	0	0	0	0
7001	Land & Buildings	0	0	0	0	0	0
7004	Machinery & Equipment	0	0	0	0	0	0
7010	Infrastructure	0	0	0	0	0	0
	<b>TOTAL</b>	<b>134,469</b>	<b>171,125</b>	<b>208,073</b>	<b>200,093</b>	<b>180,074</b>	<b>(27,999)</b>

-13.46%



## **WASTEWATER TREATMENT PLANT ACCT. 02-6050**

The Town of Rocky Mount operates a 2.0 MGD wastewater treatment facility located approximately 1 mile east of the corporate limits. Constructed in 1994, the plant is a state-of-the-art facility with a discharge permit into the Pigg River. The facility and its treatment process comply with Virginia Health Department (VDH) and with Department of Environmental Quality (DEQ) and is rated as a Class I plant. The facility is a conventional treatment plant utilizing aerobic digestion and UV light treatment, two primary digesters, sedimentation basins, and belt press operation. The Town is required to dispose of sludge produced at the plant at the county landfill. Currently five full-time operators are employed, including the Wastewater Treatment Plant Superintendent, who holds a Class I license. Staff will include one (1) Lead Operator who holds a Class I license, two (2) Operators I and one (1) Operator II. An intern from the Virginia Western water and sewer instructional program or from the Ferrum College environmental science program is also used throughout the year. Wastewater Treatment Plant personnel are responsible for the maintenance of the facility and grounds as well as all pump stations.

The plant is a benchmark for other treatment facilities in the state because of its design and the maintenance provided by the WWTP Superintendent and his staff. The plant consistently performs well above minimum standards established in the regulatory permit issued by the Virginia Department of Environmental Quality.

Contractual services are for facility and equipment maintenance. Repairs and maintenance are for miscellaneous and small emergency repairs. Laboratory supplies are for testing materials and equipment required by regulatory agencies to meet state and federal operating limits. Chemicals are for materials needed to treat inflow before discharging.



<b>WASTEWATER TREATMENT 6050 PLANT</b>		<b>FY 18 Actual</b>	<b>FY 19 Actual</b>	<b>FY 20 Budget</b>	<b>FY 20 Estimated</b>	<b>FY 21 Proposed</b>	<b>Increase/ (Decrease) Budget</b>
1001	Wages - Full Time	232,778	236,578	251,161	203,447	251,595	434
1002	Wages - Part Time	1,100	2,030	6,624	0	0	(6,624)
1003	Wages - Overtime	2,118	1,894	2,000	330	1,000	(1,000)
2001	FICA	9,825	19,843	19,363	15,589	19,324	(39)
2002	Retirement/Life Insurance	28,699	41,492	42,387	34,316	44,004	1,617
2005	Medical/Dental Insurance	57,275	59,122	56,242	45,995	49,932	(6,310)
2011	Workers' Compensation Insurance	3,001	1,365	1,358	1,421	1,470	112
2103	Employment Physicals/Testing	367	0	370	0	0	(370)
3000	Contractual Services	5,084	7,651	8,000	7,576	8,000	0
3300	Repairs & Maintenance	17,943	25,450	18,000	15,690	20,000	2,000
3341	Lab Testing Services	2,987	2,404	6,000	1,172	6,000	0
3600	Advertising	84	97	100	0	0	(100)
3800	Postage & Delivery Services	197	10	50	14	20	(30)
4400	Permits, Licenses, & Fees	9,742	9,627	10,000	9,444	10,000	(0)
5100	Utilities	56,885	63,803	74,000	52,925	64,373	(9,627)
5150	Heating Fuel Expense	659	1,455	800	650	1,000	200
5155	Motor Fuel	2,510	2,567	2,800	2,970	3,000	200
5157	Motor Vehicle Expenses	945	1,372	800	813	1,300	500
5158	Small Equipment Expenses	226	327	400	132	400	0
5200	Communications	5,087	6,624	5,220	4,906	5,220	0
5445	Uniforms	3,140	3,894	4,300	3,265	4,500	200
5500	Travel & Training	2,797	3,117	3,000	0	3,000	0
5650	Dues and Professional Memberships	166	225	300	308	400	100
5700	Books & Subscriptions	100	298	100	131	200	100
6001	Office Supplies	641	267	450	136	230	(220)
6003	Agricultural Supplies	0	47	400	0	100	(300)
6004	Laboratory Supplies	8,324	6,402	8,500	7,556	8,500	0
6005	Janitorial Supplies	3,411	569	1,500	802	1,200	(300)
6012	Wastewater Supplies	766	443	1,000	1,903	2,800	1,800
6014	Chemicals & Materials	21,882	12,972	16,000	7,806	14,200	(1,800)
7000	Capital Outlays (larger repairs)	800	0	10,000	7,070	10,000	0
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	1,500	504	2,000	0	1,500	(500)
	<b>TOTAL</b>	<b>481,041</b>	<b>512,449</b>	<b>558,378</b>	<b>426,367</b>	<b>533,267</b>	<b>(19,958)</b>

-3.57%

**UTILITY BILLING  
ACCT. 02-6200**

The Finance Department handles all financial and personnel related services for the Utility Fund. To properly reflect the true costs of these services, a portion of all salaries and fringe benefits of these persons will be charged to the Utility Fund. 25% of the personnel costs for the Finance Director, the Assistant Finance Director, and the Accounting Technician and 50% of personnel costs for both Account Clerks have been allocated to this account. No portion of the costs for administrative oversight of the fund by the Town Manager is charged to this account, but should be for proper accountability and booking of true operation costs. The Finance Department oversees the input of the meter readings, prepares and mails the utility bills, and collects payments. They also maintain the general ledger for utility fund operations and process payroll and benefits administration for employees operating in this fund.

A portion (25%) of all maintenance agreements for computer hardware and software is also being charged to this account. 25% of the annual audit is allocated to this account. 25% of office equipment maintenance contract costs and 25% of Finance Department office supplies are charged to this account.

**UTILITY BILLING &  
6200 ADMINISTRATION**

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	82,145	82,537	84,330	89,425	93,691	9,361
1003	Wages - Overtime	18	16	0	0	0	0
2001	FICA	3,980	6,422	6,451	6,841	7,167	716
2002	Retirement/Life Insurance	11,851	13,755	14,791	15,059	16,387	1,596
2005	Medical/Dental Insurance	17,920	20,882	20,489	18,216	19,099	(1,390)
2008	ICMA - 1% Employer Contribution	301	434	843	404	369	(474)
2011	Workers' Compensation Insurance	48	16	16	16	19	3
3000	Contractual Services	26,149	29,297	28,000	36,867	49,600	21,600
3700	Printing and Binding	4,096	5,269	9,000	4,206	5,500	(3,500)
3800	Postage & Delivery Services	15,189	16,374	15,528	15,309	15,600	72
6001	Office Supplies	2,537	1,812	2,800	3,212	3,000	200
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	0	41,474	0	11,847	35,000	35,000
	<b>TOTAL</b>	<b>164,233</b>	<b>218,288</b>	<b>182,248</b>	<b>201,401</b>	<b>245,433</b>	<b>63,185</b>

34.67%



**UTILITY FUND NON-DEPARTMENTAL  
ACCT. 02-6900**

This account includes all costs not associated with any operating departmental budget. These costs include general liability insurance costs (25%), interfund transfers, debt service, and contingency for unanticipated costs or Town Council discretionary funds needed during the budget year. Depreciation costs are budgeted in all proprietary funds in accordance with sound financial practices. Depreciation has been budgeted to account for expenses related to both the water and sewer systems that are anticipated to be recorded in year-end audited financial statements. Water and sewer rates do not cover the cost of depreciation. Depreciation is financed by tapping into the fund balance. Supplemental pay adjustments for Council use for utility fund employees are included in this account.

Debt Service in the Utility Fund is for past utility line extensions within Town limits (2013 issue).

We have tried historically to budget some amount each year in a contingency line item to cover any unanticipated chemical or materials costs or engineering services that Council may designate during the year. The amount this year is proposed at \$10,000.

6900 UTILITY FUND NONDEPARTMENTAL		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
1000	Personal Services	3,803	6,086	0	6,086	0	0
2001	FICA	291	466	0	466	0	0
5300	Insurance	21,486	21,507	21,722	22,344	23,238	1,516
9001	Debt Service - Principal	292,500	302,000	363,240	363,240	310,000	(53,240)
9002	Debt Service - Interest	111,748	73,331	108,504	108,504	63,028	(45,476)
9100	Transfer to General Fund	0	0	0	5,100	0	0
9401	Transfer to Utility Fund Capital Projects Fund	0	0	0	0	0	0
9959	Contingency	0	0	10,000	0	10,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	7,051	0	7,051	0
9960	Depreciation -- Water	342,479	334,920	347,633	347,633	361,000	13,367
9961	Depreciation -- Sewer	427,087	456,353	466,379	466,379	462,000	(4,379)
	<b>TOTAL</b>	<b>1,199,394</b>	<b>1,194,663</b>	<b>1,324,529</b>	<b>1,319,752</b>	<b>1,236,317</b>	<b>(88,212)</b>

-6.66%

# **UTILITY CAPITAL FUND**



## **OVERVIEW: UTILITY CAPITAL FUND**

The utility capital fund was established in fiscal year 2013 and contains a portion of the revenues generated from water distribution and sewer collection charges in order to fund capital needs of the water and sewer systems. It also contains the flat availability fees for meters greater than 5/8".

Expenses in this fund will be for capital and major repair items for the water distribution system, the Water Treatment Plant, the sewer collection system, and the Wastewater Treatment Plant. With the input of the Water Plant Superintendent, the Wastewater Plant Superintendent, the Public Works Superintendent, the Town Manager, and the Assistant Town Manager, Council will decide which projects will be funded in any particular year.

Debt service includes the meter replacement project (2018 issue) and the Western Virginia Water Authority interconnections (2019 issue).

The one dollar increase in residential garbage fees, established from rates at December 31, 2012, is also put into this fund to help fund future public works capital equipment needs such as a replacement garbage truck or other large public works machinery.

**UTILITY FUND CAPITAL PROJECTS  
FUND REVENUE**

		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>	<b>FY 20</b>	<b>FY 21</b>	<b>Increase/ (Decrease)</b>	<b>%</b>
		<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Budget</b>	<b>Change</b>
<b>2020</b>	<b><u>Capital Recovery - Water</u></b>							
2500	Utility Capital fee - Water	303,636	295,960	294,237	277,726	291,336	(2,901)	-1.0%
<b>3030</b>	<b><u>Capital Recovery - Sewer</u></b>							
3500	Utility Capital fee - Sewer	248,368	224,827	150,000	222,316	249,348	99,348	66.2%
<b>4040</b>	<b><u>Capital Recovery - Garbage</u></b>							
4500	Utility Capital fee - Garbage	21,612	20,236	20,247	20,247	20,190	(57)	-0.3%
<b>1500</b>	<b><u>Proceeds from the Use of Assets</u></b>							
4051	Proceeds from Bond Issue	0	0	0	1,116,500	0	0	0.0%
0101	Interest Income	0	0	0	6,645	0	0	
<b>2400</b>	<b><u>Categorical Aid</u></b>							
0414	FEMA grant (for WTP generator)	0	0	0	0	150,000	150,000	100.0%
<b>8000</b>	<b><u>Transfer from Other Funds</u></b>							
3035	Transfer from general fund	0	152,943	0	0	0	0	
	Total Transfers from other funds	0	152,943	0	0	0	0	0.0%
<b>4100</b>	<b><u>Use of Fund Balance</u></b>							
9999	Appropri Fund Bal-prior year avail revenue	469,421	(275,972)	110,193	(297,124)	(492,094)	(602,287)	
9999	Appropri Fund Bal-PW equipment	(34,651)	(15,448)	(14,730)	4,800	24,990	39,720	
	Total Use of Fund Balance	434,770	(291,420)	95,463	(292,324)	(467,104)	(562,567)	-589.3%
	<b>TOTAL UTILITY CAPITAL</b>							
	<b>PROJECTS FUND</b>	<b>1,008,386</b>	<b>402,546</b>	<b>559,947</b>	<b>1,344,465</b>	<b>243,770</b>	<b>(466,177)</b>	<b>-83.3%</b>

-83.25%

**UTILITY FUND CAPITAL PROJECTS FUND  
EXPENDITURES**

		FY 18	FY 19	FY 20	FY 20	FY 21	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
<b>Account</b>	<b>Water Treatment &amp; Distribution</b>						
<b>05.5005</b>	<b>Water Distribution</b>						
7000	meter replacement project (annual)	3,388	0	0	0	0	0
5334	replace 8" line Diamond Ave	241,170	4,380	0	0	0	0
5335	Scuffling Hill tank aerator	68,155		0	0	0	0
5336	rebuild upper pump Grassy Hill	11,748		0	0	0	0
5337	Eclips #88 sample hydrants (replace 6 & 6 new)	8,872		0	0	0	0
5302	Utility Billing share of Finance Software	0		0	115,000	0	0
5302	Complete Replacement of Meters	0	867,702	990,000	990,000	0	(990,000)
5342	ground penetrating radar & GIS software	0	33,850	35,000	35,000	0	(35,000)
5348	refurbish old Grassy Hill tank & telemetry water syste	0	11,119	70,000	50,666	0	(70,000)
	Machinery/Equip-1/2 JD loader & equipment	0		91,500	81,481	0	(91,500)
	fire hydrant cleaning system	0	0	0	0	9,800	9,800
	<b>Total Water Distribution</b>	<b>333,333</b>	<b>917,051</b>	<b>1,186,500</b>	<b>1,272,147</b>	<b>9,800</b>	<b>(1,176,700)</b>
<b>05.5060</b>	<b>Water Treatment Plant</b>						
5338	streaming current monitor	6,764		0	0	0	0
5326	parking lot repairs	10,770		0	0	0	0
5340	upgrade Plant controls & programming	3,284		0	0	0	0
5341	replace pressure reducing valve & plumbing	0	11,920	0	0	0	0
5343	replace flocculators	0	4,508	161,000	0	0	(161,000)
5344	replace mower	0	8,973	8,500	8,500	0	(8,500)
5345	interconnection to WVWA	0	4,895	15,000	11,000	0	(15,000)
5349	pick-up truck & snow blade	0		36,000	39,188	0	(36,000)
5350	generator (grant funded)	0		150,000	0	150,000	0
	security upgrades	0	0	31,200	31,200	0	(31,200)
	valve actuator	0	0	26,878	0	0	(26,878)
	streaming current monitor	0	0	0	0	0	0
	re-certify & install finished water pump	0	0	0	0	0	0
	replace pressure reduction on chemical feedwater	0	0	0	0	9,900	9,900
	replace filter influent valve	0	0	0	0	36,000	36,000
	<b>Total Water Treatment Plant</b>	<b>20,819</b>	<b>30,296</b>	<b>428,578</b>	<b>89,888</b>	<b>195,900</b>	<b>(232,678)</b>
	<b>TOTAL WATER DISTRIBUTION &amp; TREATMENT</b>	<b>354,152</b>	<b>947,347</b>	<b>1,615,078</b>	<b>1,362,034</b>	<b>205,700</b>	<b>(1,409,378)</b>



**UTILITY FUND CAPITAL PROJECTS FUND  
EXPENDITURES**

		<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>	<b>FY 20</b>	<b>FY 21</b>	<b>Increase/ (Decrease)</b>
		<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Proposed</b>	<b>Budget</b>
	<b>Wastewater Treatment &amp; Collection</b>						
<b>05.6050</b>	<b>Sewer Collection</b>						
6194	rapid assessment tool/SL-RAT	25,524		0	0	0	0
6176	radios for remaining pump stations	24,037		0	0	0	0
6301	replace sewer line on Hillcrest	0		108,000	108,000	0	(108,000)
6199	rebuild climbing screen - main plant pump station	0		60,000	60,000	0	(60,000)
6201	Weaver St. sewer extension	0	22,591	0	43,550	0	0
6202	replace #1 main pump station pump	0		50,000	0	50,000	0
5347	replace Ann Sink St water & sewer line	0		80,000	10,052	0	(80,000)
6203	slip line S. Main sewer line (E Court to Lawndale)	0		190,000	190,000	0	(190,000)
	replace #2 main pump station pump	0	0	0	0	50,000	50,000
	replace 1995 Ford tandem dump truck (1/2)	0	0	0	0	0	0
	replace 1999 Ford tractor & equipment (1/2)	0	0	0	0	0	0
	<b>Total Sewer Collection</b>	<b>49,561</b>	<b>22,591</b>	<b>488,000</b>	<b>411,602</b>	<b>100,000</b>	<b>(388,000)</b>
<b>05.6060</b>	<b>Wastewater Treatment Plant</b>						
6195	parking lot repairs	12,787		0	0	0	0
6196	replace building heaters	1,500		0	0	0	0
6197	replace clarifiers	114,491		0	0	0	0
6198	valve replacement	14,715		0	0	0	0
6204	replace 1992 JD tractor	0		35,000	33,831	0	(35,000)
	security upgrades	0	0	31,200	36,905	0	(31,200)
	rebuild belt filter press	0	0	0	0	50,000	50,000
	rebuild wipers & replace bulbs on UV channel #1	0	0	0	0	10,000	10,000
	<b>Total Wastewater Treatment &amp; Collection</b>	<b>143,493</b>	<b>0</b>	<b>66,200</b>	<b>70,736</b>	<b>60,000</b>	<b>(6,200)</b>
	<b>TOTAL SEWER COLLECTION &amp; TREATMENT</b>	<b>193,054</b>	<b>22,591</b>	<b>554,200</b>	<b>482,338</b>	<b>160,000</b>	<b>(394,200)</b>
<b>05.4261</b>	<b>Public Works Equipment</b>						
7004	Machinery/Equip-garbage truck(from reserved funds	88,201		0	0	0	0
7004	Machinery/Equip-garbage truck(no prior funding)	56,311		0	0	0	0
	<b>TOTAL STREET CLEANING</b>	<b>144,512</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**UTILITY FUND CAPITAL PROJECTS FUND  
EXPENDITURES**

