



**ROCKY MOUNT TOWN COUNCIL**  
**AGENDA**  
**REGULAR COUNCIL MEETING**  
TO BE HELD IN COUNCIL CHAMBERS  
ROCKY MOUNT MUNICIPAL BUILDING  
345 DONALD AVENUE  
ROCKY MOUNT, VIRGINIA  
**JULY 9, 2018**  
**AT 7:00 P.M.**

When speaking before Town Council, please come to the podium and give your name and address for the record. Please address the Council and not the audience. If you provide Council with any documentation, please also give a copy to the town clerk prior to speaking.

◆  
**All cellular phones must be turned off during the Council Meeting.**  
◆

The Town of Rocky Mount is pleased to offer assistive listening devices for meeting attendees with special hearing needs. Please ask any staff member or the town clerk for assistance.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items (*none at this time*)
- V. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
  - June 11, 2018 – Regular Meeting Minutes
  - June 28, 2018 – Harvester Performance Center Quarterly Work Session Minutes
  - July 2, 2018 – Reorganizational Meeting Minutes
- VII. Approval of Consent Agenda
  - Miscellaneous Action (*none at this time*)
  - Miscellaneous Resolutions/Proclamations (*none at this time*)
  - Departmental Monthly Reports
    - Community Development Department
    - Finance Department
    - Fire Department
    - Police Department
    - Public Works Department
    - Wastewater Department
    - Water Department
- VIII. Hearing of Citizens
- IX. Old Business (*none at this time*)
- X. New Business
  1. Budget Adjustment for New Vehicle at the Police Department
  2. Proposed Lease of Department of Corrections at 245 Circle Drive
- XI. Committee Reports (*none at this time*)
- XII. Referrals to Planning (*none at this time*)

- XIII. Other Matters, Concerns and Rise 'N Shine Appearances
- XIV. Closed Meeting and Action (*none at this time*)
- XV. Adjournment

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

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

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

**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES  
JUNE 11, 2018**

The June 11, 2018 Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 7:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

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

The following staff members were also present:

- John Boitnott, Town Attorney
- Dallas Bailey, Interim Water Plant Superintendent
- Ken Criner, Chief of Police
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Matthew Hankins, Assistant Town Manager
- Mark Lovern, Lt. of Patrol
- Jeff Rakes, Fire Chief
- Brian Schofield, Public Works Superintendent
- Linda P. Woody, Finance Director

The meeting was called to order by Mayor Steven C. Angle.

**PLEDGE OF ALLEGIANCE**

Mayor Angle led in saying the Pledge of Allegiance.

**APPROVAL OF AGENDA**

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

Let the record show that the agenda was amended. On the diaz for each Council member was a corrected copy of a Supplemental Appropriation Resolution (budget true up) for the Fiscal Year Ending June 30, 2018.

**Motion:** To approve the amended agenda

**Motion By:** Council Member Snead

**Second:** Council Member Stockton

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Stockton, Walker

**Nays:** None

**Action:** Approved the amended agenda by a unanimous vote.

### **SPECIAL ITEMS**

None at this time

### **PUBLIC HEARING**

None at this time

### **APPROVAL OF MINUTES**

Received by Council in their packet for this scheduled meeting were draft minutes for review and consideration of approval:

- May 14, 2018 – Regular Meeting Minutes

**Discussion:** None

**Motion:** To approve the draft minutes

**Motion By:** Council Member Newbill

**Second:** Vice Mayor Walker

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Stockton, Walker

**Nays:** None

**Action:** Approved the motion by a unanimous vote.

### **APPROVAL OF CONSENT AGENDA**

This month's consent agenda consists of the following items:

- (1) **Miscellaneous Action**
- (2) **Miscellaneous Resolutions/Proclamations** (none at this time)
- (3) **Department Monthly Reports**

- Community Development Department
- Finance Department
- Fire Department
- Police Department
- Public Works Department
- Wastewater Department
- Water Department

**Discussion: None**

**Motion: To approve the consent agenda as presented.**

**Motion By: Council Member Stockton**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton, Walker**

**Nays: None**

**Action: Approved the consent agenda as presented by a unanimous vote.**

## **HEARING OF CITIZENS**

Mayor Angle opened the floor to any citizens wishing to speak.

Let the record show that no one came forward.

## **OLD BUSINESS:**

1. End of Fiscal Year 2018 Budget True Up

Mr. Ervin stated that there were adjustments to the fiscal year 2018 budget to cover deficits of various accounts. Mr. Ervin stated that funding was needed to cover the deficits and to see that the Town closed its books for the FY2018, appropriately.

**Discussion: None**

**Motion: To approve the Fiscal Year 2018 Budget True Up as presented**

**Motion By: Vice Mayor Walker**

**Second: Council Member Snead**

**Motion Discussion: None**

**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton, Walker**

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

## **NEW BUSINESS**

1. Audit Contract

Mr. Ervin stated for Council's review, was a contract for three years with Robinson, Farmer, Cox Associates, the Town's current auditors for audit services. The contract presented to Council would cover the Town's audits for the Fiscal Years 2018, 2019, and 2020.

**Discussion: None**

**Motion: To approve the three year contract with Robinson, Farmer, Cox Associates.**

**Motion By: Council Member Newbill**

**Second: Council Member Cundiff**

**Motion Discussion: None**

**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton, Walker**

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

## 2. Review and Consideration for Rocky Mount Hill Challenge Run

The Rocky Mount Hill Challenge Run Event was scheduled for September 8, 2018 beginning at 8:00 a.m. The 5 mile course was new for 2018. The organizer was Mr. Andy Dalton of 2330 Hopkins Road, Rocky Mount, Virginia. Mr. Dalton met with the Town's police department and together they reviewed all the information. The police department approved the plans for the race. The event will be a rain or shine event.

**Discussion: None**

**Motion: To approve the Rocky Mount Hill Challenge Run Event as scheduled.**

**Motion By: Council Member Snead**

**Second: Council Member Cundiff**

**Motion Discussion: None**

**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton, Walker**

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

## **COMMITTEE REPORTS**

### 1. Public Safety Committee Meeting on June 5, 2018

The Public Safety Committee met on June 5, 2018 to review staff suggested steps to require those convicted to manufacturing illegal drugs to be liable for the cleanup costs as well as requiring that sites documented as used for the manufacture of illegal drugs be verified safe for occupation. The committee indicated that such a requirement may be useful for the Town and that staff should invest the time needed to draft proposed code to present back to the committee.

Mr. Ervin stated that although no immediate action was required by Council at the time of this meeting, Mr. Ervin stated that he would work with the Town Attorney to draft proposed code and would bring that code back to Council for review within the next 1-2 regular meetings.

2. Community & Economic Development Committee Meeting on June 11, 2018.

Mr. Ervin stated that from the committee meeting, there was discussion among all of Council except Vice Mayor Walker who was not in attendance. Mr. Ervin stated that there would be some adjustments made to the current town ordinance regarding yard sales and then the ordinance would be brought back to Council for their review.

No action was required at the time of this meeting.

**REFERRALS TO PLANNING**

None at this time

**OTHER MATTERS AND CONCERNS**

Council Member Newbill stated that he would like for Council to consider a new way of designating the Vice Mayor to Town Council. Council Member Newbill made a proposal to Council regarding how the Vice Mayor position would be decided.

A discussion ensued.

The Mayor asked Mr. Ervin if a change would be needed to the Charter, if Council made a change in how the Vice Mayor position was decided. Mr. Ervin stated no change to the Charter was needed since the Vice Mayor position was decided completely within the Council.

The Mayor suggested that Council absorb what Council Member Newbill had proposed and the proposal would be brought up again at the reorganizational meeting on July 2, 2018.

**CLOSED MEETING AND ACTION**

None at this time

**ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 7:21 p.m.

**Motion By:** Council Member Stockton

**Second:** Vice Mayor Walker

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Stockton, Walker

**Nays:** None

**Action:** Adjourned by a unanimous vote

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

ATTEST:

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

DRAFT

**ROCKY MOUNT TOWN COUNCIL  
QUARTERLY SPECIAL FOCUS MEETING / WORK SESSION  
HARVESTER PERFORMANCE CENTER, LANDING PAD STAGE  
JUNE 28, 2018**

The June 28, 2018 Quarterly Special Focus Meeting / Work Session of the Rocky Mount Town Council (here after referred to as "Council") was held at the Harvester Performance Center, Landing Pad Stage, located at 450 Franklin Street, Rocky Mount, Virginia at 6:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

- Mayor Steven C. Angle
- Bobby M. Cundiff
- Robert L. Moyer
- Mark H. Newbill
- Jon W. Snead
- Billie W. Stockton

The following staff members were also present:

- Shelli Arthur, Harvester Performance Center, Operation Supervisor
- Rebecca Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Gary Jackson, Harvester Performance Center, General Manager
- Rex Norris, Harvester Performance Center, Box Office Manager

The meeting was called to order by Mayor Steven C. Angle.

Let the record show there was no formal roll call by the Mayor at this Work Session.

**1. Introduction & Welcome by Mr. Matthew C. Hankins**

Mr. Ervin provided the welcome and introduction to everyone as Mr. Hankins was ill and unable to make the meeting.

**2. Meal Service**

Mayor Angle Dismissed for the dinner part of the meeting at 6:02 p.m.

Mayor Angle continued the meeting at 6:30 p.m.

**3. Adoption of Agenda**

**Motion: To adopt the agenda as presented**

**Motion By: Council Member Snead**

**Second: Council Member Stockton**

**Motion Discussion: None**

**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton**

**Nays: None**

**Action: Approved the agenda by a unanimous vote**

**4. Harvester Economic Impact Study**  
**a. Study Findings & Summary**

Mr. Albert Alwang from Virginia Tech presented their study on the economic impact of the Harvester Performance Center.

The “Economic Impact” of the Harvester was determined to be \$1,092,687 on the Franklin County local economy. It was also concluded that among the surveyed, 86% of the concert attendees said they were likely to come back.

Virginia Tech’s Office of Economic Development interviewed local businesses and officials regarding the perceived impact of the Harvester and found that there were 2,093 people surveyed who represented a total of 3,716 visitors that did not include local dollars.

**b. Council Questions**

There were no questions from Council Members.

**c. Staff Response**

Staff of the Harvester agreed that for every \$1 that the Harvester made, there was a return of \$3 to Franklin County.

**5. Harvester First Quarter Financial Report**

Mr. Andy Turner presented the 1<sup>st</sup> Quarter Financial Report showing a profit of \$24,635.64.

**6. Adjournment**

**Motion:** To adjourn meeting

**Time:** 7:10 p.m.

**Motion By:** Council Member Newbill

**Second:** Council Member Snead

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Stockton

**Nays:** None

**Action:** Adjourned by a unanimous vote.

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Steven C, Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

# *Economic Impact: The Harvester*

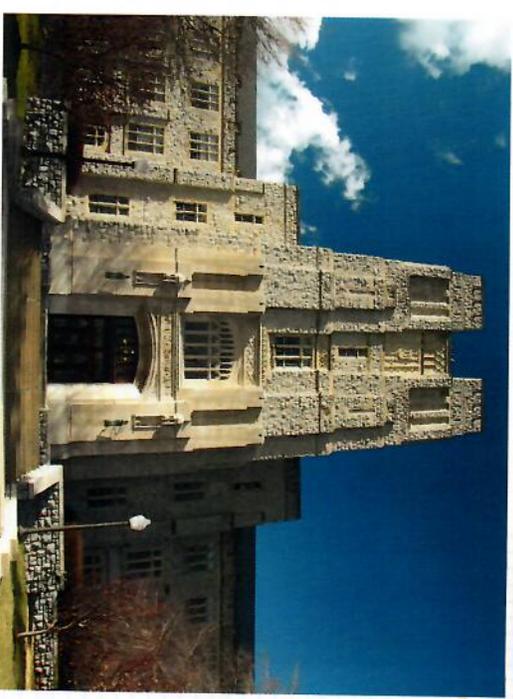
**AN ECONOMIC IMPACT ANALYSIS OF THE  
HARVESTER PERFORMANCE CENTER**

ALBERT ALWANG, ECONOMIC DEVELOPMENT  
SPECIALIST

  
VIRGINIA TECH.

# Office of Economic Development (OED)

- A front door to Virginia Tech resources
- Helps communities and companies across Virginia find paths to prosperity in technology, talent, entrepreneurship, and innovation
- US EDA University Center, trusted source of ideas and analysis in economic development



# Summary & Outline of Presentation

- The venue generated a total annual economic impact of **\$1,092,687** on Franklin County's local economy. This impact includes the creation of **9.81** full-time equivalent jobs. Moreover, there was an estimated additional **\$232,042** in household income due to the Harvester.
- Outline:
  - Definition of Economic Impact
  - Steps in conducting analysis & Results
  - Recommendations

## Definition: Economic Impact

- An economic impact study estimates the total dollars, jobs, and household income generated in an economy due to a *new activity/intervention*:
  - The Harvester
- Key Question to ask: What **new** money will come into the economy due to this new activity?
  - Rationale for impact: Many changes occur due to a new business as people are faced with constraints (budget & time)

# Steps in Conducting the Analysis

1. Identify the counterfactual
2. Determine region of analysis
3. Determine the direct effects (new money) from an event
4. Data collection
5. Analysis

# 1. Identify the Counterfactual

- What would this economy look like *without* this activity.
- The case of the Harvester: what activities are *directly* due to venue:
  - Visitors from other regions to concerts
  - Businesses that support tourism
  - Operational spending of the venue

## 2. *Determine region of analysis*

- Determine the region affected by the new activity
  - Local (town/city), Regional (collection of counties), State, National
- The Harvester: Franklin County was the *defined region*
- Leakages play an important part in determining overall impact.
  - Moving forward how minimizing leakages in the local economy (see recommendations section).

