



**ROCKY MOUNT TOWN COUNCIL**  
**AGENDA**  
**REGULAR COUNCIL MEETING**  
TO BE HELD IN COUNCIL CHAMBERS  
ROCKY MOUNT MUNICIPAL BUILDING  
345 DONALD AVENUE  
ROCKY MOUNT, VIRGINIA  
**NOVEMBER 12, 2019**  
**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
  1. Resolution Honoring Joyce Moran with Southern Virginia Child Advocacy Center
  2. Resolution Presented to Organizers of "Cruisin" Rocky Mount
- V. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
  1. October 14, 2019 – Regular Meeting Minutes
  2. October 28, 2019 – Dinner Meeting / Retreat Meeting Minutes
- VII. Approval of Consent Agenda
  - Miscellaneous Action
  - Miscellaneous Resolutions/Proclamations
  - 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. Review and Consideration of Voluntary Direct Deposit for Town Council Members
  2. Review and Consideration for Approval of 2020 Town Meeting Calendar
  3. Review and Consideration for Outlaw Cruisers Car Club Annual Car Show
  4. Commonwealth of Virginia State Corporation Commission Change in Area Code
  5. CEDS List for Year 2020

XI. Committee Reports

1. The Finance & Human Services Committee met on November 7, 2019 at 5:00 p.m. Any recommendations that the committee members have from this meeting will be given to Town Council on November 12, 2019.

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

XIII. Closed Meeting and Action

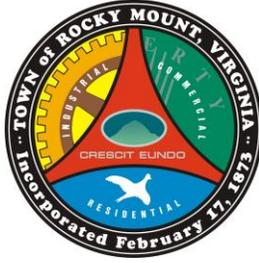
Section 2.2-3711(A).1 Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body. (Town Manager's Office)

XIV. Adjournment

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



RESOLUTION NO.: 2019.018

## HONORING JOYCE MORAN FOR 25 YEARS TO CHILDREN THROUGH LEADERSHIP OF THE COURT APPOINTED SPECIAL ADVOCATE PROGRAM

**WHEREAS**, Joyce Moran serves as the director of Franklin County's Court Appointed Special Advocate Program, selflessly taking a special important role in protecting, defending and assisting children who have been victims of crime and abuse, giving voice to those who might not otherwise be able to speak for themselves; and

**WHEREAS**, in her role, Joyce Moran has overseen the expansion of the program, adding and training volunteers to serve as advocates, giving children involved in court action the adult guidance and support necessary to protect their interests; and

**WHEREAS**, Ms. Moran worked diligently and with great effort to replace, expand and improve the physical facilities necessary to provide advocacy services in Uptown Rocky Mount, thereby helping with the Town's revitalization and beautification efforts; and

**WHEREAS**, through her dedication and willingness to overcome difficult circumstances, Ms. Moran has improved the lives of thousands of children in Rocky Mount and Franklin County, offering a brighter future during dark times; and

**WHEREAS**, our community, its children and our legal system are all better off for her efforts, her vision of a better and more involved community, dedication to providing important youth services and making our community a better and more sustainable place;

**NOW, THEREFORE, BE IT RESOLVED** this twelfth day of November, 2019 by the Town Council of Rocky Mount, that the Town Council does hereby commemorate and celebrate twenty-five years of service by Joyce Moran to the Court Appointed Special Advocate Program, and does call this occasion to the attention of our residents as cause for celebration.

**Given under my hand this 12th day of November, 2019.**

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk



RESOLUTION NO.: 2019.020

**RESOLUTION  
THANKING THE ORGANIZERS OF CRUISIN' ROCKY MOUNT  
FOR THEIR CREATIVITY IN BOOSTING THE LOCAL ECONOMY**

**WHEREAS**, in August 2019, a group of local car culture enthusiasts in the Rocky Mount area determined to create a new event celebrating Rocky Mount's historic car and cruising culture; and

**WHEREAS**, the group, calling itself Cruisin' Rocky Mount, celebrated this culture by establishing a set evening for cruising the streets of Rocky Mount with both antique and modern vehicles, working with local businesses, property owners and the Town's Police and Community Development departments to ensure an orderly, family friendly event to attract participation from local residents and tourists alike; and

**WHEREAS**, the group has energetically and enthusiastically dedicated itself to developing a route for traffic circulation, engaging restaurants to grow business, and raising funds for charitable causes; and

**WHEREAS**, the efforts of Cruisin' Rocky Mount have yielded thousands of cars and car enthusiasts attending the event and cruising the town streets, harkening back to the glory days of American automobile manufacture and the birth of car culture while generating record sales for restaurants and businesses and sparking growth in tourism and lodging within Rocky Mount; and

**WHEREAS**, these unpaid volunteers have passionately worked side-by-side to create an event of which the community can be proud, setting an example for the good which can be done in our community when civic-minded individuals and groups work cooperatively with local government to reach positive outcomes for Rocky Mount;

**NOW, THEREFORE**, let it be known this twelfth day of November, 2019, that the Town Council of Rocky Mount, Virginia, assembled in regular session, does hereby gratefully acknowledge the positive contributions of Cruisin' Rocky Mount to the health of the community's relationships, economy, business and tourism growth, as we look forward to even more positive events during Cruisin' Rocky Mount's second season in 2020.

**Given under my hand this 12<sup>th</sup> day of November, 2019.**

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 14, 2019**

The October 14, 2019 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 Billie W. Stockton
- Bobby M. Cundiff
- Robert L. Moyer
- Mark H. Newbill
- Jon W. Snead
- Gregory B. Walker

The following staff members were also present:

- Allan Arrington, Lt. of Investigations
- Tim Burton, Waste Water Treatment Superintendent
- Rebecca H. Dillon, Town Clerk / Executive Administrative Assistant
- C. James Ervin, Town Manager
- Ed "Jeff" Gauldin, Water Superintendent
- Matthew Hankins, Assistant Town Manager
- Jessica Heckman, Town Planner
- Mark Lovern, Lt. of Patrol
- Brian Schofield, Public Works Superintendent
- Justin Woodrow, Fire Chief
- 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.

**Motion:** To approve the agenda.

**Motion By:** Council Member Newbill

**Second:** Council Member Snead

**Motion Discussion:** None

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

**Nays:** None

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

## **SPECIAL ITEMS**

### 1. Resolution Honoring the Disability Rights and Resource Center – 5 Year Celebration

The month of October, Congress has declared as National Disability Employment Awareness Month to recognize the contributions made by individuals with disabilities. In addition, the Americans with Disabilities Act was signed into law on July 26, 1990 which established a clear and comprehensive national mandate for the elimination of discrimination to ensure the civil rights of people with disabilities. Ms. Carol Tunning was present to receive the resolution celebrating and honoring the Disability Rights and Resource Center's 5 years the center has been in Rocky Mount, Virginia.

### 2. Resolution Honoring Joyce Moran with Southern Virginia Child Advocacy Center

No one was present to receive this award. The Mayor asked that this item be tabled until Mrs. Moran could attend.

One additional note was provided by Mr. Hankins which was the mention of the Harvester Performance Center being an award nominee for the 2019 Perry F. Kendig Award.

## **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:

- September 9, 2019 – Regular Meeting Minutes

**Discussion:** None

**Motion:** To approve the draft minutes.

**Motion By:** Council Member Snead

**Second:** Council Member 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:** Vice Mayor Stockton

**Second:** Council Member Moyer

**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.

The Mayor opened the floor if anyone else would like to speak and no one came forward.

## **OLD BUSINESS:**

1. Franklin County Public Safety Christmas Parade (alternate date)

At the September 9, 2019 Council Meeting, the Franklin County Department of Public Safety requested permission to host an Emergency Services Christmas Parade in town on Saturday, December 7<sup>th</sup>. Council found conflict with the date and asked Public Safety to entertain an alternate date. Mr. William B. Ferguson who is Director of Public Safety submitted an alternate date of December 14, 2019 for Council's approval. The parade would begin at 6:00 p.m. at the Franklin County Middle School parking lot and end at Ply Gem (Old Lane Company) parking lot. Permission has been granted from Franklin County Public Schools Transportation Department and Rocky Mount Police Department have reviewed and approved the event.

**Discussion:** None

**Motion:** To approve the request as presented.

**Motion By:** Vice Mayor Stockton

**Second:** Council Member Newbill

**Motion Discussion:** None

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

**Nays:** None

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

## 2. First Responders Memorial Update

Mr. Hankins shared with Council that Members of the Commission have worked through Spring and Summer with the landscape architect to solicit bids for site work at the memorial. One quote had been received for the installation of concrete base to support the brick pavers at the memorial. Included in the quote will be curbing and guttering to better define the parking area and the park space. Vice-chair and former Fire Chief Charlie Robertson will be assisting in bringing some of the next phases of the memorial to completion. A Council Member inquired as to when the Memorial might be dedicated. Mr. Hankins is hopeful the dedication will take place by May of 2020 or earlier if possible.

No action was needed.

## **NEW BUSINESS**

### 1. STEP, Inc. Into Christmas Event

Mr. Ervin presented to Council the second annual "STEP Into Christmas" home tour where families decorate their home with holiday décor for folks to come and tour. The "STEP Into Christmas" event will be held on Saturday, December 7, 2019 from 1-5 p.m. The homes that will be featured on the tour this year will be on Claiborne Avenue. The tour will be held between and in partnership with Welcome Home to a Franklin County Christmas and the Rotary Christmas Parade. Mr. Crouse had spoken with the Rocky Mount Police Department who had reviewed and approved the plans for the tour.

**Discussion:** None

**Motion:** To approve the request for the "STEP Into Christmas" event as submitted.

**Motion By:** Council Member Moyer

**Second:** Council Member Snead

**Motion Discussion:** None

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

**Nays:** None

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

### 2. Resolution Request for Blue Ridge Parkway

Mr. Ervin shared with Council that from time to time the Blue Ridge Parkway had been closed for maintenance issues. The Blue Ridge Parkway, being the significant tourist draw that it is to our region, is in need of sufficient funds to be provided to open and maintain the parkway especially during this time of year when the parkway is so heavily traveled. Mr. Ervin asked Council to approve the resolution presented to them in their packet that would help secure the funds necessary to restore the parkway.

**Discussion:** None

**Motion:** To approve the resolution as presented.

**Motion By:** Council Member Newbill

**Second:** Council Member Moyer

**Motion Discussion:** None

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

**Nays:** None

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

## **COMMITTEE REPORTS**

The Community & Economic Development Committee met on September 25, 2019 and a second Committee Meeting was held on October 14, 2019 just prior to the Town Council Meeting which was past the time to be included in the packet.

Council Member Newbill who is Chairman of the Community & Economic Development Committee, brought to Council the proposal that the committee had reviewed from AIRNETIX, LLC. The quote was of \$38,000 for seven speakers however, it was the committee's unanimous recommendation to add two additional speakers. Vice Mayor Stockton commented that he would like the public to know that the money for the AIRNETIX system was in the budget through the tourism and branding line item and the purpose of the money was to make the Town more appealing to tourist who visit the Town and others who live in the Town. When asked how soon could the system be installed, Mr. Hankins replied that the AIRNETIX system will have to be bid out to follow procurement guidelines set fourth therefore.

