



ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
AUGUST 13, 2018
AT 7:00 P.M.

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

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

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

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items
 1. Remembrance of Tommy Davis
- V. Public Hearing
 1. 182 Woodlawn Drive – Nuisance Property
 2. 325 Franklin Street, LLC
- VI. Approval of Draft Minutes
 - July 9, 2018 – Regular Meeting Minutes
- VII. Approval of Consent Agenda
 - Miscellaneous Action (*none at this time*)
 - Miscellaneous Resolutions/Proclamations (*none at this time*)
 - Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
- IX. Old Business
 1. Adjustments to Yard Sale Ordinance
- X. New Business
 1. Ghost Walk 2018
 2. Utility Write Offs
 3. GFOA Certificate of Achievement
 4. VML Grant for Rocky Mount Police Department
 5. Diamond Avenue Water Line
 6. Gilley's Park Progress Review

- XI. Committee Reports (*none at this time*)
- XII. Referrals to Planning (*none at this time*)
- XIII. Other Matters, Concerns and Rise 'N Shine Appearances
- XIV. Closed Meeting and Action

Section 2.2-3711(A)(5) Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. (Industrial Park)

- XV. Adjournment

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

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

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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STAFF MAKING REQUEST:	Matthew C. Hankins, Community Development Building Inspector
BRIEF SUMMARY OF REQUEST:	Public hearing to determine whether the property at 182 Woodlawn, owned by Bruce Brown, is a nuisance and a blight on the community. Staff recommends adoption of the attached resolution.
ACTION NEEDED:	Public hearing and consideration of resolution.

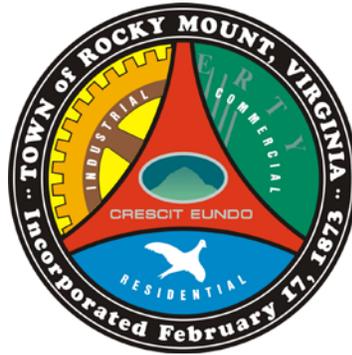
Attachment(s): Yes

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

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

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins, Assistant Town Manager

Date: August 8, 2018

Re: 182 Woodlawn Drive

Members of Council:

The purpose of tonight's public hearing is for you, as the governing body, to determine whether the property at 182 Woodlawn Drive blights the neighborhood and community.

Your Community Development staff has been dealing with this issue for over six years. This property burned, with a commitment from the owner to repair, renovate and rebuild, without any follow-up to that commitment. The property changed hands to a new owner, who also failed to meet community expectations for the property, before being repossessed by the current owner, Bruce Brown.

After the fire and numerous complaints from neighbors, windows were boarded up to reduce the risk of trespassing, but our Public Works mowing crews have visited the site over and over again to deal with vegetation. The property is covered by trash and debris, resulting in repeated liens placed against the property owner. This has required a great deal of staff time to inspect, draft letters and orders, and re-inspect for compliance.

I asked the Franklin County Building Inspector, acting on behalf of the Town, to review the property. Chief Building Inspector Andy Morris did so and determined the property to be condemnable under state code. I notified Mr. Brown by certified mail on July 5 that he had 30 days to remediate or raze the structure, make all necessary repairs, meet with me to set forth a plan to do so or appeal my determination. Mr. Brown has done none of those within the allotted time, as supported by the attached photos taken today.

I ask that you adopt the attached resolution condemning the structure and agreeing with the position of your staff that the most appropriate action at this point is razing the structure and placing a lien for all costs associated with doing so against the property.





RESOLUTION NO.: **2018.013**

RESOLUTION

DETERMINATION OF THE TOWN COUNCIL OF ROCKY MOUNT REGARDING REMEDICATION OF PUBLIC HEALTH AND SAFETY ISSUES DUE TO STRUCTURES & LOT AT 182 WOODLAWN DRIVE

WHEREAS, the Town of Rocky Mount Community Development Department has received citizen complaints regarding the physical condition, access, maintenance, repair and conditions of the building, lot and improvements at 182 Woodlawn Drive, identified as Tax Map Number 204.00-501.00 according to the current Land Book of Franklin County, now or formerly known as the property of Bruce D. Brown, located in the Town of Rocky Mount; and