### 3. Determine the direct effects (new money) from an event

- The most important aspect of an economic impact analysis is identifying the new economic activity.
  - What do you include in the analysis?
- Harvester:
  - *Non-local* Visitors whose *primary purpose* was to attend the Harvester: spend money on dining, lodging, gas, retail and more.
- Exclude spending by locals? Want to measure “new money” and account for displacement of spending
  - Operational Spending: Roughly cover the costs of the performances

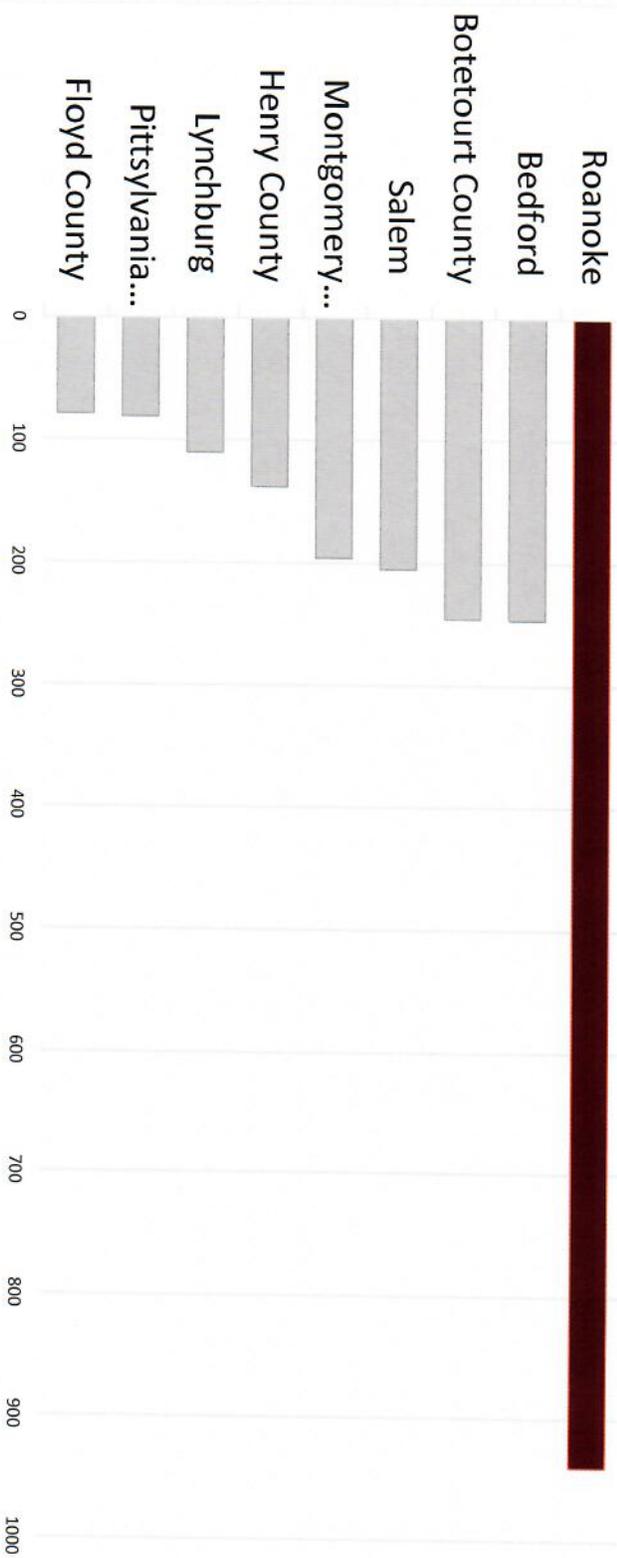
## 4. *Data collection*

- OED and Harvester staff conducted visitors survey to estimate average spending:
  - Both in-person and electronic surveys administered
- In addition, OED interviewed local business and officials about the perceived impact

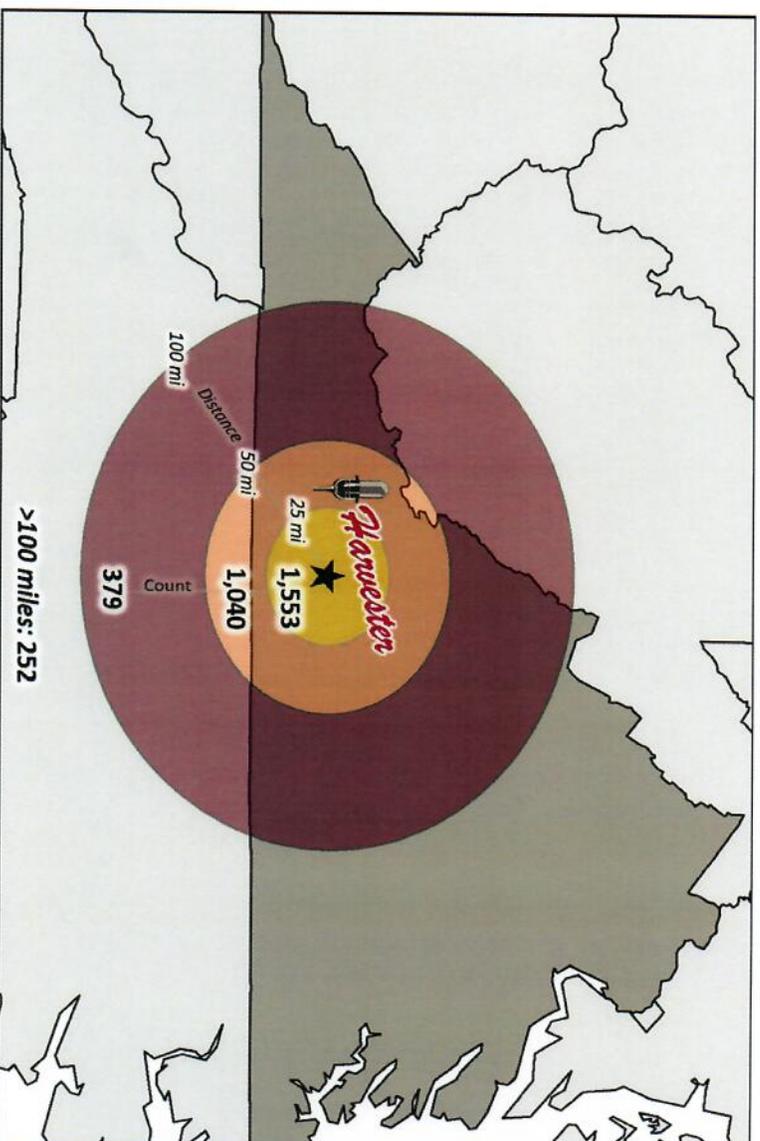
## Survey Data Summary

- 2,093 survey respondents who represented a total of 3,716 visitors
- *Businesses Include:* Mountain to Lake Realty, Angle Hardware, Old's Cool Antiques, Consignment Shop, Haywood's Jewelers, Comfort Inn, Coffee Shop, Ippy's Restaurant, Office Supply, Hub Restaurant
- *Local Officials:* Tourism Development Manager, Chamber of Commerce, and Economic Development Director

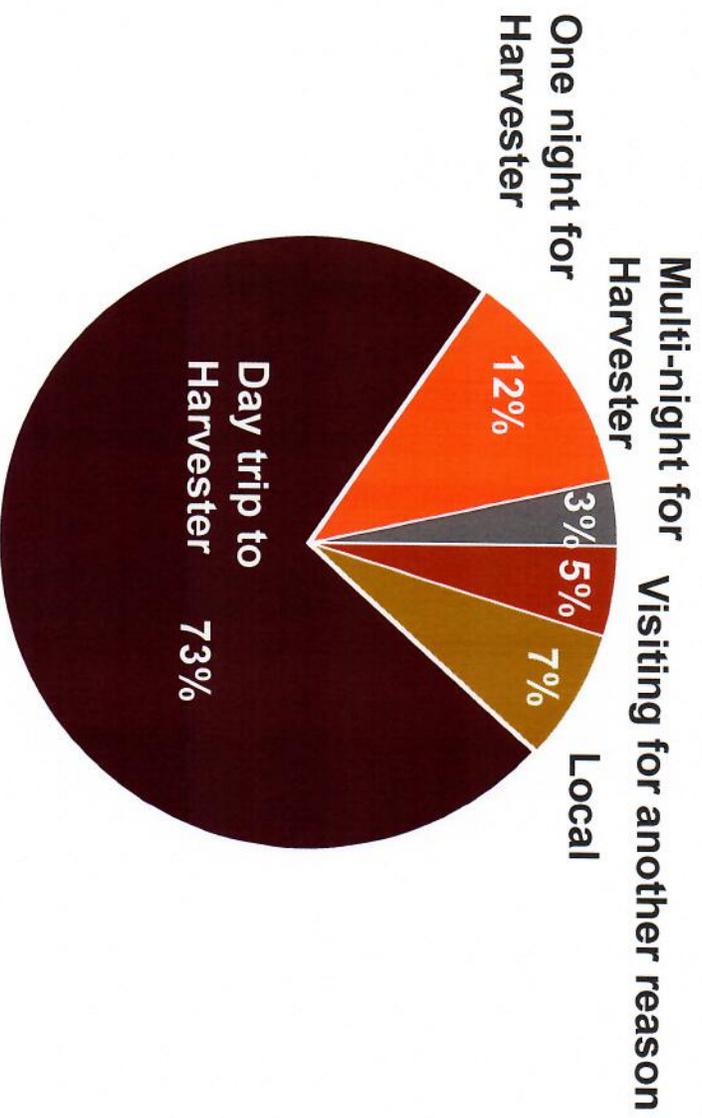
# Number of nonlocal visitors according to locality



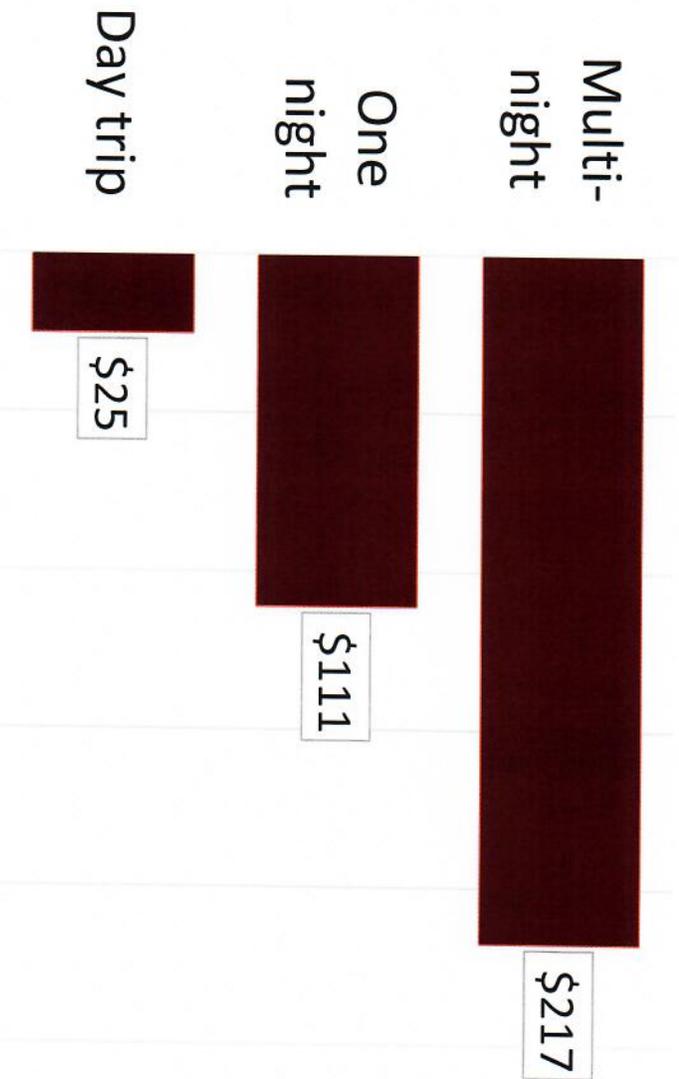
# Hometowns of Harvester Survey Respondents



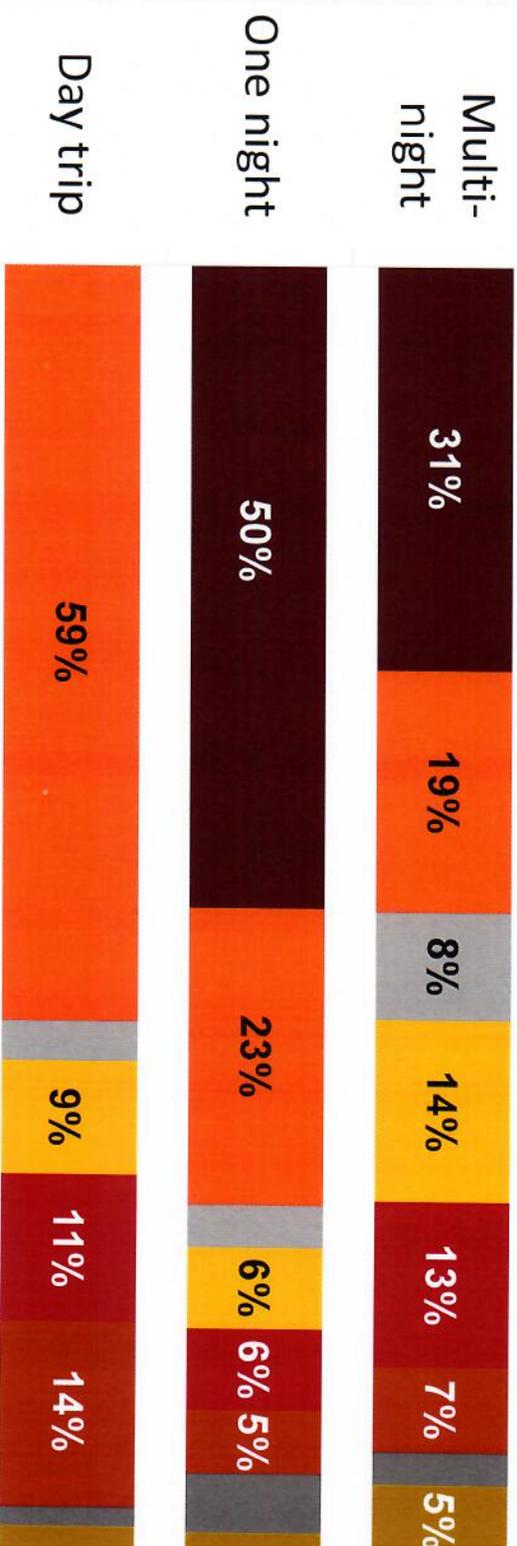
# Survey Respondents visiting the Harvester