**Discussion:** None

**Motion:** To approve the recommendation as presented.

**Motion By:** Council Member Newbill

**Second:** Council Member Snead

**Motion Discussion:** None

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

**Nays:** None

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

## **REFERRALS TO PLANNING**

None at this time

## **OTHER MATTERS AND CONCERNS**

No one was on Rise n' Shine today.

Council Member Moyer asked if the handrail on Celeste Park Bridge, that he had mentioned at a previous meeting, had been installed yet. Mr. Hankins replied that he and Mr. Schofield had not had a chance to look at the bridge or take the mowing equipment out to the bridge as the bridge was for performing maintenance to the other side of the park and not so much for pedestrians.

## **CLOSED MEETING AND ACTION**

Enter Closed Meeting

**Motion:** To go into closed session under the Virginia Code Section cited below

**Time:** 7:25 p.m.

**Virginia Code Section:**

Section 2.2-3711(A)(7) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. (Employment)

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

**Motion By:** Vice Mayor Stockton

**Second:** Council Member Walker

**Motion Discussion:** None

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

**Nays:** None

**Action:** To go into a closed meeting

**Certificate of Closed Meeting Discussion:**

**Council certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.**

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, March 14, 2016 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia (1950), as amended, requires certification by this Council that such closed meeting was conducted in conformity with Virginia law;

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

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Steven C. Angle, Mayor

### **ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 8:22 p.m.

**Motion By:** Council Member Snead

**Second:** Council Member Walker

**Motion Discussion:** None

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

**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

**ROCKY MOUNT TOWN COUNCIL  
DINNER MEETING / RETREAT**  
*with the*  
**PLANNING COMMISSION**  
*and the*  
**ECONOMIC DEVELOPMENT AUTHORITY**  
**HARVESTER PERFORMANCE CENTER, LANDING PAD STAGE**  
**OCTOBER 28, 2019**

The October 28, 2019 Dinner Meeting / Retreat of the Rocky Mount Town Council (here after referred to as "Council") with the Planning Commission and the Economic Development Authority 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, Madame Chair, Janet Stockton of the Planning Commission and Chairman, Les Hutchinson of the Economic Development Authority.

1. Call to Order

The meeting was called to order by Town Manager, Mr. C. James Ervin. Given the nature of this meeting, let the record show in the minutes that Mayor, Steven C. Angle of the Rocky Mount Town Council, Madame Chair, Janet Stockton of the Planning Commission, and Chairman Les Hutchinson of the Economic Development Authority are all in agreement with the meeting coming to order. Seeing no objection, the meeting began.

2. Roll Call of Members

Let the record show there was no formal roll call by the Town Clerk at this Dinner Meeting / Retreat however, members of all three bodies were present as well as staff members. There was no need for a formal roll call.

The following members of Council were present:

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

The following members of the Planning Commission were present:

- Madame Chair Janet Stockton
- Derwin Hall
- Bud Blanchard
- John Tiggle
- Ina Clements

The following members of the Economic Development Authority were present:

- Chairman Les Hutchinson
- Vice Chairman Adam Lynch
- Doug Guilliams
- Peggy Santrock

The following staff members were also present:

- John T. Boitnott, Town Attorney
- Rebecca Dillon, Town Clerk/Executive Administrative Assistant
- C. James Ervin, Town Manager
- Matthew C. Hankins, Chief Executive Officer of the Harvester Performance Center
- Jessica Heckman, Town Planner, Planning & Zoning Administrator

### 3. Approval of Agenda

Given the nature of the meeting, it was assumed and is now noted in the minutes that members of all three bodies were all in agreement with the agenda being approved as presented. Mr. Ervin stated if anyone objected, to please say so. There were no objections.

### 4. Meal Service

Mr. Ervin asked Mayor Angle, Madame Chair Stockton and Chairman Hutchinson to come forward at which time each were asked if there were any comments that they would like to make. Mayor Angle, Madame Chair Stockton, and Chairman Hutchinson all welcomed everyone to the dinner and thanked everyone for coming.

The dinner meeting / retreat was adjourned for the dinner part of the meeting at 6:07 p.m.

The meeting resumed at 6:53 p.m.

### 5. Comments by Mayor and Chairs

Mr. Ervin asked Mayor Angle, Madame Chair Stockton, and Chairman Hutchinson if there were any comments that they would like to make. Mayor Angle commented that he liked to hear things from the community and welcomed any input that either of the other two bodies might have for the Council.

### 6. Discussion Between Groups

After some discussion between the bodies Mr. Ervin gave everyone a chance to share their ideas discussed. Some of those ideas that were shared follows.

Vice Chairman Lynch of the Economic Development Authority shared knowledge that he had regarding area redevelopment as well as input on Smith Mountain Lake's Chamber of Commerce and how people visiting the lake were visiting Bedford instead of Rocky Mount. Also mentioned were ideas of a restaurant development project, a fundraiser project for the Economic Development Authority and "Friends of the Harvester Performance Center."

Council Member Newbill suggested perhaps scheduling a meeting of the Community and Economic Development Committee once a quarter in which a member of the Economic Development Authority would be present for input or a member of Council could set in on a meeting of the Economic Development Authority for input.

Madame Chair Stockton shared that she had spoken with the Planning Commission prior to the meeting and would like the group to know that as an advisory board, the Planning Commission is seeking more direction from Town Council moving forward.

#### 7. Adjournment

At this time, given the nature of the meeting, members of all three bodies were unanimously in agreement with the meeting standing adjourned. The time was 7:07 p.m.

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

**Community Development & Planning October 2019 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: 0</b>							
File Number	Property Owner	Action	TMPN	Date	Notes	Location	
<b>SIGN PERMITS</b>							
<b>TOTAL: 1</b>							
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved	Notes
S19-014	Ippys	2010006101E	GB	100	Ippy's Restaurant	10/1/2019	
<b>ZONING COMPLIANCE PERMITS</b>							
<b>TOTAL: 7</b>							
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement	Date Approved
ZC19-090	Ippys	Same	2010006101E	GB	Commercial	Structure for roof sign	10/1/2019
ZC19-091	Kids Castoffs Boutique	Grady Jones	2070072300	CBD	Commercial	Open retail shop	10/8/2019
ZC19-092	Habitat for Humanity of Franklin County	Franklin Plaza Partners LLC	2100002200	GB	Commercial	Cleaning existing space and open retail store	10/4/2019
ZC19-093	Byers Inc Calvin Smith	Kroger	2030007800	GB	Commercial	Install a new mini heat pump	10/22/2019
ZC19-094	R&C Siding	Martin Partnership	2070106100	CBD	Commercial	EPDM Roof Rubber over existing roof	10/22/2019
ZC19-095	Saber Healthcare	Same	2060004301	R2	Residential	interior remodel to include paint, paper, wall protection and flooring	10/29/2019
ZC19-096	Friedrichs Family Eye Center	AI Angle	2070071900	CBD	Commercial	Open eye care center/ Change ownership	10/30/2019
<b>ZONING PERMITS</b>							
<b>TOTAL:5</b>							
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Date Approved	NOTES

ZP19-022	Parker Design Group Inc. c/o Joshua DiSalvo	115 Floyd Ave	2070054800	Commercial	CBD	10/11/2019	Construction of an approximate 1,450 SF building addition
ZP19-023	Joseph Brunk	380 Lakeview Drive	2020118700	Residential	R1	10/15/2019	Building a 12x16 deck attached to rear of house
ZP19-024	Nguyen Hung T & NGA T	155 Bernard Road	2020119600	Residential	R1	10/15/2019	Install accessory greenhouse structure
ZP19-025	James Christy	160 Orchard Ave	2070069400	Residential	R1	10/21/2019	Build deck 12x24 rear deck & interior renovations
ZP19-026	Colin Bernard (Helping Hans Construction)	45 Spring Street	2070039000	Residential	R2	10/29/2019	Addition/ screened in back porch
<b>ZONING LETTER</b>		<b>TOTAL: 0</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Letter Date	
<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>	November 12, 2019
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Linda Woody, Finance Director
<b>DEPARTMENT:</b>	<b>Finance Department</b>
<b>MONTH:</b>	November meeting

This report contains the following monthly information for October 2019 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

Bond Reimbursement on Meter Replacement Project

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:

885 walk-in transactions

924 drive-thru transactions

830 mail transactions

**TOWN OF ROCKY MOUNT  
NEW BUSINESS LICENSES  
DURING OCTOBER 2019**

New business licenses for the month of October 2019:

**RETAIL:**

Kids' Castoffs Boutique, South Main St., children's clothing

Rocky Mount Vape and Play, Tanyard Rd., vape lounge & online

Smoked Biscuit, Franklin St., food truck

Friedrichs Family Eye Center, South Main St., optometry office

**Professional:**

Annie M. Pagans, East Court St., law office

**TOWN OF ROCKY MOUNT  
Investment Portfolio  
at September 30, 2019**

<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>									
FNMA	1/27/2019	1/27/2020	493,000	99.889	492,452.77	1.65%	1.65%	3135GOS46	8,134.50
Bond Totals			<u>493,000</u>		<u>492,452.77</u>	1.65% avg. return			<u>8,134.50</u>
<b>Certificates of Deposits:</b>									
Am Express Fed Svgs Bk		8/29/2022	245,000	101.242	248,042.90	2.37%	2.40%	02587CFU9	5,880.00
Am Express Centurion		4/5/2022	245,000	101.206	247,954.70	2.42%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS		2/26/2021	245,000	99.237	243,130.65	1.25%	1.25%	061785DM0	3,062.50
Capital One Nat'l McLean VA		12/29/2021	230,000	100.980	232,254.00	2.22%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Allen V/		7/20/2021	245,000	99.379	243,478.55	1.50%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood DL		7/22/2020	245,000	100.401	245,982.45	2.29%	2.30%	254671VH0	5,635.00
Goldman Sachs USA		1/13/2021	245,000	100.698	246,710.10	2.28%	2.31%	38148J5F4	5,635.00
HSBC BK McLean VA		3/10/2021	230,000	101.425	233,277.50	2.71%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH		11/30/2020	245,000	99.995	244,987.75	1.90%	1.90%	48126XNJ0	4,655.00
Sallie Mae Salt Lake City UT		1/31/2023	225,000	102.662	230,989.50	2.58%	2.68%	795450J71	5,962.50
State BK India NY NY		5/31/2022	245,000	101.535	248,760.75	2.36%	2.20%	8562843E2	5,880.00
CD Totals			<u>2,645,000</u>		<u>2,665,568.85</u>	2.17% avg. return			<u>54,552.50</u>
Total Investments			<u>3,138,000</u>		<u>3,158,021.62</u>	2.13% avg. return			<u>62,687.00</u>