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
<b>05.5000</b>	<b>Transfer to Other Funds</b>						
9100	Transfer to General Fund	0		0	0	0	0
9400	Transfer to Capital Projects Fund	0		0	0	0	0
9401	Transfer to Utility Operating Fund	0		0	0	0	0
	<b>TOTAL TRANSFER TO OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>05.6900</b>	<b>Debt Service</b>						
9001	Debt Service - Principal	0		57,240	57,240	102,138	44,898
9002	Debt Service - Interest	0	27,202	38,946	38,946	68,867	29,921
9000	New Debt Service - \$1,000,000 10 years 4%	0		0	0	0	0
	<b>TOTAL DEBT SERVICE</b>	<b>0</b>	<b>27,202</b>	<b>96,186</b>	<b>96,186</b>	<b>171,005</b>	<b>74,819</b>
<b>05.6900</b>	<b>Contingency</b>						
9959	Contingency	0		60,000	0	60,000	0
	<b>TOTAL CONTINGENCY</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>0</b>	<b>60,000</b>	<b>0</b>
<b>05.9000</b>	<b>Reserved Fund Balance</b>						
9999	Reserved Fund Balance (for future projects)	0		0	0	0	0
	<b>TOTAL RESERVED FOR FUTURE PROJECTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL UTILITY CAPITAL PROJECTS</b>	<b>691,719</b>	<b>997,140</b>	<b>2,325,464</b>	<b>1,940,558</b>	<b>596,705</b>	<b>(1,728,759)</b>

Total Revenues	1,008,386	402,546	559,947	1,344,465	801,874
Surplus / (Deficit)	316,667	(594,594)	(1,765,517)	(596,094)	205,169

-74.34%

# **HARVESTER OPERATING FUND**



## **OVERVIEW: HARVESTER OPERATING FUND**

The operating revenues and expenses of the Harvester Performance Arts Venue provided by Town funds are tracked in a separate fund. The Harvester opened in April 2014 with a full slate of performances.

There is a 10% reduction, \$319,936, transfer from the Town's general fund to cover its share of Harvester expenses. Monthly rent of \$7,100 from the Harvester to the Economic Development Authority and then to the Town is proposed.

Town expenses are comprised of salaries and other personnel costs for four (4) full-time employees: the General Manager, the Assistant General Manager, the Operations Director, and the Lead Technician. Volunteers are utilized to round out the Harvester staffing needs. Other contracted services related to the Town owned building include electrical, telephone, and custodial services.

Performance related expenses are covered by performance related revenues separately and are not shown here as they are not classified as Town revenues nor Town expenses.

PERFORMANCE VENUE REVENUES		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget	
<b>5000</b>	<b>Miscellaneous Revenue</b>							
0201	Rent	0	0	85,200	42,600	85,200	0	
	Total Rent	0	0	85,200	42,600	85,200	0	
<b>8000</b>	<b>Transfer from Other Funds</b>							
0901	Transfer from General Fund (fund balance)	354,682	394,982	355,484	355,484	319,936	(35,548)	
	Total Transfers from Other Funds	354,682	394,982	355,484	355,484	319,936	(35,548)	-10.0%
	<b>TOTAL PERFORMANCE VENUE OPERATING FUND REVENUES</b>	<b>354,682</b>	<b>394,982</b>	<b>440,684</b>	<b>398,084</b>	<b>405,136</b>	<b>(35,548)</b>	<b>-8.1%</b>
							-8.1%	

		FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase/ (Decrease) Budget
<b>8401</b>	<b>PERFORMANCE VENUE EXPENSES</b>						
1001	Wages - Full time	162,664	206,992	204,786	180,787	199,490	(5,296)
1002	Wages - Part time	24,200	4,350	0	0	29,880	29,880
1003	Wages - Overtime	707	1,048	0	2,923	0	0
1007	Wages - Public Security	19,890	19,455	22,000	13,080	19,000	(3,000)
2001	FICA	12,818	18,460	13,216	15,054	16,714	3,498
2002	Retirement/Life Insurance	26,500	37,119	30,454	33,139	30,263	(191)
2005	Medical/Dental Insurance	33,104	40,776	31,326	35,468	30,311	(1,015)
2008	ICMA - 1% employer contribution	1,353	1,751	1,317	1,914	912	(405)
2011	Workers' Compensation Insurance	1,482	425	423	437	480	57
2103	Employment Physicals / Testing	203	290	0	290	0	0
3000	Contractual Services	(602)	57,664	35,000	77,809	15,000	(20,000)
3005	Custodial Services	7,012	15,075	11,700	22,225	9,600	(2,100)
3300	Repairs & Maintenance	3,703	4,700	7,500	1,935	3,000	(4,500)
3600	Advertising	4,075		0	0	0	0
3700	Printing & Binding	0		0	0	0	0
3800	Postage & Delivery Services	0		0	30	0	0
4400	Licenses & Permits	8,021	10,786	1,000	460	500	(500)
5100	Utilities	24,908	21,401	27,600	26,862	25,000	(2,600)
5200	Communications	13,025	17,685	13,800	13,899	13,800	0
5500	Travel & Training/Education	0		0	0	0	0
5650	Dues & Professional Memberships	0		0	0	0	0
5700	Books & Subscriptions	0		0	0	0	0
6001	Office Supplies	495	888	800	1,132	0	(800)
6005	Janitorial Supplies	7,177	5,811	6,770	4,081	2,000	(4,770)
7002	Furniture & Fixtures	2,927	9,949	0	0	0	0
7003	Data Processing Equipment	1,021	252	2,500	0	0	(2,500)
7004	Machinery & Equipment	0	4,681	0	0	0	0
7007	Audio Video Equipment	0	4,603	0	0	0	0
9959	Contingency	0		0	0	0	0
9959	Contingency (funded in part by rent)	0		53,568	0	0	(53,568)
	<b>TOTAL PERFORMANCE VENUE EXPENDITURES</b>	<b>354,682</b>	<b>484,161</b>	<b>463,760</b>	<b>431,527</b>	<b>405,136</b>	<b>(67,810)</b>
							-14.62%
	revenues	354,682	394,982	440,684	398,084	405,136	
	under expended / (over expended)	0	(89,179)	(23,076)	(33,443)	(0)	



# **CAPITAL IMPROVEMENT PLAN**

**TOWN OF ROCKY MOUNT  
PROPOSED 5-YEAR CAPITAL IMPROVEMENT PLAN  
FISCAL YEARS 2021 – 2025**

**OVERVIEW**

The Capital Improvement Plan (CIP) is a planning document to provide guidance for the long-range funding of future large capital projects and major equipment purchases. No funds are appropriated for any project or equipment purchase until Town Council includes their funding in the adopted budget for the upcoming fiscal year. The FY 21-25 CIP was compiled using the capital improvement plan adopted last year and updated using information and requests from department heads and the Town Manager. Generally, items in the CIP are at least \$5,000 and have a useful life of at least two years.

Capital projects can be one-time needs such as a new building, a vehicle replacement, or major updates or expansion of existing utility lines or streets. Some expenditures are for major upgrades or repairs / replacement in order for the original item to continue its useful life. These include buildings, roads, bridges, water and sewer lines, and specialized vehicles and machinery. Many items in the CIP will have some sort of annual operating costs that need to be considered.

The CIP is comprised of three funding sources – those items funded through the General Fund, those items funded through the Utilities Fund, and those items funded through outside sources such as grants, bonds, loans, or possibly fund balance. Fund balance should never be used to fund routine operating expenses and long-term continued use of fund balance can lead to financial difficulties. Sustained revenue sources such as property taxes or water and sewer user fees should be used to fund operating expenses and even one-time capital projects where feasible. The fund balance should be maintained to provide a sufficient level for use in economic downturns and for emergencies. Over the long-term, the fund balance should remain stable or increase due to the community's general economic conditions.

The Town tries to supplement as many capital projects through the use of grant funding from state and federal agencies because these grant awards represent a return of local tax dollars collected by the federal and / or state governments. These agencies include the Virginia Department of Housing and Community Development, Virginia Tobacco Indemnification Commission, USDA Rural Development, and the Virginia Department of Transportation. Grants are available for a number of types of projects including community and economic development, housing, utility improvements, and street / transportation needs. Due to the competitive nature of grant awards, the Town generally must first spend money on preliminary engineering reports, consultants, and grant writers before even submitting a funding request. The funding agencies also favorably recognize the commitment to a potential funding project by the initial expenditures of localities on the project itself. All grant funds come with strings attached and must be administered in such a way that complies to the requirements of the funding agency and the objectives of the funded project.



If grants and user fees are not available, debt financing is an option. Borrowing funds at reasonable rates for future capital projects spreads the debt service over the useful life of the project and passes the cost to future users of the improvement. Debt is appropriate to finance assets with high costs and long useful lives. However, annual debt service must be covered through annual operating funds and existing tax rates and user fees may not be sufficient to cover the annual principal and interest payments.

There are state agencies that issue tax-free and below-market rates for applicable projects. The Town has issued debt through the Virginia Department of Environmental Quality Revolving Loan Fund and the Virginia Resources Authority. These two agencies can issue debt for utility projects, public safety, transportation, and brown field remediation. The Town has also issued debt through the Virginia Municipal League. The VML / VaCo program allows for a wide variety of utility and general government projects.

Not all capital improvements can be funded. The public, in large part, dictates which new initiatives and capital improvements they are willing to support with their tax revenue and utility user fees. The Town must provide for basic maintenance on existing infrastructure and equipment first. A failure to address maintenance needs will only delay the inevitable and usually have higher costs in the future. Ultimately Town Council must decide how to prioritize the Town's operating and capital needs with the available assets. Only projects approved in Year 1 of the CIP need to be funded in the current budget. Generally, projects that are not funded in Year 1 are not because they are not important or not needed, but that the current funding level is not available to support the cost of the project at this time. Projects in Years 2 through 5 do not demonstrate a commitment to funding but only that the projects are currently planned to occur during Years 2 through 5.

Funding capital outlay continues to be a challenge. Finding funds available for capital items is difficult after normal and existing operations are financed with the distribution of the current year's revenue stream of taxes and fees. With the continued inability to upgrade and replace items past their useful life on a regular basis, the Town sometimes has to finance major repairs with the use of fund balance or with the issuance of debt.

This year, The Town may be able to utilize a variety of federally funded loan programs to combat the economic impact from the COVID-19 pandemic.



Key projects proposed during fiscal years 2021 through 2025 include the following:

- Police vehicles and vehicle equipment
- Equipment and vehicles for the Public Works Department
- Improvements and additions to Town facilities and parks
- Property purchases for economic development opportunities
- Upgrades to existing utility lines
- Upgrades and rebuilds to water distribution and storage infrastructure
- Replacements and upgrades to equipment at the Water Treatment Plant
- Replacement of sewer collection infrastructure
- Replacements and upgrades to equipment at the Wastewater Treatment Plant

TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 21 - 25			
Department/Project / Purchase:		FY 21 By Depts.	FY 21 Proposed
<b>GENERAL FUND PROJECTS:</b>			
<b>ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:</b>			
Mgr - replace 2004 Ford Explorer with Yukon		40,000	
Mgr - replace 2011 Impala			
Com Dev - replace 2007 GMC Yukon			
Finance - customer service desks layout - security measures		15,000	15,000
<b>TOTAL ADMINISTRATIVE DEPARTMENTS</b>		<b>55,000</b>	<b>15,000</b>
<b>PUBLIC SAFETY:</b>			
Police - replace 2 Explorers at \$45,000/car every 2 years			
Fire - upgrade Cascade Air System		130,000	
Fire - replace 1995 Chevy Suburban (quick response vehicle)			
Fire - replace 1993 Pierce fire engine			
Fire - replacement of SCBA (Air Packs)			
Fire - replace Utility 1A			
Fire - upgrade/refurbish Rescue 1			
<b>TOTAL PUBLIC SAFETY</b>		<b>130,000</b>	<b>-</b>
<b>PUBLIC WORKS:</b>			
Pub Works - manhole leveling system (prefer FY 21)		10,000	
Pub Works - sidewalk maintenance (year 5)		40,000	
Pub Works - replace street lights - Technology Drive		20,000	
Com Dev - street lighting Floyd Ave - decorative poles		65,000	
Pub Works - replace pick-up - 2007 Dodge		45,000	
Pub Works - replace pick-up - 2006 Ford (prefer FY 21)		65,000	
Pub Works - replace pick-up - 2003 Ford		-	
Pub Works - replace pick-up - 2013 Ford			
Pub Works - replace pick-up - 2012 Chevy			
Pub Works - replace pick-up - 2011 Chevy			
Pub Works - replace 1999 Ford bucket truck			
Pub Works - replace 1999 Jet Truck			
Pub Works - replace 1995 Ford tandem dump truck (1/2 fm swr)		77,500	
Pub Works - replace 1997 Ford single axle dump truck		140,000	
Pub Works - replace 2000 GMC dump truck		-	
Pub Works - replace 2004 GMC dump truck			
Pub Works - replace 2014 Johnston street sweeper			
Pub Works - replace 2006 John Deere backhoe 310			
Pub Works - replace 2003 John Deere backhoe 710			
Pub Works - replace 1999 John Deere loader 444			
Pub Works - replace 1999 NH skid loader			
Pub Works - replace 1999 Ford tractor & equipment (1/2 fm swr)		26,500	
Pub Works - replace 2008 JD 5303 Tractor			
Pub Works - asphalt hot box & infered		44,000	
Pub Works - asphalt roller		32,000	
Pub Works - replace riding lawn mowers		25,000	25,000
Pub Works - replace 2015 leaf machine			
Pub Works - replace 1996 Sullair Compressor			
Pub Works - gator 4 x 4		19,000	
<b>TOTAL PUBLIC WORKS</b>		<b>609,000</b>	<b>25,000</b>

TOWN OF ROCKY MOUNT		
5 YEAR CAPITAL IMPROVEMENT PLAN		
FY 21 - 25		
Department/Project / Purchase:	FY 21 By Depts.	FY 21 Proposed
<b>BUILDINGS AND GROUNDS:</b>		
Municipal Bldg - replace fascia & guttering (choice #1)	75,000	
Municipal Bldg - gutter replacement only (choice #2)		
Municipal Bldg - replace HVAC	65,000	
Floyd Ave Fire Station - remove radio towers from roof	15,000	
Harvester - replace seating	22,500	
PW Bldg - add 2 stalls on pole shed	35,000	
Pub Works & ES Bldg - replace fuel pumps	7,300	
Pub Works - fuel canopy and lights	-	
ES Bldg - fuel canopy and lights	-	
Parks - replace Mary Elizabeth Park bathroom	60,000	
Parks - lights for tennis courts	5,000	5,000
Parks - replace tables, trash cans, grills	15,000	
Parks - Celeste development phase 3 of 5 (\$5,245 donations)	5,000	
Parks - new trail development (may get grant funding)	50,000	
Farmers Market - LED sign (at clock tower)	-	
Streets - wayfinding signage Stage II	-	
TOTAL BUILDINGS AND GROUNDS	354,800	5,000
<b>ECONOMIC DEVELOPMENT:</b>		
Economic Development Authority contribution	200,000	
WPPD - 220/40 realignment (Town cost)		
Natural Gas Extension to Industrial Park		
TOTAL ECONOMIC DEVELOPMENT	200,000	-
TOTAL GENERAL FUND PROJECTS	1,348,800	45,000