WHEREAS, Community Development employees have inspected the property and have determined that it is unoccupied, suffered significant fire damage, is deteriorated, structurally deficient, shows evidence of trespass, and occupies unmaintained grounds; and

WHEREAS, the Community Development Department has made a diligent effort since 2012 to contact the owner(s) or other responsible parties who can make decisions about the property, without success in remediating blight upon the property; and

WHEREAS, the Town of Rocky Mount has requested a determination from the Franklin County Building Official whether the lot and its improvements constitute a nuisance under Town Code Chapter 22 and Virginia Code 15.2-900, *et seq.*, and the Building Official has determined that the lot and improvements do constitute a nuisance under the cited codes; and

WHEREAS, under Chapter 22 of the Code of the Town of Rocky Mount, deteriorating properties, including the improvements and land on which they are built, once determined a threat to the public health and safety may be abated as permitted by Town Code; and

WHEREAS, after receiving citizen complaints of public safety and health issues caused by structures located at 182 Woodlawn, the Council hereby determines on the basis of site investigation reports that a public health and safety risk, as follows, that can be reasonably remedied by the Town only by demolition and disposal; and

WHEREAS, the following public health and safety risks are present in regard to the Property:

- A. Vacant structure. The structures on the property have been vacant for at least one year.
- B. Disconnected from public utilities. The property is not connected to public utilities.
- C. Illegal occupancy. The structure or lot has evidence of use by trespass for shelter or illegal activities.
- D. Vermin infestation. There is evidence of vermin and pest infestation or harborages caused by conditions on the property.
- E. Potential trespass. The owner has failed to take adequate precautions to prevent the use of or access to of the property by trespassers.
- F. Attractive nuisance. Dangerous conditions are present that may attract unauthorized persons onto the property, causing a risk to their safety. Critical elements include, but are not limited to, open doors, failing structural elements, stairs, failing porch and broken windows.
- G. Dilapidated state of repair. All improvements on the property are in a state of disrepair that constitutes a threat of collapse or fire and constitute a threat to public safety generally.
- H. Failure to maintain grounds. The grounds of the lot are not maintained and may harbor pests and vermin which pose a threat to surrounding property owners.

WHEREAS, the Community Development Department provided notice to the owner of the Property (dated July 5, 2018) and afforded the owner reasonable opportunity to remedy the public health and safety issues presented by the structures on the Property or to propose a plan for remediation, but the owner did not respond with action to remediate or a plan for remediation; and

WHEREAS, the Council held a public hearing to receive comments regarding disposition of the Property.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Rocky Mount, Virginia, on the basis of the foregoing:

1. The Town Manager or his designee is directed to procure services for the following actions to address the public health and safety

issues created by the Property, or to use town forces in lieu of contractor procurement:

- a. Extermination of vermin and insect infestations that are likely to exist in the structure;
 - b. Asbestos analysis and removal;
 - c. Structure demolition;
 - d. Waste removal and disposal; and
 - e. Site cleanup, grading, and dressing.
2. These actions shall be initiated as soon as possible.
 3. The Town Manager or his designee shall, thirty (30) days in advance of structure demolition, deliver to the Property owner a copy of this Resolution along with notice that the Property owner shall be responsible for costs of these remedial actions and for ongoing maintenance of the Property.
 4. The Town Attorney and Finance Director are directed to seek cost recovery from the Owner for the costs of these remediation actions and to establish a lien against the Property for such costs as allowed by law.

Given under my hand this 13th day of August, 2018.

Steven C. Angle
Mayor

Attest: Rebecca H. Dillon
Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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STAFF MAKING REQUEST:	Jessica Heckman, Town Planner
BRIEF SUMMARY OF REQUEST:	<p>325 Franklin Street, LLC, represented by Phillip Bane, has applied for a special use permit in order to operate a hotel on the 2nd/3rd floors of property zoned as CBD. If approved, the applicant intends to develop the property to include a restaurant on the first floor and a hotel and community center on the upper floors. The property has been vacant for several years. Staff has reviewed the application and recommends approval, as does the Planning Commission with a (7-0) vote.</p> <p>This application has been advertised in the Franklin News-Post as required by law, and the public hearing notice has been posted on the site.</p>
ACTION NEEDED:	Approve or deny