<u>Month</u>	<u>LGIP Balance</u>	<u>Effective Yield</u>
Sep-18	2,694,858.15	2.19%
Oct-18	2,720,685.29	2.32%
Nov-18	2,748,420.98	2.35%
Dec-18	3,165,184.49	2.45%
Jan-19	2,591,029.99	2.59%
Feb-19	2,644,149.07	2.60%
Mar-19	3,029,767.74	2.60%
Apr-19	3,056,051.13	2.61%
May-19	3,079,023.84	2.57%
Jun-19	3,525,115.05	2.48%
Jul-19	3,551,305.86	2.43%
Aug-19	3,029,106.23	2.30%
Sep-19	2,761,893.34	2.21%

**REVENUE COMPARISONS  
AS OF OCTOBER 31, 2019**

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	-	520	1,647	2,873	603,101	0.27%
Real Estate Tax - Delinquent	2,186	59	10,536	2,577	8,900	118.38%
Public Service Tax	-	-	-	-	27,500	0.00%
Personal Property Tax	29	1,260	1,947	7,001	227,963	0.85%
Personal Property Tax - Delinquent	2,192	680	9,854	3,587	12,000	82.12%
Machinery & Tools Tax	-	-	-	-	150,469	0.00%
Penalties on Tax	463	346	2,258	3,972	6,300	35.84%
Interest on Tax	261	199	1,458	2,296	3,200	45.55%
Local Sales Tax	18,649	18,834	75,463	42,680	216,371	34.88%
Meals Tax	132,048	122,081	530,566	368,776	1,623,266	32.69%
Utility Tax	26,667	26,934	83,730	81,746	330,100	25.36%
Communications Tax	13,753	13,820	40,401	42,602	179,245	22.54%
Bank Stock Tax	-	-	-	-	322,000	0.00%
Penalty-Meals Tax	-	60	646	395	2,000	32.31%
Interest-Meals Tax	-	6	96	28	300	31.84%
Penalty-Lodging Tax	-	-	-	-	-	0.00%
Interest-Lodging Tax	-	-	-	-	-	0.00%
Lodging Tax	22,381	16,499	82,690	49,278	207,671	39.82%
Cigarette Tax	5,820	10,179	34,920	20,364	81,000	43.11%
BPOL-Retail	831	103	1,702	4,484	334,040	0.51%
BPOL-Professional	40	1,753	1,396	13,958	180,000	0.78%
BPOL-Contractor	29	-	4,283	3,264	19,000	22.54%
BPOL-Repairs/Services	10	486	2,076	2,889	128,695	1.61%
BPOL-Alcoholic Beverages	-	-	-	-	800	0.00%
BPOL-Penalty/Interest	4	398	635	2,267	3,000	21.18%
BPOL-Amusement	-	-	-	-	208	0.00%
BPOL-Utility	-	-	-	-	11,475	0.00%
BPOL-Miscellaneous	-	-	745	30	5,300	14.06%
Solicitor Permits	-	-	20	20	-	0.00%
Farmer's Market Fees	500	270	1,320	1,140	4,500	29.33%
Welcome Center Fees	1,033	320	2,940	1,330	6,400	45.94%
Farmers Mkt EBT's Deposits	-	-	-	20	-	0.00%
Planning / Zoning Fees	700	255	2,275	2,800	10,300	22.09%
Court Fines	2,451	6,630	11,986	11,181	49,000	24.46%
Parking Fines	-	30	145	150	100	145.00%
Garbage Violation Fines	-	-	-	-	150	0.00%
Interest Earnings	8,000	13,029	34,000	42,810	157,000	21.66%
Return Check Fees	20	80	140	180	400	35.00%
Rental of Property	-	-	-	-	450	0.00%
Sale of Property	-	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Mortgage Payments	-	256	612	768	1,792	34.16%
EDA Loan Repayment (for HPC)	-	-	-	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Security Services	420	-	2,220	930	3,930	56.49%
Passport Service Fees	1,293	1,114	4,306	4,389	15,300	28.14%
Police Reports	310	240	721	434	1,300	55.46%
Fingerprint Service Fees	30	60	122	150	360	33.89%
CIT / PAC Room Staffing	280	1,050	3,010	4,900	8,400	35.83%
Garbage Collection Fees	22,641	7,933	58,598	51,288	96,874	60.49%
Truck Rental Program	20	90	170	300	600	28.33%
Credit Card Fees	265	238	1,715	1,039	3,400	50.44%
Weed Control Charges	386	71	1,094	207	650	168.28%

REVENUE COMPARISONS  
AS OF OCTOBER 31, 2019

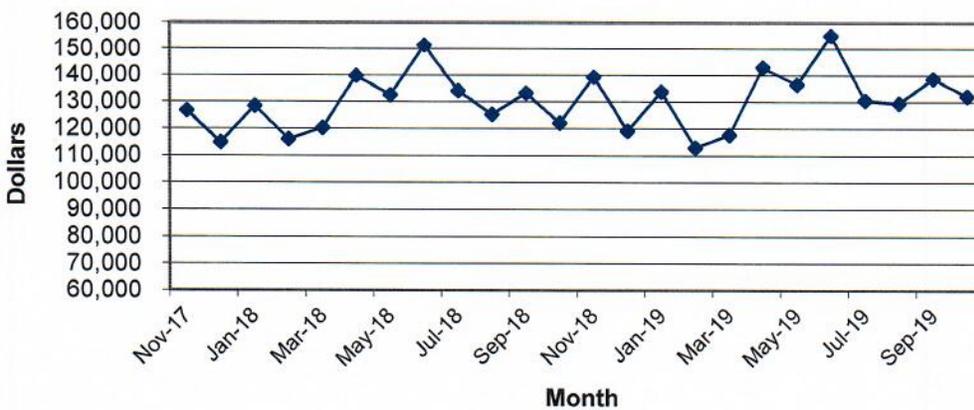
REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>GENERAL FUND - Local Revenues:</b>						
Administrative Charges for Services	150	50	350	50	150	233.33%
Miscellaneous Services	-	-	2	-	-	0.00%
Bond Reimbursement	-	-	-	-	-	0.00%
VML Safety Grant	-	-	-	4,000	-	0.00%
Donations	-	-	3	27	-	0.00%
Merchandise Sales	-	155	2	157	-	0.00%
Miscellaneous	326	57	326	173	-	0.00%
Donations - Gilley's Park	-	-	-	-	-	0.00%
Donations - Police K-9	-	-	1,390	-	-	0.00%
Firefighters Memorial Donations	-	-	-	-	-	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	2,579	-	3,661	-	-	0.00%
Unrealized Gain on Investments	-	(6,121)	-	(4,588)	-	0.00%
Appropriated Fund Balance	-	-	-	-	30,500	0.00%
<b>Total Local Revenues</b>	<b>266,767</b>	<b>240,024</b>	<b>1,018,176</b>	<b>778,923</b>	<b>5,075,460</b>	<b>20.06%</b>
<b>GENERAL FUND - State Revenues:</b>						
Rolling Stock Tax	-	-	3,337	3,346	3,340	99.92%
Litter Tax	-	2,760	-	2,760	2,750	0.00%
Rental Tax	1,274	3,619	5,527	8,998	21,000	26.32%
Other Categorical Aid	-	-	-	-	-	0.00%
Fire Programs	-	-	17,479	16,611	16,611	105.23%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
Law Enforcement Grants	-	-	-	-	-	0.00%
DMV Grants	-	-	3,159	3,176	-	0.00%
VDOT Grant	107,356	-	107,356	8,015	-	0.00%
CDBG Grant	-	-	-	-	-	0.00%
Street Maintenance	-	-	363,032	363,031	1,473,904	24.63%
VML Safety Grant	-	-	-	-	-	0.00%
Volunteer Fire Dept.	7,500	7,500	7,500	7,500	30,000	25.00%
Law Enforcement-599 Funds	-	-	30,155	29,023	116,092	25.98%
FEMA Grant	-	-	-	-	29,500	
USDA Grant	-	-	-	-	-	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
State School Resource Officer Grant	-	-	-	29,632	-	0.00%
Other Categorical Aid-County	-	-	-	-	-	0.00%
Other Categorical Aid-Police	-	-	-	-	-	0.00%
Other Categorical Aid-Schools	-	-	-	-	29,632	0.00%
<b>Total State Revenues</b>	<b>116,130</b>	<b>13,879</b>	<b>591,406</b>	<b>525,951</b>	<b>1,776,690</b>	<b>33.29%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>382,897</b>	<b>253,903</b>	<b>1,609,582</b>	<b>1,304,875</b>	<b>6,852,150</b>	<b>23.49%</b>

REVENUE COMPARISONS AS OF OCTOBER 31, 2019							
REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR	
GENERAL FUND - Local Revenues:							
UTILITY FUND REVENUES:							
Water Sales	276,322	133,919	638,530	532,874	1,540,000	41.46%	
gallons billed	23,881,745	29,252,564	93,915,468	99,729,565			
Water Connections	1,000	3,275	11,875	7,525	12,000	98.96%	
Reconnect Fees	485	1,725	3,310	4,550	16,625	19.91%	
Penalties	2,786	3,569	13,298	8,111	26,000	51.14%	
Bulk Water Purchases	30,591	3,469	35,068	7,350	1,000	3506.79%	
Sewer Collection Charges	162,617	93,163	374,848	336,196	903,778	41.48%	
gallons billed	18,621,884	25,739,384	72,172,228	80,965,835			
Sewer Connections	1,000	1,000	2,500	4,000	6,000	41.67%	
Cell Tower Rent	9,758	4,121	89,512	16,485	99,852	89.64%	
VML Safety Grant	-	-	-	-	-	0.00%	
Sale of Materials	950	-	950	-	-	0.00%	
Recoveries	360	-	360	-	-	0.00%	
Transfer from Utility Capital Projects Fund	-	-	-	-	-	0.00%	
Appropriated Fund Balance	-	-	-	-	814,012	0.00%	
<b>TOTAL UTILITY FUND REVENUES</b>	<b>485,868</b>	<b>244,242</b>	<b>1,170,250</b>	<b>917,091</b>	<b>3,419,267</b>	<b>34.23%</b>	
CAPITAL PROJECTS REVENUES:							
Microenterprise Loan Payments	869	804	4,681	4,258	-	0.00%	
Appropriated Fund Balance	-	-	-	-	-	0.00%	
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>869</b>	<b>804</b>	<b>4,681</b>	<b>4,258</b>	<b>-</b>	<b>0.00%</b>	
UTILITY CAPITAL REVENUES:							
Capital Recovery Fees-Water	27,847	23,816	99,940	91,105	294,237	33.97%	
FEMA Grant	-	-	-	-	150,000	0.00%	
Capital Recovery Fees-Sewer	28,055	19,573	75,284	69,491	235,532	31.96%	
Capital Recovery Fees-Garbage	1,684	1,695	6,746	6,774	20,247	33.32%	
Appropriated Fund Balance	-	-	-	-	110,193	0.00%	
Transfer from Other Funds	-	-	-	-	-	0.00%	
<b>TOTAL UTILITY CAPITAL REVENUES</b>	<b>57,585</b>	<b>45,085</b>	<b>181,970</b>	<b>167,370</b>	<b>810,209</b>	<b>22.46%</b>	
PERFORMANCE VENUE REVENUES:							
Rent from EDA	-	-	14,200	-	85,200	16.67%	
Transfers from General Fund	55,324	30,557	117,819	131,180	355,484	33.14%	
<b>TOTAL PERFORMANCE VENUE REVENUES</b>	<b>55,324</b>	<b>30,557</b>	<b>132,019</b>	<b>131,180</b>	<b>440,684</b>	<b>29.96%</b>	
			4 months of the 12 months of the fiscal year			33.33%	