TOWN OF ROCKY MOUNT		
5 YEAR CAPITAL IMPROVEMENT PLAN		
FY 21 - 25		
Department/Project / Purchase:	FY 21 By Depts.	FY 21 Proposed
<b>UTILITY FUND PROJECTS:</b>		
<b>PUBLIC WORKS:</b>		
Water/PW - fire hydrant cleaning system	9,800	9,800
Water/PW-replace Ann Sink St. water and sewer lines	80,000	
Water/PW-replace N. Main St. 8" water line(Ferguson to Pendleton)(s/bFY21)	650,000	-
TOTAL PUBLIC WORKS	739,800	9,800
<b>WATER:</b>		
WTP - replace 2006 F150 pickup with Explorer	41,000	
WTP - sludge removal system (failing now; prefer 21)	400,000	
WTP - streaming current monitor	12,000	
WTP - Re-certify and install finish water pump	11,000	
WTP - Replace pressure reduction system on chemical feedwater	9,900	9,900
WTP - replace raw water pump (2 of 2)		
WTP - lagoon clean out & repair		
WTP - washwater control valve (\$21,000 to repair)		
WTP - small tractor		
WTP - rebuild filters		
WTP - Rehab and line back lagoon to serve as sewer pump station		
WTP - clean out Clearwell		
WTP - replace filter influent valve (would like for FY 21) (\$3,100 more needed)	36,000	36,000
WTP - replace filter influent valve		
TOTAL WATER	509,900	45,900
<b>SEWER:</b>		
Sewer - replace #1 main pump station pump	50,000	50,000
Sewer - replace #2 main pump station pump	50,000	50,000
Sewer/PW - Manhole Refurbishing	50,000	
Sewer/PW - replace 1995 Ford tandem dump truck (1/2 fm g/f)	77,500	
Sewer/PW - replace 1999 Ford tractor & equipment (1/2 fm g/f)	26,500	
WWTP - rebuild belt filter press	50,000	50,000
WWTP - rebuild wipers & replace bulbs on UV Channel #1	10,000	10,000
WWTP - rebuild/replace plant PLC's and SCADA Server		
WWTP - resurface clarifier outer rings		
WWTP - replace UV Channel #2		
WWTP - rebuild / replace 8 faulk gear drives		
WWTP - replace climbing screen at WWTP		
WWTP - replace 2 grit chambers at WWTP		
WWTP - replace grit classifier at WWTP		
TOTAL SEWER	314,000	160,000
TOTAL UTILITY FUND PROJECTS	1,563,700	215,700
TOTAL GENERAL AND UTILITY FUND PROJECTS	2,912,500	260,700
FY 21 - FY 25 proposed		

TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 21 - 25					
Department/Project / Purchase:	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	FY 25 Proposed	5 YEAR TOTAL
<b>GENERAL FUND PROJECTS:</b>					
<b>ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:</b>					
Mgr - replace 2004 Ford Explorer with Yukon					-
Mgr - replace 2011 Impala	25,000				25,000
Com Dev - replace 2007 GMC Yukon		35,000			35,000
Finance - customer service desks layout - security measures					15,000
TOTAL ADMINISTRATIVE DEPARTMENTS	25,000	35,000	-	-	75,000
<b>PUBLIC SAFETY:</b>					
Police - replace 2 Explorers at \$45,000/car every 2 years	90,000		90,000		180,000
Fire - upgrade Cascade Air System	130,000				130,000
Fire - replace 1995 Chevy Suburban (quick response vehicle)	45,000				45,000
Fire - replace 1993 Pierce fire engine		525,000			525,000
Fire - replacement of SCBA (Air Packs)			300,000		300,000
Fire - replace Utility 1A			200,000		200,000
Fire - upgrade/refurbish Rescue 1				100,000	100,000
TOTAL PUBLIC SAFETY	265,000	525,000	590,000	100,000	1,480,000
<b>PUBLIC WORKS:</b>					
Pub Works - manhole leveling system (prefer FY 21)	10,000				10,000
Pub Works - sidewalk maintenance (year 5)					-
Pub Works - replace street lights - Technology Drive	20,000				20,000
Com Dev - street lighting Floyd Ave - decorative poles					-
Pub Works - replace pick-up - 2007 Dodge	45,000				45,000
Pub Works - replace pick-up - 2006 Ford (prefer FY 21)	65,000				65,000
Pub Works - replace pick-up - 2003 Ford	60,000				60,000
Pub Works - replace pick-up - 2013 Ford			55,000		55,000
Pub Works - replace pick-up - 2012 Chevy		45,000			45,000
Pub Works - replace pick-up - 2011 Chevy	55,000				55,000
Pub Works - replace 1999 Ford bucket truck	175,000				175,000
Pub Works - replace 1999 Jet Truck		300,000			300,000
Pub Works - replace 1995 Ford tandem dump truck (1/2 fm swr)					-
Pub Works - replace 1997 Ford single axle dump truck		140,000			140,000
Pub Works - replace 2000 GMC dump truck					-
Pub Works - replace 2004 GMC dump truck			135,000		135,000
Pub Works - replace 2014 Johnston street sweeper			200,000		200,000
Pub Works - replace 2006 John Deere backhoe 310	120,000				120,000
Pub Works - replace 2003 John Deere backhoe 710		200,000			200,000
Pub Works - replace 1999 John Deere loader 444	150,000				150,000
Pub Works - replace 1999 NH skid loader	80,000				80,000
Pub Works - replace 1999 Ford tractor & equipment (1/2 fm swr)					-
Pub Works - replace 2008 JD 5303 Tractor				53,000	53,000
Pub Works - asphalt hot box & infered					-
Pub Works - asphalt roller					-
Pub Works - replace riding lawn mowers					25,000
Pub Works - replace 2015 leaf machine				145,000	145,000
Pub Works - replace 1996 Sullair Compressor				50,000	50,000
Pub Works - gator 4 x 4	19,000				19,000
TOTAL PUBLIC WORKS	799,000	685,000	390,000	248,000	2,147,000



TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 21 - 25					
Department/Project / Purchase:	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	FY 25 Proposed	5 YEAR TOTAL
<b>BUILDINGS AND GROUNDS:</b>					
Municipal Bldg - replace fascia & guttering (choice #1)					-
Municipal Bldg - gutter replacement only (choice #2)					-
Municipal Bldg - replace HVAC					-
Floyd Ave Fire Station - remove radio towers from roof					-
Harvester - replace seating	22,500				22,500
PW Bldg - add 2 stalls on pole shed	35,000				35,000
Pub Works & ES Bldg - replace fuel pumps					-
Pub Works - fuel canopy and lights	50,000				50,000
ES Bldg - fuel canopy and lights	50,000				50,000
Parks - replace Mary Elizabeth Park bathroom	60,000				60,000
Parks - lights for tennis courts					5,000
Parks - replace tables, trash cans, grills					-
Parks - Celeste development phase 3 of 5 (\$5,245 donations)	5,000				5,000
Parks - new trail development (may get grant funding)	50,000				50,000
Farmers Market - LED sign (at clock tower)	40,000				40,000
Streets - wayfinding signage Stage II	95,000				95,000
TOTAL BUILDINGS AND GROUNDS	407,500	-	-	-	412,500
<b>ECONOMIC DEVELOPMENT:</b>					
Economic Development Authority contribution	200,000				200,000
WPPD - 220/40 realignment (Town cost)		80,000	80,000		160,000
Natural Gas Extension to Industrial Park				300,000	300,000
TOTAL ECONOMIC DEVELOPMENT	200,000	80,000	80,000	300,000	660,000
TOTAL GENERAL FUND PROJECTS	1,696,500	1,325,000	1,060,000	648,000	4,774,500



TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 21 - 25					
Department/Project / Purchase:	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	FY 25 Proposed	5 YEAR TOTAL
<b>UTILITY FUND PROJECTS:</b>					
<b>PUBLIC WORKS:</b>					
Water/PW - fire hydrant cleaning system					9,800
Water/PW-replace Ann Sink St. water and sewer lines	80,000				80,000
Water/PW-replace N. Main St. 8" water line(Ferguson to Pendleton)(s/bFY21)	650,000				650,000
TOTAL PUBLIC WORKS	730,000	-	-	-	739,800
<b>WATER:</b>					
WTP - replace 2006 F150 pickup with Explorer		41,000			41,000
WTP - sludge removal system (failing now; prefer 21)		400,000			400,000
WTP - streaming current monitor					-
WTP - Re-certify and install finish water pump					-
WTP - Replace pressure reduction system on chemical feedwater					9,900
WTP - replace raw water pump (2 of 2)	65,000				65,000
WTP - lagoon clean out & repair	135,000				135,000
WTP - washwater control valve (\$21,000 to repair)	60,000				60,000
WTP - small tractor	22,000				22,000
WTP - rebuild filters		65,000			65,000
WTP - Rehab and line back lagoon to serve as sewer pump station		250,000			250,000
WTP - clean out Clearwell			20,000		20,000
WTP - replace filter influent valve (would like for FY 21) (\$3,100 more needed)	36,000				72,000
WTP - replace filter influent valve	26,000				26,000
TOTAL WATER	344,000	756,000	20,000	-	1,165,900
<b>SEWER:</b>					
Sewer - replace #1 main pump station pump					50,000
Sewer - replace #2 main pump station pump					50,000
Sewer/PW - Manhole Refurbishing	50,000				50,000
Sewer/PW - replace 1995 Ford tandem dump truck (1/2 fm g/f)					-
Sewer/PW - replace 1999 Ford tractor & equipment (1/2 fm g/f)					-
WWTP - rebuild belt filter press					50,000
WWTP - rebuild wipers & replace bulbs on UV Channel #1					10,000
WWTP - rebuild/replace plant PLC's and SCADA Server	100,000				100,000
WWTP - resurface clarifier outer rings	80,000				80,000
WWTP - replace UV Channel #2		300,000			300,000
WWTP - rebuild / replace 8 faulk gear drives		160,000			160,000
WWTP - replace climbing screen at WWTP		100,000			100,000
WWTP - replace 2 grit chambers at WWTP			100,000		100,000
WWTP - replace grit classifier at WWTP			100,000		100,000
TOTAL SEWER	230,000	560,000	200,000	-	1,150,000
TOTAL UTILITY FUND PROJECTS	1,304,000	1,316,000	220,000	-	3,055,700
TOTAL GENERAL AND UTILITY FUND PROJECTS	3,000,500	2,641,000	1,280,000	648,000	7,830,200
FY 21 - FY 25 proposed					7,830,200

# BY LINE ITEM

WAGES – LINE 1001	-- page 105
OVERTIME – LINE 1003	-- page 106
RETIREMENT/LIFE INSURANCE – LINE 2002	-- page 107
ICMA 1% EMPLOYER CONTRIBUTION – LINE 2008	-- page 108
MEDICAL/DENTAL INSURANCE – LINE 2005	-- page 109
WORKERS' COMPENSATION – LINE 2011	-- page 110
CONTRACTUAL – LINE 3000	-- page 111
ADVERTISING – LINE 3600	-- page 112
POSTAGE – LINE 3800	-- page 113
UTILITIES – LINE 5100	-- page 114
MOTOR FUEL – LINE 5155	-- page 115
VEHICLE EXPENSE – LINE 5157	-- page 116
COMMUNICATION – LINE 5200	-- page 117
UNIFORMS – LINE 5445	-- page 118
TRAINING -- LINE 5500	-- page 119
DUES, SUBSCRIPTIONS, LICENSES – LINE 5650; 4400	-- page 120
OFFICE SUPPLIES – LINE 6001	-- page 121
JANITOR SUPPLIES – LINE 6005	-- page 122
MATERIALS – VARIOUS LINE NUMBERS	-- page 123



TOWN OF ROCKY MOUNT							
WAGES (LINE 1001)							
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Mayor & Council contractual	2,150	2,200	2,200	1,900	2,200	0
01.1101	Mayor & Council elected officials	27,375	29,475	30,450	25,050	44,000	13,550
01.1202	Town Manager	140,249	146,265	150,863	140,608	203,479	52,616
01.1213	Finance Dept.	174,490	173,944	180,314	138,464	207,178	26,864
01.3101	Police Dept.	1,059,824	1,155,453	1,178,446	980,149	1,283,878	105,432
01.4100	Public Works Administration	66,485	66,906	53,910	67,933	53,548	(362)
01.4104	Street Lighting	107	1,024	5,727	522	6,108	381
01.4107	Traffic Control	6,269	5,432	11,453	11,194	12,216	763
01.4108	Streets	280,322	322,153	303,511	226,681	335,940	32,429
01.4109	Sidewalks	6,398	2,016	5,727	4,146	6,108	381
01.4202	Street Cleaning	2,621	2,912	2,863	1,579	3,054	191
01.4203	Refuse Collection	66,148	61,217	74,447	53,424	79,404	4,957
01.4204	Snow Removal	4,567	3,099	5,727	317	6,108	381
01.4304	Municipal Bldg	1,957	779	0	1,302	0	0
01.4305	Emergency Services Bldg	1,203	539	0	1,617	0	0
01.4306	Public Works Bldg	1,936	965	0	267	0	0
01.4307	Cemetery Maint.	11,573	6,583	3,600	6,900	6,108	2,508
01.4308	Parks Maint.	28,603	19,143	28,633	24,026	30,540	1,907
01.8101	Planning	57,151	64,499	65,482	50,703	55,492	(9,990)
01.8101	Planning contractual	1,900	1,300	1,553	4,000	1,553	0
01.8101	Planning stipends	8,921	8,100	8,200	8,100	8,200	0
01.8102	Comm Development	89,803	95,336	101,487	95,546	206,162	104,675
01.8103	Citizens' Square	736	1,188	5,727	3,917	6,108	381
01.8104	Comm & Hospitality Center	0	0	2,863	0	0	(2,863)
01.8104	Hospitality Center - part time	10,584	7,296	12,782	6,491	6,654	(6,128)
01.8130	Econ. Dev. Auth. Contractual	500	400	600	500	600	0
01.8130	Econ. Dev. Auth. Stipends	1,400	900	1,800	1,000	1,800	0
02.5000	Water Distribution	56,326	72,261	72,261	64,742	60,338	(11,923)
02.5010	Meter Reading	19,722	22,907	22,907	10,117	16,492	(6,415)
02.5050	Water Plant	248,455	283,645	283,645	274,721	289,431	5,786
02.6000	Wastewater Collection	41,720	72,261	72,261	85,815	60,338	(11,923)
02.6050	Wastewater Plant	232,778	251,161	251,161	203,447	251,595	434
02.6200	Utility Billing	82,145	84,330	84,330	89,425	93,691	9,361
06.8401	Harvester Performance Center	162,664	204,786	204,786	180,787	199,490	(5,296)
	Totals	2,897,080	3,170,475	3,229,716	2,765,387	3,537,812	308,096
	increase from prior year	3%	9%	11%	-5%	28%	



	TOWN OF ROCKY MOUNT						
	OVERTIME (LINE 1003)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.3101.1003	Wages - Overtime	38,546	44,896	47,000	57,972	48,700	1,700
01.3101.1004	Wages - Contractual Services	8,820	5,070	13,000	6,285	6,400	(6,600)
01.3101.1006	Wages - OT Court	4,306	3,697	3,900	5,047	4,700	800
01.3101.1009	Wages - OT Other	33,703	29,086	31,050	29,828	31,050	0
01.3101.1010	Wages - OT Mini Grants	12,208	11,902	5,000	5,230	2,000	(3,000)
01.3101.1011	Wages - Ot SWAT/Tactical	0	0	0	0	0	0
01.3101.1013	Wages - OT Other Training/Seminars	34	0	155	0	0	(155)
01.3101.1014	Wages - OT Crisis Intervention	9,800	8,225	9,800	8,260	8,920	(880)
	Total Police Overtime	107,418	102,876	109,905	112,622	101,770	(8,135)
01.4104	Street Lighting	0	0	0	0	0	0
01.4107	Parking & Traffic Control	0	143	0	44	0	0
01.4108	Street Maintenance	4,294	4,997	2,070	8,266	2,070	0
01.4109	Sidewalks, Curbs, Gutters	0	0	0	0	0	0
01.4202	Street Cleaning	101	695	0	0	0	0
01.4203	Refuse Collection	797	455	776	108	776	0
01.4204	Snow Removal	2,641	19,116	10,350	549	10,350	0
01.4307	Cemetery Maintenance	0	0	0	0	0	0
01.4308	Parks & Playground Miantenance	67	0	0	0	0	0
02.5000	Water Distribution	3,830	3,105	3,105	0	0	(3,105)
02.5010	Meter Reader	188	104	104	0	0	(104)
02.5050	Water Plant	3,588	4,658	4,658	6,464	6,892	2,234
02.6000	Wastewater Collection	211	983	983	365	500	(483)
02.6050	Wastewater Treatement Plant	2,118	2,000	2,000	330	1,000	(1,000)
06.8401	Harvester Performance Center	707	0	0	2,923	0	0
	Totals	125,959	139,132	133,951	131,671	123,358	(10,593)
	increase from prior year	9%	10%	6%	5%	-6%	

TOWN OF ROCKY MOUNT							
RETIREMENT/LIFE INSUR (LINE 2002)							
Account	Title	FY 18	FY 19	FY 20	FY 20	FY 21	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Mayor & Council	333	379	379	396	300	(79)
01.1202	Town Manager	20,980	21,761	25,994	24,399	35,588	9,594
01.1213	Finance Dept.	25,074	24,190	31,329	32,636	36,235	4,906
01.3101	Police Dept.	173,166	213,003	221,983	178,417	221,000	(983)
01.4100	Public Works Administration	9,837	12,024	9,677	11,727	9,365	(312)
01.4104	Street Lighting	16	176	994	88	1,068	74
01.4107	Traffic Control	942	958	1,987	2,030	2,137	150
01.4108	Streets	39,236	51,042	52,970	39,565	58,756	5,786
01.4109	Sidewalks	988	346	994	795	1,068	74
01.4202	Street Cleaning	422	619	497	266	534	37
01.4203	Refuse Collection	10,069	10,000	13,045	9,015	13,888	843
01.4204	Snow Removal	1,115	3,803	2,777	148	1,068	(1,709)
01.4304	Municipal Bldg	260	133	0	223	0	0
01.4305	Emergency Services Bldg	186	92	0	278	0	0
01.4306	Public Works Bldg	293	164	0	46	0	0
01.4307	Cemetery Maint.	1,765	1,122	612	1,162	1,068	456
01.4308	Parks Maint.	4,399	3,261	4,967	4,187	5,341	374
01.8101	Planning	8,431	10,987	11,754	9,212	9,706	(2,048)
01.8102	Comm Development	13,082	16,777	17,619	16,090	36,058	18,439
01.8103	Citizens' Square	114	183	994	660	1,068	74
01.8104	Comm & Hospitality Center	0	0	497	0	0	(497)
02.5000	Water Distribution	9,227	13,230	13,230	10,903	10,553	(2,677)
02.5010	Meter Reading	2,861	2,711	2,711	1,704	2,885	174
02.5050	Water Plant	34,440	49,144	49,144	47,352	50,621	1,477
02.6000	Wastewater Collection	6,343	12,856	12,856	14,513	10,553	(2,303)
02.6050	Wastewater Plant	28,699	42,387	42,387	34,316	44,004	1,617
02.6200	Utility Billing	11,851	14,791	14,791	15,059	16,387	1,596
06.8401	Harvester Performance Center	26,500	30,454	30,454	33,139	30,263	(191)
	Totals	430,703	536,661	564,745	488,397	599,617	34,871
	increase from prior year	11%	25%	31%	13%	23%	