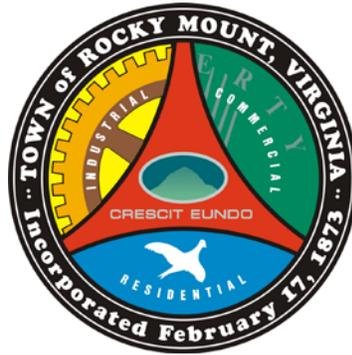
Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN COUNCIL
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JESSICA H. HECKMAN
Town Planner

STAFF REPORT

PETITIONER:	325 Franklin St. LLC
REQUEST:	Special Exception/Use Permit in the CBD(Central Business District) in order to operate a hotel and community center above the first floor
LOCATION:	325 Franklin Street, Rocky Mount, VA
HEARING DATE:	Planning Commission, August 7, 2018 Town Council, August 13, 2018
TAX PARCEL:	2070103300

PLANNING COMMISSION PUBLIC HEARING SUMMARY

On August 7, 2018, the Town of Rocky Mount Planning Commission held a site visit and a public hearing for the above-listed special use application. The town planner gave a summary of the staff report and recommended approval of the special use permit based on compliance with the Comprehensive plan. The applicant's representative was present and answered questions from the commission. Public comments included one citizen, Betty Kingery, who spoke in favor of the application and indicated it was the first step in revitalizing the downtown.

The motion to approve the rezoning was approved (7-0).

EXECUTIVE SUMMARY:

325 Franklin Street, LLC, represented by Phillip Bane, has applied for a special use permit in order to operate a hotel on the 2nd/3rd floors of property zoned as CBD. If approved, the applicant intends to develop the property to include a restaurant on the first floor and a hotel and community center on the upper floors. The property has been vacant for several years. Staff has reviewed the application and recommends approval. This application has been advertised in the Franklin News-Post as required by law, and the public hearing notice has been posted on the site.

I. APPLICABLE REGULATIONS:

DEFINITIONS

CENTRAL BUSINESS DISTRICT CBD, Statement of Intent- The purpose of this district is to promote the harmonious use and development of the historic uptown, downtown and surrounding areas, which is the traditional commercial, governmental, residential, and cultural center of Rocky Mount. The central business district is characterized by an uptown professional office district and a downtown commercial district, which surrounds a residential core. The central business district is distinct due to the historic architecture that lines and is directly adjacent to the pedestrian way and the street. It is the intent of the

town to maintain the unique nature of the district by promoting the use of existing buildings, and maintaining and extending the current building arrangement, architectural style, and scale.

MIXED-USE INN: A building designed or occupied as an abiding place featuring no less than 8 rooms and no more than 20 rooms available for temporary/overnight guests who are, for compensation, lodged, with or without meals, and in which provision is not generally made for cooking in individual rooms or suites. In addition to the 8-20 rooms/suites, a mixed-use inn may or may not also include on premises restaurants, banquet halls, meeting rooms, retail uses and similar facilities as approved by the zoning administrator. The intent of this lodging category is to encourage compatible mixed uses as an enhancement and compliment to the primary use (lodging)

II. EXISTING CONDITIONS:

The subject property is located on the corner of Claiborne and Franklin Street. The property features a three story building with approximately 15,800 square feet. The building is currently being used for storage. In the past, the building was used as a retail furniture store.

III. PROPOSED CONDITIONS:

If approved, the applicant intends to develop the property to include a restaurant and gift shop on the first floor and a hotel and community center on the second and third floors. The restaurant and gift shop are uses by right and do not require a special use permit, however, these uses combined with overnight lodging meet the Town's definition of mixed-use inn which is a use by special exception in the Rocky Mount Zoning Ordinance. The applicant intends to have either 12 one-bedroom suites, or 20 standard rooms, both of which meet the definition of a mixed-use inn. The decision on suites or standard rooms will be made during site plan preparation.

The use of the property as a hotel is expected to have little impact on traffic safety at the downtown location. The property is located a short distance from ample public parking and it meets requirements per Town code.