TOWN OF ROCKY MOUNT  
MEALS TAX COLLECTIONS

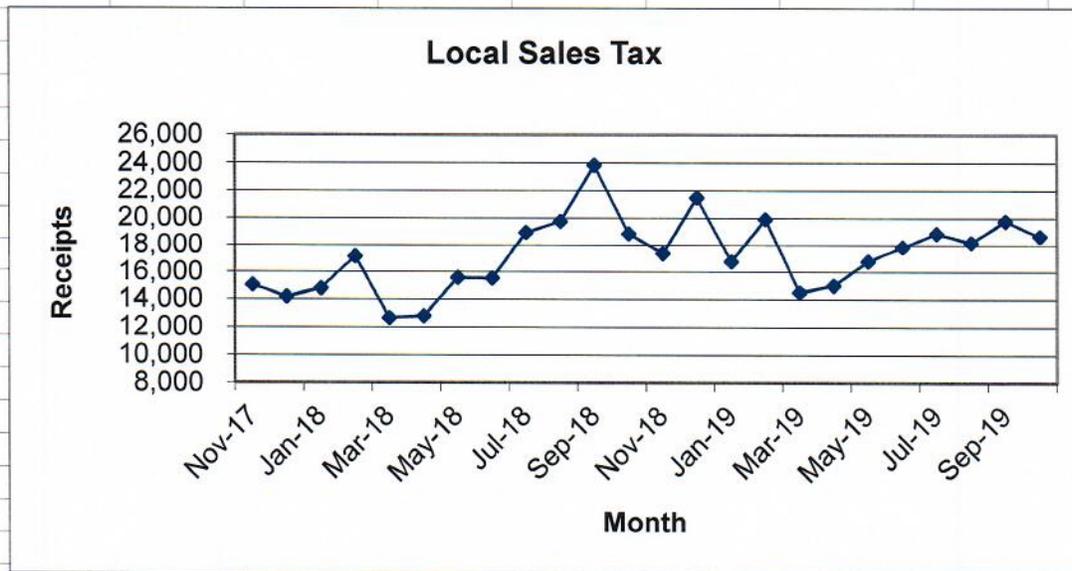
Month	Collections
Nov-17	126,641
Dec-17	114,825
Jan-18	128,340
Feb-18	115,988
Mar-18	120,285
Apr-18	139,665
May-18	132,498
Jun-18	151,336
Jul-18	133,965
Aug-18	125,245
Sep-18	133,202
Oct-18	122,081
Nov-18	139,223
Dec-18	119,084
Jan-19	133,631
Feb-19	112,951
Mar-19	117,703
Apr-19	142,949
May-19	136,339
Jun-19	155,015
Jul-19	130,456
Aug-19	129,365
Sep-19	138,698
Oct-19	132,048

Meals Tax Collections



Town of Rocky Mount  
Local Sales Tax

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
Jul-18	18,923
Aug-18	19,743
Sep-18	23,846
Oct-18	18,834
Nov-18	17,366
Dec-18	21,497
Jan-19	16,776
Feb-19	19,909
Mar-19	14,516
Apr-19	15,009
May-19	16,812
Jun-19	17,851
Jul-19	18,864
Aug-19	18,180
Sep-19	19,770
Oct-19	18,649



TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF OCTOBER 31, 2019

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	5,885	5,577	31,936	31,056	77,841	41.03%
Town Manager	23,677	21,335	106,456	79,738	286,789	37.12%
Town Attorney	-	5,830	8,257	14,871	37,799	21.85%
Finance Department	37,308	29,022	221,731	135,307	381,541	58.11%
Electorial Board	-	-	-	-	5,100	0.00%
Passport Services Expenses	43	127	478	503	3,000	15.93%
Police Department	198,008	151,817	1,224,252	749,809	2,273,169	53.86%
Volunteer Fire Dept.	16,351	22,704	49,597	47,597	169,295	29.30%
Public Works Admin.	9,492	8,973	63,548	40,044	100,474	63.25%
Public Works Admin. Non-VDOT Eligible	-	465	2,427	14,251	-	0.00%
Street Lights	8,192	8,242	25,011	27,492	117,430	21.30%
Traffic Control & Parking	10,312	5,316	71,587	15,854	525,421	13.62%
Streets	64,240	61,353	1,068,909	449,583	987,486	108.25%
Sidewalks & Curbs	545	-	15,278	1,441	51,699	29.55%
Street Cleaning	591	277	2,210	2,482	7,507	29.44%
Refuse Collection	7,466	7,794	59,117	38,944	136,119	43.43%
Snow Removal	399	-	1,988	838	44,919	4.43%
Playgrounds	6,785	1,814	33,074	16,699	58,295	56.74%
Municipal Building	4,928	4,177	35,104	16,862	80,781	43.46%
Emergency Services Bldg.	12,265	23,395	29,382	30,193	66,625	44.10%
Public Works Building	13,310	449	24,507	5,273	29,354	83.49%
Cemetery	996	1,108	9,722	7,264	6,267	155.13%
Celeste Park	-	-	-	-	5,245	0.00%
Gilley's Park	-	-	-	-	1,000	0.00%
Mary Elizabeth Park	-	-	-	52,989	-	0.00%
Impound Lot	-	-	-	606	-	0.00%
Planning & Zoning	10,097	9,072	68,798	38,421	127,473	53.97%
Community Development	27,865	24,053	125,229	100,778	283,065	44.24%
Citizen's Square	959	850	9,397	10,288	22,333	42.08%
Hospitality Center	1,601	1,981	9,366	6,861	28,839	32.48%
Economic Development Authority	-	-	1,075	520	4,055	26.52%
Remediation of Blighted Structures	-	-	-	-	20,000	0.00%
<b>Non-Departmental:</b>						
Wages & Fringes	7,075	1,663	(8,182)	17,386	70,061	-11.68%
Employee Wellness Program	-	460	-	1,295	3,960	0.00%
Employee Drug Testing	293	173	481	242	1,100	43.73%
Insurance	-	-	67,032	64,522	65,167	102.86%
Contributions to Others	-	-	10,500	15,450	16,500	63.64%
Debt Service-Principal	-	-	128,000	125,000	288,000	44.44%
Debt Service-Interest	-	-	21,020	25,677	40,652	51.71%
Transfer to Performance Operations	-	30,557	42,631	131,180	355,484	11.99%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	29,550	0.00%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>468,683</b>	<b>428,583</b>	<b>3,559,921</b>	<b>2,317,316</b>	<b>6,859,395</b>	<b>51.90%</b>

TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF OCTOBER 31, 2019

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>WATER &amp; SEWER FUND:</b>						
Water System Operation	16,236	10,555	88,435	87,809	238,213	37.12%
Meter Reading	1,934	3,226	13,028	10,747	39,620	32.88%
Water Plant	46,983	58,308	309,008	171,633	712,756	43.35%
Utility Billing & Administration	17,274	12,414	99,735	53,355	182,248	54.72%
Wastewater System Operation	10,988	12,705	48,235	53,546	208,073	23.18%
Wastewater Treatment Plant	31,191	38,657	242,606	129,819	558,377	43.45%
Non-Departmental:						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	-	-	22,344	21,507	21,722	102.86%
Debt Service-Principal	-	-	57,240	108,000	363,240	15.76%
Debt Service-Interest	-	-	19,985	6,418	108,504	18.42%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	7,051	0.00%
Depreciation	-	-	-	-	814,012	0.00%
<b>TOTAL WATER &amp; SEWER FUND EXPENSES</b>	<b>124,607</b>	<b>135,865</b>	<b>900,616</b>	<b>642,835</b>	<b>3,263,816</b>	<b>27.59%</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>25,000</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>UTILITY CAPITAL FUND:</b>						
Public Works Utility Capital Items	-	-	81,481	-	91,500	89.05%
Meter Replacement	3,139	-	22,224	-	-	100.00%
WWWA Interconnection	-	-	-	-	-	100.00%
Ann Sink St Water & Sewer Lines Replacement	-	-	-	-	80,000	0.00%
Refurbish Old Grassy Hill Tank	-	-	-	-	70,000	0.00%
WTP Pick-up & Snow Blade	5,931	-	39,188	-	36,000	108.85%
WTP Generator	-	-	-	-	150,000	0.00%
WTP Valve Actuator	-	-	23,880	-	-	0.00%
WTP Replace Flocculators	-	-	-	-	-	100.00%
Diamond Ave Water Line Replacement	-	857	-	4,380	-	0.00%
Grassy Hill Upper Pump Re-do	-	11,119	-	11,119	-	0.00%
WTP Pressure Valve	-	-	-	11,920	-	0.00%
PW-Ground Penetrating Radar	-	-	-	33,850	-	0.00%
WTP Mower	-	-	-	8,973	-	0.00%
WW- Replace #1 Main Pump Station	-	-	-	-	50,000	0.00%
WW-S Main Slip Sewer Line	-	-	-	-	190,000	0.00%
WWTP Tractor	-	-	33,831	-	35,000	96.66%
Weaver St. Sewer Extension	-	-	-	-	-	0.00%
WW Main Pump Station Climbing Screen	-	-	-	-	-	0.00%
Hillcrest Sewer Line Replacement (PW)	-	-	-	-	-	0.00%
Debt Service - Principal	-	-	-	-	57,240	0.00%
Debt Service - Interest	-	-	-	-	38,946	0.00%
Contingency	-	-	-	-	60,000	0.00%
<b>TOTAL UTILITY CAPITAL EXPENDITURES</b>	<b>9,070</b>	<b>11,976</b>	<b>200,604</b>	<b>70,242</b>	<b>858,686</b>	<b>23.36%</b>

TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF OCTOBER 31, 2019

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>PERFORMANCE VENUE OPERATIONS:</b>						
Performance Venue Operations:						
Wages - Full Time	16,574	15,933	74,584	47,309	204,786	36.42%
Wages - Part Time	-	-	-	4,350	-	0.00%
Wages - Overtime	1,969	-	2,400	-	-	100.00%
Wages - Security	1,155	1,440	5,580	4,005	22,000	25.36%
Fringes	8,557	8,057	34,592	30,759	76,736	45.08%
Contractual Services	21,409	1,772	36,488	8,697	35,000	104.25%
Custodial Services	1,750	-	4,050	1,888	11,700	34.62%
Repairs & Maintenance	272	(593)	289	1,927	7,500	3.86%
Advertising	-	-	-	-	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	-	-	-	352	1,000	0.00%
Postage & Delivery Services	-	-	-	-	-	0.00%
Utilities	1,784	2,067	7,083	5,616	27,600	25.66%
Communications	1,191	1,132	4,038	3,816	13,800	29.26%
Office Supplies	341	-	386	412	800	48.20%
Janitorial Supplies	320	-	1,058	1,649	6,770	15.63%
Furniture & Fixtures	-	-	-	-	-	0.00%
Data Processing Equipment	-	-	-	-	2,500	0.00%
Machinery & Equipment	-	-	-	-	-	0.00%
Audio/Visual Equipment	-	-	-	-	-	0.00%
Contingency	-	-	-	-	53,568	0.00%
<b>TOTAL PERFORMANCE VENUE EXPENSES</b>	<b>55,324</b>	<b>29,807</b>	<b>170,548</b>	<b>110,778</b>	<b>463,760</b>	<b>36.78%</b>
				4 months of the 12 month fiscal year		33.33%
Balance of EDA Loan due to the Town	634,956					