TOWN OF ROCKY MOUNT							
ICMA 1% EMPLOYER CONTRIBUTION (LINE 2008)							
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1213	Finance Dept.	301	435	426	662	369	(57)
01.4100	Public Works Administration	677	727	539	886	765	226
01.4107	Traffic Control	21	6	115	28	115	0
01.4108	Streets	478	714	3,035	908	3,035	0
01.4109	Sidewalks	8	2	26	8	26	0
01.4203	Refuse Collection	499	613	373	614	4,609	4,236
01.4204	Snow Removal	7	58	21	2	21	0
01.4304	Municipal Bldg	4	4	0	6	0	0
01.4305	Emergency Services Bldg	2	2	0	2	0	0
01.4306	Public Works Bldg	16	7	0	1	0	0
01.4307	Cemetery Maint.	24	26	18	18	18	0
01.4308	Parks Maint.	55	50	145	115	145	0
01.8101	Planning	788	893	655	655	555	(100)
01.8102	Comm Development	138	186	455	288	952	497
01.8103	Citizens' Square	0	6	5	5	5	0
01.8130	Econ. Dev. Authority	6	4	6	6	6	0
02.5000	Water Distribution	174	195	195	192	204	9
02.5010	Meter Reading	0	0	0	0	0	0
02.6000	Wastewater Collection	189	275	207	382	382	175
02.6200	Utility Billing	301	434	843	404	369	(474)
06.8401	Harvester Performance Center	1,353	1,751	1,317	1,914	912	(405)
Totals		5,040	6,388	8,381	7,098	12,489	4,108
increase from prior year		48%	27%	66%	41%	76%	



TOWN OF ROCKY MOUNT							
MEDICAL/DENTAL INSURANCE (LINE 2005)							
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Mayor & Council	0	0	0	0	0	0
01.1202	Town Manager	28,383	26,998	30,932	25,033	34,221	3,289
01.1213	Finance Dept.	32,801	35,249	36,149	34,573	34,052	(2,097)
01.3101	Police Dept.	291,056	266,685	289,306	224,149	298,180	8,874
01.4100	Public Works Administration	8,602	11,911	5,551	12,086	8,246	2,695
01.4104	Street Lighting	0	187	1,727	122	1,753	26
01.4107	Traffic Control	2,306	2,285	3,454	2,709	3,506	52
01.4108	Streets	88,492	96,879	91,541	89,743	96,427	4,886
01.4109	Sidewalks	2,118	586	1,727	1,404	1,753	26
01.4202	Street Cleaning	1,158	988	864	291	877	13
01.4203	Refuse Collection	17,429	15,845	22,566	17,459	22,792	227
01.4204	Snow Removal	2,731	2,240	3,227	0	1,753	(1,474)
01.4304	Municipal Bldg	234	165	0	941	0	0
01.4305	Emergency Services Bldg	189	388	0	287	0	0
01.4306	Public Works Bldg	370	271	0	0	0	0
01.4307	Cemetery Maint.	3,902	1,930	612	1,534	1,753	1,141
01.4308	Parks Maint.	9,639	7,093	8,636	7,126	8,766	130
01.8101	Planning	11,722	14,242	14,257	14,227	15,375	1,118
01.8102	Comm Development	17,030	19,864	21,794	17,980	42,529	20,735
01.8103	Citizens' Square	351	159	1,727	503	1,753	26
01.8104	Comm & Hospitality Center	0	0	864	0	0	(864)
02.5000	Water Distribution	27,683	13,604	15,006	13,942	15,793	787
02.5010	Meter Reading	4,309	4,450	4,847	2,059	4,734	(113)
02.5050	Water Plant	63,633	62,938	77,576	47,605	67,328	(10,248)
02.6000	Wastewater Collection	9,896	14,622	15,141	25,231	15,793	652
02.6050	Wastewater Plant	57,275	59,122	56,242	45,995	49,932	(6,310)
02.6200	Utility Billing	17,920	20,882	20,489	18,216	19,099	(1,390)
06.8401	Harvester Performance Center	33,104	40,776	31,326	35,468	30,311	(1,015)
	Totals	732,331	720,359	755,560	638,684	776,726	21,166
	increase from prior year	32%	-2%	3%	-13%	22%	
	General Fund	551,616	544,741	566,259	485,636	604,047	37,788
	Utility Fund	180,715	175,618	189,301	153,049	172,679	(16,622)
		732,331	720,359	755,560	638,684	776,726	21,166

	TOWN OF ROCKY MOUNT						
	WORKERS COMP (LINE 2011)						
Account	Title	FY 18	FY 19	FY 20	FY 20	FY 21	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1202	Town Manager	95	32	32	32	41	9
01.1213	Finance Dept.	99	34	34	34	41	7
01.3101	Police Dept.	25,321	24,292	24,292	25,119	33,828	9,536
01.4100	Public Works Administration	3,626	2,600	2,600	2,684	2,726	126
01.4104	Street Lighting	158	289	288	288	346	58
01.4107	Traffic Control	634	579	576	576	693	117
01.4108	Streets	16,337	15,328	15,252	15,252	19,044	3,792
01.4109	Sidewalks	317	289	288	288	346	58
01.4202	Street Cleaning	634	145	144	144	173	29
01.4203	Refuse Collection	5,389	3,760	3,928	3,928	4,501	573
01.4204	Snow Removal	476	289	288	0	346	58
01.4304	Municipal Bldg full time	0	0	0	0	0	0
01.4305	Emergency Services Bldg	0	0	0	0	0	0
01.4307	Cemetery Maint.	634	579	0	0	346	346
01.4308	Parks Maint.	951	1,446	1,439	1,439	1,731	292
01.8101	Planning	620	12	12	12	11	(1)
01.8102	Comm Development	191	19	19	19	43	24
01.8103	Citizens' Square	158	289	288	288	346	58
01.8104	Comm & Hospitality Center	158	145	145	145	17	(128)
02.5000	Water Distribution	3,893	3,589	3,571	3,685	3,354	(217)
02.5010	Meter Reading	1,100	1,157	1,151	1,151	935	(216)
02.5050	Water Plant	6,777	4,956	4,931	5,109	5,441	510
02.6000	Wastewater Collection	3,893	3,589	3,571	3,685	3,354	(217)
02.6050	Wastewater Plant	3,001	1,365	1,358	1,421	1,470	112
02.6200	Utility Billing	48	16	16	16	19	3
06.8401	Harvester Performance Center	1,482	425	423	437	480	57
	Totals	75,992	65,224	64,645	65,752	79,632	14,987
	increase from prior year	10%	-14%	-15%	-13%	21%	



TOWN OF ROCKY MOUNT CONTRACTUAL (LINE 3000)							
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	852	12,048	2,740	2,253	2,300	(440)
01.1202	Town Manager	8,856	5,752	1,340	15,319	2,000	660
01.1204	Town Attorney	3,142	1,986	5,000	5,519	5,000	0
01.1213	Finance Dept.	65,968	104,208	72,300	70,933	132,000	59,700
01.1301	Electoral Board	5,021	0	5,100	5,100	0	(5,100)
01.3101	Police Dept.	9,304	40,997	20,000	29,787	34,100	14,100
01.3202	Fire Dept.	8,516	3,726	2,000	6,025	4,000	2,000
01.4100	Public Works Admin.	301	12,331	400	669	600	200
01.4104	Street Lighting	0	1,038	0	0	0	0
01.4107	Traffic Control	18,729	13,990	5,000	4,761	3,700	(1,300)
01.4108	Streets	490,222	423,432	100,000	163,080	100,000	0
01.4109	Sidewalks	0	1,845	0	0	0	0
01.4203	Refuse Collection	0	691	280	0	0	(280)
01.4304	Municipal Bldg.	15,648	19,272	14,395	28,318	15,000	605
01.4305	Emergency Serv. Bldg.	23,584	17,367	22,157	22,290	22,157	0
01.4306	Public Works Bldg.	4,741	4,789	4,287	4,109	5,200	913
01.4307	Cemetery Maint.	0	0	0	0	5,000	5,000
01.4308	Parks & Playgrounds	3,515	11,390	3,730	4,469	3,730	0
01.8101	Planning	268	975	1,000	7,381	1,400	400
01.8102	Comm Development	53,144	92,651	15,000	21,593	20,000	5,000
01.8103	Citizens' Square	8,420	7,230	8,525	7,860	7,500	(1,025)
01.8104	Hospitality Center	8,139	4,444	4,000	3,559	4,000	0
01.8130	Economic Dev. Authority	0	0	0	0	0	0
02.5000	Water Distribution	30,690	76,030	45,879	45,094	55,500	9,621
02.5010	Meter Reading	2,085	2,085	10,000	0	7,100	(2,900)
02.5050	Water Plant	5,330	11,538	8,853	5,969	10,000	1,147
02.6000	Wastewater Collection	5,480	9,487	17,000	13,156	19,000	2,000
02.6050	Wastewater Plant	5,084	7,651	8,000	7,576	8,000	0
02.6200	Utility Billing	26,149	29,297	28,000	36,867	49,600	21,600
06.8401	Harvester Performance Center	(602)	57,664	35,000	77,809	15,000	(20,000)
Totals		802,586	973,914	439,987	589,495	531,887	91,900
increase from prior year		28%	21%	-45%	-27%	-10%	



	TOWN OF ROCKY MOUNT						
	ADVERTISING (LINE 3600)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	890	2,629	1,250	2,402	2,000	750
01.1202	Town Manager	1,804	140	400	0	120	(280)
01.1213	Finance Dept.	1,556	281	320	400	400	80
01.3101	Police Dept.	158	1,008	600	100	300	(300)
01.3202	Fire Dept.	451	492	500	0	200	(300)
01.4100	Public Works Admin.	667	240	0	1,000	0	0
01.4107	Traffic Control	0	0	0	0	0	0
01.4108	Streets	0	580	150	0	0	(150)
01.4203	Refuse Collection	824	468	700	400	290	(410)
01.4204	Snow Removal	0	0	0	0	0	0
01.4304	Municipal Bldg.	0	0	0	0	0	0
01.8101	Planning	3,597	1,540	5,000	621	1,000	(4,000)
01.8102	Comm Development	857	45	2,000	2,859	1,000	(1,000)
01.8102	Comm Dev - Branding	44,788	47,490	62,257	84,252	25,000	(37,257)
01.8103	Citizens' Square	0	0	0	0	0	0
01.8104	Hospitality Center	656	0	165	0	0	(165)
02.5000	Water Distribution	0	0	0	0	0	0
02.5010	Meter Reading	0	0	0	0	0	0
02.5050	Water Plant	1,279	0	100	0	0	(100)
02.6000	Wastewater Collection	0	213	300	97	200	(100)
02.6200	Utility Billing	0	0	0	0	0	0
06.8401	Harvester Performance Center	4,075	0	0	0	0	0
	Totals	61,601	55,126	73,742	92,130	30,510	(43,232)
	increase from prior year	46%	-11%	20%	50%	-67%	

	TOWN OF ROCKY MOUNT						
	POSTAGE (LINE 3800)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	63	204	115	115	115	0
01.1202	Town Manager	147	183	140	50	50	(90)
01.1213	Finance Dept.	4,886	5,652	6,300	5,549	5,600	(700)
01.3101	Police Dept.	758	596	700	425	490	(210)
01.3202	Fire Dept.	0	0	0	0	0	0
01.4100	Public Works Admin	0	0	14	0	0	(14)
01.4203	Refuse Collection	0	0	0	0	0	0
01.8101	Planning	267	51	390	90	110	(280)
01.8102	Comm Development	650	901	500	279	300	(200)
01.8104	Hospitality Center	0	0	0	0	0	0
01.8106	Passport Services Exp.	1,780	1,996	1,875	1,422	1,875	0
02.5050	Water Plant	42	57	60	40	50	(10)
02.6000	Wastewater Collection	0	0	0	0	0	0
02.6050	Wastewater Plant	197	10	50	14	20	(30)
02.6200	Utility Billing	15,189	16,374	15,528	15,309	15,600	72
06.8401	Harvester Performance Center	0	0	0			0
	Totals	23,981	26,024	25,672	23,292	24,210	(1,462)
	increase from prior year	5%	9%	7%	-3%	4%	

	TOWN OF ROCKY MOUNT						
	UTILITIES (LINE 5100)						
Account	Title	FY 18	FY 19	FY 20	FY 20	FY 21	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.4104	Street Lighting	106,186	94,861	108,000	105,907	106,500	(1,500)
01.4107	Traffic Control	10,732	11,640	11,100	20,190	20,200	9,100
01.4304	Municipal Bldg	22,317	33,608	22,020	22,442	22,700	680
01.4305	Emerg Serv Bldg	15,263	16,293	16,600	24,734	24,000	7,400
01.4306	Public Works Bldg	5,883	4,126	6,240	6,470	6,440	200
01.4308	Parks	1,544	1,326	1,900	1,960	1,980	80
01.8103	Citizens' Square	2,339	2,334	2,650	2,548	2,550	(100)
01.8104	Hospitality Center	3,427	3,133	3,600	2,969	3,200	(400)
02.5000	Water Distribution	19,539	28,152	30,000	21,366	30,000	0
02.5050	Water Plant	69,255	66,639	72,000	67,249	71,000	(1,000)
02.6000	Wastewater Collection	36,206	43,945	56,000	30,056	40,000	(16,000)
02.6050	Wastewater Plant	56,885	63,803	74,000	52,925	64,373	(9,627)
06.8401	Harvester Performance Center	24,908	21,401	27,600	26,862	25,000	(2,600)
	Totals	374,483	391,261	431,710	385,678	417,943	(13,767)
	increase from prior year	2%	4%	15%	3%	8%	



TOWN OF ROCKY MOUNT							
MOTOR FUEL (LINE 5155)							
Account	Title	FY 18	FY 19	FY 20	FY 20	FY 21	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1202	Town Manager	554	791	500	350	650	150
01.3101	Police Dept.	39,847	42,582	43,000	45,055	43,000	0
01.3202	Fire Dept.	6,217	6,973	7,750	7,076	7,160	(590)
01.4107	Traffic Control	808	876	715	634	650	(65)
01.4108	Streets	22,386	26,290	28,250	30,016	31,000	2,750
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	696	718	800	544	625	(175)
01.4203	Refuse Collection	7,651	8,709	7,800	7,924	9,000	1,200
01.4204	Snow Removal	776	1,725	1,300	300	750	(550)
01.4307	Cemetery Maint.	532	603	600	585	500	(100)
01.4308	Parks Maint.	550	968	675	525	550	(125)
01.8101	Planning	0	0	0	0	0	0
01.8102	Comm Development	1,674	1,972	1,700	2,001	1,950	250
02.5010	Meter Reading	2,754	2,709	2,800	2,460	2,500	(300)
02.5050	Water Plant	1,627	2,024	2,000	2,310	2,300	300
02.6000	Wastewater Collection	699	962	800	793	800	0
02.6050	Wastewater Plant	2,510	2,567	2,800	2,970	3,000	200
Totals		89,281	100,469	101,490	103,542	104,435	2,945
increase from prior year		11%	13%	14%	16%	1%	

TOWN OF ROCKY MOUNT							
VEHICLE EXPENSE (LINE 5157)							
Account	Title	FY 18	FY 19	FY 20	FY 20	FY 21	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1202	Town Manager	286	599	400	250	400	0
01.3101	Police Dept.	27,806	21,716	30,000	27,352	32,750	2,750
01.3202	Fire Dept.	18,294	30,236	13,000	11,404	13,000	0
01.4107	Traffic Control	511	854	500	0	500	0
01.4108	Streets	19,485	22,363	24,700	41,641	32,500	7,800
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	1,779	65	1,000	1,006	1,000	0
01.4203	Refuse Collection	3,092	8,467	5,000	10,435	8,000	3,000
01.4204	Snow Removal	2,733	746	1,500	300	750	(750)
01.4307	Cemetery Maint.	0	0	0	0	0	0
01.4308	Parks Maint.	0	0	0	0	0	0
01.8101	Planning	0	0	0	0	0	0
01.8102	Comm Development	2,322	758	2,000	1,056	2,000	0
02.5000	Water Distribution	0	0	226	300	0	(226)
02.5010	Meter Reading	0	99	750	681	750	0
02.5050	Water Plant	987	728	750	791	1,500	750
02.6000	Wastewater Collection	859	2,843	1,000	800	1,000	0
02.6050	Wastewater Plant	945	1,372	800	813	1,300	500
	Totals	79,100	90,846	81,626	96,829	95,450	13,824
	increase from prior year	9%	15%	3%	22%	-1%	