IV. CONFORMANCE WITH COMPREHENSIVE PLAN:

The Comprehensive Plan promotes a mixture of uses in the downtown district, and the proposed mixed-use inn including a restaurant, lodging, gift shop and community room fits well within the goals of the Plan and the continued revitalization of the Downtown area. Specific citations of support in the Comprehensive Plan include:

- Encourage new development initiatives that revitalize downtown and uptown and further the unique sense of place that characterizes the central business district of Rocky Mount
- Encourage and pursue businesses, industries, employers, and educational institutions in Rocky Mount that complement and diversify the economic base, provide quality jobs, enhance the quality of life, and sustain the environmental quality of the region
- Continue to pursue additional initiatives that build upon the Arts and Culture District, the Harvester, the Farmers Market, and other downtown/uptown attractions

- Planning and revitalization: reuse and redevelopment of older buildings and properties in the Central Business District is encouraged
- Enhance the economic viability of the central business district

V. STAFF ANALYSIS:

The zoning ordinance recognizes the unique nature of the town's Central Business District and it also recognizes that mixed-use inns in the CBD are appropriate, but require individual review in order to permit them. This case-by-case consideration is crucial in discouraging high-impact uses.

In this case, not only is development of a mixed-use inn a potential economic benefit for the public, it also should be a low-impact use in general and only bring growth and buzz to the downtown.

The mixed-use inn's location on Franklin Street and close proximity to the Harvester helps capitalize on tourism in our region. Harvester Performance Center patrons are constantly seeking alternatives for dinner and for closer overnight accommodations, staff believes that the proposed business will be a clear compliment to the Town's efforts to give concert goers a reason to not only spend time here before and after shows but also keep them from having to seek lodging in surrounding areas.

Staff recommends approval of the Mixed-Use Inn. It is essential for downtown businesses to be open and thriving for the Town to have continued economic growth. The proposed business will further support tourism in Rocky Mount and possibly increase in lodging and food tax as Harvester patrons are able to find accommodations in Town versus seeking lodging in surrounding areas.

POSSIBLE MOTIONS:

Approval: I move to approve the special exception request for Tax Map Parcel 2070103300 (on the following grounds, if needed): _____

ONLY IF APPLICABLE:

Approval, with Imposed Conditions: I move to approve the special exception request for Tax Map Parcel 2070103300 with the following conditions: _____

Denial: I move to deny the special exception request for Tax Map Parcel 2070103300 (on the following grounds, if needed): _____

PREPARED BY: Jessica Heckman
HEARING DATES: Planning Commission - August 7, 2018
 Town Council - August 13, 2018

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
JULY 9, 2018**

The July 9, 2018 Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 7:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

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

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

PLEDGE OF ALLEGIANCE

Mayor Angle led in saying the Pledge of Allegiance.

APPROVAL OF AGENDA

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

Motion: To approve the agenda
Motion By: Council Member Moyer
Second: Council Member Snead
Motion Discussion: None
Ayes: Cundiff, Moyer, Newbill, Snead, Walker
Nays: None
Action: Approved the agenda by a unanimous vote.

SPECIAL ITEMS

Mayor Angle stated that there was one special item to be shared. Mayor Angle stated that Mr. Tim Burton, the Waste Water Treatment Superintendent, had his photo on the cover of the May 2018 edition of the Treatment Plant Operator magazine. The article spoke well of Mr. Burton and the operation of the Waste Water Treatment Plant.

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:

- June 11, 2018 – Regular Meeting Minutes
- June 28, 2018 – Harvester Performance Center Quarterly Work Session Minutes
- July 2, 2018 – Reorganizational Meeting Minutes

Discussion: None
Motion: To approve the draft minutes
Motion By: Council Member Newbill
Second: Council Member Moyer
Motion Discussion: None
Ayes: Cundiff, Moyer, Newbill, Snead, Walker
Nays: None
Action: Approved the motion by a unanimous vote.

APPROVAL OF CONSENT AGENDA

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

(1) **Miscellaneous Action**

(2) **Miscellaneous Resolutions/Proclamations** (none at this time)

(3) **Department Monthly Reports**

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

Discussion: None

Motion: To approve the consent agenda as presented.

Motion By: Council Member Snead

Second: Council Member Walker

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Walker

Nays: None

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

HEARING OF CITIZENS

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

Let the record show that no one came forward.

OLD BUSINESS:

None at this time

NEW BUSINESS

1. Budget Adjustment for New Vehicle at the Police Department

Mr. Ervin stated that the Rocky Mount Police Department Investigations Unit had four people assigned and were in need of four vehicles as they had been very busy of recent and were likely to be so in the future.