TOWN OF ROCKY MOUNT  
CONTINGENCY FUNDS  
FISCAL YEAR 2020

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY - GENERAL PURPOSES COMMITTED:	50,000	10,000	60,000
8-12-19: Security Improvements	(16,500)	(9,300)	(60,000)
8-12-19: North Main rock wall	(10,536)		
AVAILABLE CONTINGENCY - GENERAL PURPOSES	<u>22,964</u>	<u>700</u>	<u>-</u>
<hr/>			
BUDGETED FOR SUPPLEMENTAL PAY ADJUSTMENTS COMMITTED:	29,550	7,051	
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	<u>29,550</u>	<u>7,051</u>	
<hr/>			

	Town of Rocky Mount			10/7/2019
	Meter Replacement Project (FY 2019)			
	Bond: \$1,121,500 / 3.58% / 15 years			
	Deposit to Account = \$1,100,000			
	Account 05.5302.7000 Town budget = \$990,000			
		Contract	Reimbursement	Balance on
Vendor		Budget	Requests	Bond Proceeds
CMC Supply		\$ 853,768.50		
	Reimb Request #1		\$ 487,158.93	
	Reimb Request #2		\$ 43,595.84	
	Reimb Request #3		\$ 46,675.04	
	Reimb Request #4		\$ 55,723.34	
	Reimb Request #5		\$ 77,549.67	
	Reimb Request #7		\$ 12,494.89	
	Reimb Request #8		\$ 20,489.99	
	Reimb Request #9		\$ 67,916.61	
	Reimb Request #11		\$ 6,354.57	
	Reimb Request #12		\$ 11,340.36	
	Reimb Request #13		\$ 9,372.20	
	Reimb Request #			
	Vendor Balance			\$ 15,097.06
(Concord) Atlantic				
Utility Services		\$ 226,570.00		
	Reimb Request #5		\$ 63,156.00	
	Reimb Request #6		\$ 32,580.00	
	Reimb Request #8		\$ 10,455.00	
	Reimb Request #10		\$ 22,350.00	
	Reimb Request #11		\$ 20,857.00	
	Reimb Request #12		\$ 9,950.00	
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Vendor Balance			\$ 67,222.00
Other		\$ 19,661.50		
	Reimb Request #3		\$ 4,650.00	
	Reimb Request #5		\$ 64.17	
	Reimb Request #6		\$ 198.86	
	Reimb Request #7		\$ 12,905.60	
	Reimb Request #9		\$ 4.87	
	Reimb Request #13		\$ 36.37	
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Other Balance			\$ 1,801.63
Add: Interest	project to date			\$ 11,767.62
		\$ 1,100,000.00	\$ 1,015,879.31	\$ 95,888.31

TOWN OF ROCKY MOUNT UTILITY BILLING WATER CONSUMPTION PERCENTAGE FOR THE MONTH OF OCTOBER 2019						
	TOTAL	TOTAL	TOTAL	%	%	%
	METERS	GALLONS	REVENUES	METERS	GALLONS	REVENUES
<b>IN-TOWN CUSTOMERS:</b>						
Business Non-Profit, No Discount (B)	8	77,316	\$ 481	0%	0%	0%
Commercial ©	326	7,698,825	\$ 41,279	11%	32%	27%
Church with Non-Profit Discount (D)	9	8,492	\$ 49	0%	0%	0%
Industrial (I)	54	5,226,046	\$ 18,632	2%	22%	12%
Business Non-Profit, with Discount (N)	2	1,227	\$ 9	0%	0%	0%
Church without Non-Profit Discount (O)	20	109,290	\$ 598	1%	0%	0%
Residential ®	1739	6,075,926	\$ 42,789	59%	25%	28%
Schools (S)	21	1,252,841	\$ 4,467	1%	5%	3%
<b>TOTAL</b>	<b>2179</b>	<b>20,449,963</b>	<b>\$ 108,305</b>	<b>74%</b>	<b>86%</b>	<b>72%</b>
<b>OUT-OF-TOWN CUSTOMERS</b>						
Business Non-Profit, No Discount (B)	0	-	\$ -	0%	0%	0%
Commercial ©	74	1,224,546	\$ 12,061	3%	5%	8%
Church with Non-Profit Discount (D)	2	1,240	\$ 9	0%	0%	0%
Industrial (I)	2	4,790	\$ 73	0%	0%	0%
Business Non-Profit, with Discount (N)	0	-	\$ -	0%	0%	0%
Church without Non-Profit Discount (O)	11	72,790	\$ 730	0%	0%	0%
Residential ®	658	2,128,416	\$ 30,233	22%	9%	20%
Schools (S)	0	-	\$ -	0%	0%	0%
<b>TOTAL</b>	<b>747</b>	<b>3,431,782</b>	<b>\$ 43,106</b>	<b>26%</b>	<b>14%</b>	<b>28%</b>
				<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>GRAND TOTAL (ALL CUSTOMERS)</b>						
Business Non-Profit, No Discount (B)	8	77,316	\$ 481	0%	0%	0%
Commercial ©	400	8,923,371	\$ 53,340	14%	37%	35%
Church with Non-Profit Discount (D)	11	9,732	\$ 58	0%	0%	0%
Industrial (I)	56	5,230,836	\$ 18,705	2%	22%	12%
Business Non-Profit, with Discount (N)	2	1,227	\$ 9	0%	0%	0%
Church without Non-Profit Discount (O)	31	182,080	\$ 1,328	1%	1%	1%
Residential ®	2397	8,204,342	\$ 73,022	82%	34%	48%
Schools (S)	21	1,252,841	\$ 4,467	1%	5%	3%
<b>TOTAL</b>	<b>2926</b>	<b>23,881,745</b>	<b>\$ 151,411</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>NOTE: There is a new customer type break-down as we prepare for the new Munis utility billing financial software</b>						

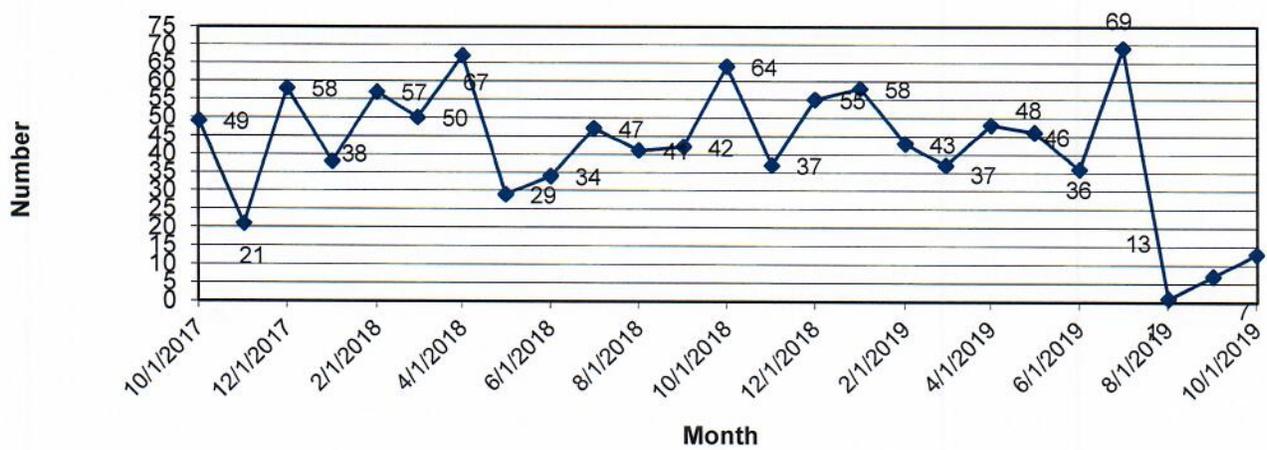
TOWN OF ROCKY MOUNT  
 UTILITY BILLING  
 PERCENT CONSUMPTION & PERCENT REVENUE  
 PER CUSTOMER CLASS  
 FISCAL YEAR 2020

<b>In Town</b>																			
Month	Bus Non Profit		Commercial		Church Discount		Industrial		Bus Discount		Church No Discou		Residential		Schools		Total		
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	
Jul-19			30%	30%			21%	11%					32%	30%			82%	70%	
Aug-19	0%	0%	30%	22%	0%	0%	24%	14%	0%	0%	0%	0%	27%	31%	4%	2%	85%	70%	
Sep-19	1%	1%	25%	19%	0%	0%	24%	14%	0%	0%	0%	0%	29%	31%	6%	3%	84%	69%	
Oct-19	0%	0%	32%	27%	0%	0%	22%	12%	0%	0%	0%	0%	25%	28%	5%	3%	86%	72%	
Nov-19																			
Dec-19																			
Jan-20																			
Feb-20																			
Mar-20																			
Apr-20																			
May-20																			
Jun-20																			
Average	0%	0%	29%	25%	0%	0%	23%	13%	0%	0%	0%	0%	28%	30%	4%	2%	84%	70%	

<b>Out of Town</b>																			
Month	Bus Non Profit		Commercial		Church Discount		Industrial		Bus Discount		Church No Discou		Residential		Schools		Total		
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	
Jul-19			6%	9%			0%	0%					12%	21%			18%	30%	
Aug-19	0%	0%	5%	9%	0%	0%	0%	0%	0%	0%	0%	0%	9%	21%	0%	0%	15%	30%	
Sep-19	0%	0%	6%	9%	0%	0%	0%	0%	0%	0%	0%	0%	10%	22%	0%	0%	16%	31%	
Oct-19	0%	0%	5%	8%	0%	0%	0%	0%	0%	0%	0%	0%	9%	20%	0%	0%	14%	28%	
Nov-19																			
Dec-19																			
Jan-20																			
Feb-20																			
Mar-20																			
Apr-20																			
May-20																			
Jun-20																			
Average	0%	0%	6%	9%	0%	0%	0%	0%	0%	0%	0%	0%	10%	21%	0%	0%	16%	30%	

\*\*\*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 2020 (year ended 6/30/20).