	TOWN OF ROCKY MOUNT COMMUNICATIONS (LINE 5200)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	3,361	3,361	3,561	3,440	3,460	(101)
01.1202	Town Manager	6,129	6,798	5,868	5,556	5,668	(200)
01.1213	Finance Dept.	5,754	6,126	7,306	3,826	3,850	(3,456)
01.3101	Police Dept.	25,684	23,690	24,292	20,035	21,000	(3,292)
01.3202	Fire Dept.	2,802	2,170	2,300	2,016	2,300	0
01.4100	Public Works Admin.	3,178	5,136	5,136	5,704	5,730	594
01.4304	Municipal Bldg.	4,151	5,607	3,900	5,657	5,700	1,800
01.4305	Emerg Services Bldg.	3,869	5,979	4,980	3,181	3,280	(1,700)
01.4306	Public Works Bldg.	3,595	4,713	4,127	4,131	4,150	23
01.8101	Planning	5,490	6,101	5,935	3,932	4,050	(1,885)
01.8102	Comm. Development	3,687	4,595	2,870	3,002	3,100	230
01.8103	Citizens' Square	0	0	0	0	0	0
01.8104	Hospitality Center	1,000	1,027	996	1,010	1,020	24
02.5000	Water Distribution	0	0	0	0	0	0
02.5050	Water Plant	4,884	5,814	5,600	5,782	5,800	200
02.6000	Wastewater Collection	0	0	0	0	0	0
02.6050	Wastewater Plant	5,087	6,624	5,220	4,906	5,220	0
02.6200	Utility Billing	0	0	0	0	0	0
06.8401	Harvester Performance Center	13,025	17,685	13,800	13,899	13,800	0
	Totals	91,696	105,426	95,891	86,077	88,128	(7,763)
	increase from prior year	9%	15%	5%	-6%	2%	



	TOWN OF ROCKY MOUNT						
	UNIFORMS (LINE 5445)						
Account	Title	FY 18	FY 19	FY 20	FY 20	FY 21	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.3101	Police Dept.	7,142	9,070	7,500	12,234	12,500	5,000
01.3202	Fire Dept.	1,354	12,773	10,000	4,372	7,050	(2,950)
01.4100	Public Works Admin.	10,251	13,433	13,400	13,973	16,600	3,200
02.5050	Water Plant	3,927	4,154	4,600	3,520	4,000	(600)
02.6050	Wastewater Plant	3,140	3,894	4,300	3,265	4,500	200
	Totals	25,815	43,324	39,800	37,364	44,650	4,850
	increase from prior year	-13%	68%	54%	45%	20%	

	TOWN OF ROCKY MOUNT						
	TRAINING (LINE 5500)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	3,495	6,176	3,800	2,555	2,900	(900)
01.1202	Town Manager	10,762	8,330	9,000	7,277	7,000	(2,000)
01.1204	Town Attorney	0	0	0	0	100	100
01.1213	Finance Dept.	5,714	5,953	5,700	3,615	3,950	(1,750)
01.3101	Police Dept.	5,689	19,190	7,800	18,074	15,000	7,200
01.3202	Fire Dept.	0	0	100	0	0	(100)
01.4100	Public Works Admin.	637	2,289	2,500	1,293	2,000	(500)
01.4108	Streets	150	315	500	8	350	(150)
01.8101	Planning	1,001	790	2,500	2,300	2,500	0
01.8102	Comm Development	2,836	4,672	10,000	6,920	6,500	(3,500)
01.8104	Hospitality Center	40	25	0	0	0	0
01.8106	Passport Services Exp.	0	0	0	0	0	0
01.8130	Economic Development	0	0	1,500	0	1,500	0
02.5010	Meter Reading	0	0	0	0	0	0
02.5050	Water Plant	1,344	6,539	3,300	2,497	3,300	0
02.6050	Wastewater Plant	2,797	3,117	3,000	0	3,000	0
06.8401	Harvester Performance Center	0	0	0	0	0	0
	Totals	34,464	57,396	49,700	44,538	48,100	(1,600)
	increase from prior year	13%	67%	44%	29%	8%	

	TOWN OF ROCKY MOUNT						
	DUES (LINE 5650)						
	PERMITS, LICENSES, FEES (LINE 4400)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	10,698	13,639	10,788	10,700	10,788	0
01.1202	Town Manager	1,225	1,161	1,235	1,110	1,150	(85)
01.1204	Town Attorney	250	250	260	250	260	0
01.1213	Finance Dept.	839	1,433	1,254	1,038	1,084	(170)
01.3101	Police Dept.	9,385	11,060	10,800	11,684	11,700	900
01.3202	Fire Dept.	100	0	50	26	50	0
01.8101	Planning	306	105	50	350	50	0
01.8102	Comm Development	1,807	4,293	2,000	1,820	2,200	200
01.8103	Citizens' Square	40	0	40	40	40	0
02.5050	Water Plant - licenses	8,626	9,624	9,300	8,889	9,100	(200)
02.5050	Water Plant - dues	200	225	225	225	300	75
02.6050	Wastewater Plant - licenses	9,742	9,627	10,000	9,444	10,000	(0)
02.6050	Wastewater Plant - dues	166	225	300	308	400	100
06.8401	Harvester - licenses	8,021	10,786	1,000	460	500	(500)
06.8401	Harvester - dues	0	0	0	0	0	0
	Totals	51,405	62,428	47,302	46,344	47,622	320
	increase from prior year	4%	21%	-8%	-10%	3%	



	TOWN OF ROCKY MOUNT						
	OFFICE SUPPLIES (LINE 6001)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.1101	Council	2,385	1,194	1,800	1,332	1,390	(410)
01.1202	Town Manager	8,185	6,459	7,000	6,902	7,000	0
01.1213	Finance Dept.	7,565	5,618	7,500	7,559	7,600	100
01.3101	Police Dept.	2,559	2,547	2,400	2,954	3,100	700
01.3202	Fire Dept.	291	752	200	0	100	(100)
01.4100	Public Works Admin.	228	1,013	400	116	170	(230)
01.8101	Planning	2,287	1,522	3,500	1,443	1,800	(1,700)
01.8102	Comm Development	6,903	5,304	6,000	4,820	5,000	(1,000)
01.8104	Hospitality Center	111	234	200	70	100	(100)
01.8106	Passport Service Exp.	807	562	1,125	812	1,000	(125)
02.5050	Water Plant	403	196	650	347	325	(325)
02.6050	Wastewater Plant	641	267	450	136	230	(220)
02.6200	Utility Billing	2,537	1,812	2,800	3,212	3,000	200
06.8401	Harvester Performance Center	495	888	800	1,132	0	(800)
	Totals	35,399	28,368	34,825	30,834	30,815	(4,010)
	increase from prior year	2%	-20%	-2%	-13%	0%	

	TOWN OF ROCKY MOUNT						
	JANITOR SUPPLIES (LINE 6005)						
Account	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.4304	Municipal Bldg.	2,144	1,510	1,820	1,086	1,100	(720)
01.4305	Emergency Serv. Bldg.	1,226	3,330	1,300	1,045	1,250	(50)
01.4306	Public Works Bldg.	3,500	4,537	3,600	3,650	3,850	250
01.4308	Parks & Playgrounds	0	0	0	0	0	0
01.8103	Citizens' Square	183	430	240	300	240	0
01.8104	Hospitality Center	242	62	250	280	250	0
02.5050	Water Plant	119	294	150	1,174	1,200	1,050
02.6050	Wastewater Plant	3,411	569	1,500	802	1,200	(300)
06.8401	Harvester Performance Center	7,177	5,811	6,770	4,081	2,000	(4,770)
	Totals	18,002	16,543	15,630	12,418	11,090	(4,540)
	increase from prior year	133%	-8%	-13%	-31%	-11%	

TOWN OF ROCKY MOUNT MATERIALS								
Account	Line #	Title	FY 18 Actual	FY 19 Actual	FY 20 Budget	FY 20 Estimated	FY 21 Proposed	Increase / (Decrease)
01.3101	6010	Police Dept.	23,468	21,701	26,700	10,553	22,200	(4,500)
01.3202	6008	Fire Dept.	1,744	1,299	2,500	1,762	2,500	0
01.4104	6016	Street Lighting	171	1,935	200	121	200	0
01.4107	6007	Traffic Control	6,708	12,332	16,000	18,223	18,000	2,000
01.4108	6016	Streets	43,072	33,754	15,000	16,156	15,000	0
01.4109	6016	Sidewalks	4,959	532	2,500	1,857	500	(2,000)
01.4202	6016	Street Cleaning	105	0	120	50	120	0
01.4203	6017	Refuse Collection	1,850	1,842	1,450	1,382	1,400	(50)
01.4204	6014	Snow Removal - chemicals	17,330	14,370	17,500	399	5,750	(11,750)
01.4204	6016	Snow Removal - materials	879	6,749	1,000	2,724	1,000	0
01.4304	6002	Municipal Bldg.	2,169	3,659	1,875	3,791	1,875	0
01.4305	6020	Emerg. Services Bldg.	759	623	518	1,084	550	32
01.4306	6006	Public Works Bldg.	6,342	4,043	6,300	6,050	6,300	0
01.4307	6013	Cemetery Maint.	0	0	0	0	0	0
01.4308	6013	Parks & Playgrounds	2,472	4,536	3,700	5,322	3,000	(700)
01.8103	6018	Citizens' Square	752	1,610	300	468	300	0
01.8104	6018	Hospitality Center	170	0	200	84	200	0
01.8106	6023	Passport Services Exp.	0	0	0	0	0	0
02.5000	6009	Water Distribution	38,472	31,580	26,800	15,280	20,000	(6,800)
02.5010	6009	Meter Reading	0	102	200	152	200	0
02.5050	6004	Water Plant-lab	5,210	10,023	10,500	14,067	15,000	4,500
02.5050	6009	Water Plant-materials	4,207	4,346	5,000	5,418	7,500	2,500
02.5050	6014	Water Plant-chemicals	70,316	86,882	87,000	75,829	89,000	2,000
02.6000	6012	Wastewater Collection	11,745	4,879	9,000	6,665	8,000	(1,000)
02.6000	6014	Wastewater Collection-chemicals	2,160	1,275	2,200	2,180	3,000	800
02.6050	6004	Wastewater Plant-lab	8,324	6,402	8,500	7,556	8,500	0
02.6050	6012	Wastewater Plant-materials	766	443	1,000	1,903	2,800	1,800
02.6050	6014	Wastewater Plant-chemicals	21,882	12,972	16,000	7,806	14,200	(1,800)
Totals			276,032	267,889	262,063	206,884	247,095	(14,968)
increase from prior year			17%	-3%	-5%	-25%	19%	



# **SUPPORTING SCHEDULES**

TAX RATES – HISTORY – page 125
DEBT SERVICE – page 126
LEGAL DEBT MARGIN – page 127
UNRESTRICTED FUND BALANCE – page 128
INVESTMENTS BALANCE – page 129
EMPLOYEE POSITIONS – page 130
PAY GRADE SCALE – page 131 - 136
HEALTH & DENTAL INSURANCE PREMIUMS – page 137
PUBLIC WORKS DEPT SALARY ALLOCATIONS – page 138
WATER & SEWER RATES – HISTORY – page 139 - 144
UTILITY CONNECTION FEES – HISTORY – page 145 - 150
AGENCY REQUEST QUESTIONNAIRE – page 151 - 152
AGENCY REQUESTS – HISTORY – page 153
AGENCY REQUESTS & RECOMMENDATIONS – page 154
VEHICLE LISTING – page 155 - 156

TOWN OF ROCKY MOUNT		
CHANGES IN TAX RATES		
YEAR	R/E	P/P
1968	1.50	1.50
1969	1.50	1.50
1970	1.50	1.50
1971	1.50	1.50
1972	1.50	1.50
1973	1.50	1.50
1974	2.50	2.50
1975	2.50	2.50
1976	2.50	2.50
1977	2.50	2.50
1978	2.50	2.50
1979	0.35	2.50
1980	0.35	2.50
1981	0.35	2.50
1982	0.35	2.50
1983	0.35	2.50
1984	0.35	2.50
1985	0.30	2.50
1986	0.25	2.50
1987	0.20	2.50
1988	0.20	2.50
1989	0.15	2.50
1990	0.12	1.70
1991	0.12	1.70
1992	0.12	1.70
1993	0.12	1.70
1994	0.12	1.70
1995	0.12	1.70
1996	0.12	0.51
1997	0.12	0.51
1998	0.12	0.51
1999	0.12	0.51
2000	0.12	0.51
2001	0.12	0.51
2002	0.12	0.51
2003	0.12	0.51
2004	0.12	0.51
2005	0.11	0.51
2006	0.14	0.51
2007	0.14	0.51
2008	0.14	0.51
2009	0.12	0.51
2010	0.12	0.51
2011	0.12	0.51
2012	0.12	0.51
2013	0.13	0.51
2014	0.13	0.51
2015	0.13	0.51
2016	0.13	0.51
2017	0.13	0.51
2018	0.13	0.51
2019	0.13	0.51
2020	0.13	0.51

L-T DEBT	TOTAL TOWN OF ROCKY MOUNT DEBT (GENERAL AND ENTERPRISE)						
	VML 2010K -- EMERGENCY SERVICES BUIDLING						
	VML 2013 -- ANNEX SEWER & OLD FORT ROAD UTILITIES (REFINANCED)						
	VML 2017 -- ANNEX SEWER & OLD FORT ROAD UTILITIES (REFINANCED)						
	WVWA 2019 -- WVWA INTERCONNECT						
YEAR	BALANCE					BALANCE	
END	OUTSTANDING	PRINCIPAL	INTEREST	TOTAL	INTEREST	OUTSTANDING	MATURITY
2021	at 7/1/20	PAYMENTS	PAYMENTS	PAYMENTS	RATE	at 6/30/21	DATE
ES Bldg (VML 2010K)	160,000.00	160,000.00	8,003.76	168,003.76	3.70%	-	2/1/2021
Vets Park, PS radios, (VML 2017)	1,129,000.00	131,000.00	23,077.95	154,077.95	2.17%	998,000.00	8/1/2027
Total General Fund	1,289,000.00	291,000.00	31,081.71	322,081.71		998,000.00	
		10091020.56121	10091020.56122			01.2737	
Annex Sewer & Utilities (VML 2013)	2,444,000.00	310,000.00	63,028.00	373,028.00	1.85%	2,134,000.00	2/1/2037
	2,444,000.00	310,000.00	63,028.00	373,028.00		2,134,000.00	
		20069000.56121	20069000.56122				
Meter Replacement (VML 2018)	1,059,260.00	59,330.00	36,859.50	96,189.50	3.58%	999,930.00	8/1/1933
WVWA Interconnect (WVWA 2019)	1,077,530.28	42,808.13	32,007.23	74,815.36	3.00%	1,034,722.15	4/1/2039
Total Utility Fund	2,136,790.28	102,138.13	68,866.73	171,004.86		2,034,652.15	
		50069000.56121	50069000.56122				
Grand Total	5,869,790.28	703,138.13	162,976.44	866,114.57		5,166,652.15	



Town of Rocky Mount					
Legal Debt Margin					
<b>***NOTE: Legal Debt Margin gives the upper limit on any borrowing. At the end of FY 2019 the Town may borrow an additional \$40,577,900 if needed.</b>					
Per Fiscal Year	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Assessed Real Estate Value	443,862,900	454,949,600	457,289,700	460,214,000	461,763,500
Debt Limit (10% of Assessed Value)	44,386,290	45,494,960	45,728,970	46,021,400	46,176,350
Less: Debt Outstanding	(4,388,500)	(5,506,500)	(4,919,000)	(5,443,500)	(5,869,790)
Legal Debt Margin (available for Debt)	39,997,790	39,988,460	40,809,970	40,577,900	40,306,560
Outstanding Debt as % of Debt Limit	10%	12%	11%	12%	13%

Town of Rocky Mount					
Unrestricted Fund Balance					
(Audited)					
	FY	FY	FY	FY	FY
	2015	2016	2017	2018	2019
General + Capital Projects Fund	4,942,843	6,909,303	5,750,745	4,918,816	5,555,290
Utility Operating + Capital Fund	22,529	234,853	1,554,675	1,173,667	1,279,273
Combined Fund Balance	4,965,372	7,144,156	7,305,420	6,092,483	6,834,563
difference from prior year	(1,001,303)	2,178,784	161,264	(1,212,937)	742,080
	HPC renovate	postpone			
		projects			
Source: Table 1 (Net Assets by Component), Comprehensive Annual Financial Report					

Town of Rocky Mount					
Investments (book value)					
	2015	2016	2017	2018	2019
	4,303,000	4,283,000	4,283,000	4,283,000	3,848,000
variance fm prior yr	(989,000)	(20,000)	-	-	(435,000)
variance from 2009	(4,267,000)	(4,287,000)	(4,287,000)	(3,797,000)	(3,756,000)
projects	Harvester =				
	133,946				
	capital				
	370,285				
	operating				