One vehicle was a free "loaner" from Nelson Ford, a leased Ford truck from Nelson Ford, a 2008 Ford Expedition that was still in good shape, and a 2006 Ford Explorer with 113,309 miles. Mr. Ervin stated that the Ford Explorer had been in the shop more of recent, than on the road. Investigations were on their way back from Roanoke the previous week while working on one of the seven search warrants and the Ford Explorer died on Route 220. The Explorer had to be taken to Nelson Ford. The Police Department had been using the Police Chief's Ford Edge

(SUV) which suited the officers due to the amount of equipment the officers need at any given time.

Haley Ford in Richmond offered the Town a leftover 2017 Ford for \$22,000. The Taurus was originally ordered by a Police Department as an administrative vehicle but never picked up.

Mr. Ervin stated that the Police Department would like to purchase the 2017 Ford Taurus at a total of \$26,000.00 (\$4,000 for radio and electronic installation) and give the vehicles listed below up for auction to offset the cost of the new vehicle. Staff estimated that the Town should get in the neighborhood of \$10,000.00 which once applied, would bring the cost of the vehicle down to about \$16,000.00.

Listed below are the vehicles that the Police Department would offer to put up for auction.

1. 2006 Crown Vic 125,331 miles.
2. 2007 Crown Vic 123,111 miles
3. 2008 Crown Vic 124,130 miles
4. 2011 Crown Vic 106,120 miles
5. 2006 Ford Explorer 113,309 miles
6. 1996 Dodge Truck 62,413 miles

The Police Department operated well below budget in the prior year and returned approximately \$60,000 to fund balance.

Discussion: Council Member Walker asked Chief Criner if the 2017 Ford Taurus would adequately take the place of a sport utility vehicle with 4 wheel drive for the Police Department. Chief Criner said the Ford Taurus would be used by he himself and the other officers would take the Ford Edge that the Chief had been driving. Chief Criner stated that the Ford Edge was still in great condition, already had on it what was needed for the department and was 4 wheel drive.

Motion: To approve the Police Department to proceed with the purchase of the 2017 Ford Taurus as well as allowing the vehicles listed to go for auction, to offset the cost of the new vehicle and for the auction to be completed within 90 days.

Motion By: Council Member Walker

Second: Council Member Snead

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Walker

Nays: None

Action: Approved the motion by a unanimous vote.

2. Proposed Lease of Department of Corrections at 245 Circle Drive

Mr. Ervin stated that the Department of Corrections had sent a notice to the Town regarding the renewal of the lease at 245 Circle Drive asking the Town if they wished to have a hearing on the use of the property at 245 Circle Drive. The Town had only one issue with the parole office on Circle Drive and that was parking. Staff typically used the majority of the spaces on the property leaving visitors to the facility to park on the street or at adjacent businesses (Pizza King).

Mr. Ervin asked if Council would like to request a hearing so that the parking concerns could be addressed.

Mayor Angle asked if the need for more parking could be communicated without a public hearing. Mr. Ervin stated that the Town could communicate the need to the property owner and the department of correction.

Council Member Moyer asked if there was more room perhaps the Department of Corrections could increase their parking. Mr. Ervin stated that there were several things that the Department of Corrections could do such as getting a variance for example that would help the parking situation. The Mayor suggested Mr. Ervin reaching out to the owner of the property and perhaps advertising for a public hearing as soon as the Town could hold one regarding the property.

COMMITTEE REPORTS

None at this time

REFERRALS TO PLANNING

None at this time

OTHER MATTERS AND CONCERNS

Mr. Ervin was on Rise n' Shine today.

Council Member Moyer asked if the bushes could be trimmed back so customers could see better the price sign for the new gas station at Wal-Mart.

Council Member Newbill stated that the Crape Myrtles in the line of sight at the Kroger gas station inbetween the bank and the Kroger gas tanks were in need of being trimmed.

Council Member Walker inquired about Gilley's Park. Mr. Hankins began to show and explain two new tools for the lilly pads in the pond. The new tools were for removal of the lilly pads. Council Member Walker and Mr. Hankins briefly touched on holding a fishing tournamant at Gilley's Park.

CLOSED MEETING AND ACTION

None at this time

ADJOURNMENT

Motion: To adjourn meeting

Time: 7:23 p.m.