### Number of Water Cut-off's



TOWN OF ROCKY MOUNT  
WATER ACCOUNTABILITY  
September-19

Water Plant Finished Water Pumped (Sept 1 - Sept 30      (meters read 10/1 - 10/3))		<u>27,228,550</u>
Water Consumption Billed	23,881,745	
Water Plant Process	1,022,000	
Flushing Water Lines, Hydrants, Tanks (includes Diamond Ave replacement line flushing)	225,000	
Water Obtained from Water Plant (to bill)	66,200	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	5,400	
Tank Cleanout / Drainage (Bald Knob)	-	
Flow Meter Checks at Hydrants	-	
Meters Read and Not Billed	154,968	
Grand Total of Water Metered / Consumed / Tracked		<u>25,355,313</u>
Percent Finished Water Accounted		93.12%

Meters Read and Not Billed

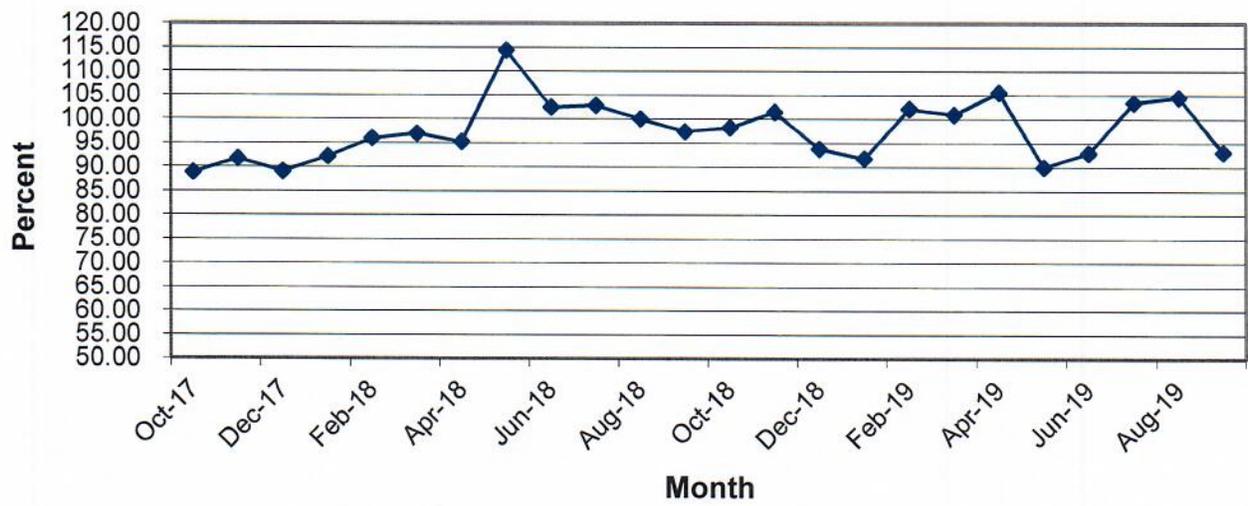
001-0122-10-01	Mary Bethune Park	113
001-0188-00-01	Impound Lot (old)	-
002-0317-20-01	Public Works Bldg	1
002-0317-30-01	Public Works Bldg-new bldg	1,830
004-1067-00-01	Veteran's Memorial Park	4,403
005-1300-00-01	Mary Elizabeth Park	255
005-1343-10-01	Harvester Performance Center	6,000
005-1384-00-01	Farmer's Market	5,360
005-1457-00-01	Municipal Bldg.	1,958
006-1710-00-01	Welcome Center / Depot	171
009-2523-50-01	Emergency Services Bldg.	9,000
009-2538-70-01	Impound Lot (new)	27
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	125,850

TOTAL Meters Not Billed		<u>154,968</u>
-------------------------	--	----------------

Water Line Repairs by Public Works during the month:  
repaired 1 water main

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

### Water Accountability %



TOWN OF ROCKY MOUNT						
WATER ACCOUNTABILITY						
FISCAL YEAR 2020						
	Finished	Total		Monthly	Average	Average
	Water	Water	Percent	Gallons	Accounted	Monthly
Month	Treated	Gallons	Accounted	Variance	Variance	Variance
		Accounted			per Quarter	per Quarter
Jul-19	24,020,000	24,831,247	103.38%	(811,247)		
Aug-19	25,760,000	26,929,686	104.54%	(1,169,686)		
Sep-19	27,228,550	25,355,313	93.12%	1,873,237	100.35%	(35,898.67)
Oct-19				-		
Nov-19				-		
Dec-19				-	0.00%	-
Jan-20				-		
Feb-20				-		
Mar-20				-	0.00%	-
Apr-20				-		
May-20				-		
Jun-20				-	0.00%	-
AVG.	25,669,517	25,705,415	100.35%	(35,899)	100.35%	(35,899)
TOTAL	77,008,550	77,116,246		(107,696)		
Monthly Avg. Percent Unaccounted =			-0.35%			
Monthly Avg. Percent Accounted =			100.35%			
3 out of 3 months this fiscal year > 80% accountability						

**TOWN OF ROCKY MOUNT  
UTILITY PROFILE  
FISCAL YEAR 2020**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated (adjusted)	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Accounted	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Accounted
Jul-19	303.80	23,350,000	37.66%	24,020,000	38.74%	24,831,247	103.38%	2,919	30,845,000	49.75%	18,162,775	58.88%
Aug-19	319.30	24,400,000	39.35%	25,760,000	41.55%	26,929,686	104.54%	2,929	21,607,000	34.85%	19,290,851	89.28%
Sep-19	309.00	26,000,000	43.33%	27,228,550	45.38%	25,355,313	93.12%	2,926	18,210,000	30.35%	18,621,884	102.26%
Oct-19	322.40	25,310,000	40.82%		0.00%				22,754,000	36.70%		
Nov-19			0.00%		0.00%					0.00%		
Dec-19			0.00%		0.00%					0.00%		
Jan-20			0.00%		0.00%					0.00%		
Feb-20			0.00%		0.00%					0.00%		
Mar-20			0.00%		0.00%					0.00%		
Apr-20			0.00%		0.00%					0.00%		
May-20			0.00%		0.00%					0.00%		
Jun-20			0.00%		0.00%					0.00%		
<b>AVG.</b>	<b>313.63</b>	<b>24,765,000</b>	<b>40.29%</b>	<b>25,669,517</b>	<b>41.89%</b>	<b>25,705,415</b>	<b>100.35%</b>	<b>2,925</b>	<b>23,354,000</b>	<b>37.91%</b>	<b>18,691,837</b>	<b>83.48%</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>	November 12, 2019
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Justin Woodrow
<b>DEPARTMENT:</b>	<b>Fire Department</b>
<b>MONTH:</b>	September 2019

For the period of September 2019, the Rocky Mount Fire Department responded to a total of 48 calls of which 20 were inside the town limits and 48 were within Franklin County.

RMFD apparatus traveled a total of 993 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 12 members 51 hours of training on top of responding to 49 calls

<b>Number of Calls</b>	<b><u>Summary of Calls:</u> Type of Call</b>	<b>Notes or Special Circumstances</b>
4	Structure Fires	
1	Vehicle Fire	
4	Brush Fires	
0	Chimney Fire	
22	Motor Vehicle Accidents	
0	Utility Pole Fire	
10	Fire Alarms	
4	Smoke Reports	
1	Hazardous Road Conditions	
2	Assist EMS	
0	Illegal Burns	

Respectfully Submitted By,  
Chief Justin Woodrow

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 12, 2019
<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>	October 2019

The RMPD participated in DEA's 18<sup>th</sup> National Take-Back Initiative w/Kroger in Rocky Mount on October 26<sup>th</sup>, 2019.



Our 2019 "Trunk or Treat" was a huge success even with the rainy & windy weather. Citizens wrapped around building to attend this great event!



Please follow us on our Rocky Mount Police Department Facebook page for events that are upcoming!

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

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: **October 2019**

	AUGUST	SEPT.	OCT.
UNIFORM TRAFFIC SUMMONS ISSUED	115	146	131
TRAFFIC STOPS	230	280	245
SPEEDING TICKETS ISSUED	10	17	10
DUI	4	4	3
COLLISIONS INVESTIGATED (TREDS)	23	19	16
MOTORIST AIDES	63	38	66
CRIMINAL ARRESTS "MISDEMEANOR"	34	56	55
CRIMINAL ARRESTS "FELONY"	16	17	23
INCIDENTS ADDRESSED	2210	2071	2248
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	112	113	106
GRAND LARCENY WARRANTS	2	4	8
BREAKING & ENTERING REPORTS	2	1	3
BREAKING & ENTERING WARRANTS	0	2	1
BOLO'S (Be On Look Out)	16	36	43
FOLLOW-UP'S	49	59	83
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1198	1027	1114
SCHOOL CHECKS	133	179	164
ALARM RESPONSES	29	34	43
OPEN DOORS, WINDOWS, ETC. UNSECURED	2	0	2
COURT HOURS	16	19.25	33.75
TRAINING HOURS:	256.5	151.5	47
SPECIAL ASSIGNMENT HOURS:	61.75	69	76.5
HARVESTER HOURS WORKED:	18.5	19	32
ECO/TDO	5	8	4
ECO/TDO HOURS:	32.25	20.25	23

## 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 16 reportable accidents with 15 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, Doom's Day Tactical, Eagle Cinema, Edward Johnson Investment, El Rio, El Rodeo, Empire Foods, Enterprise Rent-A-Car, Essig Center, 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, 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, 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, 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:**

- October 5<sup>th</sup>, 2019 - Provided foot patrol and traffic control for Cruise In
- October 18<sup>th</sup>, 2019 - Provided foot patrol and traffic control for FCHS football game
- October 22<sup>nd</sup>, 2019 - Open door at Franklin Welding
- October 24<sup>th</sup>, 2019 - Community Meeting at Furnace Creek Baptist Church
- October 26<sup>th</sup>, 2019 - Drug take back at Kroger
- October 30<sup>th</sup>, 2019 - Open Door at Mary Elizabeth Park
- October 31<sup>st</sup>, 2019 - Trunk or Treat

**INVESTIGATIONS:**

**Search Warrants: 5**

**Arrests: 10**

**Follow Up Investigations: 100 plus**

**Indictments obtained: 7**

**ICAC: multiple cases being worked**

**Rape cases: 0**

**B&E: 3**

**Investigations assisted with the following:**

**Coffee with a Cop**

**Events at Franklin County High School**

**Events at Rocky Mount Elementary School**

**Trunk or Treat**

**Community Meeting at Furnace Creek Baptist Church**

**Drug court was attended during the month**

**Grand jury was attended during the month**

**Applied for three grants**

**Missing person was report and located**

**Large larceny at US Cellular solved in investigations utilizing "Leads Online Search Tool"**

**B&E's on Patterson and at Ideal Building Supplied worked**

**COMMUNITY RESOURCE OFFICER:  
MEETINGS/EVENTS**

- October 2<sup>nd</sup>, 2019 - Coffee with a cop @ McDonald's
- October 2<sup>nd</sup>, 2019 - Met with Lisa Landes "Woodmen Life" for event planning
- October 3<sup>rd</sup>, 2019 - Attended local emergency planning committee meeting
- October 5<sup>th</sup>, 2019 - Walked Cruise In
- October 9<sup>th</sup>, 2019 - Attended Franklin County CONNECT meeting
- October 9<sup>th</sup>, 2019 - Met with Walmart management reference to grant
- October 17<sup>th</sup>, 2019 - Project lifesaver client visit
- October 18<sup>th</sup>, 2019 - Met with various individuals reference North Main "fence project"
- October 18<sup>th</sup>, 2019 - Purchased supplies for "Trunk or Treat"
- October 22<sup>nd</sup>, 2019 - Numerous phone calls and meetings arranged with Goodwill representatives in reference to "fence project"
- October 24<sup>th</sup>, 2019 - Held community meeting for Scuffling Hill area of Furnace Creek Baptist Church
- October 30<sup>th</sup>, 2019 - Attended CCOVA Summit
- October 31<sup>st</sup>, 2019 - Annual Trunk or Treat Event "huge success"