# Average amount of nonlocal visitor spending



# Average spending habits of nonlocal visitors in Franklin County



■ Lodging 
 ■ Dining 
 ■ Groceries 
 ■ Retail 
 ■ Gasoline 
 ■ Arts 
 ■ Outdoor activities 
 ■ Other

## 5. Analysis

- To measure the economic impact of the Harvester we used Input – Output (I/O) Methodology:
  - Model of a local economy
  - Transactions within the economy (sales and purchases by different sectors) are accounted for
- Calculated in the IMPLAN modeling software
  - Estimates the direct effect, indirect, and induced effects of spending by non-local visitors on Franklin County's local economy

<b>Table 1. Total Direct Spending Estimates</b>				
	<b>Daytrip Visitor Spending</b>	<b>One night Visitor Spending</b>	<b>Multi-night Visitor Spending</b>	<b>Total Spending by Non-local Visitors to the Harvester</b>
Lodging	\$0.0	\$187,716.0	\$65,578.6	253,312.53
Dining	\$301,288.5	\$87,035.0	\$38,983.8	427,321.66
Groceries	\$16,118.3	\$12,627.5	\$17,588.9	46,334.40
Retail	\$45,668.6	\$23,795.5	\$29,564.7	99,028.96
Gasoline	\$58,893.8	\$23,693.6	\$26,777.4	109,365.81
Arts	\$72,945.7	\$18,228.5	\$13,686.6	104,863.24
Outdoor activities	\$7,852.5	\$17,312.0	\$5,315.1	30,481.53
Other	\$10,332.3	\$6,144.0	\$11,437.6	27,913.35
<b>TOTAL</b>	<b>\$513,099.7</b>	<b>\$376,552.1</b>	<b>\$208,932.6</b>	<b>\$1,098,621.48</b>

# Total Effect

- **Direct effect** is simply the direct impact found—the changes from an injection of new money or expenditures into the economy
- **Indirect effect** is the additional sales, incomes, or jobs in the industries within the region that supply goods and services to the new activity
  - Dining, gas, retail, and etc.
- **Induced effect** is the increased spending in a region due to increased household income resulting from the direct and indirect effects

**Table 2. Total Economic Impact of the Harvester Performance Center**

	<b>Employment</b>	<b>Labor Income</b>	<b>Output</b>
<b>Direct Effect</b>	8.23	\$235,578.14	\$897,233.27
<b>Indirect Effect</b>	0.68	\$28,346.89	\$94,693.43
<b>Induced Effect</b>	0.90	\$23,917.92	\$100,760.08
<b>Total Effect</b>	<b>9.81</b>	<b>\$287,843</b>	<b>\$1,092,687</b>

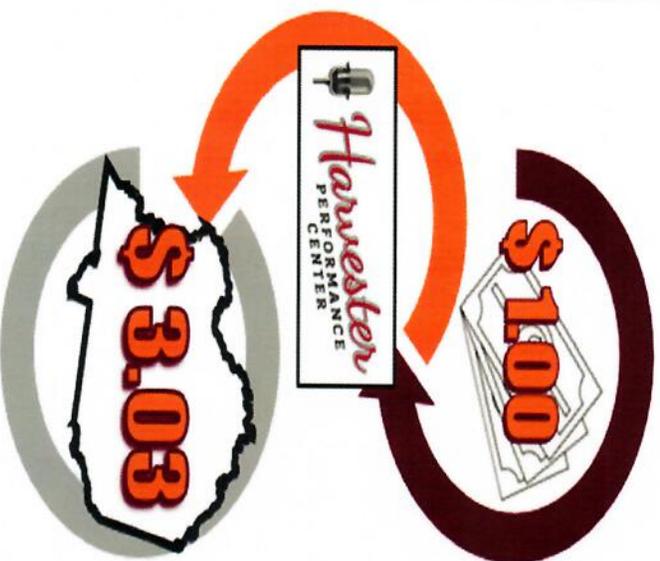
## *Business & Official Survey Results*

- Both businesses and local officials interviewed had positive feedback of the Harvester.
  - “... Change the perception of Franklin County” now known as a music destination
  - “The harvester does more than bring people to Franklin County; it’s an anchor and the heartbeat of the community”
  - Local restaurant cited the Harvester in it’s decision to *not* move to Roanoke County
  - More nightlife, contributing to the revitalization of downtown, attracting visitors during offseason

## *Recommendations: How to increase the impact of the Harvester?*

- Local business and other tourist attractions could advertise more with and within the Harvester
- Encourage overnight stays and promote local lodging
- Promote and support small businesses that can support Harvester visitors and revitalize downtown (use existing resources)
- Harvester should pay attention to loyal visitors, providing incentives for many returning customers

# Conclusion



- Every dollar invested, resulted in a \$3.03 return on investment in Franklin County
- Harvester is a unique economic generator for the county
- Potential to leverage venue for further community development

# Thank you!

Office of Economic Development:

<https://econddev.vt.edu/>

Contact Info: Albert Alwang

email – [aalbert1@vt.edu](mailto:aalbert1@vt.edu)

office – (540) 231-6669

**ROCKY MOUNT TOWN COUNCIL  
REORGANIZATIONAL MEETING MINUTES  
JULY 2, 2018**

The July 2, 2018 Council Reorganizational Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 4:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

- Mayor Steven C. Angle
- Bobby M. Cundiff
- Robert L. Moyer
- Mark H. Newbill
- Jon W. Snead
- Billie W. Stockton

The following staff members were also present:

- Cherie Compton, Administrative Assistant
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Amy D. Gordon, Assistant Finance Director
- Matthew Hankins, Assistant Town Manager
- Jessica Heckman, Town Planner

**APPROVAL OF AGENDA**

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

**Motion:** To approve the agenda

**Motion By:** Council Member Snead

**Second:** Council Member Stockton

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Snead, Stockton, Newbill

**Nays:** None

**Action:** Approved the agenda by a unanimous vote

**REORGANIZATIONAL MEETING**

A. Review and Consideration of Appointment of Vice Mayor

The Mayor opened the floor to nominations for Vice Mayor

**Discussion:** None

**Motion:** Council Member Moyer made a nomination that Vice Mayor Walker be considered to serve as Vice Mayor again.

Council Member Newbill made a nomination that Council Member Stockton be considered to serve as Vice Mayor.

**Motion By:** Council Member Moyer for Vice Mayor Walker

**Motion Also By:** Council Member Newbill for Council Member Stockton

**Second:** Council Member Cundiff for Vice Mayor Walker

**Second Also By:** Council Member Snead for Council Member Stockton

**Motion Discussion:** The nomination was closed by Council Member Newbill

**Ayes:** Cundiff, Moyer for Vice Mayor Walker

**Ayes:** Newbill, Snead for Council Member Stockton

**Nays:** None

At this time Mayor Angle asked for a show of hands for Vice Mayor Walker and for Council Member Stockton. Each were two votes and Mayor Angle made three with the leading vote being for Council Member Stockton

**Action:** The motion was for Council Member Stockton as Vice Mayor for the next 2 year period.

#### B. Review and Consideration of Appointment of Town Officers

- C. James Ervin, Town Manager
- John T. Boitnott, Town Attorney
- David A. Bowles, Fire Marshall
- Rebecca H. Dillon, Town Clerk

The Mayor asked if there were any questions or comments pending the appointments. There were none.

**Discussion:** None

**Motion:** The motion was made to reappoint Mr. James Ervin as Town Manager, Mr. John Boitnott as Town Attorney, Mr. David Bowles as Fire Marshall and Mrs. Rebecca Dillon as Town Clerk.

**Motion By:** Vice Mayor Stockton

**Second:** Council Member Snead

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Vice Mayor Stockton

**Nays:** None

**Action:** Council unanimously approved the reappointment of Mr. Ervin as Town Manager, Mr. Boitnott as Town Attorney, Mr. David Bowles as Fire Marshall and Mrs. Rebecca Dillon as Town Clerk.

#### C. Review and Consideration of Appointment of Committee Members for the following committees:

- Community & Economic Development
- Finance & Human Services
- Public Facilities & Special Events
- Public Safety
- Public Utilities
- Streets, Sidewalks & Streetlights

Prior to the meeting, copies of the committee appointments were given to each Council Member at their places on the dais.

Let the record show that no motion was needed for the committee appointments as the committees serve at the pleasure of the Mayor. A copy of the committee appointments are attached to the minutes.

D. Review and Consideration of Appointment of Committee Members for the following committees to serve.

1. West Piedmont Planning District
2. Roanoke Valley-Alleghany Regional Commission
3. Council Member to Planning Commission
4. B. U. D. Commission

1. West Piedmont Planning District

Let the record show that no one from Council served on the West Piedmont Planning District currently and no one was interested in serving upon Mayor Angle asking.

2. Roanoke Valley-Alleghany Regional Commission

Mr. Ervin and Council Member Newbill currently serve on the Roanoke Valley-Alleghany Regional Commission. For the record Mr. Ervin stated he would continue to serve if it was pleasing to Council. Council Member Newbill stated that he too would continue to serve if it pleased the Council.

3. Council Member to Planning Commission

Council Member Cundiff stated that he preferred no one from Council serve on the Planning Commission. Council Member Snead stated that he concurred with Council Member Cundiff. No Action was taken to appoint a Council Member to the Town of Rocky Mount's Planning Commission.

4. B. U. D. Commission

Mayor Angle had been serving this commission and added that he would continue to serve the commission if it pleased Council. No one spoke out against the Mayor doing so.

At this time, Mayor Angle stated that the meeting had reached a conclusion with the exception of the oath of office being administered to the Town Officers. The Mayor asked for a motion to adjourn this portion of the meeting.

### **ADJOURNMENT**

**Motion:** To adjourn the Agenda portion of the Reorganizational Meeting

**Time:** 4:06 p.m.

**Motion By:** Vice Mayor Stockton

**Second:** Council Member Snead

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Vice Mayor Stockton

**Nays:** None

**Action:** Adjourned the Agenda portion of the Reorganizational Meeting.

### **OATH OF OFFICE FOR TOWN OFFICERS**

The Honorable Teresa Brown, Clerk of Court came forward at this time to administer the oath of office for:

- Town Attorney, Mr. John T. Boitnott
- Fire Marshall, Mr. David A. Bowles
- Town Clerk, Mrs. Rebecca H. Dillon
- Town Manager, Mr. C. James Ervin

### **ADJOURNMENT**

**Motion:** To adjourn the Oath of Office portion of the Reorganizational meeting

**Time:** 4:13 p.m.

**Motion By:** Vice Mayor Stockton

**Second:** Council Member Snead

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, Newbill, Snead, Vice Mayor Stockton

**Nays:** None

**Action:** Adjourned the Oath of Office portion of the Reorganizational meeting.

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

**Community Development & Planning June 2018 Monthly Report**

<b>ARTS &amp; CULTURE</b>								<b>TOTAL: 0</b>
AC FILE NUMBER	BUSINESS NAME	OWNER/OFFICER NAMES	GENERAL LOCATION	TAX MAP NUMBER	MAILING ADDRESS	CITY STATE ZIP	NOTES	
<b>BANNER PERMITS</b>								<b>TOTAL: 0</b>
Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved		
<b>SITE/PLAT FILES</b>								<b>TOTAL: 1</b>
File Number	Property Owner	Action	TMPN	Date	Notes	Location		
P18-005	The Oakes at Rakes Tavern	Plat Review	2100018101	5/29/2018	Phase 2			
<b>SIGN PERMITS</b>								<b>TOTAL: 2</b>
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved	Notes	
S18-012	Joyful Light Church	2070036900	R2	43.23	Joyful Light Ministries Elder Kenny A. Tanks-Pastor Morning Worship-11am	6/4/2018		
S18-013	Franklin Professional Park	2070053800	CBD		Tuck Chiropractic	6/11/2018		
<b>ZONING COMPLIANCE PERMITS</b>								<b>TOTAL: 10</b>
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement	Date Approved	
ZC18-032	Julia Beth's Boutique	Grady Jones	2070072300	CBD	Commercial	Open Retail shop	6/4/2018	
ZC18-033	Miller Roofing Inc.	Walter & Patricia Harper	2100002400	GB	Residential	Replace existing Roof	6/12/2018	
ZC18-034	Saef Khawaja	Khawaja Corp	2070024500	CBD	Commercial	Open Convenient Store w/ interior remodel	6/14/2018	
ZC18-035	Commercial FyrFyters Inc.	Franklin Health Care	2100025501	GB	Commercial	remove/ replace kitchen fire suppression system	6/14/2018	
ZC18-036	SGA Design Group	Walmart	2020001200	GB	Commercial	Interior remodel	6/15/2018	
ZC18-037	Ross Innovative Employment Solutions	County Of Franklin	207006000	CBD	Commercial	Open general office for Ross Innovative	6/19/2018	
ZC18-038	Russell Arrington	AMS Ranch	2010006101B	GB	Commercial	replace shingle roof	6/21/2018	
ZC18-039	Moore's Electric	Ronile	2100026400	M2	Commercial	Replace 3 Ton AC/ Heat unit	6/26/2018	
ZC18-040	Pitman Construction Co Inc.	Paul Roberston	2040055300	RB	Commercial	Electric Service Upgrade	6/27/2018	