Motion By: Council Member Snead

Second: Council Member Moyer

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Walker

Nays: None

Action: Adjourned by a unanimous vote

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

Community Development & Planning July 2018 Monthly Report

ARTS & CULTURE							
TOTAL: 0							
AC FILE NUMBER	BUSINESS NAME	OWNER/OFFICER NAMES	GENERAL LOCATION	TAX MAP NUMBER	MAILING ADDRESS	CITY STATE ZIP	NOTES
BANNER PERMITS							
TOTAL: 0							
Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved	
SITE/PLAT FILES							
TOTAL: 0							
File Number	Property Owner	Action	TMPN	Date	Notes	Location	
SIGN PERMITS							
TOTAL: 2							
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved	Notes
S18-014	Oasis Salon	2040053700	RB	37.68	Oasis Salon	7/2/2018	
S18-015	Franklin Plaza Partners	2100002200	GB	85.4	Furniture, Mattress, Appliances, Electronics	7/10/2018	Schewels sign already existing
ZONING COMPLIANCE PERMITS							
TOTAL: 14							
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement	Date Approved
ZC18-042	JB Spence	JB Spence	2020111500	R1	Residential	install above ground 27ft pool	7/2/2018
ZC18-043	E Luke Green Company Inc	ARC SBRMTVA001	2070056300	CBD	Commercial	minor exterior demolition remove teller window canopy	7/3/2018
ZC18-044	Shively Electric Co	Newbold Corporation	2040038401	M1	Commercial	install new 400 amp three phase electrical service	7/5/2018
ZC18-045	Paul Shively Inc	Franklin Grocery & Grain Corp	2070007700	M1	Commercial	demolition of 36x100 office/building	7/6/2018
ZC18-046	Gardner Construction	Sarah Moody	2070060300	CBD	Residential	interior bath remodel	7/13/2018
ZC18-047	Hemas	Ibrahim Ibrahim	2070100600	CBD	Commercial	Replace kitchen hood	7/16/2018
ZC18-048	JES Evergreen	Margaret Hubbard c/o Keith Hubbard and Kim Harden	2110005400	R1	Residential	Installing 6 push piers to stabilize foundation	7/17/2018
ZC18-049	JES Evergreen	Reba McBride	2130008800	R1	Residential	Installing 2 push piers to stabilize foundation	7/17/2018

ZC18-050	Correll Electrical Contractors Inc	Amy Coulehan	2100035600	R1	Residential	Replace/ upgrade electrical	7/17/2018
ZC18-051	David Cuff	David Cuff	2040044800	RB	Residential	install temporary power on empty lot	7/18/2018
ZC18-052	Greer Supply Company	Ibrahim Ibrahim	2070100600	CBD	Commercial	Reinstall fire suppression system	7/18/2018
ZC18-053	Papa's Trucking Inc	Wendy Payne	2060101700	RB	Residential	Open home office for trucking company	7/23/2018
ZC18-054	Vape's by Mr Clouds LLC	Rocky Mount LLC	2070015501A	GB	Commercial	Open Vape Store & Office space	7/24/2018
ZC18-055	Tabernacle of Praise	Tabernacle of Praise	2100032100	CBD	Commercial	interior renovations minor exterior paint etc to open/ operate church	7/30/2018
ZONING PERMITS		TOTAL:1					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Date Approved	NOTES
ZP18-015	Moxley Construction	Lot #43	2010104300`	Residential	R1	7/5/2018	constructing 3br 2 bath single story
ZONING LETTER		TOTAL: 2					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Letter Date	
ZL18-003	Zoning Info Inc	390-392 Donald Ave	2070015800	Residential	R2	7/20/2018	
ZL18-004	Zipline Zoning	340 E Court Street	2070064700	Residential	R2	7/20/2018	
MOBILE FOOD UNIT PERMITS		TOTAL: 0					
Permit #	Applicant Name	Locations		Approval Date			
Public Facilities Disturbance Application		Total: 0					
Permit #	Applicant Name	Location	Reason for Disturbance		Expected Dates		

MONTHLY STAFF REPORT

DATE:	August 13, 2018
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director
DEPARTMENT:	Finance Department
MONTH:	August meeting