**BFMS SCHOOL RESOURCE OFFICER  
REFERRAL'S 2019/2020:**

- Diversions: 1 (tobacco use)
- Summons: 2 (both results of traffic accidents)
- Petitions: 4 (2 due to non-compliance) 2 (nicotine related)

**SCHOOL RESOURCE OFFICER REFERRAL'S  
2019/2020:**

- Diversions: 2 (possession of nicotine products)

**FCHS SCHOOL RESOURCE OFFICER  
REFERRAL'S 2019/2020:**

- Diversions: 7 (6 vaping and 1 disorderly conduct)
- Petitions: 2 (one assault and one vaping)
- Warnings: 4 (vaping)

**SPEEDING TICKETS ISSUED**

Grassy Hill Road (x 4)  
School Board Road (x 2)  
State Street  
Franklin Street  
Scuffling Hill Road  
Booker T. Washington Highway

### CRIMINAL ARRESTS & LOCATIONS:

Possession of Marijuana	Altice Mill Road
Driving Under the Influence	Green Meadow Lane
Driving Under the Influence	Virgil H. Goode Highway
Driving Under the Influence	North Main Street
Drunk In Public	Industrial Avenue
Aggravated Assault	Oak Street (x 2)
Assault on Law Enforcement Officer	Old Franklin Turnpike
Domestic Assault	Old Furnace Road
Domestic Assault	Sycamore Street
Break & Enter w/ Intent to Commit Larceny	Oak Street
Grand Larceny	Tanyard Road (x 2)
Grand Larceny	Oak Street
Obtain Money by False Pretense	Franklin Street (x 4)
Obtain Money by False Pretense	Old Franklin Turnpike (x 2)
Felony Shoplifting	Old Franklin Turnpike (x 5)
Shoplifting	Old Franklin Turnpike (x 15)
Destruction of Property	Franklin Street (x 4)
Trespassing	Old Franklin Turnpike (x 3)
Trespassing	Diamond Avenue
Provide False Identification to Law Enforcement	Old Franklin Turnpike
Obstruction of Justice	Old Franklin Turnpike
Failure to Stop for Law Enforcement	Green Meadow Lane

Use Profane Language Over Telephone	Windsor Drive
Make Threats Over Telephone	Windsor Drive
Resisting Arrest	Old Furnace Road
Disorderly Conduct	North Main Street
Warrant Service (Capias)	East Court Street (x 3)
Warrant Service (Capias)	Old Franklin Turnpike
Warrant Service (Capias)	Circle Drive
Warrant Service (Capias)	Windy Lane
Warrant Service (Misdemeanor)	East Court Street
Warrant Service (Misdemeanor)	Franklin Street
Warrant Service (Misdemeanor)	Hilltop Drive
Possession of an Electronic Smoking Device	Tanyard Road (x 7)
Possession of an Electronic Smoking Device	Technology Drive (x 2)
Possession of an Electronic Smoking Device	North Main Street
Possession of Tobacco Underage	North Main Street
Failure to Stop at Accident Scene	Green Meadow Lane
Failure to Stop at Accident Scene	Fairlawn Drive
Driving Suspended	Green Meadow Lane
Emergency Custody Order	Floyd Avenue (x 3)
Temporary Detention Order	Floyd Avenue

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 12, 2019
<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>	October 2019

1. Read meters (3 days)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
3. Meter cutoffs: 7
4. Clean-up 10 days
5. Swept streets
6. Cut trees along roads, sidewalks and parks
7. Repaired, replaced or unplugged Five sewer Mains or laterals
8. Repaired two water mains
9. Repaired and/or replaced traffic and street signs
10. Water meter project proceeding along well
11. Continue to asphalt patch when possible
12. Mowing operations slowed down with the weather
13. Continue to work on storm drains throughout town
14. Clean-up from the storms that sweep through during the month

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 12, 2019
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Tim Burton
<b>DEPARTMENT:</b>	<b>Waste Water Treatment Plant</b>
<b>MONTH:</b>	October 2019

Average Daily Flow	.734 MGD		
TSS Reduction	99.5 %		
BOD Reduction	99.8 %		
Leachate (F.C. Landfill)	534,349 gallons		
VPDES Violations	None		
Sludge (Land filled @ F.C.)	42.65 Tons		
Rain Total	7.05 inches	Snow Total	0.0 inch

The Wastewater Plant had 14 after hour's alarms during the month of October.

The staff worked on regular maintenance around the plant and the pump stations along with the six month maintenance that included pumping down and cleaning both clarifiers, washing out each of the seven pump stations and cleaning the check valves on each.

The staff also did some camera work and SL-RAT for Public Works.

Repairs above normal maintenance this month included;

- Worked on readjusting the Climbing Screen at the main pump station.
- Replaced coupling on #2 belt filter press sludge pump.
- Repair belt scraper on the belt filter press conveyor.
- Replace a rotating assembly in #2 discharge pump at Powder Mill pump station
- Had to have AMR come in and trouble shoot our alarm system at 122 pump station just to find out we had a radio that had gone bad.
- AMR also had to trouble shoot Oaks Tavern pump station communications and found that we had an antenna that had gone bad.
- AMR also tied our burglary system into our SCADA system while they were in Town working on our other issues.
- Finished cleaning up the data sheet on our fire hydrants so that it can be downloaded into our GIS system. This has been turned over now to IAMGIS.

Respectfully Submitted.

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 12, 2019
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Jeff Gauldin – Water Superintendent
<b>DEPARTMENT:</b>	<b>Water Department</b>
<b>MONTH:</b>	October 2019

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

The actual water production time (filtering of water) for the entire month averaged 10.4 hours a day, which yielded approximately 810,000 gallons of water per day. Rainfall for this month was 6 inches, as measured at the water treatment plant. The Blackwater River flow continues to be adequate for normal operation.

Total Raw Water Pumped:	25.31 million gallons
Total Drinking Water Produced:	25.06 million gallons
Average Daily Production:	810,000 gallons per day
Ave Percent of Production Capacity:	41.0%
Flushing of Hydrants/Tanks/FD Use:	223,000 gals. + F.D. 110,000 gals = 333,000 gals.
Plant Process Water:	1,034,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	14,800 gallons
Bulk Water used at PW Shop	10,400 gallons
Tank Cleanout/Drainage	0.00 gallons

### **Testing:**

- Our monthly (6 total) routine bacteriological samples were free of bacteria. The Town continues to comply with all drinking water standards, by EPA requirements.
- Our THM and HAA-5 results are down in both Doe Run and Beverly Hills. Our next round of tests for HAA-5 and THM will be taken in the second week of November of 2019. All the analysis for August 2019 came back well within limits.
- We continue with the Auto-flushing program. This month we have flushed 223,000 gallons of water (included in Flushing number) through all areas. We have seen a marked reduction in TTHM and HAA5's year over year, so we are continuing in this process for now.

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

- 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 the dam. We continue to perform routine maintenance and groundskeeping.
- Western Virginia Water Authority has moved the line installation to 220 North and is boring under the Blackwater River using Grindstaff Underground as the subcontractor. We patiently await the completion of the boring operation so we can begin the interconnect.
- Grindstaff Underground has hit a dense patch of rock under the river, which resulted in damage to the drilling equipment, which brought the drilling process to a halt for most August and September. The line running from the Water plant to the drilling site on 220 South has been completed. We are now awaiting the completion of the line under the river.

- We have installed the connection vault at the Rocky Mount Water plant, and we have the equipment in the vault connected to the monitoring equipment in the water plant. Staff performed the digging work as well as pulling the wiring to connect the plant to the vault. The Water Plant received considerable support from the Public works department to accomplish these tasks.
- We began the SCADA upgrade this month, AMR (American Mine Research) was at the plant to do some preliminary work for the Western Virginia Waterline connection, the reconnection of the Lower Grassy Hill tank and upgrading our SCADA communication radios.
- We received 6 inches of rain, which has raised the water level in the Blackwater.
- We hired Brandon Mitchell to fill the opening left when Jonathan Coleman retired. Brandon's first day will be on the 11<sup>th</sup> of November.

**Water Plant Production in Gallons Per Day  
(January 2018 to December 2019)**

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2019
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STAFF MAKING REQUEST:	Amy D. Gordon, Assistant Director of Finance
BRIEF SUMMARY OF REQUEST:	<p>As part of our new software roll-out, we are asking all employees to convert to direct deposit effective January 1st. The majority of our employees are already using this service so making it uniform, and mandatory, will allow a more reliable and timely delivery of salary.</p> <p>Members of the Planning Commission and the Board of Zoning Appeals are being asked to convert as well as Members of Council. Though Council can set rules for how the modest compensation paid to Council Members is distributed, staff feels that direct deposit would not only be more effective for the recipient, but significantly more reliable and less costly for the Town.</p> <p>Where possible, eliminating a physical check, saves approximately \$3.00. Eliminating hundreds a month and thousands a year and adds up to significant savings and less pressure to add staff in your Finance Department. Unfortunately, this efficiency as it relates to pay or payroll like compensation is only effective if it is universal.</p>
ACTION NEEDED:	Does Council endorse the shift to direct deposit for Elected Officials?