ZC18-041	Matt Thurman	Paul Roberston	2040055300	RB	Commercial	Interior remodel, new HVAC, shingle roof, Open State Farm insurance in existing building	6/29/2018
<b>ZONING PERMITS</b>		<b>TOTAL:2</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Date Approved	NOTES
ZP18-013	Cody Dillon	490 Knollwood Drive	2100024600	Residential	R1	6/7/2018	remove and construct new 10x20 porch
ZP18-014	Price Building Inc	270 Trail Drive	2040038402	Commercial	M1	6/27/2018	Remove 27,450 sf portion of existing building and erect new 18, 250 sf addition
<b>ZONING LETTER</b>		<b>TOTAL: 1</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Letter Date	
ZL18-002	Carrols LLC	800 Tanyard	2030002000	Commercial	GB	6/4/2018	
<b>MOBILE FOOD UNIT PERMITS</b>		<b>TOTAL: 0</b>					
Permit #	Applicant Name	Locations		Approval Date			
<b>Public Facilities Disturbance Application</b>		<b>Total: 0</b>					
Permit #	Applicant Name	Location	Reason for Disturbance			Expected Dates	

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 9, 2018
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Linda Woody, Finance Director
<b>DEPARTMENT:</b>	<b>Finance Department</b>
<b>MONTH:</b>	July meeting

This report contains the following monthly information for June 2018 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

915 walk-in transactions

768 drive-thru transactions

1232 mail transactions

**TOWN OF ROCKY MOUNT  
NEW BUSINESS LICENSES  
DURING JUNE 2018**

New business licenses for the month of June 2018:

**RETAIL:**

Julia Beth's Boutique, retail, 455 South Main

**REPAIRS / PERSONAL SERVICES:**

Rescare Workforce Services, education & training, 50 Clairborne

Ross Innovative Employee Solutions, workforce development, 50 Clairborne

**TOWN OF ROCKY MOUNT**  
**Investment Portfolio**  
**at May 31, 2018**

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
<b>Fixed Income / Bonds:</b>									
FHLMC	12/29/2017	12/29/2021	500,000	97.77	488,850.00	2.25%	2.20%	3134GAC28	11,000.00
FHLMC	3/30/2016	12/30/2020	210,000	98.852	207,589.20	1.51%	2.00%	3134G8BH1	2,625.00
FNMA	7/27/2017	7/27/2017	493,000	98.568	485,940.24	1.67%	1.65%	3135GOS46	8,134.50
<b>Bond Totals</b>			<u>1,203,000</u>		<u>1,182,379.44</u>	1.81% avg. return			<u>21,759.50</u>
<b>Certificates of Deposits:</b>									
Am Express Fed Svgs Bk		8/29/2022	245,000	96.533	236,505.85	2.48%	2.40%	02587CFU9	5,880.00
Am Express Centurion		4/5/2022	245,000	97.070	237,821.50	2.52%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS		2/26/2021	245,000	95.622	234,273.90	1.30%	1.25%	061785DM0	3,062.50
Capital One Nat'l McLean VA		12/29/2021	230,000	97.432	224,093.60	2.30%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Allen VA		7/20/2021	245,000	95.449	233,850.05	1.57%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood DL		7/22/2020	245,000	98.994	242,535.30	2.32%	2.30%	254671VH0	5,635.00
Everbank Jacksonville FL		3/29/2019	245,000	99.438	243,623.10	1.50%	1.50%	29976DW3	3,675.00
Goldman Sachs USA		1/13/2021	245,000	98.647	241,685.15	2.33%	2.31%	38148J5F4	5,635.00
HSBC BK McLean VA		3/10/2021	230,000	99.267	228,314.10	1.30%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH		11/30/2020	245,000	97.680	239,316.00	1.94%	1.90%	48126XNJ0	4,655.00
Finl BK Chicago Ill		12/10/2018	190,000	99.515	189,078.50	1.10%	1.10%	55266CSB3	2,090.00
Sallie Mae Salt Lake City UT		1/31/2023	225,000	97.746	219,928.50	2.71%	2.68%	795450J71	5,962.50
State BK India NY NY		12/5/2019	245,000	97.598	239,115.10	2.45%	2.20%	8562843E2	5,880.00
<b>CD Totals</b>			<u>3,080,000</u>		<u>3,010,140.65</u>	1.99% avg. return			<u>60,317.50</u>
<b>Total Investments</b>			<u>4,283,000</u>		<u>4,192,520.09</u>	1.95% avg. return			<u>82,077.00</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
May-17	2,659,997.06	0.99%
Jun-17	3,054,217.68	1.05%
Jul-17	3,079,129.85	1.16%
Aug-17	2,656,125.66	0.12%
Sep-17	3,070,508.79	1.21%
Oct-17	2,791,854.39	1.22%
Nov-17	2,813,253.35	1.24%
Dec-17	2,818,160.75	1.34%
Jan-18	2,837,042.26	0.15%
Feb-18	2,636,434.63	0.15%
Mar-18	2,657,359.55	0.17%
Apr-18	3,029,119.05	0.19%
May-18	3,049,499.27	0.19%

REVENUE COMPARISONS  
AS OF JUNE 30, 2018

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>GENERAL FUND - Local Revenues:</b>						
Real Estate Tax	1,049	4,414	567,028	574,025	588,308	96.38%
Real Estate Tax - Delinquent	32	4,018	14,458	28,706	14,000	103.27%
Public Service Tax	-	-	13,983	28,333	28,474	49.11%
Personal Property Tax	818	836	228,441	228,771	232,980	98.05%
Personal Property Tax - Delinquent	726	636	15,049	5,600	5,000	300.99%
Machinery & Tools Tax	-	-	151,570	130,562	132,379	114.50%
Penalties on Tax	114	707	7,105	6,599	4,000	177.62%
Interest on Tax	140	450	3,508	3,996	1,700	206.38%
Local Sales Tax	15,540	14,918	148,944	147,043	188,064	79.20%
Meals Tax	151,336	128,601	1,377,046	1,323,190	1,489,112	92.47%
Utility Tax	25,257	24,452	302,046	295,338	325,033	92.93%
Communications Tax	14,250	15,101	165,130	169,570	186,119	88.72%
Bank Stock Tax	48,361	48,123	294,692	228,304	216,500	136.12%
Penalty-Meals Tax	654	4	3,194	2,215	2,000	159.71%
Interest-Meals Tax	52	497	1,063	3,998	700	151.88%
Penalty-Lodging Tax	-	-	47	-	-	0.00%
Interest-Lodging Tax	-	-	-	-	-	0.00%
Lodging Tax	22,437	20,196	174,491	160,407	163,977	106.41%
Cigarette Tax	8,730	5,814	79,586	97,791	93,314	85.29%
BPOL-Retail	16,935	13,170	321,261	319,861	345,830	92.90%
BPOL-Professional	7,267	13,097	168,466	151,189	176,131	95.65%
BPOL-Contractor	1,419	2,736	15,712	18,824	15,923	98.67%
BPOL-Repairs/Services	7,141	6,748	132,456	127,848	132,319	100.10%
BPOL-Alcoholic Beverages	150	125	875	800	700	125.00%
BPOL-Penalty/Interest	1,159	589	4,515	2,174	3,000	150.50%
BPOL-Amusement	-	-	207	209	208	99.72%
BPOL-Utility	-	7,169	4,779	18,093	12,978	36.83%
BPOL-Miscellaneous	6,930	1,157	10,636	5,220	5,500	193.39%
Solicitor Permits	-	-	-	60	-	0.00%
Farmer's Market Fees	230	320	2,920	4,294	4,100	71.22%
Welcome Center Fees	445	100	6,090	5,366	4,000	152.25%
Farmers Mkt EBT's Deposits	-	-	754	1,778	-	0.00%
Planning / Zoning Fees	2,605	986	11,392	8,450	7,300	156.06%
Court Fines	3,363	4,645	35,439	41,668	52,500	67.50%
Parking Fines	15	130	30	300	100	30.00%
Garbage Violation Fines	30	-	570	150	100	570.00%
Interest Earnings	-	-	99,057	62,000	73,007	135.68%
Return Check Fees	60	20	580	550	400	145.00%
Rental of Property	-	-	450	420	420	107.14%
Sale of Property	-	-	58,000	-	-	0.00%
Bond Proceeds	-	-	-	1,500,500	345,154	0.00%
Mortgage Payments	256	256	4,267	2,280	3,073	138.85%
Loan Repayment - Paving	-	728	683	9,504	1,455	46.92%
EDA Loan Repayment (for HPC)	-	-	107,734	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Grave Preparation	-	750	2,625	3,375	1,500	175.00%
Security Services	-	90	3,855	3,990	2,840	135.74%
Passport Service Fees	904	1,252	15,312	12,786	10,000	153.12%
Police Reports	105	184	1,182	1,070	1,100	107.45%
Fingerprint Service Fees	65	50	385	480	490	78.57%
CIT / PAC Room Staffing	-	1,750	7,700	11,900	8,400	91.67%
Garbage Collection Fees	8,000	7,863	85,432	84,798	90,792	94.10%
Truck Rental Program	70	20	570	308	300	190.00%
Credit Card Fees	209	274	3,421	2,293	1,919	178.25%
Weed Control Charges	-	-	1,110	723	150	740.05%

**REVENUE COMPARISONS  
AS OF JUNE 30, 2018**

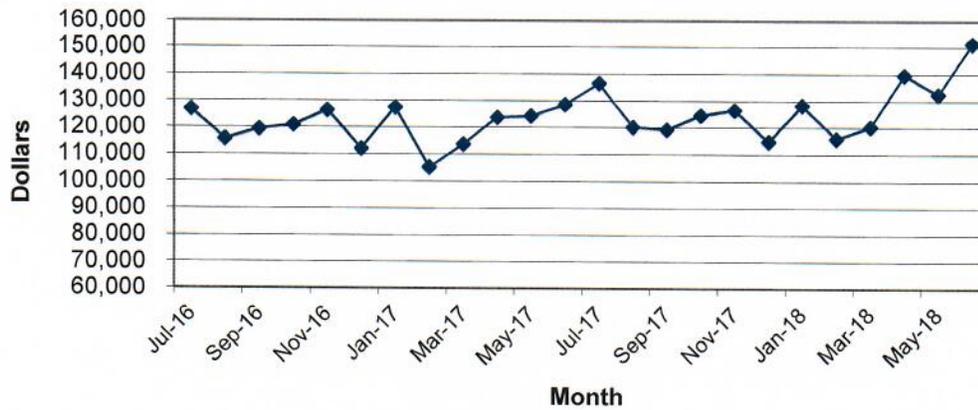
REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
Administrative Charges for Services	-	-	1,284	-	300	427.97%
Miscellaneous Services	60	-	612	989	-	0.00%
Donations	-	-	5	34	-	0.00%
Merchandise Sales	-	3	3	34	25	12.20%
Miscellaneous	-	-	515	343	300	171.58%
Firefighters Memorial Donations	100	-	20,100	-	-	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	-	-	-	-	-	0.00%
Unrealized Gain on Investments	-	-	(88,488)	(51,690)	833,207	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>Total Local Revenues</b>	<b>347,010</b>	<b>332,979</b>	<b>4,589,881</b>	<b>5,787,419</b>	<b>5,807,181</b>	<b>79.04%</b>
<b>GENERAL FUND - State Revenues:</b>						
Rolling Stock Tax	-	-	3,340	3,357	3,250	102.78%
Litter Tax	-	-	2,480	2,543	2,475	100.20%
Other Categorical Aid	-	-	1,635	477	200	817.40%
Fire Programs	-	1,557	16,044	16,273	15,210	105.48%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
Law Enforcement Grants	-	-	3,181	-	-	0.00%
DMV Grants	2,257	-	12,505	8,779	-	0.00%
VDOT Grant	-	-	-	749	600,000	0.00%
CDBG Grant	-	-	-	-	-	0.00%
Street Maintenance	352,507	346,716	1,410,026	1,386,866	1,421,537	99.19%
VML Safety Grant	-	-	4,000	-	4,000	100.00%
Volunteer Fire Dept.	-	-	22,500	22,500	30,000	75.00%
Law Enforcement-599 Funds	27,988	27,988	111,952	111,952	108,460	103.22%
USDA Grant	-	-	-	-	25,000	0.00%
Va. Commission of the Arts Grant	-	-	-	1,490	-	0.00%
Other Categorical Aid-County	-	10,000	-	10,000	-	0.00%
Other Categorical Aid-Police	-	-	3,263	-	-	0.00%
Other Categorical Aid-Schools	-	-	29,632	29,632	29,632	100.00%
<b>Total State Revenues</b>	<b>382,752</b>	<b>386,261</b>	<b>1,674,418</b>	<b>1,648,478</b>	<b>2,293,625</b>	<b>73.00%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>729,762</b>	<b>719,240</b>	<b>6,264,299</b>	<b>7,435,897</b>	<b>8,100,806</b>	<b>77.33%</b>
<b>UTILITY FUND REVENUES:</b>						
Water Sales	132,256	101,505	1,155,810	1,028,078	1,185,669	97.48%
gallons billed	22,140,229	21,204,280	254,150,255	243,628,647		
Water Connections	-	2,000	30,989	25,331	17,825	173.85%
Reconnect Fees	1,497	500	13,617	4,820	2,750	495.16%
Penalties	3,135	1,677	30,081	34,445	28,440	105.77%
Bulk Water Purchases	206	105	1,623	620	1,000	162.29%
Sewer Collection Charges	65,649	63,394	736,723	689,073	750,958	98.10%
gallons billed	16,733,055	16,159,020	206,807,991	189,486,109		
Sewer Connections	1,000	-	4,000	6,000	8,000	50.00%
Cell Tower Rent	1,890	-	48,673	45,437	47,339	102.82%
VML Safety Grant	-	-	-	4,000	-	0.00%
Sale of Materials	-	-	600	-	-	0.00%
Recoveries	-	-	-	702	-	0.00%
Appropriated Fund Balance	-	-	-	-	887,992	0.00%
<b>TOTAL UTILITY FUND REVENUES</b>	<b>205,633</b>	<b>169,181</b>	<b>2,022,116</b>	<b>1,838,506</b>	<b>2,929,973</b>	<b>69.01%</b>