TOWN OF ROCKY MOUNT				
EMPLOYEE POSITIONS				
BY DEPARTMENT & TITLE				
Dept.	Position	# positions	Pay Grade	Function
Manager	Town Manager	1	32	Directs overall administration of the Town government
Manager	Executive Assistant	1	16	Maintains official Town records; support to Council and Town Manager
Manager	Receptionist/Admin. Assistant	1	8	Greets and assists the public entering the Municipal Building
Comm. Develop.	Asst Town Mgr / Com Dev Director	1	28	Assists Town Mgr; directs community & economic activities
Comm. Develop.	Planner	1	20	Coordinates Town zoning and planning functions
Comm. Develop.	Comm Development Assistant	1	9	Support to Community Development Dept. & other Town boards
Comm. Develop.	Cultural & Economic Director	1	21	Supports Business Community & Plans Events
Comm. Develop.	DePot Host / Hostess	6	p-t	Greet visitors to the Welcome Center
Harvester	General Manager	1	24	Overall administration of the HPC; books performances
Harvester	Assistant Manager	1	20	Assists General Manager in administration of the HPC
Harvester	Operations Supervisor	1	16	Oversees HPC office operations
Harvester	Lead Equipment Technician	1	16	Loads in, loads out, operates sound equipment
Finance	Finance Director / Treasurer	1	28	Directs overall administration of the Finance Department
Finance	Assistant Finance Director	1	22	Provides internal services, human resources, and accounting
Finance	Accounting Technician	1	14	Performs accounting, payroll, & accounts payable functions
Finance	Account Clerk	2	9	Performs customer service & accounting assistance
Police	Police Chief	1	28	Directs overall administration of the Police Department
Police	Lieutenant - Patrol	1	21	Supervises all patrol activities and events
Police	Lieutenant - Investigations	1	21	Supervises all investigations and records management
Police	Sergeant - Patrol	4	18	Direct supervision of patrol shift; general duty of law enforcement
Police	Sergeant - Investigations	1	18	Direct supervision of investigations; general duty of law enforcement
Police	Police Officer - Patrol	11	13	Law enforcement to protect life and property in the Town
Police	Community Police Officer	1	p-t	Law enforcement to protect life and property in the Town
Police	Investigator	1	15	Investigates reported & suspected criminal activity; law enforcement
Police	School Resource Officer	1	13	Law enforcement within the public school system
Police	Records Manager	1	15	Supervisory, clerical, and records management duties
Police	Records Clerk	1	9	Clerical and records management duties
Police	Police Officer (part-time)	5	p-t	Law enforcement to protect life and property in the Town
Public Works	Public Works Superintendent	1	24	Supervises/coordinates construction, repair, and maintenance projects
Public Works	Foreman	1	15	Supervises crews on repair and maintenance projects
Public Works	Mechanic	1	12	Skilled and semi-skilled work in the repair & maintenance of equipment
Public Works	Utility Service Technician	1	9	Reads water meters plus other public works projects as assigned
Public Works	Maintenance Worker III	3	9	Skilled and semi-skilled work with motorized construction equipment
Public Works	Maintenance Worker II	3	8	Construction, maintenance, and repair duties
Public Works	Maintenance Worker I	3	7	Construction, maintenance, and repair duties
Public Works	Landscape Technician	1	10	Skilled work with Town flower beds and lawns
Public Works	Ground Maintenance Worker III	0	9	Skilled and semi-skilled work with grounds maintenance
Public Works	Ground Maintenance Worker II	1	8	Maintain Town owned grounds
Public Works	Ground Maintenance Worker I	2	7	Maintain Town owned grounds
Public Works	Maintenance Worker - part-time	3	p-t	Construction, maintenance, and repair duties (summer)
Water Plant	Water Plant Superintendent	1	21	Manages and supervises the water treatment plant operations
Water Plant	Water Plant Lead Operator	1	16	Assistant Manager of the water treatment plant operations
Water Plant	Water Plant Operator	4	14, 12, 10, 8	Tests, treats, and purifies water for public and industrial use
Wastewater Plant	Wastewater Plant Superintendent	1	21	Manages and supervises the wastewater treatment plant operations
Wastewater Plant	Wastewater Plant Lead Operator	1	16	Assistant Manager of the wastewater treatment plant operations
Wastewater Plant	Wastewater Plant Operator	3	14, 12, 10, 8	Operates, maintains, and repairs the wastewater treatment plant
Wastewater Plant	Wastewater Plant intern	1	p-t	Assists in Plant operations and testing
	Total Full-time	66		
	Total Part-time	16		



FY 2021 pay plan (0% increase)							
	Grade	Step 1	2	3	4	5	6
	1	20667.000	21183.675	21713.267	22256.099	22812.501	23382.814
	2	21713.267	22256.099	22812.501	23382.814	23967.384	24566.568
	3	22812.501	23382.814	23967.384	24566.568	25180.733	25810.251
	4	23967.384	24566.568	25180.733	25810.251	26455.507	27116.895
	5	25180.733	25810.251	26455.507	27116.895	27794.817	28489.688
	6	26455.507	27116.895	27794.817	28489.688	29201.930	29931.978
Maintenance I	7	27794.817	28489.688	29201.930	29931.978	30680.278	31447.285
Grounds Maintenance I	7	27794.817	28489.688	29201.930	29931.978	30680.278	31447.285
Maintenance II	8	29201.930	29931.978	30680.278	31447.285	32233.467	33039.303
Utility Trainee Class IV	8	29201.930	29931.978	30680.278	31447.285	32233.467	33039.303
Grounds Maintenance II	8	29201.930	29931.978	30680.278	31447.285	32233.467	33039.303
Reception/Admin Assist	8	29201.930	29931.978	30680.278	31447.285	32233.467	33039.303
Maintenance III	9	30680.278	31447.285	32233.467	33039.303	33865.286	34711.918
Accounting Clerk	9	30680.278	31447.285	32233.467	33039.303	33865.286	34711.918
Administrative Assistant	9	30680.278	31447.285	32233.467	33039.303	33865.286	34711.918
Records Clerk	9	30680.278	31447.285	32233.467	33039.303	33865.286	34711.918
Utility Technician	9	30680.278	31447.285	32233.467	33039.303	33865.286	34711.918
Landscape Technician	10	32233.467	33039.303	33865.286	34711.918	35579.716	36469.209
Utility Operator Class III	10	32233.467	33039.303	33865.286	34711.918	35579.716	36469.209
	11	33865.286	34711.918	35579.716	36469.209	37380.939	38315.463
Mechanic	12	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183
Police Officer Trainee	12	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183
Utility Operator Class II	12	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183
School Resource Officer	13	37380.939	38315.463	39273.349	40255.183	41261.563	42293.102
Police Officer	13	37380.939	38315.463	39273.349	40255.183	41261.563	42293.102
Accounting Technician I	14	39273.349	40255.183	41261.563	42293.102	43350.429	44434.190
Utility Operator Class I	14	39273.349	40255.183	41261.563	42293.102	43350.429	44434.190
Music Venue Lead Technician	15	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671
Investigator	15	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671
Records Manager	15	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671
Public Works Foreman	15	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671
Music Venue Supervisor	16	43350.429	44434.190	45545.045	46683.671	47850.763	49047.032
Executive Assistant/Clerk	16	43350.429	44434.190	45545.045	46683.671	47850.763	49047.032
Lead Operator	16	43350.429	44434.190	45545.045	46683.671	47850.763	49047.032
	17	45545.045	46683.671	47850.763	49047.032	50273.207	51530.038
Police Sergeant	18	47850.763	49047.032	50273.207	51530.038	52818.288	54138.746

FY 2021 pay plan (0% increase)							
	Grade	Step 1	2	3	4	5	6
	19	50273.207	51530.038	52818.288	54138.746	55492.214	56879.520
Planner	20	52818.288	54138.746	55492.214	56879.520	58301.508	59759.045
Music Venue Ast. Mgr	20	52818.288	54138.746	55492.214	56879.520	58301.508	59759.045
Lt. Investigations	21	55492.214	56879.520	58301.508	59759.045	61253.022	62784.347
Lt. Patrol	21	55492.214	56879.520	58301.508	59759.045	61253.022	62784.347
Water Superintendent	21	55492.214	56879.520	58301.508	59759.045	61253.022	62784.347
Waste Water Superintendent	21	55492.214	56879.520	58301.508	59759.045	61253.022	62784.347
Cultural/Economic Director	21	55492.214	56879.520	58301.508	59759.045	61253.022	62784.347
Assistant Finance Director	22	58301.508	59759.045	61253.022	62784.347	64353.956	65962.805
	23	61253.022	62784.347	64353.956	65962.805	67611.875	69302.172
Music Venue Manager	24	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594
Public Works Superintendent	24	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594
	25	67611.875	69302.172	71034.726	72810.594	74630.859	76496.630
	26	71034.726	72810.594	74630.859	76496.630	78409.046	80369.272
	27	74630.859	76496.630	78409.046	80369.272	82378.504	84437.967
Assistant Town Manager	28	78409.046	80369.272	82378.504	84437.967	86548.916	88712.639
Police Chief	28	78409.046	80369.272	82378.504	84437.967	86548.916	88712.639
Finance Director	28	78409.046	80369.272	82378.504	84437.967	86548.916	88712.639
	29	82378.504	84437.967	86548.916	88712.639	90930.455	93203.716
	30	86548.916	88712.639	90930.455	93203.716	95533.809	97922.154
	31	90930.455	93203.716	95533.809	97922.154	100370.208	102879.463
Town Manager	32	95533.809	97922.154	100370.208	102879.463	105451.450	108087.736
	33	100370.208	102879.463	105451.450	108087.736	110789.930	113559.678
	34	105451.450	108087.736	110789.930	113559.678	116398.670	119308.636
	35	110789.930	113559.678	116398.670	119308.636	122291.352	125348.636



FY 2021 pay plan (0% increase)								
	Grade	7	8	9	10	11	12	13
	1	23967.384	24566.568	25180.733	25810.251	26455.507	27116.895	27794.817
	2	25180.733	25810.251	26455.507	27116.895	27794.817	28489.688	29201.930
	3	26455.507	27116.895	27794.817	28489.688	29201.930	29931.978	30680.278
	4	27794.817	28489.688	29201.930	29931.978	30680.278	31447.285	32233.467
	5	29201.930	29931.978	30680.278	31447.285	32233.467	33039.303	33865.286
	6	30680.278	31447.285	32233.467	33039.303	33865.286	34711.918	35579.716
Maintenance I	7	32233.467	33039.303	33865.286	34711.918	35579.716	36469.209	37380.939
Grounds Maintenance I	7	32233.467	33039.303	33865.286	34711.918	35579.716	36469.209	37380.939
Maintenance II	8	33865.286	34711.918	35579.716	36469.209	37380.939	38315.463	39273.349
Utility Trainee Class IV	8	33865.286	34711.918	35579.716	36469.209	37380.939	38315.463	39273.349
Grounds Maintenance II	8	33865.286	34711.918	35579.716	36469.209	37380.939	38315.463	39273.349
Reception/Admin Assist	8	33865.286	34711.918	35579.716	36469.209	37380.939	38315.463	39273.349
Maintenance III	9	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183	41261.563
Accounting Clerk	9	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183	41261.563
Administrative Assistant	9	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183	41261.563
Records Clerk	9	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183	41261.563
Utility Technician	9	35579.716	36469.209	37380.939	38315.463	39273.349	40255.183	41261.563
Landscape Technician	10	37380.939	38315.463	39273.349	40255.183	41261.563	42293.102	43350.429
Utility Operator Class III	10	37380.939	38315.463	39273.349	40255.183	41261.563	42293.102	43350.429
	11	39273.349	40255.183	41261.563	42293.102	43350.429	44434.190	45545.045
Mechanic	12	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Police Officer Trainee	12	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Utility Operator Class II	12	41261.563	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
School Resource Officer	13	43350.429	44434.190	45545.045	46683.671	47850.763	49047.032	50273.207
Police Officer	13	43350.429	44434.190	45545.045	46683.671	47850.763	49047.032	50273.207
Accounting Technician I	14	45545.045	46683.671	47850.763	49047.032	50273.207	51530.038	52818.288
Utility Operator Class I	14	45545.045	46683.671	47850.763	49047.032	50273.207	51530.038	52818.288
Music Venue Lead Technician	15	47850.763	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
Investigator	15	47850.763	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
Records Manager	15	47850.763	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
Public Works Foreman	15	47850.763	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
Music Venue Supervisor	16	50273.207	51530.038	52818.288	54138.746	55492.214	56879.520	58301.508
Executive Assistant/Clerk	16	50273.207	51530.038	52818.288	54138.746	55492.214	56879.520	58301.508
Lead Operator	16	50273.207	51530.038	52818.288	54138.746	55492.214	56879.520	58301.508
	17	52818.288	54138.746	55492.214	56879.520	58301.508	59759.045	61253.022
Police Sergeant	18	55492.214	56879.520	58301.508	59759.045	61253.022	62784.347	64353.956



FY 2021 pay plan (0% increase)								
	Grade	7	8	9	10	11	12	13
	19	58301.508	59759.045	61253.022	62784.347	64353.956	65962.805	67611.875
Planner	20	61253.022	62784.347	64353.956	65962.805	67611.875	69302.172	71034.726
Music Venue Ast. Mgr	20	61253.022	62784.347	64353.956	65962.805	67611.875	69302.172	71034.726
Lt. Investigations	21	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594	74630.859
Lt. Patrol	21	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594	74630.859
Water Superintendent	21	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594	74630.859
Waste Water Superintendent	21	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594	74630.859
Cultural/Economic Director	21	64353.956	65962.805	67611.875	69302.172	71034.726	72810.594	74630.859
Assistant Finance Director	22	67611.875	69302.172	71034.726	72810.594	74630.859	76496.630	78409.046
	23	71034.726	72810.594	74630.859	76496.630	78409.046	80369.272	82378.504
Music Venue Manager	24	74630.859	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
Public Works Superintendent	24	74630.859	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
	25	78409.046	80369.272	82378.504	84437.967	86548.916	88712.639	90930.455
	26	82378.504	84437.967	86548.916	88712.639	90930.455	93203.716	95533.809
	27	86548.916	88712.639	90930.455	93203.716	95533.809	97922.154	100370.208
Assistant Town Manager	28	90930.455	93203.716	95533.809	97922.154	100370.208	102879.463	105451.450
Police Chief	28	90930.455	93203.716	95533.809	97922.154	100370.208	102879.463	105451.450
Finance Director	28	90930.455	93203.716	95533.809	97922.154	100370.208	102879.463	105451.450
	29	95533.809	97922.154	100370.208	102879.463	105451.450	108087.736	110789.930
	30	100370.208	102879.463	105451.450	108087.736	110789.930	113559.678	116398.670
	31	105451.450	108087.736	110789.930	113559.678	116398.670	119308.636	122291.352
Town Manager	32	110789.930	113559.678	116398.670	119308.636	122291.352	125348.636	128482.352
	33	116398.670	119308.636	122291.352	125348.636	128482.352	131694.411	134986.771
	34	122291.352	125348.636	128482.352	131694.411	134986.771	138361.440	141820.476
	35	128482.352	131694.411	134986.771	138361.440	141820.476	145365.988	149000.138

FY 2021 pay plan (0% increase)							
	Grade	14	15	16	17	18	19
	1	28489.688	29201.930	29931.978	30680.278	31447.285	32233.467
	2	29931.978	30680.278	31447.285	32233.467	33039.303	33865.286
	3	31447.285	32233.467	33039.303	33865.286	34711.918	35579.716
	4	33039.303	33865.286	34711.918	35579.716	36469.209	37380.939
	5	34711.918	35579.716	36469.209	37380.939	38315.463	39273.349
	6	36469.209	37380.939	38315.463	39273.349	40255.183	41261.563
Maintenance I	7	38315.463	39273.349	40255.183	41261.563	42293.102	43350.429
Grounds Maintenance I	7	38315.463	39273.349	40255.183	41261.563	42293.102	43350.429
Maintenance II	8	40255.183	41261.563	42293.102	43350.429	44434.190	45545.045
Utility Trainee Class IV	8	40255.183	41261.563	42293.102	43350.429	44434.190	45545.045
Grounds Maintenance II	8	40255.183	41261.563	42293.102	43350.429	44434.190	45545.045
Reception/Admin Assist	8	40255.183	41261.563	42293.102	43350.429	44434.190	45545.045
Maintenance III	9	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Accounting Clerk	9	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Administrative Assistant	9	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Records Clerk	9	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Utility Technician	9	42293.102	43350.429	44434.190	45545.045	46683.671	47850.763
Landscape Technician	10	44434.190	45545.045	46683.671	47850.763	49047.032	50273.207
Utility Operator Class III	10	44434.190	45545.045	46683.671	47850.763	49047.032	50273.207
	11	46683.671	47850.763	49047.032	50273.207	51530.038	52818.288
Mechanic	12	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
Police Officer Trainee	12	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
Utility Operator Class II	12	49047.032	50273.207	51530.038	52818.288	54138.746	55492.214
School Resource Officer	13	51530.038	52818.288	54138.746	55492.214	56879.520	58301.508
Police Officer	13	51530.038	52818.288	54138.746	55492.214	56879.520	58301.508
Accounting Technician I	14	54138.746	55492.214	56879.520	58301.508	59759.045	61253.022
Utility Operator Class I	14	54138.746	55492.214	56879.520	58301.508	59759.045	61253.022
Music Venue Lead Technician	15	56879.520	58301.508	59759.045	61253.022	62784.347	64353.956
Investigator	15	56879.520	58301.508	59759.045	61253.022	62784.347	64353.956
Records Manager	15	56879.520	58301.508	59759.045	61253.022	62784.347	64353.956
Public Works Foreman	15	56879.520	58301.508	59759.045	61253.022	62784.347	64353.956
Music Venue Supervisor	16	59759.045	61253.022	62784.347	64353.956	65962.805	67611.875
Executive Assistant/Clerk	16	59759.045	61253.022	62784.347	64353.956	65962.805	67611.875
Lead Operator	16	59759.045	61253.022	62784.347	64353.956	65962.805	67611.875
	17	62784.347	64353.956	65962.805	67611.875	69302.172	71034.726
Police Sergeant	18	65962.805	67611.875	69302.172	71034.726	72810.594	74630.859