Attachment(s):

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

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

FOR COUNCIL MEETING DATED:	November 12, 2019
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Each year in January, Town Council adopts a schedule of meeting dates. On the sheet attached, are the proposed dates for 2020. Please review and make your recommendation for the 2020 calendar year.
ACTION NEEDED:	Approve or deny

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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## Town Meeting Dates 2020

*Following are the 2020 monthly meeting dates for Rocky Mount boards and Commissions that maintain a regular monthly meeting and filing schedule.*

### Town Council

*Usually meets on the second Monday of each month at 7:00 p.m.*

Meeting Date	Filing Date
Monday, January 13	Monday, December 9, 2019
Monday, February 10	Monday, January 13
Monday, March 9	Monday, February 10
Monday, April 13	Monday, March 9
Monday, May 11	Monday, April 13
Monday, June 8	Monday, May 11
Monday, July 13	Monday, June 8
Monday, August 10	Monday, July 13
Monday, September 14	Monday, August 10
Monday, October 12	Monday, September 14
Monday, November 9	Monday, October 12
Monday, December 14	Monday, November 9

### Planning Commission

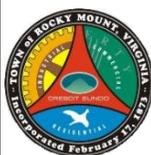
*Make planning & zoning policy recommendations to Town Council.  
Usually meets on the first Tuesday of each month at 6:00 p.m.*

Meeting Date	Filing Date
Tuesday, January 6	Monday, December 9, 2019
Tuesday, February 4	Monday, January 13
Tuesday, March 3	Monday, February 10
Tuesday, April 7	Monday, March 9
Tuesday, May 5	Monday, April 13
Tuesday, June 2	Monday, May 11
Tuesday, July 7	Monday, June 8
Tuesday, August 4	Monday, July 13
Tuesday, September 1	Monday, August 10
Tuesday, October 6	Monday, September 14
Tuesday, November 3	Monday, October 12
Tuesday, December 1	Tuesday, November 9

### Board of Zoning Appeals

*Hears appeals of zoning decisions and variance requests for land use.  
Meets at 6:00 p.m. on the first Thursday of the month if appeals are filed.*

Thursday, January 2	Wednesday, December 11, 2019
Thursday, February 6	Wednesday, January 8
Thursday, March 5	Wednesday, February 12
Thursday, April 2	Wednesday, March 11
Thursday, May 7	Wednesday, April 8
Thursday, June 4	Wednesday, May 13
Thursday, July 2	Wednesday, June 10
Thursday, August 6	Wednesday, July 8
Thursday, September 3	Wednesday, August 12
Thursday, October 1	Wednesday, September 9
Thursday, November 5	Wednesday, October 14
Thursday, December 3	Thursday, November 12



Unless otherwise posted, Meetings are held in the Town Council Chambers at 345 Donald Avenue, Rocky Mount, VA 24151. For Town Council Matters, contact the Town Manager's Office at (540) 483-7660. For planning, zoning, land use, or development matters, contact Community Development at (540)-483-0907. Accommodations are available for persons with physical limitations.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2019
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	An Outlaw Cruisers Car Club annual car show is planned for Sunday, May 17, 2020 from 1:00 p.m. to 5:00 p.m. The location of the car show will be on Franklin Street at Angle Bridge to Franklin Street and Floyd Avenue. This car show is to benefit non-profit local organizations. The Rocky Mount Police Department has reviewed this request and approves. The rain date for the event would be on Sunday, May 24, 2020 at the same time.
ACTION NEEDED:	Approve or deny

Attachment(s): Yes

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

RECEIVED  
10/22/19  
RS



Rocky Mount Town Council  
Municipal Building  
Rocky Mount, VA 24151

October 21, 2019

To Whom It May Concern:

The Outlaw Cruisers Car Club is beginning to plan our annual car show to benefit non-profit local organizations. This event is scheduled for Sunday, May 17, 2020 from 1PM to 5PM with a rain date of Sunday, May 24, 2020 during the same time. The club would like to request permission for this event downtown at the stated dates.

We respectfully request permission to close Franklin Street at Angle Bridge and the intersection of Franklin Street and Floyd Avenue for the Car Show. Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in black ink that reads "Ron Guertin". The signature is written in a cursive style with a large initial "R" and "G".

Ron Guertin, President  
Outlaw Cruisers Car Club

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2019
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The attached filing from the State Corporation Commission was received.</p> <p>The 540 area code is expected to be exhausted by 2022.</p> <p>The telecommunications industry has proposed an “overlay” area code, so area code 540 would have a second area code that covered the same area.</p> <p>The downside of this plan is that it would require 10 digit calling for the entire area code. If you currently called the Town with 483-7660, with the overlay you would be required to dial 540-483-7660.</p> <p>Though it cannot be stated for fact, the suspicion is that the industry proposes the overlay as it is easier on their processes than splitting the area code into two new areas, one keeping the 540 area code and one getting a new area code. In essence the overlay reduces customer cost and industry costs for addressing the issue at the expense of eliminating seven digit dialing for the entire area code.</p> <p>Does Council support the “overlay” approach or would Council recommend to the SCC that a traditional “split” be performed so that citizens and business in Rocky Mount could continue making seven digit phone calls.</p>
ACTION NEEDED:	Council may direct the Manager to file comments and/or objections to the plan.

Attachment(s): Yes

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

COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION

19 10 10058

AT RICHMOND, OCTOBER 3, 2019

SCC-CLERK'S OFFICE  
DOCUMENT CONTROL CENTER

2019 OCT -3 A 9:49

COMMONWEALTH OF VIRGINIA, *ex rel.*

STATE CORPORATION COMMISSION

CASE NO. PUR-2019-00148

*Ex Parte*: In the matter of the Commission's  
investigation into exhaust relief for the 540 area code

RECEIVED  
10/8/19  
RD

ORDER ASSIGNING HEARING EXAMINER

On September 9, 2019, the North American Numbering Plan Administrator ("NANPA"), as the neutral third-party numbering plan area relief planner for the Commonwealth of Virginia and on behalf of Virginia's telecommunications industry ("Industry"),<sup>1</sup> filed an application ("Application") requesting that the State Corporation Commission ("Commission")<sup>2</sup> approve the Industry's consensus recommendation for an all-services overlay as the form of relief for the 540 NPA or area code.<sup>3</sup> NANPA represents that absent NPA relief, the supply of available telephone numbers in the 540 area code will be exhausted during the second quarter of 2022.<sup>4</sup>

According to NANPA, the recommended all-services overlay would superimpose a new NPA (or area code) over the same geographic area covered by the existing 540 NPA, and the overlay approach has a projected life of 30 years.<sup>5</sup> Under the Industry's recommended approach,

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<sup>1</sup> The Industry is described as current and prospective telecommunications carriers operating in, or considering operations within, the Virginia 540 area code. Application at 1.

<sup>2</sup> According to the Application, the Federal Communications Commission ("FCC") delegated authority to the states to review and approve numbering plan area ("NPA") relief plans. Application at 1 (citing 47 C.F.R. § 52.19).

<sup>3</sup> Application at 1.

<sup>4</sup> *Id.* NANPA also notes that as the neutral third-party administrator, NANPA has no independent view regarding the relief option selected by the Industry. *Id.*

<sup>5</sup> *Id.* at 4.

all existing customers would retain the 540 area code and would not have to change their telephone numbers.<sup>6</sup> However, NANPA represents that, consistent with FCC regulations,<sup>7</sup> the relief plan would require ten-digit dialing for all calls within and between the 540 NPA and the new NPA going forward once a phased-in implementation period is complete.<sup>8</sup>

NOW THE COMMISSION, upon consideration of this matter, is of the opinion and finds that public comments should be invited about the proposed area code relief plan for the 540 NPA and that public hearings should be scheduled in the affected area to receive testimony from public witnesses. We also find that a Hearing Examiner should be assigned to accomplish this, conduct all further proceedings in this matter on behalf of the Commission, and file a final report containing the Hearing Examiner's findings and recommendations. Finally, we find that the Staff of the Commission should be directed to assist in this undertaking.

Accordingly, IT IS ORDERED THAT:

- (1) This matter is docketed and assigned Case No. PUR-2019-00148.
- (2) As provided by Code § 12.1-31 and 5 VAC 5-20-120, *Procedure before hearing examiners*, of the Commission's Rules of Practice and Procedure,<sup>9</sup> a Hearing Examiner is appointed to conduct all further proceedings in this matter on behalf of the Commission.
- (3) The Hearing Examiner shall direct that hearings be scheduled at the appropriate places and times within the 540 area code to receive public witness testimony on the best method for implementing a new area code.

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<sup>6</sup> *Id.*

<sup>7</sup> *Id.* (citing 47 C.F.R. § 52.19(c)(3)(ii)).

<sup>8</sup> Application at 4-6.

<sup>9</sup> 5 VAC 5-20-10 *et seq.*

(4) The Hearing Examiner shall direct the Commission's Division of Public Utility Regulation ("Division") to publish newspaper notice about the scheduled public hearings and how interested persons may submit written comments to the Commission in this case.

(5) The Division, in consultation with NANPA, shall assist the Hearing Examiner with the arrangements and scheduling of the times and places for the public hearings.

(6) Any interested person may file written comments on the best method for implementing a new area code by submitting such comments to: Joel H. Peck, Clerk, State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218-2118. Comments may be submitted electronically by following the instructions on the Commission's website: <http://www.scc.virginia.gov/case>. Compact discs or any other form of electronic storage medium may not be filed with the comments. All comments shall refer to Case No. PUR-2019-00148.

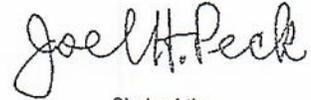
(7) All documents filed with the Clerk of the Commission in this docket may use both sides of the paper. In all other respects, all filings shall comply fully with the requirements of 5 VAC 5-20-150, *Copies and format*, of the Commission's Rules of Practice and Procedure.

(8) This matter is continued.

AN ATTESTED COPY hereof shall be sent by the Clerk of the Commission to all local exchange carriers certificated in Virginia as set out in Appendix A; all interexchange carriers certificated in Virginia as set out in Appendix B; the chairman of the board of supervisors and county attorney of each county and upon the mayor or manager (or equivalent official) and city or town attorney of every city and town in the 540 area code as set out in Appendix C; Kimberly Wheeler Miller, Esquire, North American Numbering Plan Administrator, 2411 Dulles Corner Park, Suite 250, Herndon, Virginia 20171; and C. Meade Browder, Jr., Senior Assistant Attorney

General, Office of the Attorney General, Division of Consumer Counsel, 202 N. 9th Street, 8th Floor, Richmond, Virginia 23219-3424. A copy hereof also shall be provided to the Commission's Office of General Counsel and Division of Public Utility Regulation.

A True Copy  
Teste:



Clerk of the  
State Corporation Commission

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 12, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The United States Department of Commerce, Economic Development Administration requires that the Town keep on file and update annually a list of our comprehensive economic development strategies (CEDS) and that this list be filed through our local planning district. This has devolved to an annual list of projects that are approved and submitted through the West Piedmont Planning District. Attached is our proposed list for 2020. Projects must be on the CEDS list to apply for federal funding.
ACTION NEEDED:	Staff asks that Council consider and approve this list of projects and authorize the attached letter to be sent by the Town Manager.

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN COUNCIL  
Steven C. Angle, *Mayor*  
Billie W. Stockton, *Vice Mayor*

Bobby M. Cundiff      Mark H. Newbill  
Jon W. Snead          Bobby L. Moyer  
Gregory B. Walker

C. James Ervin, *Town Manager*  
Rebecca H. Dillon, *Executive  
Administrative Assistant*

November 13, 2019

Ms. Linda Cruz-Carnall, Regional Director  
U.S. Department of Commerce  
Economic Development Administration  
Philadelphia Regional Office  
Robert N.C. Nix Federal Building  
900 Market Street, Room 602  
Philadelphia, PA 19107

Dear Ms. Cruz-Carnall:

Whereas the local governing body of Town of Rocky Mount supports the West Piedmont Economic Development District Designation, this is to advise that we have elected to be covered by the Year 2020 Comprehensive Economic Development Strategy for the West Piedmont Planning District in its capacity as an EDA Economic Development District. The projects included in the document's prioritized project list have been endorsed by the local governing body at its meeting on November 12, 2019 for assistance in improving the economy of our area.

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

Sincerely,

C. James Ervin  
Town Manager

cc: Leah Manning, WPPDC