REVENUE COMPARISONS AS OF JUNE 30, 2018						
REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>CAPITAL PROJECTS REVENUES:</b>						
Microenterprise Loan Payments	269	58	6,953	1,069	6,924	100.41%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>269</b>	<b>58</b>	<b>6,953</b>	<b>1,069</b>	<b>6,924</b>	<b>0.00%</b>
<b>UTILITY CAPITAL REVENUES:</b>						
Proceeds from Bond	-	-	-	-	-	0.00%
Capital Recovery Fees-Water	23,678	23,555	280,305	277,814	281,721	99.50%
Capital Recovery Fees-Sewer	19,392	19,300	224,968	222,576	229,383	98.08%
Capital Recovery Fees-Garbage	1,692	1,682	20,219	20,060	20,472	98.77%
Appropriated Fund Balance	-	-	-	-	606,973	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
<b>TOTAL UTILITY CAPITAL REVENUES</b>	<b>44,762</b>	<b>44,537</b>	<b>525,492</b>	<b>520,450</b>	<b>1,138,549</b>	<b>46.15%</b>
<b>PERFORMANCE VENUE REVENUES:</b>						
Transfers from General Fund	-	-	-	-	354,682	0.00%
<b>TOTAL PERFORMANCE VENUE REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>354,682</b>	<b>0.00%</b>
12 months of the 12 months of the fiscal year						100.00%

TOWN OF ROCKY MOUNT  
MEALS TAX COLLECTIONS

Month	Collections
Jul-16	126,812
Aug-16	115,737
Sep-16	119,407
Oct-16	120,915
Nov-16	126,512
Dec-16	112,194
Jan-17	127,602
Feb-17	105,380
Mar-17	113,755
Apr-17	123,775
May-17	124,351
Jun-17	128,601
Jul-17	136,527
Aug-17	120,248
Sep-17	119,236
Oct-17	124,629
Nov-17	126,641
Dec-17	114,825
Jan-18	128,340
Feb-18	115,988
Mar-18	120,285
Apr-18	139,665
May-18	132,498
Jun-18	151,336

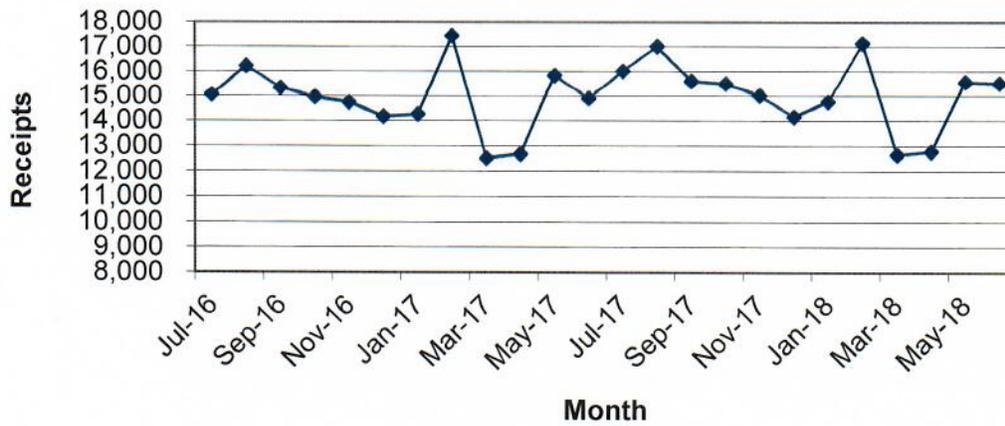
**Meals Tax Collections**



Town of Rocky Mount  
Local Sales Tax

Jul-16	15,067
Aug-16	16,242
Sep-16	15,351
Oct-16	14,977
Nov-16	14,766
Dec-16	14,186
Jan-17	14,275
Feb-17	17,453
Mar-17	12,547
Apr-17	12,710
May-17	15,859
Jun-17	14,918
Jul-17	16,034
Aug-17	17,021
Sep-17	15,631
Oct-17	15,529
Nov-17	15,043
Dec-17	14,180
Jan-18	14,793
Feb-18	17,151
Mar-18	12,675
Apr-18	12,810
May-18	15,592
Jun-18	15,540

Local Sales Tax



TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF JUNE 30, 2018

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>GENERAL FUND:</b>						
Mayor & Council	4,497	5,522	70,130	71,231	78,832	88.96%
Town Manager	20,233	20,220	245,678	240,962	254,989	96.35%
Town Attorney	4,257	6,825	36,728	27,773	36,745	99.95%
Finance Department	21,444	19,933	340,004	321,533	353,287	96.24%
Electorial Board	5,021	-	5,021	-	2,900	173.14%
Police Department	168,167	143,317	2,055,954	2,009,109	2,210,768	93.00%
Volunteer Fire Dept.	2,242	5,862	138,597	129,065	179,871	77.05%
Public Works Admin.	9,250	10,460	107,985	129,054	111,722	96.66%
Street Lights	8,666	8,685	97,935	102,301	177,633	55.13%
Traffic Control & Parking	1,893	4,626	53,433	179,498	676,999	7.89%
Streets	49,453	308,708	792,842	864,650	1,337,515	59.28%
Sidewalks & Curbs	11,651	-	66,895	39,274	57,869	115.60%
Scuffing Hill Drainage	-	-	-	7,685	-	0.00%
Bernard Rd Drainage	-	1,500	-	15,000	-	0.00%
Angle Bridge Repairs	10,630	-	65,273	-	150,000	43.52%
Street Cleaning	806	1,083	7,716	3,937	8,388	91.98%
Refuse Collection	8,483	8,045	154,263	105,077	204,751	75.34%
Snow Removal	-	-	60,289	19,642	60,586	99.51%
Municipal Building	9,583	11,854	121,527	130,745	118,012	102.98%
Emergency Services Bldg.	10,131	23,773	82,825	88,226	84,667	97.82%
Public Works Building	12,345	2,321	44,496	24,765	46,605	95.47%
Cemetery	3,495	2,605	20,703	56,481	19,198	107.84%
Playgrounds	8,666	9,529	65,882	86,441	63,174	104.29%
Celeste Park	-	-	-	-	5,245	0.00%
Gilley's Park	-	-	48,038	-	48,038	100.00%
Impound Lot	-	7,464	81,954	20,049	82,216	99.68%
Mary Elizabeth Park	31,144	-	68,791	-	104,362	65.92%
Veterans Memorial Park Erosion	-	13,792	51,473	1,044,090	74,680	68.92%
Planning & Zoning	8,675	4,174	107,169	126,123	140,372	76.35%
Community Development	14,907	16,536	233,232	228,547	299,783	77.80%
Citizen's Square	2,058	2,284	13,907	25,293	45,351	30.67%
Hospitality Center	1,832	2,037	24,668	21,161	31,013	79.54%
Passport Services Expenses	-	5	2,065	1,976	2,210	93.45%
Economic Development Authority	-	-	2,124	2,017	15,960	13.31%
Remediation of Blighted Structures	-	1,237	1,440	11,878	15,000	9.60%
<b>Non-Departmental:</b>						
Wages & Fringes	1,622	1,153	39,293	48,707	62,307	63.06%
Employee Wellness Program	-	-	420	750	3,900	10.77%
Employee Drug Testing	-	274	828	819	1,850	44.73%
Insurance	-	-	64,458	74,299	72,524	88.88%
Contributions to Others	-	-	15,450	15,450	16,500	93.64%
Debt Service-Principal	-	-	295,000	165,000	295,000	100.00%
Debt Service-Interest	-	-	52,659	35,059	59,644	88.29%
Transfer to Performance Operations	-	-	-	-	354,682	0.00%
Contingency - General Purposes	-	-	-	-	79,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	28,796	0.00%
Contingency - to reimburse fund balance	-	-	-	50,000	27,862	0.00%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>431,151</b>	<b>643,824</b>	<b>5,737,142</b>	<b>6,523,666</b>	<b>8,100,806</b>	<b>70.82%</b>

TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF JUNE 30, 2018

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
<b>WATER &amp; SEWER FUND:</b>						
Water System Operation	11,199	5,998	184,962	141,122	203,979	90.68%
Meter Reading	3,691	2,498	30,927	31,149	36,140	85.58%
Water Plant	40,001	43,683	527,159	524,216	636,278	82.85%
Wastewater System Operation	9,791	12,846	127,359	138,626	177,085	71.92%
Wastewater Treatment Plant	42,036	36,780	430,484	392,800	505,364	85.18%
Utility Billing & Administration	12,742	13,101	151,504	133,685	168,871	89.72%
<b>Non-Departmental:</b>						
Wages & Fringes	-	-	4,094	4,843	-	0.00%
Insurance	-	-	21,486	24,766	25,757	83.42%
Debt Service-Principal	-	-	292,500	284,000	292,500	100.00%
Debt Service-Interest	-	-	47,571	51,706	84,647	56.20%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	7,266	0.00%
Depreciation	-	-	-	-	887,992	0.00%
<b>TOTAL WATER &amp; SEWER FUND EXPENSES</b>	<b>119,459</b>	<b>114,906</b>	<b>1,818,046</b>	<b>1,726,914</b>	<b>3,035,879</b>	<b>59.89%</b>
<b>CAPITAL IMPROVEMENTS FUND:</b>						
Microenterprise Loan Program	-	-	-	25,000	-	0
Transfer to General Fund	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>0.00%</b>
<b>UTILITY CAPITAL FUND:</b>						
Public Works Utility Capital Items	-	-	144,511	-	150,000	96.34%
Water System Operation	-	-	-	-	112,405	0.00%
Water Distribution Utility Projects	-	-	3,388	28,578	20,000	16.94%
Meter Reading Capital Equipment	-	-	-	-	19,500	0.00%
Water Leak Detection	-	-	-	3,314	-	0.00%
Grassy Hill Lower Pump Re-do	-	-	-	2,731	-	0.00%
WTP Finished Pump Impeller	-	-	-	11,954	-	0.00%
220 S Tank Mixer	-	-	-	380	-	0.00%
Continuous Chlorine Analyzer	-	-	-	3,373	-	0.00%
WTP Boiler & HVAC Replacement	-	-	-	82,288	-	0.00%
WTP Parking Lot Repaving	-	-	10,770	-	10,770	100.00%
Diamond Ave Water Line Replacement	166,770	-	407,940	-	540,000	75.54%
Scuffling Hill Tank Aerator	-	-	68,155	-	70,000	97.36%
Grassy Hill Upper Pump Redo	-	-	11,748	-	15,000	78.32%
Eclips Sample Hydrants	-	-	8,872	-	11,930	74.37%
Streaming Current Monitor	-	-	6,764	-	9,452	71.57%
WTP Flucculator Motor Replacement	-	-	-	-	19,500	0.00%
WTP Upgrade Controls & Programming	11,327	-	11,327	-	14,784	76.61%
WTP Pressure Valve & Plumbing	-	-	-	-	11,920	0.00%
Wastewater Collection Utility Projects	-	-	-	-	-	0.00%
Sewer Portable Smoke Machine	-	-	-	2,380	-	0.00%
Sewer Pump Stations SCADA	-	-	24,037	-	24,037	100.00%
Wastewater Rapid Assessment Tool	-	-	25,524	-	26,509	96.28%
WWTP Main Pump Station Drive	-	-	-	17,966	-	0.00%
WWTP Replace Main Pumps	-	-	-	40,455	-	0.00%
WWTP Replace Sampler	-	-	-	5,935	-	0.00%
WWTP Replace Flow Meter	-	-	-	1,826	-	0.00%
WWTP Replace HVAC	-	-	-	10,020	-	0.00%
WWTP Replacement Blower	-	249	-	3,770	-	0.00%
WWTP Transfer Switch	-	-	-	5,805	-	0.00%
WWTP Parking Lot Repairs	-	-	12,787	-	12,787	100.00%
WWTP Replace Building Heaters	-	-	1,500	-	1,500	100.00%
WWTP Clarifiers	-	-	114,491	-	114,491	100.00%
WWTP Valve Replacement	14,040	-	14,715	-	14,600	100.79%
Contingency	-	-	-	-	-	0.00%
<b>TOTAL UTILITY CAPITAL EXPENDITURES</b>	<b>192,136</b>	<b>249</b>	<b>866,530</b>	<b>220,775</b>	<b>1,199,185</b>	<b>72.26%</b>

TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF JUNE 30, 2018

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>PERFORMANCE VENUE OPERATIONS:</b>						
Performance Venue Operations:						
Wages - Full Time	12,221	11,923	141,819	137,946	158,045	89.73%
Wages - Part Time	2,850	-	22,750	2,582	40,584	56.06%
Wages - Over Time	-	-	707	-	-	100.00%
Wages - Security	1,335	1,710	19,890	19,980	21,000	94.71%
Fringes	5,881	5,196	75,460	65,887	70,984	106.30%
Contractual Services	6,790	2,709	34,042	27,426	17,500	194.52%
Custodial Services	-	-	5,812	-	-	0.00%
Repairs & Maintenance	772	-	2,970	-	4,500	66.00%
Advertising	-	-	4,075	2,350	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	7,255	-	8,021	4,948	1,200	668.39%
Postage & Delivery Services	-	-	-	51	-	0.00%
Utilities	1,450	1,675	23,190	10,118	31,165	74.41%
Communications	1,628	1,604	13,025	6,268	9,704	134.22%
Travel & Training	-	-	-	341	-	0.00%
Office Supplies	59	-	495	29	-	0.00%
Janitorial Supplies	1,234	758	7,102	1,429	-	0.00%
Furniture & Fixtures	-	7,237	2,927	7,237	-	0.00%
Data Processing Equipment	-	-	-	810	-	0.00%
Machinery & Equipment	-	-	-	14,495	-	0.00%
A/V Equipment	-	-	-	6,342	-	0.00%
Merchandise for Resale	-	-	-	1,593	-	0.00%
<b>TOTAL PERFORMANCE VENUE EXPENSES</b>	<b>41,474</b>	<b>32,812</b>	<b>362,285</b>	<b>309,831</b>	<b>354,682</b>	<b>102.14%</b>
12 months of the 12 month fiscal year						100.00%