FY 2021 pay plan (0% increase)							
	Grade	14	15	16	17	18	19
	19	69302.172	71034.726	72810.594	74630.859	76496.630	78409.046
Planner	20	72810.594	74630.859	76496.630	78409.046	80369.272	82378.504
Music Venue Ast. Mgr	20	72810.594	74630.859	76496.630	78409.046	80369.272	82378.504
Lt. Investigations	21	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
Lt. Patrol	21	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
Water Superintendent	21	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
Waste Water Superintendent	21	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
Cultural/Economic Director	21	76496.630	78409.046	80369.272	82378.504	84437.967	86548.916
Assistant Finance Director	22	80369.272	82378.504	84437.967	86548.916	88712.639	90930.455
	23	84437.967	86548.916	88712.639	90930.455	93203.716	95533.809
Music Venue Manager	24	88712.639	90930.455	93203.716	95533.809	97922.154	100370.208
Public Works Superintendent	24	88712.639	90930.455	93203.716	95533.809	97922.154	100370.208
	25	93203.716	95533.809	97922.154	100370.208	102879.463	105451.450
	26	97922.154	100370.208	102879.463	105451.450	108087.736	110789.930
	27	102879.463	105451.450	108087.736	110789.930	113559.678	116398.670
Assistant Town Manager	28	108087.736	110789.930	113559.678	116398.670	119308.636	122291.352
Police Chief	28	108087.736	110789.930	113559.678	116398.670	119308.636	122291.352
Finance Director	28	108087.736	110789.930	113559.678	116398.670	119308.636	122291.352
	29	113559.678	116398.670	119308.636	122291.352	125348.636	128482.352
	30	119308.636	122291.352	125348.636	128482.352	131694.411	134986.771
	31	125348.636	128482.352	131694.411	134986.771	138361.440	141820.476
Town Manager	32	131694.411	134986.771	138361.440	141820.476	145365.988	149000.138
	33	138361.440	141820.476	145365.988	149000.138	152725.142	156543.270
	34	145365.988	149000.138	152725.142	156543.270	160456.852	164468.273
	35	152725.142	156543.270	160456.852	164468.273	168579.980	172794.479

Town of Rocky Mount		budgeted		4.8% increase from FY 20			
Health / Dental Insurance							
fy 21							
		fy 21 est	LC 500	total			
500 #		%	premium	premium	ER cost	EE cost	ER+FSA
ee only	5	90.0000%	668.00	668.00	601.20	66.80	851.20
ee child	5	75.0000%	1,236.00	1,236.00	907.40	328.60	1,407.40
ee spouse	5	75.0000%	1,236.00	1,236.00	907.40	328.60	1,407.40
ee family	9	65.0000%	1,804.00	1,804.00	1,172.60	631.40	1,672.60
	24						
		fy 21 est	LC 1000	total			
1000 #		%	premium	premium	ER cost	EE cost	ER+FSA
ee only	18	100.0000%	635.00	635.00	635.00	-	885.00
ee child	6	80.0000%	1,175.00	1,175.00	940.00	235.00	1,440.00
ee spouse	8	80.0000%	1,175.00	1,175.00	940.00	235.00	1,440.00
ee family	9	70.0000%	1,715.00	1,715.00	1,239.56	475.44	1,739.56
	41						
total ees	66						

Public Works Salaries & Fringe Benefits Allocation						
FY 2021						
	%	Salary	FICA	VRS	Medical	W/C
	%	610,799	46,726	106,829	175,323	34,626
01.4100 PW Admin	0.00%	-	-	-	-	-
01.4104 Street Lighting	1.00%	6,108	467	1,068	1,753	346
01.4107 Traffic	2.00%	12,216	935	2,137	3,506	693
01.4108 Streets	55.00%	335,940	25,699	58,756	96,427	19,044
01.4109 Curb, Sidewalks	1.00%	6,108	467	1,068	1,753	346
01.4202 St Cleaning	0.50%	3,054	234	534	877	173
01.4203 Refuse	13.00%	79,404	6,074	13,888	22,792	4,501
01.4204 Snow Removal	1.00%	6,108	467	1,068	1,753	346
01.4304 Mun Bldg	0.00%	-	-	-	-	-
01.4305 ES Bldg	0.00%	-	-	-	-	-
01.4306 PW Bldg	0.00%	-	-	-	-	-
01.4307 Cemetery	1.00%	6,108	467	1,068	1,753	346
01.4308 Parks	5.00%	30,540	2,336	5,341	8,766	1,731
01.8103 Farmer's Mkt	1.00%	6,108	467	1,068	1,753	346
01.8104 Depot	0.50%	3,054	234	534	877	173
02.5000 Water Distrib	8.00%	48,864	3,738	8,546	14,026	2,770
02.5010 Meter Reading	3.00%	18,324	1,402	3,205	5,260	1,039
02.6000 Sewer Collection	8.00%	48,864	3,738	8,546	14,026	2,770
	100.00%	610,799	46,726	106,829	175,323	34,626



TOWN OF ROCKY MOUNT	EFFECTIVE MARCH 2019		EFFECTIVE JANUARY 2016	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>WATER RATES</b>				
minimum use charge for first 3,000 gallons	17.85	35.70	17.01	34.02
from 3,001 to 10,000 gallons	3.52	7.04	3.35	6.70
from 10,001 to 50,000 gallons	3.41	6.82	3.25	6.50
from 50,001 to 100,000 gallons	3.31	6.62	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
<b>SEWER RATES</b>				
minimum use charge for first 3,000 gallons	17.85	35.70	17.01	34.02
from 3,001 to 10,000 gallons	3.47	6.94	3.30	6.60
from 10,001 to 50,000 gallons	3.31	6.62	3.15	6.30
from 50,001 to 100,000 gallons	3.20	6.40	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
<b>ELDERLY &amp; NON-PROFIT RELIEF RATE PLAN</b>				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town	7.50	7.50	7.50	7.50
<b>FIRE SUPPRESSION CONNECTION FEE</b>				
per month and per line, in or out of town				
less than 10,000 square feet	25.00		25.00	
greater than 10,000 square feet	50.00		50.00	
<b>CAPITAL RECOVERY FEE - WATER</b>				
per month, in or out of town				
5/8 inch	0		0	
1 inch	7.56		7.20	
1-1/2 inch	15.12		14.40	
2 inch	18.90		18.00	
3 inch	37.80		36.00	
4 inch	56.70		54.00	
6 inch	113.40		108.00	
<b>CAPITAL RECOVERY FEE - SEWER</b>				
per month, in or out of town				
5/8 inch	0		0	
1 inch	22.68		21.60	
1-1/2 inch	45.36		43.20	
2 inch	56.70		54.00	
3 inch	75.60		72.00	
4 inch	113.40		108.00	
6 inch	226.80		216.00	

TOWN OF ROCKY MOUNT	EFFECTIVE JANUARY 2015		EFFECTIVE JANUARY 2014	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>WATER RATES</b>				
minimum use charge for first 3,000 gallons	15.51	31.02	14.01	28.02
from 3,001 to 10,000 gallons	3.35	6.70	3.35	6.70
from 10,001 to 50,000 gallons	3.25	6.50	3.25	6.50
from 50,001 to 100,000 gallons	3.15	6.30	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
<b>SEWER RATES</b>				
minimum use charge for first 3,000 gallons	15.51	31.02	14.01	28.02
from 3,001 to 10,000 gallons	3.30	6.60	3.30	6.60
from 10,001 to 50,000 gallons	3.15	6.30	3.15	6.30
from 50,001 to 100,000 gallons	3.05	6.10	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
<b>ELDERLY &amp; NON-PROFIT RELIEF RATE PLAN</b>				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town				
<b>FIRE SUPPRESSION CONNECTION FEE</b>				
per month and per line, in or out of town				
less than 10,000 square feet	25.00		25.00	
greater than 10,000 square feet	50.00		50.00	
<b>CAPITAL RECOVERY FEE - WATER</b>				
per month, in or out of town				
5/8 inch	0		0	
1 inch	6.90		6.60	
1-1/2 inch	13.80		13.20	
2 inch	17.25		16.50	
3 inch	34.50		33.00	
4 inch	51.75		49.50	
6 inch	103.50		99.00	
<b>CAPITAL RECOVERY FEE - SEWER</b>				
per month, in or out of town				
5/8 inch	0		0	
1 inch	20.70		19.80	
1-1/2 inch	41.40		39.60	
2 inch	51.75		49.50	
3 inch	69.00		66.00	
4 inch	103.50		99.00	
6 inch	207.00		198.00	



TOWN OF ROCKY MOUNT	EFFECTIVE JANUARY 2013		EFFECTIVE AUGUST 2007	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>WATER RATES</b>				
minimum use charge for first 3,000 gallons	12.51	25.02	11.25	22.50
from 3,001 to 10,000 gallons	3.35	6.70	3.35	6.70
from 10,001 to 50,000 gallons	3.25	6.50	3.25	6.50
from 50,001 to 100,000 gallons	3.15	6.30	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
<b>SEWER RATES</b>				
minimum use charge for first 3,000 gallons	12.51	25.02	11.25	22.50
from 3,001 to 10,000 gallons	3.30	6.60	3.30	6.60
from 10,001 to 50,000 gallons	3.15	6.30	3.15	6.30
from 50,001 to 100,000 gallons	3.05	6.10	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
<b>ELDERLY &amp; NON-PROFIT RELIEF RATE PLAN</b>				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town				
<b>FIRE SUPPRESSION CONNECTION FEE</b>				
per month and per line, in or out of town				
less than 10,000 square feet	25.00			
greater than 10,000 square feet	50.00			
<b>CAPITAL RECOVERY FEE - WATER</b>				
per month, in or out of town				
5/8 inch	0			
1 inch	6.00			
1-1/2 inch	12.00			
2 inch	15.00			
3 inch	30.00			
4 inch	45.00			
6 inch	90.00			
<b>CAPITAL RECOVERY FEE - SEWER</b>				
per month, in or out of town				
5/8 inch	0			
1 inch	18.00			
1-1/2 inch	36.00			
2 inch	45.00			
3 inch	60.00			
4 inch	90.00			
6 inch	180.00			



TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2005		EFFECTIVE AUGUST 2004	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
<b>WATER RATES</b>				
minimum use charge for first 3,000 gallons	11.00	22.00	10.75	21.50
from 3,001 to 10,000 gallons	3.30	6.60	3.25	6.50
from 10,001 to 50,000 gallons	3.20	6.40	3.15	6.30
from 50,001 to 100,000 gallons	3.10	6.20	3.05	6.10
from 100,001 to 250,000 gallons	3.00	6.00	2.95	5.90
from 250,001 to 500,000 gallons	2.85	5.70	2.80	5.60
from 500,001 or more gallons	2.55	5.10	2.50	5.00
<b>SEWER RATES</b>				
minimum use charge for first 3,000 gallons	11.00	22.00	10.75	21.50
from 3,001 to 10,000 gallons	3.25	6.50	3.15	6.30
from 10,001 to 50,000 gallons	3.10	6.20	3.00	6.00
from 50,001 to 100,000 gallons	3.00	6.00	2.90	5.80
from 100,001 to 250,000 gallons	2.90	5.80	2.80	5.60
from 250,001 to 500,000 gallons	2.80	5.60	2.70	5.40
from 500,001 or more gallons	2.40	4.80	2.30	4.60
<b>ELDERLY &amp; NON-PROFIT RELIEF RATE PLAN</b>				
per 1,000 gallons - in Town				
per 1,000 gallons - out of Town				
<b>FIRE SUPPRESSION CONNECTION FEE</b>				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
<b>CAPITAL RECOVERY FEE - WATER</b>				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
<b>CAPITAL RECOVERY FEE - SEWER</b>				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2003		EFFECTIVE AUGUST 2001	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
<b>WATER RATES</b>				
minimum use charge for first 3,000 gallons	10.25	20.50	9.00	18.00
from 3,001 to 10,000 gallons	2.40	4.80	2.20	4.40
from 10,001 to 50,000 gallons	2.35	4.70	2.20	4.40
from 50,001 to 100,000 gallons	2.30	4.60	2.20	4.40
from 100,001 to 250,000 gallons	2.25	4.50	2.15	4.30
from 250,001 to 500,000 gallons	2.20	4.40	2.15	4.30
from 500,001 or more gallons	2.15	4.30	2.10	4.20
<b>SEWER RATES</b>				
minimum use charge for first 3,000 gallons	10.25	20.50	9.00	18.00
from 3,001 to 10,000 gallons	2.25	4.50	2.00	4.00
from 10,001 to 50,000 gallons	2.20	4.40	2.00	4.00
from 50,001 to 100,000 gallons	2.15	4.30	2.00	4.00
from 100,001 to 250,000 gallons	2.10	4.20	1.95	3.90
from 250,001 to 500,000 gallons	2.00	4.00	1.95	3.90
from 500,001 or more gallons	1.90	3.80	1.90	3.80
<b>ELDERLY &amp; NON-PROFIT RELIEF RATE PLAN</b>				
per 1,000 gallons - in Town				
per 1,000 gallons - out of Town				
<b>FIRE SUPPRESSION CONNECTION FEE</b>				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
<b>CAPITAL RECOVERY FEE - WATER</b>				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
<b>CAPITAL RECOVERY FEE - SEWER</b>				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				



TOWN OF ROCKY MOUNT		EFFECTIVE AUGUST 1999		EFFECTIVE FEBRUARY 1991	
WATER & SEWER CHARGES					
		INSIDE	OUTSIDE	INSIDE	OUTSIDE
		CORPORATE	CORPORATE	CORPORATE	CORPORATE
		LIMITS	LIMITS	LIMITS	LIMITS
<b>WATER RATES</b>					
minimum use charge for first 3,000 gallons		7.50	15.00	5.85	11.70 2000 gal
from 3,001 to 10,000 gallons		2.00	4.00	1.50	2.93
from 10,001 to 50,000 gallons		2.00	4.00	1.50	2.93
from 50,001 to 100,000 gallons		2.00	4.00	1.50	2.93
from 100,001 to 250,000 gallons		2.00	4.00	1.50	2.93
from 250,001 to 500,000 gallons		2.00	4.00	1.50	2.93
from 500,001 or more gallons		2.00	4.00	1.50	2.93
<b>SEWER RATES</b>					
minimum use charge for first 3,000 gallons		7.50	15.00	4.39	8.78 75% of wtr
from 3,001 to 10,000 gallons		1.80	3.60	1.13	2.20 75% of wtr
from 10,001 to 50,000 gallons		1.80	3.60	1.13	2.20 75% of wtr
from 50,001 to 100,000 gallons		1.80	3.60	1.13	2.20 75% of wtr
from 100,001 to 250,000 gallons		1.80	3.60	1.13	2.20 75% of wtr
from 250,001 to 500,000 gallons		1.80	3.60	1.13	2.20 75% of wtr
from 500,001 or more gallons		1.80	3.60	1.13	2.20 75% of wtr
<b>ELDERLY &amp; NON-PROFIT RELIEF RATE PLAN</b>					
per 1,000 gallons - in Town					
per 1,000 gallons - out of Town					
<b>FIRE SUPPRESSION CONNECTION FEE</b>					
per month and per line, in or out of town					
less than 10,000 square feet					
greater than 10,000 square feet					
<b>CAPITAL RECOVERY FEE - WATER</b>					
per month, in or out of town					
5/8 inch					
1 inch					
1-1/2 inch					
2 inch					
3 inch					
4 inch					
6 inch					
<b>CAPITAL RECOVERY FEE - SEWER</b>					
per month, in or out of town					
5/8 inch					
1 inch					
1-1/2 inch					
2 inch					
3 inch					
4 inch					
6 inch					



TOWN OF ROCKY MOUNT	EFFECTIVE MARCH 2019		EFFECTIVE JANUARY 2016	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>CONNECTION FEES - WATER</b>				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>CONNECTION FEES - SEWER</b>				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>IMPACT FEES - WATER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
<b>IMPACT FEES - SEWER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT	EFFECTIVE JANUARY 2015		EFFECTIVE JANUARY 2014	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>CONNECTION FEES - WATER</b>				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>CONNECTION FEES - SEWER</b>				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>IMPACT FEES - WATER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
<b>IMPACT FEES - SEWER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2013		EFFECTIVE AUGUST 2007	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>CONNECTION FEES - WATER</b>				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>CONNECTION FEES - SEWER</b>				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>IMPACT FEES - WATER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
<b>IMPACT FEES - SEWER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000