TOWN OF ROCKY MOUNT  
CONTINGENCY FUNDS  
FISCAL YEAR 2018

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY - GENERAL PURPOSES COMMITTED:	50,000	10,000	60,000
WWTP CLARIFIERS (1-8-18)			(60,000)
ROCK WALL - NORTH MAIN ST (4-9-18)	(14,000)		
PUBLIC WORKS BLDG HVAC (5-14-18)	(9,800)		
GILLEY'S PARK (6-11-18) (TENTATIVE)	(13,038)		
MARY ELIZABETH PARK (6-11-18)	(13,162)		
AVAILABLE CONTINGENCY - GENERAL PURPOSES	-	10,000	-
<hr/>			
BUDGETED FOR SUPPLEMENTAL PAY ADJUSTMENTS COMMITTED:	28,796	7,266	
SUPPLEMENTAL PAY ADJUSTMENTS (12-08-17)	(18,814)	(4,094)	
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	9,982	3,172	
<hr/>			
BUDGETED FOR REIMBURSEMENT TO FUND BALANCE COMMITTED:	27,862		
AVAILABLE FOR REIMBURSEMENT TO FUND BALANCE	27,862		

TOWN OF ROCKY MOUNT  
UTILITY BILLING  
WATER CONSUMPTION PERCENTAGES  
FOR THE MONTH OF JUNE 2018

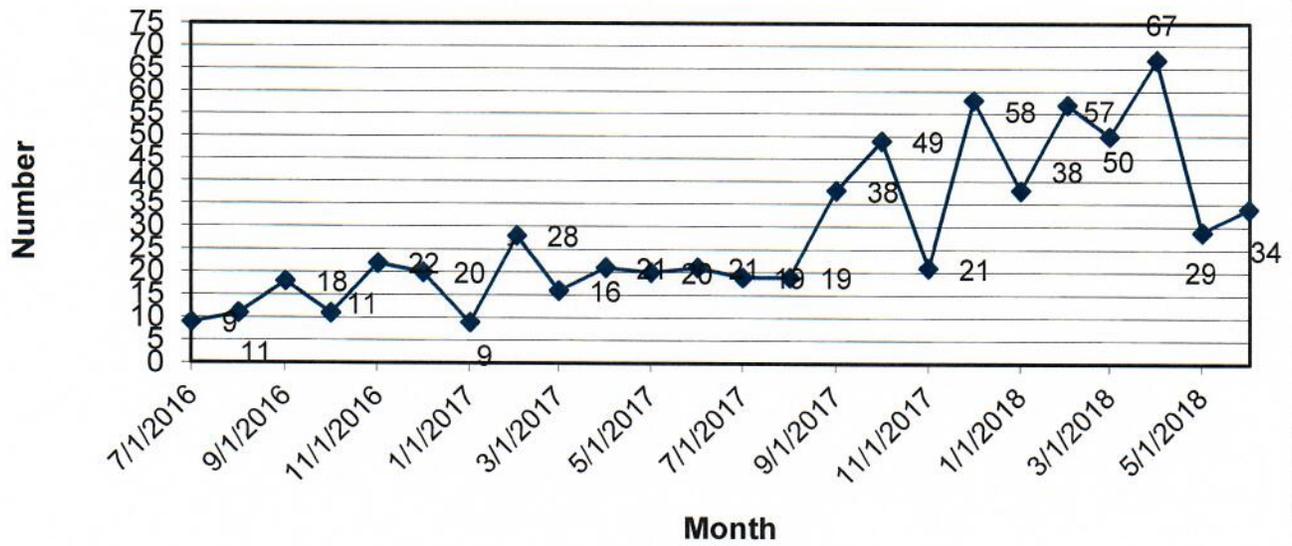
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
<b>IN-TOWN CUSTOMERS</b>						
RESIDENTIAL	1,788	7,208,971	\$ 20,462	61%	33%	21%
COMMERCIAL	345	6,894,093	29,516	12%	31%	30%
INDUSTRIAL	49	4,353,780	\$ 7,395	2%	20%	7%
<b>TOTAL</b>	<b>2,182</b>	<b>18,456,844</b>	<b>\$ 57,373</b>	<b>74%</b>	<b>83%</b>	<b>58%</b>
<b>OUT-OF-TOWN CUSTOMERS</b>						
RESIDENTIAL	670	2,621,859	\$ 31,552	23%	12%	32%
COMMERCIAL	76	1,064,576	\$ 10,530	3%	5%	11%
INDUSTRIAL	2	13,000	\$ 121	0%	0%	0%
<b>TOTAL</b>	<b>748</b>	<b>3,699,435</b>	<b>\$ 42,204</b>	<b>26%</b>	<b>17%</b>	<b>42%</b>
				<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>GRAND TOTAL (ALL CUSTOMERS)</b>						
RESIDENTIAL	2,458	9,830,830	\$ 52,014	84%	44%	52%
COMMERCIAL	421	7,958,669	\$ 40,047	14%	36%	40%
INDUSTRIAL	51	4,366,780	\$ 7,516	2%	20%	8%
<b>TOTAL</b>	<b>2,930</b>	<b>22,156,279</b>	<b>\$ 99,577</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

TOWN OF ROCKY MOUNT  
UTILITY BILLING  
PERCENT CONSUMPTION & PERCENT REVENUE  
PER CUSTOMER CLASS  
FISCAL YEAR 2018

Month	In Town								Out of Town							
	Residential		Commercial		Industrial		Total		Residential		Commercial		Industrial		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-17	34%	34%	31%	23%	19%	11%	84%	68%	11%	24%	5%	8%	0%	0%	16%	32%
Aug-17	33%	35%	32%	23%	18%	10%	83%	67%	12%	25%	4%	7%	0%	0%	17%	33%
Sep-17	31%	33%	33%	24%	19%	12%	84%	69%	11%	23%	5%	8%	0%	0%	16%	31%
Oct-17	31%	29%	35%	36%	18%	9%	85%	73%	11%	20%	5%	7%	0%	0%	15%	27%
Nov-17	33%	34%	31%	22%	19%	11%	83%	67%	12%	25%	4%	8%	0%	0%	17%	33%
Dec-17	35%	35%	30%	21%	17%	10%	82%	66%	12%	24%	6%	9%	1%	1%	18%	34%
Jan-18	36%	36%	28%	20%	19%	10%	83%	67%	12%	25%	5%	8%	0%	0%	17%	33%
Feb-18	34%	32%	26%	18%	20%	10%	79%	61%	16%	32%	4%	7%	0%	0%	21%	39%
Mar-18	34%	35%	33%	17%	18%	12%	85%	64%	10%	27%	5%	9%	0%	0%	15%	36%
Apr-18	33%	34%	27%	20%	21%	12%	81%	66%	14%	27%	4%	8%	0%	0%	19%	34%
May-18	28%	32%	25%	20%	31%	17%	85%	69%	10%	23%	4%	8%	0%	0%	15%	31%
Jun-18	33%	21%	31%	30%	20%	7%	83%	58%	12%	32%	5%	11%	0%	0%	17%	42%
Average	33%	33%	30%	23%	20%	11%	83%	66%	12%	26%	5%	8%	0%	0%	17%	34%

\*\*\*NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, commercial, and industrial customers for FY 2018 (year ended 6/30/18).

### Number of Water Cut-off's



TOWN OF ROCKY MOUNT  
WATER ACCOUNTABILITY  
May-18

Water Plant Finished Water Pumped (May 3 - June 5) (meters read 6/1 - 6/7)		<u>25,064,957</u>
Water Consumption Billed	29,149,279	
Water Plant Process	791,000	
Less: SCADA malfunction	(1,604,620)	
Flushing Water Lines, Hydrants, Tanks (includes Diamond Ave replacement line flushing)	110,652	
Water Obtained from Water Plant (to bill)	9,525	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	9,500	
Flow Meter Checks at Hydrants	-	
Meters Read and Not Billed	197,520	
Grand Total of Water Metered / Consumed / Tracked		<u>28,662,856</u>
Percent Finished Water Accounted		114.35%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	43,500
001-0188-00-01	Impound Lot (old)	-
002-0317-20-01	Public Works Bldg	-
002-0317-30-01	Public Works Bldg-new bldg	2,000
004-1067-00-01	Veteran's Memorial Park	1,400
005-1300-00-01	Mary Elizabeth Park	800
005-1343-10-01	Harvester Performance Center	9,000
005-1384-00-01	Farmer's Market	2,200
005-1457-00-01	Municipal Bldg.	2,000
006-1710-00-01	Welcome Center / Depot	620
009-2523-50-01	Emergency Services Bldg.	10,000
009-2538-70-01	Impound Lot (new)	-
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	126,000

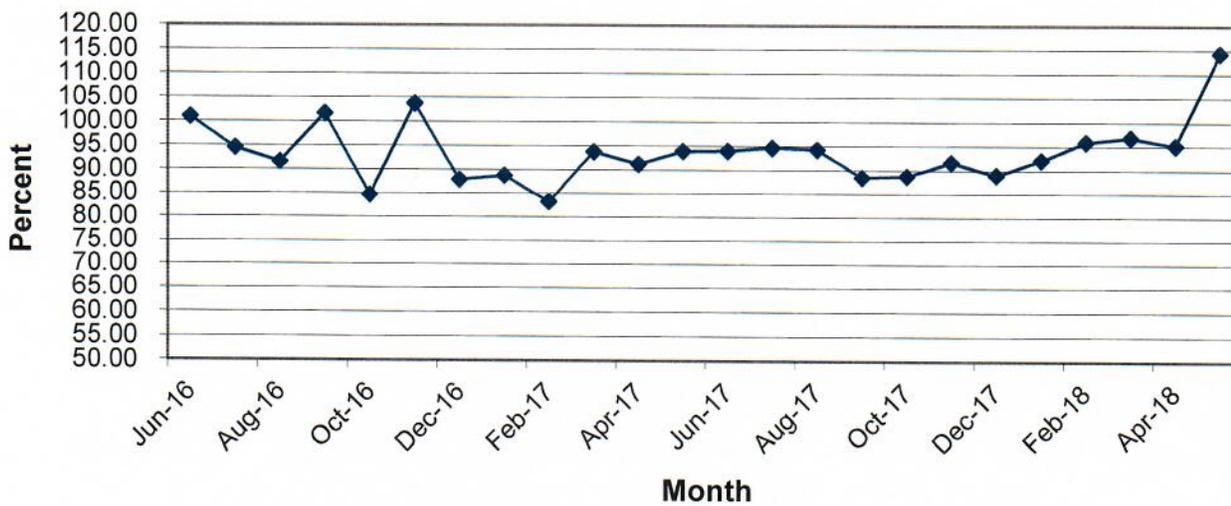
TOTAL Meters Not Billed		<u>197,520</u>
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Water Line Repairs by Public Works during the month:  
repaired or replaced 4 water lines

Sewer Line Repairs by Public Works during the month:  
repaired or unplugged 2 sewer mains or laterals

TOWN OF ROCKY MOUNT						
WATER ACCOUNTABILITY						
FISCAL YEAR 2018						
	Finished	Total		Monthly	Average	Average
	Water	Water	Percent	Gallons	Accounted	Monthly
	Treated	Gallons	Accounted	Variance	Variance	Variance
Month		Accounted	Accounted		per Quarter	per Quarter
Jul-17	22,293,511	21,123,700	94.75%	1,169,811		
Aug-17	26,629,355	25,124,130	94.35%	1,505,225		
Sep-17	23,773,553	21,045,650	88.53%	2,727,903	92.54%	1,800,979.67
Oct-17	24,529,056	21,785,193	88.81%	2,743,863		
Nov-17	23,524,013	21,569,839	91.69%	1,954,174		
Dec-17	22,298,908	19,851,057	89.02%	2,447,851	89.84%	2,381,962.67
Jan-18	24,353,727	22,437,690	92.13%	1,916,037		
Feb-18	20,938,153	20,095,653	95.98%	842,500		
Mar-18	21,280,939	20,620,663	96.90%	660,276	95.00%	1,139,604.33
Apr-18	21,702,241	20,667,800	95.23%	1,034,441		
May-18	25,064,957	28,662,856	114.35%	(3,597,899)		
Jun-18				-	104.79%	(1,281,729.00)
AVG.	23,308,038	22,089,476	94.70%	1,218,562	95.55%	1,010,204
TOTAL	256,388,413	242,984,231		13,404,182		
Monthly Avg. Percent Unaccounted =			5.30%			
Monthly Avg. Percent Accounted =			94.70%			
11 out of 11 months this fiscal year > 80% accountability						

### Water Accountability %



**TOWN OF ROCKY MOUNT  
UTILITY PROFILE  
FISCAL YEAR 2018**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Account ed	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Account ed
Jul-17	306.90	25,710,000	41.47%	22,293,511	35.96%	21,123,700	94.75%	2,923	18,600,000	30.00%	14,777,950	79.45%
Aug-17	306.90	25,720,000	41.48%	26,629,355	42.95%	25,124,130	94.35%	2,930	18,817,000	30.35%	18,184,920	96.64%
Sep-17	291.00	24,540,000	40.90%	23,773,553	39.62%	21,045,650	88.53%	2,930	19,410,000	32.35%	23,007,490	118.53%
Oct-17	297.60	24,590,000	39.66%	24,529,056	39.56%	21,785,193	88.81%	2,936	19,964,000	32.20%	16,364,540	81.97%
Nov-17	288.00	23,460,000	39.10%	23,524,013	39.21%	21,569,839	91.69%	2,936	18,360,000	30.60%	15,860,960	86.39%
Dec-17	288.30	23,470,000	37.85%	22,298,908	35.97%	19,851,057	89.02%	2,932	19,251,000	31.05%	15,318,360	79.57%
Jan-18	319.30	26,620,000	42.94%	24,353,727	39.28%	22,437,690	92.13%	2,925	28,179,000	45.45%	15,857,440	56.27%
Feb-18	260.40	20,500,000	36.61%	20,938,153	37.39%	20,095,653	95.98%	2,925	27,608,000	49.30%	15,686,053	56.82%
Mar-18	291.40	22,740,000	36.68%	21,280,939	34.32%	20,620,663	96.90%	2,919	27,497,000	44.35%	15,577,863	56.65%
Apr-18	291.00	23,150,000	38.58%	21,702,241	36.17%	20,667,800	95.23%	2,924	31,770,000	52.95%	17,772,767	55.94%
May-18	294.50	23,810,000	38.40%	25,064,957	40.43%	28,662,856	114.35%	2,925	29,264,000	47.20%	23,742,115	81.13%
Jun-18	291.00	24,040,000	40.07%		0.00%			2,930	19,470,000	32.45%		
<b>AVG.</b>	<b>293.86</b>	<b>24,029,167</b>	<b>39.48%</b>	<b>23,308,038</b>	<b>38.26%</b>	<b>22,089,476</b>	<b>94.70%</b>	<b>2,928</b>	<b>23,182,500</b>	<b>38.19%</b>	<b>17,468,223</b>	<b>77.22%</b>

NOTE (A): "Total Water Gallons Accounted" consists of gallons billed and gallons read but not billed plus bulk water sold at the Water Plant plus water used to flush lines or hydrants plus gallons used to fill water tanks.