TOWN OF ROCKY MOUNT	EFFECTIVE AUGUST 2005		EFFECTIVE AUGUST 2004	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>CONNECTION FEES - WATER</b>				
5/8 inch	1,000	2,000	750	1,125
1 inch	1,500	3,000	1,500	2,250
1-1/2 inch	2,000	4,000	1,750	2,625
2 inch	2,500	5,000	2,500	3,750
3 inch	3,500	7,000	3,500	5,250
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>CONNECTION FEES - SEWER</b>				
5/8 inch	1,000	2,000	750	1,125
1 inch	1,500	3,000	1,500	2,250
1-1/2 inch	2,000	4,000	1,750	2,625
2 inch	2,500	5,000	2,500	3,750
3 inch	3,500	7,000	3,500	5,250
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>IMPACT FEES - WATER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
<b>IMPACT FEES - SEWER</b>				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES		EFFECTIVE AUGUST 2003		EFFECTIVE AUGUST 2001	
		INSIDE	OUTSIDE	INSIDE	OUTSIDE
		CORPORATE	CORPORATE	CORPORATE	CORPORATE
		LIMITS	LIMITS	LIMITS	LIMITS
<b>CONNECTION FEES - WATER</b>					
5/8 inch		625	1,250	625	1,250
1 inch		1,250	2,500	1,250	2,500
1-1/2 inch		1,500	3,000	1,500	3,000
2 inch		2,500	5,000	2,500	5,000
3 inch		3,500	7,000	3,500	7,000
above 3 inches		cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>CONNECTION FEES - SEWER</b>					
5/8 inch		625	1,250	625	1,250
1 inch		1,250	2,500	1,250	2,500
1-1/2 inch		1,500	3,000	1,500	3,000
2 inch		2,500	5,000	2,500	5,000
3 inch		3,500	7,000	3,500	7,000
above 3 inches		cost + 10%	cost + 25%	cost + 10%	cost + 25%
<b>IMPACT FEES - WATER</b>					
5/8 inch		-	1000 / 7500	-	1000 / 7500
1 inch					
1-1/2 inch					
2 inch					
2-1/2 inch					
3 inch					
above 3 inch					
<b>IMPACT FEES - SEWER</b>					
5/8 inch					
1 inch					
1-1/2 inch					
2 inch					
2-1/2 inch					
3 inch					
above 3 inch					

TOWN OF ROCKY MOUNT	EFFECTIVE AUGUST 1999		EFFECTIVE FEBRUARY 1991	
WATER & SEWER CHARGES				
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE	CORPORATE	CORPORATE	CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
<b>CONNECTION FEES - WATER</b>				
5/8 inch	600	1,200		
1 inch	1,200	2,400		
1-1/2 inch	1,500	3,000		
2 inch	2,500	5,000		
3 inch	3,500	7,000		
above 3 inches	cost + 10%	cost + 25%		
<b>CONNECTION FEES - SEWER</b>				
5/8 inch	600	1,200		
1 inch	1,200	2,400		
1-1/2 inch	1,500	3,000		
2 inch	2,500	5,000		
3 inch	3,500	7,000		
above 3 inches	cost + 10%	cost + 25%		
<b>IMPACT FEES - WATER</b>				
5/8 inch	-	1000 / 7500		
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				
<b>IMPACT FEES - SEWER</b>				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				



**TOWN OF ROCKY MOUNT**  
**Community Agency Request for Funding**  
**July 1, 2020 – June 30, 2021**

Name of Agency / Program:

Address:

Name of Contact Person:

Telephone:

Fax:

E-Mail:

Tax ID or EIN number:

IRS non-profit designation (i.e. 501c3):

Amount of Request:

Agency's or Program's primary objective:

What services does your agency provide to the citizens / businesses of Rocky Mount:

Describe the specific event / program to be funded with funds requested of the Town:

What other revenue sources is your agency budgeting for FY 2020 – 2021:

Federal:

State:

Franklin County Board of Supervisors:

Other Local Governments:

Dues / Memberships:

Fund Raising Activities / Events:

United Way of Franklin County:

Donations / Contributions:

Other:

TOTAL REVENUES BUDGETED:

Please submit a Summary of your budget if you are requesting more than \$3,000.

Other Comments or Remarks to be included in consideration of request:

Please return this form and any supporting documents you wish to include NO LATER THAN

WEDNESDAY, FEBRUARY 19, 2020 to:

Linda Woody, Finance Director

Town of Rocky Mount

345 Donald Ave.

Rocky Mount, VA 24151

Phone: 540-483-5243

Fax: 540-483-8830

e-mail: [lwoody@rockymountva.org](mailto:lwoody@rockymountva.org)

AGENCY REQUESTS - HISTORICAL CONTRIBUTIONS					
Agency	501C3	FY 18 Actual	FY 19 Actual	FY 20 Actual	FY 21 Proposed
Brain Injury Services of SWVA	yes	0	0	0	0
Disability Rights & Resource Center	yes	0	0	0	0
Franklin County Family Resource Center	n/a	500	500	500	500
Franklin County Family YMCA	yes	0	0	0	0
Franklin County Historical Society	yes	500	500	500	500
Franklin County Perinatal Education Center	yes	500	500	500	500
Franklin County Rescue Squad	yes	0	0	0	0
Franklin County Workforce Consortium	n/a	6,000	6,000	6,000	6,000
Free Clinic of Franklin County	yes	3,500	3,500	3,500	3,500
Goodwill Developmental Center of Franklin Co.	yes	0	0	0	0
Helping Hands	yes	3,000	3,000	3,000	3,000
Piedmont Community Services	yes	0	0	0	0
Southern VA Child Advocacy Center (CAPS)	yes	200	200	200	200
STEP, Inc.	yes	0	0	0	0
Stepping Stone Mission	yes	750	750	750	750
Warren Street Society	yes	0	0	0	0
We Care of Franklin County	no	500	500	500	500
Undesignated for unexpected requests	n/a	1,050	1,050	1,050	1,050
<b>TOTAL CONTRIBUTIONS/REQUESTS</b>		<b>16,500</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>



Town of Rocky Mount						
Agency Requests FY 2021					FY 21	
	FY 20	FY 21	FY 21	FY 21	Request	FY 21
	Adopted	Requested	Proposed	Unfunded	Submitted	Use of Town's Contribution
Bernard Healthcare Center (Free Clinic)	3,500	3,500	3,500	0	yes	medications & Nurse Practitioner
Franklin County Family Resource Center	500	1,000	500	500	yes	Shelter expenses
Franklin County Historical Society	500	5,000	500	4,500	yes	enhance current exhibits & artifacts
Franklin County Perinatal Education Center	500	2,500	500	2,000	yes	scholarships & offset overhead
Franklin County Workforce Consortium	6,000	6,000	6,000	0	yes	partner commitment
Helping Hands	3,000	3,000	3,000	0	yes	emergency financial assistance
Southern VA Child Advocacy Center (CAPS)	200	500	200	300	yes	support annual Johnny CASA 5 miler
Stepping Stone Mission	750	2,000	750	1,250	yes	daily operating expenses
We Care of Franklin County	500	500	500	0	yes	Christmas gifts for Children
Undesignated for unexpected requests	1,050	0	1,050		n/a	
<b>TOTAL CONTRIBUTIONS/REQUESTS</b>	<b>16,500</b>	<b>24,000</b>	<b>16,500</b>	<b>8,550</b>		

**Town of Rocky Mount insured vehicles March 2020**

Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type
Asst. Tn Manager		2007	GM Yukon	3683	\$18,392	Light Truck
Town Manager	5	2004	Ford Explorer	1216	\$22,700	Light Truck
Town Manager		2011	Chevy Impala	5335	\$12,993	Private Passenger
Town Manager			Christmas Decorations		\$100,000	Miscellaneous
P & Z Admin			DJI Phantom drone		\$1,500	Miscellaneous
			<b>total Municipal Bldg = 3 cars</b>			
			<b>1 drone, 1 lot ch'mas décor</b>			
Fire	50	1929	Fire Truck	9893	\$8,971	Emergency
Fire	53	1993	Pierce Fire Truck	131	\$19,141	Emergency
Fire	32	1995	Chevy Suburban	7381	\$10,000	Emergency
Fire	12	1996	Pierce Fire Truck	2688	\$138,000	Emergency
Fire	3411	1997	Ford	3411	\$24,000	Emergency
Fire	9	2001	Pierce Fire Truck	1787	\$580,000	Emergency
Fire	30	2002	United Trailer	6518	\$8,709	Trailer
Fire	58	2002	Trailer Safe House	S639	\$40,000	Trailer
Fire	10	2002	Pierce Fire Truck	1980	\$500,000	Emergency
Fire		2003	Chevy Tahoe	5324	\$14,000	Emergency
Fire		2009	Pierce Pumper	9110	\$259,926	Emergency
Fire		2012	International Truck	6594	\$233,388	Emergency
Fire		2012	Pierce Fire Truck	2361	\$391,355	Emergency
Fire		2015	Chevy Tahoe	405	\$32,170	Light Truck
Fire		2018	Nexhaul 7 x 14 enclosed trailer	6040	\$7,500	Trailer
Fire			Fire Protective & Misc. Equipment		\$500,000	Equipment
			<b>Total Fire Dept. = 8 fire trucks, 4 vehicles</b>			
			<b>3 trailers; 1 group misc equip</b>			
Police		1994	Chevy Ambulance	3396	\$6,000	Emergency
Police	57	1996	Trailer	116	\$1,600	Emergency
police		1997	Ford Explorer	6401	\$0	Private Passenger
Police		2004	AM General Humvee	6188	\$0	Medium Truck
Police		2008	Chevrolet Impala	7310	\$18,225	Emergency
Police		2008	Ford Crown Victoria	2147	\$22,229	Emergency
Police		2011	Ford Expedition	6702	\$22,763	Emergency
Police		2011	Ford Crown Victoria	2953	\$24,096	Emergency
Police		2011	Ford Police Interceptor	6611	\$24,896	Emergency
Police		2011	Ford Police Interceptor	6612	\$24,896	Emergency
Police	K-9 Unit #1	2013	Ford Explorer	914	\$35,064	Emergency
Police	K-9 Unit #2	2013	Ford Explorer	913	\$35,157	Emergency
Police		2013	Ford Edge SUV	6682	\$20,000	Private Passenger
Police		2015	Ford Explorer	6349	\$36,000	Emergency
Police		2015	Ford Explorer	6350	\$36,000	Emergency
Police		2015	Ford (rental car)	9999	\$25,000	Private Passenger
Police		2017	Ford Explorer	5417	\$35,798	Emergency
Police		2017	Ford Explorer	4488	\$38,793	Emergency
Police		2017	Ford F150 truck (rental)		\$25,000	Emergency
Police		2017	Ford Interceptor		\$29,500	Emergency
Police		2017	Ford Taurus Interceptor	3173	\$26,000	Police Sedan
Police		2018	Ford F-150	1220	\$39,971	Emergency
Police		2019	Kubota Sidekick	6125	\$9,300	Equipment
Police		2020	Nexhaul Command Center trailer	9252	\$21,655	Equipment
Police			Mobile Police Equipment		\$56,100	Equipment
Police			K-9		\$10,000	Miscellaneous
Police			K-9		\$10,000	Miscellaneous
Police			K-9		\$10,000	Miscellaneous
			<b>Total Police = 17 vehicles, 2 rental veh, 1 Humvee</b>			
			<b>0 pick-up, 2 command veh, 0 surplus veh, 3 K-9's</b>			
			<b>1 trailer; 1 UTV; misc mobile equipment</b>			



**Town of Rocky Mount insured vehicles March 2020**

Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type
Public Works		1969	Trailer	22TR	\$200	Trailer
Public Works	51	1987	Hudson Trailer	23	\$7,325	Trailer
Public Works	27	1986	Chevy	6251	\$36,550	Heavy Truck
Public Works	20	1987	Chevy Dump Truck	4096	\$21,251	Medium Truck
Public Works		1989	John Deere 544E Loader	DW544ED525803	\$25,000	Equipment
Public Works		1992	John Deere 455G Crawler	T0455GA777696	\$165,000	Equipment
Public Works	4	1994	Trailer	1204	\$650	Trailer
Public Works	15	1995	Ford Dump Truck	3266	\$35,000	Heavy Truck
Public Works		1996	Sullair 185 Air Compressor	004-121429	\$8,000	Equipment
Public Works	29	1997	Ford Dump Truck	6440	\$30,500	Heavy Truck
Public Works		1999	New Holland 4630 Farm Tractor	12179213	\$9,000	Equipment
Public Works	21	1999	Ford Bucket Truck	4439	\$22,000	Medium Truck
Public Works		1999	John Deere 444H Loader	DW444HX561144	\$30,000	Equipment
Public Works	28	1999	Sterling Sewer Truck	6359	\$77,000	Heavy Truck
Public Works	19	2000	GMC Pickup	4057	\$18,300	Light Truck
Public Works	38	2000	GMC Dump Truck	7906	\$49,985	Medium Truck
Public Works	11	2000	Sterling Refuse Truck	2473	\$79,985	Heavy Truck
Public Works	2	2002	GMC Pickup	1029	\$17,138	Light Truck
Public Works		2003	John Deere 710G Backhoe	T0710GX913664	\$89,000	Equipment
Public Works		2004	AMPAC P33/24 Roller		\$10,000	Equipment
Public Works	49	2004	Ford Pick Up	9573	\$16,902	Light Truck
Public Works	1	2004	GMC Dump Truck	230	\$62,319	Medium Truck
Public Works	61	2006	Ford Pick Up	8841	\$17,054	Light Truck
Public Works		2006	John Deere 310SG Backhoe	T0310SG955034	\$73,000	Equipment
Public Works	65	2006	GMC Dump Truck	2768	\$61,825	Medium Truck
Public Works		2007	Dodge Ram	429	\$16,363	Light Truck
Public Works		2008	John Deere 5303 Farm Tractor	PY5303V008497	\$34,000	Equipment
Public Works	103	2011	Chevy Silverado	1120	\$19,738	Light Truck
Public Works		2011	Caroline Trailer	434	\$1,049	Trailer
Public Works		2012	Chevy 1500 Pick Up	609	\$19,750	Light Truck
Public Works	Metr Readg	2013	Ford F150 pickup	3027	\$15,789	Light Truck
Public Works		2014	Johnston RT-655 Street Sweeper	1FVACXDT0EHFM4877	\$175,947	Equipment
Public Works		2015	ODB LCT600D Leaf Machine	8187	\$25,000	Equipment
Public Works		2016	Yanmar Mini Excavator		\$39,067	Miscellaneous
Public Works		2017	Quality Tilt Trailer	0118	\$4,661	Trailer
Public Works		2017	Chevy Silverado	7777	\$58,620	Light Truck
Public Works		2017	Vermeer Wood Chipper	4139	\$35,204	Miscellaneous
Public Works		2018	Freightliner Garbage Truck	9104	\$144,511	Heavy Truck
Public Works		2018	Sure-Track Dump Trailer	9999	\$4,700	Trailer
Public Works		2018	Freightliner Dump Truck	1125	\$74,306	Medium Truck
Public Works		2019	Ford Super Duty	0516	\$34,337	Light Truck
Public Works		2019	John Deere 544L Loader	1005	\$162,962	Equipment
Public Works			Miscellaneous Equipment - Unscheduled		\$5,000	Equipment
Public Works			John Deere 672D Motor Grader	1686	\$142,130	Equipment
Public Works			Old Sewage Treatment Plant - Demo Only		\$218,300	Equipment
Public Works			Blanket Limit - Contractor's Equipment		\$485,759	Equipment
			<b>Total PW = 6 trailers, 11 pick-ups, 8 dump trucks,</b>			
			<b>3 loaders, 1 leaf machines, 1 street sweepers,</b>			
			<b>2 tractors, 2 garbage trucks, 2 backhoes,</b>			
			<b>1 each of crawler, sewer truck, roller, mini excavator,</b>			
			<b>1 each of wood chipper, grader, bucket truck</b>			
			<b>1 each of misc equip, contractor's equip, old sewer plant</b>			
Wastewater	52	1993	Trailer	67	\$1,900	Trailer
Wastewater		1993	John Deere 2155 Tractor	1L02155G710729X	\$8,000	Equipment
Wastewater	35	2003	Ford Pick Up	7668	\$18,430	Light Truck
Wastewater		2013	Ford F150	7002	\$20,680	Light Truck
Wastewater		2019	John Deere 5055E Tractor	2944	\$33,831	Equipment
Wastewater			Sewer Line TV Inspection		\$52,152	Equipment
			<b>Total WW = 1 tractor, 2 pick-ups</b>			
			<b>1 trailer; 1 camera</b>			
Water	64	2006	Ford Pick Up	3735	\$17,054	Light Truck
Water		2019	Ford Super Duty	0515	\$33,257	Light Truck
Water			Kubota B2100 Tractor & Deck	73100 & 12399	\$14,400	Equipment
			<b>Total Water = 2 pick-ups, 1 tractor</b>			