NOTE (B): For any given month, "total water gallons accounted" are for "finished water treated" that month. For example, for the month of July, "water gallons accounted" would be water consumed during the month of July by customers and read by the meter readers during the first week of August. Those gallons, however, would not be billed to customers until the end of August during that month's billing cycle. However, those gallons consumed are displayed on the July line to match usage with water plant production ("finished water treated").

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 9, 2018
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Jeff Rakes
<b>DEPARTMENT:</b>	<b>Fire Department</b>
<b>MONTH:</b>	May 2018

The Rocky Mount Fire Department had a total of 47 calls for the month of May 2018. There were 16 calls inside town limits and 31 calls outside town limits.

The Fire Department vehicles traveled a total of 1,631 miles answering all of the calls. The Fire Department used 126.40 gallons of gasoline and 171.19 gallons of diesel fuel.

Of the 47 calls there were...

- 7 – Structure Fires
- 2 – Motor Vehicle Fires
- 4 – Woods & Grass Fires
- 1 – Utilities Fire
- 20 – Motor Vehicle Accidents
- 11 – Fire Alarms
- 2 – Assist Rescue Squads

The Rocky Mount Fire Department has a large training class scheduled for June 2018. It will cover Basic Pump Operations.

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 9, 2018
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Chief Ken E. Criner, Jr.
<b>DEPARTMENT:</b>	<b>Police Department</b>
<b>MONTH:</b>	June 2018

The Rocky Mount Police department's investigative division working in concert with patrol officers executed 7 search warrants in Rocky Mount and Roanoke city during the month of June.

The search warrants were executed in follow up to a traffic stop that yielded narcotics, firearms, electronics, and a large sum of U. S. currency (\$38,600.00). Further investigation lead Officer's to Roanoke City where they met with DEA task force members and executed a search warrant on an apartment near RMH which yielded firearms and methamphetamine. DEA task force officer's advised the subject in question has been suspect in money/drug transportation for several months but they had been unable to organize a case against him until RMPD helped put pieces of the case together for them.



Search warrants were obtained for a residence on Law Street in reference to distribution of cocaine and marijuana. Members of the Investigations division along with Patrol and Admin staff executed an early morning search warrant that resulted in the seizure of \$2600.00 in U. S. currency, 3 firearms, 1.41 ounces of cocaine and possible cutting agents, 2.96 ounces of marijuana and possible ecstasy tablets, along with scales and packaging materials. Electronics' i.e. cellphones/tablets were seized during search warrants and additional search warrants were obtained and executed on these devices which are currently with VSP agents attempting to download data that could be instrumental in furthering these investigations.



PLEASE SEE ATTACHED REPORT FOR MORE DETAILED INFORMATION ON  
MONTHLY CHARGES AND STATS.....

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: June 2018

APRIL

MAY

JUNE

	APRIL	MAY	JUNE
UNIFORM TRAFFIC SUMMONS ISSUED	157	153	183
TRAFFIC STOPS	267	228	314
SPEEDING TICKETS ISSUED	40	34	52
DUI	3	3	3
COLLISIONS INVESTIGATED (TREDS)	13	15	9
MOTORIST AIDES	53	47	51
CRIMINAL ARRESTS "MISDEMEANOR"	52	33	37
CRIMINAL ARRESTS "FELONY"	25	16	20
INCIDENTS ADDRESSED	3214	3300	3267
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	79	92	80
GRAND LARCENY WARRANTS	1	3	2
BREAKING & ENTERING REPORTS	1	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	52	105	87
FOLLOW-UP'S	75	61	69
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	2132	2169	2176
SCHOOL CHECKS	172	217	110
ALARM RESPONSES	28	30	32
OPEN DOORS, WINDOWS, ETC. UNSECURED	4	2	1
COURT HOURS	23.25	37.75	35.5
TRAINING HOURS:	438.5	453.5	58
SPECIAL ASSIGNMENT HOURS:	76.5	75	110.5
HARVESTER HOURS WORKED:	72	39	40
ECO/TDO	4	8	5
ECO/TDO HOURS:	8.75	5.25	18.25

## TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 9 reportable accidents with 6 of the accidents on our public streets.

## COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Altice Mill Road, Anderson Street, Ann Sink Street, Avalon Street, Bernard Road, Bland Street, Booker T. Washington Highway, Brookshire Drive, Buckner Street, Bunny Lane, Byrd Lane, Candlewood Apartments, Cedar Street, Center Street, Circle Drive, Circle View Street, Claiborne Avenue, Cobb Street, Cornell Road, Cromwell Drive, Dent Street, Diamond Avenue, Donald Avenue, East Church Street, East Court Street, East Street, Edgemont Street, Fairlawn Drive, Friendly Street, Frontage Road, Glen Meadow Drive, Glenwood Drive, Goodview Street, Grayson Street, Grassy Hill Road, Green Meadow Lane, Greenview Avenue, Greer Lane, Hale Street, Harvey Street, Hatcher Street, Herbert Street, High Street, Highland Hills Road, Highview Terrace, Hillcrest Drive, Hilltop Drive, Jubal Pass, Knob Apartments, Knollwood Drive, Lakeview Drive, Law Street, Lawndale Drive, Leanor Street, Luke Street, Lynch Drive, Mamie Avenue, Maple Avenue, Mary Coger Lane, Maynor Street, Montview Avenue, Mountain View Drive, Musefield Road, Noel Street, Norris Street, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Oxford Circle, Parker's Drive, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Randolph Street, Riverview Street, School Board Road, Scuffling Hill Road, Smithers Street, Spring Street, State Street, Summit Drive, Sycamore Street, Taliferro Street, Tanyard Village, Trail Drive, Walnut Street, Warren Street, West Church Street, West College Street, West Court Street, Whitten Street, Willow Avenue, Wilson Street, Windsor Drive, Windy Lane, Woodlawn Drive, Wrays Street and Wray's Chapel Road.
- ◇ Business Foot Patrols: Aaron's, ABC Store, Advance Auto, AEP, All American Car Wash, American National Bank, Ameristaff, Angle Hardware, Applebee's, Arby's, Arrington Sports Awards, Auto Zone, BB& T Bank, BFMS, Bojangles, Brookside Swim Club, Buddy's BBQ, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, Catch A Tan, Center Stage Catering, Check Into Cash, China City, Christian Heritage Academy, Coast to Coast, Comfort Inn, Cook Out, Country Kids, Crooked Stitch, Curves, CVS, Dairy Queen, Davenport Gas, Davis Law Firm, Department of Social Services, DMV, Dollar General, Dollar Tree, Domino's, Eagle Cinema, Edward Johnson Investment, El Rio, El Rodeo, Empire Foods, Enterprise Rent-A-Car, Essig Center, Family Dollar, Family Pharmacy, Farmer's Market, Fast Stop, Fast Tan, FCHS, First Baptist Church, Fisher Auto Parts, Fleetwood Homes, Flora Funeral Home, Flowers By Jones, Foley's Automotive, Food Lion, Francis of Assisi, Franklin Auto Glass, Franklin Center, Franklin Community Bank, Franklin County Dialysis, Franklin County Health Department, Franklin County Library, Franklin Dental Associates, Franklin Health Care, Franklin Heating & Air, Franklin Heights Baptist Church, Franklin Memorial Hospital, Franklin Outdoors, Frank's Pizza, Free Clinic, Furnace Creek Baptist Church, Get Ur Fix, Goodwill, The Grainery, Gusler's Alignment, H & R Block, Hair Fashions, Hardee's, Harper's Plumbing, Harvester Center, Haywood's Jewelry, Hema's, Highlander Laundry, Hodgesville Penicostal Holiness Church, Holiday Inn Express, Hollywood Beauty Salon, Hub Restaurant, Hutchinson Insurance, Ideal Building Supply, Industrial Avenue, Ippys, J & J Fashions, Jackson Hewitt, Jammin Apparel, Kay's Corner, Kentucky Fried Chicken, Kim's Nails, Kroger, Kupkavery, Lee M. Waid, Lesley Wray Photography, Little Ceasers, Long & Foster Realty, Los Tres Amigos, Lowe's, Lynch Park, Mary Bethune Park, Mary Elizabeth Park, McDonalds, Member One, Mod-U-Kraf, Moose Lodge, NAPA, National Guard Armory, Newbold, Nice Nails, Ntelos, Oasis Salon, Old's Cool, Olympia Sports, Papa Johns, Peebles, Pell Animal Clinic, Pet Clinic, Piedmont Community Services, Pizza Hut, Pizza King, Plygem, Prillaman's Auto Sales, Probation & Parole, Quiznos', Real Estate Rentals, Rent-A-Center, Retail Merchants, Riverside Minute Market, Rocky Mount Auto Repair, Rocky Mount Bowling Center, Rocky Mount Christian Church, Rocky Mount Church of God, Rocky Mount Elementary, Rocky Mount Public Works, Rocky Mount Ready Mix, Rocky Mount Rehab, Rocky Mount United Methodist Church, Ron Ayers Motorworks, Roses, Schewel's, School Board Road, Sheetz, Shell Station, Shentel, Sherwin Williams, Shoe Show, State Farm, Step Inc., Subway, Sun Tan City, Sunoco, Suntrust Bank, Team Nurse, Trinity Packaging, Turner's Ready Mix, US Cellular, Union Bank, Valley Star Credit Union, Veteran's Park, Vintage Spa, Walgreens, Wal-Mart, Wendy's, Women's Shelter, Wood Grains, YMCA and The Zone.

**MISCELLANEOUS:**

- June 9<sup>th</sup>, 2018 - Court Days
- June 10<sup>th</sup>, 2018 - Tractor Parade
- June 7<sup>th</sup>, 2018 - Open Door @ Rocky Mount Elementary

**COMMUNITY RESOURCE OFFICER:  
MEETINGS/EVENTS**

- June 4<sup>th</sup>, 2018 - Presentation at Family Resource Center
- June 9<sup>th</sup>, 2018 - Court Days
- June 11<sup>th</sup>, 2018 - FRESH Coalition Meeting
- June 13<sup>th</sup>, 2018 - Franklin County Connects Meeting
- June 13<sup>th</sup>, 2018 - Opioid Task Force Meeting
- June 29<sup>th</sup>, 2018 - Operation "Sticker Shock" with CHILL

**BFMS SCHOOL RESOURCE OFFICER  
REFERRAL'S 2017/2018:**

#Working power shift to help cover roads during summer until school starts back.

**FCHS SCHOOL RESOURCE OFFICER  
REFERRAL'S:**

#Working power shift to help cover roads during summer until school starts back.

## SPEEDING TICKETS ISSUED

Tanyard Road (x 13)

Old Franklin Turnpike (x 12)

State Street (x 10)

North Main Street (x 5)

School Board Road (x 5)

Green Meadow Lane (x 2)

Hatcher Street

Grassy Hill Road

Patterson Avenue

Scuffling Hill Road

Booker T. Washington Highway

## CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth	Tanyard Road
Possession of Meth	Virgil H. Goode Highway
Possession of Cocaine	Tanyard Road
Possession of Suboxone	Tanyard Road
Possession of Schedule I or II Drug	Law Street
Possession w/ Intent to Distribute Marijuana	Edgemont Street
Possession of Marijuana	Tanyard Road
Possession of Marijuana	Old Franklin Turnpike
Possession of Drug Paraphernalia	South Main Street
Possession of Drug Paraphernalia	Virgil H. Goode Highway
Driving Under the Influence	Perdue Lane
Driving Under the Influence	North Main Street
Driving Under the Influence	Market Place Drive
Drunk In Public	Windy Lane (x 2)
Drunk In Public	Circle Drive
Drunk In Public	Tanyard Road
Drunk In Public	Lakeview Drive
Drunk In Public	Edgemont Street
Drunk In Public	Old Franklin Turnpike
Refusal of Blood/Breath Test	North Main Street
Refusal of Blood/Breath Test	Market Place Drive
Possession of a Firearm by a Convicted Felon	Edgemont Street
Brandishing a Firearm	Edgemont Street
Carry a Concealed Weapon	Cornell Road
Carry a Concealed Weapon	Virgil H. Goode Highway
Threatening a Law Enforcement Officer	Edgemont Street
Give False Identity to Police to Avoid Arrest	North Main Street
Give False Identity to Police After Arrest	North Main Street
Felony Shoplifting	Old Franklin Turnpike (x 2)
Shoplifting	Old Franklin Turnpike (x 4)
Warrant Service (Felony)	North Main Street (x 6)
Warrant Service (Felony)	Tanyard Road
Warrant Service (Felony)	Old Franklin Turnpike
Warrant Service (PB-15)	Circle Drive
Warrant Service (Capias)	Old Franklin Turnpike (x 2)
Warrant Service (Misdemeanor)	North Main Street (x 4)
Warrant Service (Misdemeanor)	Tanyard Road (x 2)
Warrant Service (Misdemeanor)	Oak Street
Warrant Service (Misdemeanor)	East Court Street

Warrant Service (Misdemeanor)  
Warrant Service (Misdemeanor)

South Main Street  
Old Franklin Turnpike

Driving w/out a Valid License

North Main Street

Emergency Custody Order  
Emergency Custody Order  
Emergency Custody Order  
Emergency Custody Order

Floyd Avenue (x 2)  
East Street  
Montview Avenue  
Technology Drive

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 9, 2018
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Brian Schofield, Public Works Superintendent
<b>DEPARTMENT:</b>	<b>Public Works Department</b>
<b>MONTH:</b>	June 2018

1. Read meters (5 days)
2. Installed fourteen 5/8" meters
3. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
4. Meter cutoffs: 34
5. Clean-up 5 days
6. Swept streets
7. Asphalt patching on various streets
8. Cut trees along roads, sidewalks and parks
9. Repaired or unplugged two sewer Mains or Lateral
10. Mowing operations
11. Started mowing Sewer lines
12. Providing Project Management for the Diamond Ave water main project
13. Continue work on park project
14. Worked on Storm drains throughout town

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 9, 2018
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Tim Burton
<b>DEPARTMENT:</b>	<b>Waste Water Treatment Plant</b>
<b>MONTH:</b>	June

Average Daily Flow	.649 MGD
TSS Reduction	99.2 %
BOD Reduction	99.4 %
Leachate (F.C. Landfill)	346,359 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	49.67 Tons
Rain Total      3.05 inches	Snow Total      0.0 inches

The Wastewater Plant had three after hour's alarms during the month of June.

Staff worked on maintenance around the plant and pump stations several days this month. This also included spraying weed killer around tanks and fences.

The Belt Filter Press was operated June 4<sup>th</sup> – 6<sup>th</sup>.

The staff used the rapid assessment tool 4 days this month and is updating our GIS as we go forward.

A control card had to be replaced in the transfer switch at Powder Mill Pump Station.

The main PLC went down at the wastewater plant on June 24<sup>th</sup> and was not back up and running till June 26<sup>th</sup>. This repair was just over \$1,500.00 and was relieved when we found out that we were going to get by that cheap.

Respectfully Submitted,

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 9, 2018
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Dallas Bailey, Interim-Plant Superintendent
<b>DEPARTMENT:</b>	<b>Water Treatment Plant</b>
<b>MONTH:</b>	June 2018

### **Operation and Production Summary:**

The actual water production time (filtering of water) for the entire month averaged 9.7 hours a day which yielded approximately 760,000 gallons of water per day. According to our numbers our daily production for this time of year seems to be normal. Rainfall for this month was 6.0 inches as measured at the water treatment plant. The Blackwater River flow continues to be adequate for normal operation.

Total Raw Water Pumped:	24.04 million gallons
Total Drinking Water Produced:	23.63 million gallons
Average Daily Production:	760,000 gallons per day
Ave Percent of Production Capacity:	38%
Flushing of Hydrants/Tanks/FD Use:	144,000 + (F.D. estimated 50,000 gallons)
Plant Process Water:	818,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	73,300 gallons
Bulk Water used at PW Shop	25,700 gallons

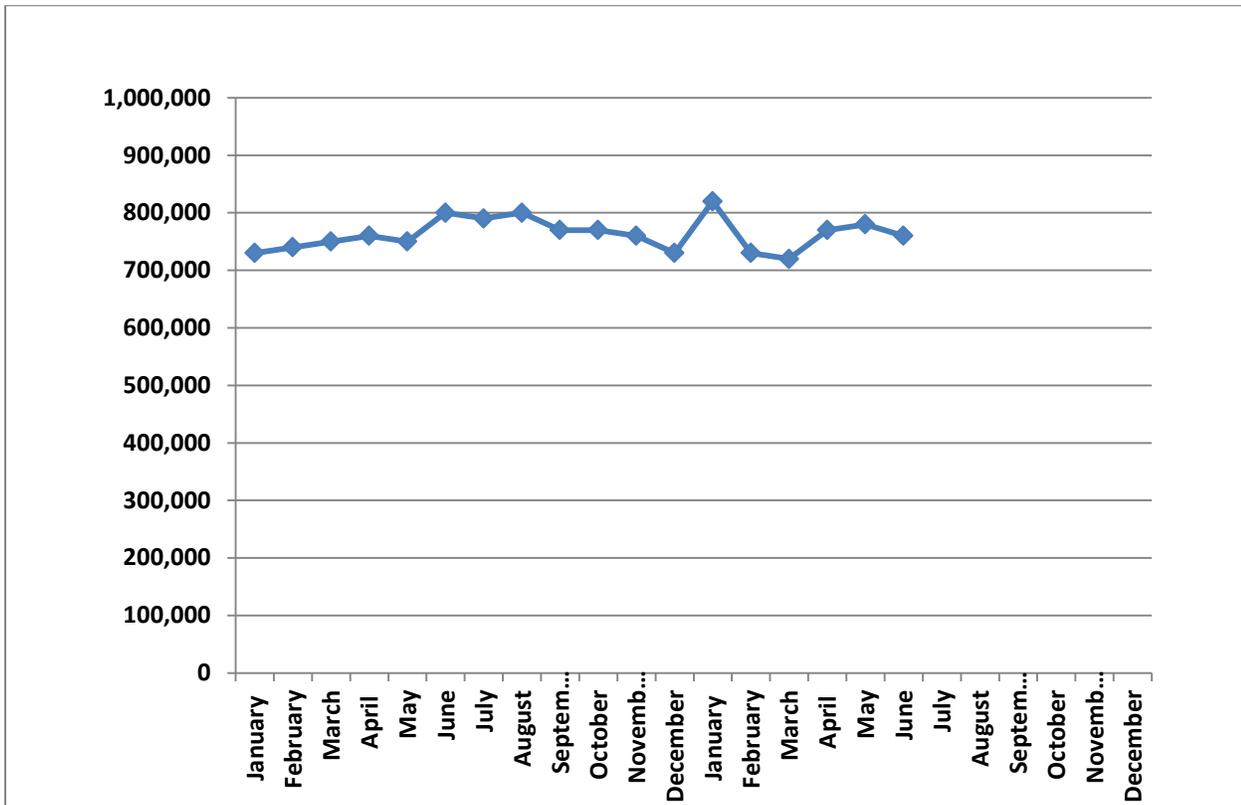
### **Testing:**

- Our monthly (6 total) routine bacteriological samples were free of bacteria. The Town continues to be in compliance with all drinking water standards, in accordance with EPA requirements.

### **Activities / Maintenance / Improvements**

- We checked and calibrated our chemical feeders throughout the water plant.
- Our V.D.H. inspection was held on June 12, 2018 to which I am glad to report went well. The inspector was well pleased with the water plant and what he saw.
- The staff continued with our weekly checks of the chemical feeders, pump stations, equipment at tank sites, and monthly checklist around the plant, the river and dam.
- On June 28<sup>th</sup> we worked an alternate schedule in order to fill the water tanks and shut down the plant to drain the basins. This was done in order to clean out the sludge in our basins, the flocculators, and to do some maintenance/inspections. The staff and I worked a 20 hour day between both shifts.
- On June 29<sup>th</sup> we worked a 12 hour day in order to restore our water tanks back to normal levels from the shut down.
- We used approximately 26,500 gallons of water for the cleanout procedure which is included in the above water usage.

## Water Plant Production in Gallons Per Day (January 2017 to December 2018)



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	July 9, 2018
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<p>STAFF MAKING REQUEST:</p>	<p>C. James Ervin, Town Manager Linda Woody, Finance Director</p>
<p> </p>	<p> </p>
<p>BRIEF SUMMARY OF REQUEST:</p>	<p>Budget adjustment for new vehicle at the Police Department</p> <p>Investigations unit has four people assigned and are in need of four vehicles as they have been very busy recently and are likely to be so in the future.</p> <p>One vehicle is a free "loaner" from Nelson Ford, a leased Ford truck from Nelson Ford, a 2008 Ford Expedition that is still in good shape, and a 2006 Ford Explorer with 113,309 miles. It has been in the shop more in the past 6 months than on the road. Investigations were on their way back from Roanoke last week while working on one of the seven search warrants and it died on 220. It had to be taken to Nelson Ford. They have been using the Police Chief's Ford Edge (SUV) which suits them due to the amount of stuff they need at any given time as compared to a car.</p> <p>Haley Ford in Richmond offered the Town a leftover 2017 Taurus originally ordered by a Police Department as an administrative vehicle but never picked up for only \$22,000.</p> <p>The PD would like to purchase the 2017 Ford Taurus at a total of 26,000.00 (\$4,000 for radio and electronic installation) and give the vehicles listed below up for auction to offset the cost of the new vehicle. Staff estimates the Town should get in the neighborhood of \$10,000.00 which once applied will bring the cost of the vehicle down to about \$16,000.00.</p> <ol style="list-style-type: none"> <li>1. 2006 Crown Vic 125,331 miles.</li> <li>2. 2007 Crown Vic 123,111 miles</li> <li>3. 2008 Crown Vic 124,130 miles</li> <li>4. 2011 Crown Vic 106,120 miles</li> <li>5. 2006 Ford Explorer 113,309 miles</li> <li>6. 1996 Dodge Truck 62,413 miles</li> </ol> <p>The Police Department operated well below budget in the prior year and returned approximately \$60,000 to fund balance.</p>
<p> </p>	<p> </p>

**ACTION NEEDED:**

Approve or deny for the Police Department to proceed with the purchase of the 2017 Taurus as well as giving up the vehicles listed for auction.

Attachment(s): Yes

**FOLLOW-UP ACTION:**

(To be completed by Town Clerk)



RESOLUTION NO.: **2018.011**

**TOWN OF ROCKY MOUNT  
SUPPLEMENTAL APPROPRIATION RESOLUTION  
FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

**WHEREAS**, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2018 through June 30, 2019, hereafter known as FY 2019;

**WHEREAS**, the Police Department Investigations Unit needs another vehicle and,

**WHEREAS**, there is an available 2017 Ford Taurus for \$26,000 suitable for use by the Chief and he can transfer his current vehicle, the 2013 Ford Edge, to Investigations, and,

**WHEREAS**, there are six surplus vehicles to be sold at auction with the proceeds to be used to offset the cost of the 2017 Ford Taurus; the vehicles include:

- 2006 Crown Vic, 125,331 miles
- 2007 Crown Vic, 123,111 miles
- 2008 Crown Vic, 124,130 miles
- 2011 Crown Vic, 106,120 miles
- 2006 Ford Explorer, 113,309 miles
- 1996 Dodge Truck, 62,413 miles

**And WHEREAS**, the Police Department should have an estimated \$60,000 available to add to the fiscal year 2018 fund balance,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure and supplemental revenue for FY 2019:

Account 01.3101.0000.0000.7005 (motor vehicles)	\$26,000
Account 01.4100.9999 (appropriated fund balance)	\$26,000

**GIVEN UNDER MY HAND, THIS 9<sup>TH</sup> DAY OF JULY 2018:**

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

ATTESTED:

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	July 9, 2018
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Department of Corrections has sent the attached notice to the Town regarding the renewal of the lease at 245 Circle Drive asking the Town if they wish to have a hearing on this use of property.</p> <p>We have had only one issue with the parole office on Circle Drive and that is parking. Staff typically uses the majority of the spaces on the property leaving visitors to the facility to park on the street or at adjacent businesses (Pizza King).</p>
ACTION NEEDED:	Does the Town wish to request a hearing so that our parking concerns can be addressed?

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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RECEIVED  
6/13/18 RD  
mail 11:00am

# COMMONWEALTH of VIRGINIA

HAROLD W. CLARKE  
DIRECTOR

*Department of Corrections*

P. O. BOX 26963  
RICHMOND, VIRGINIA 23261  
(804) 674-3000

June 8, 2018

Steven C. Angle, Chairman  
Town Council  
Rocky Mount, Virginia  
345 Donald Avenue  
Rocky Mount, Virginia 24151

**NOTICE  
PROPOSED LEASE  
DEPARTMENT OF CORRECTIONS  
PROBATION AND PAROLE DISTRICT #37  
245 CIRCLE DRIVE, ROCKY MOUNT, VIRGINIA 24151**

In accordance with Section 53.1-67.4(B) of the Code of Virginia, as amended, notice is hereby given that the Department of Corrections is considering the renewal of a lease of space at 245 Circle Drive, Rocky Mount, Virginia 24151 for Probation and Parole District #37. No action will be taken for a period of at least 90 days from the date of this notice.

The local governing body of Rock Mount is not required to, but may request that the Department hold a public hearing regarding this proposed lease renewal. The request must be received by the Department no later than the close of business on September 6, 2018 [90 days from date of notice]. The request must be authorized by the local governing body and signed by an authorized individual. A public hearing will be held within the jurisdiction, if so requested. The request shall be sent to:

James H. Thurston  
Architectural & Engineering Services  
Virginia Department of Corrections  
P.O. Box 26963  
Richmond, Virginia 23261-6963

A copy of this notice is being mailed on this date to the adjacent property owners as reflected in the tax records of Rocky Mount, Virginia, as shown on the list attached to this notice.

If you have any questions regarding this notice, please contact James Thurston at 804-887-8094.

Sincerely,

*James H. Thurston*

James H. Thurston