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

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

883 walk-in transactions

834 drive-thru transactions

1167 mail transactions

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

New business licenses for the month of July 2018:

REPAIRS / PERSONAL SERVICES:

Eternal Hair Care, Windy Lane, hair dresser

Papa's Trucking Inc., Leonor St., trucking co. office

TOWN OF ROCKY MOUNT
Investment Portfolio
at June 30, 2018

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
Fixed Income / Bonds:									
FHLMC	12/29/2017	12/29/2021	500,000	97.548	487,740.00	2.25%	2.20%	3134GAC28	11,000.00
FHLMC	3/30/2016	12/30/2020	210,000	98.829	207,540.90	1.51%	2.00%	3134G8BH1	2,625.00
FNMA	7/27/2017	7/27/2017	493,000	98.471	485,462.03	1.67%	1.65%	3135GOS46	8,134.50
Bond Totals			<u>1,203,000</u>		<u>1,180,742.93</u>	1.81% avg. return			<u>21,759.50</u>
Certificates of Deposits:									
Am Express Fed Svgs Bk		8/29/2022	245,000	96.273	235,868.85	2.49%	2.40%	02587CFU9	5,880.00
Am Express Centurion		4/5/2022	245,000	96.930	237,478.50	2.52%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS		2/26/2021	245,000	95.693	234,447.85	1.30%	1.25%	061785DM0	3,062.50
Capital One Nat'l McLean VA		12/29/2021	230,000	97.318	223,831.40	2.31%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Allen VA		7/20/2021	245,000	95.486	233,940.70	1.57%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood DL		7/22/2020	245,000	98.956	242,442.20	2.32%	2.30%	254671VH0	5,635.00
Everbank Jacksonville FL		3/29/2019	245,000	99.420	243,579.00	1.50%	1.50%	29976DW3	3,675.00
Goldman Sachs USA		1/13/2021	245,000	98.629	241,641.05	2.33%	2.31%	38148J5F4	5,635.00
HSBC BK McLean VA		3/10/2021	230,000	99.339	228,479.70	1.30%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH		11/30/2020	245,000	97.686	239,330.70	1.94%	1.90%	48126XNJ0	4,655.00
Finl BK Chicago Ill		12/10/2018	190,000	99.560	189,164.00	1.10%	1.10%	55266CSB3	2,090.00
Sallie Mae Salt Lake City UT		1/31/2023	225,000	97.538	219,460.50	2.71%	2.68%	795450J71	5,962.50
State BK India NY NY		12/5/2019	245,000	97.378	238,576.10	2.46%	2.20%	8562843E2	5,880.00
CD Totals			<u>3,080,000</u>		<u>3,008,240.55</u>	1.99% avg. return			<u>60,317.50</u>
Total Investments			<u>4,283,000</u>		<u>4,188,983.48</u>	1.96% avg. return			<u>82,077.00</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Jun-17	3,054,217.68	1.05%
Jul-17	3,079,129.85	1.16%
Aug-17	2,656,125.66	0.12%
Sep-17	3,070,508.79	1.21%
Oct-17	2,791,854.39	1.22%
Nov-17	2,813,253.35	1.24%
Dec-17	2,818,160.75	1.34%
Jan-18	2,837,042.26	0.15%
Feb-18	2,636,434.63	0.15%
Mar-18	2,657,359.55	0.17%
Apr-18	3,029,119.05	0.19%
May-18	3,049,499.27	0.19%
Jun-18	3,452,867.92	2.03%

TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JULY 31, 2018

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND - Local Revenues:						
Real Estate Tax	15,099	700	15,099	700	591,310	2.55%
Real Estate Tax - Delinquent	751	1,339	751	1,339	14,000	5.36%
Public Service Tax	-	-	-	-	28,162	0.00%
Personal Property Tax	1,297	846	1,297	846	251,012	0.52%
Personal Property Tax - Delinquent	442	877	442	877	8,000	5.52%
Machinery & Tools Tax	-	-	-	-	139,717	0.00%
Penalties on Tax	1,863	305	1,863	305	5,000	37.27%
Interest on Tax	1,367	150	1,367	150	2,800	48.81%
Local Sales Tax	18,923	16,034	18,923	16,034	189,013	10.01%
Meals Tax	133,965	136,527	133,965	136,527	1,719,037	7.79%
Utility Tax	27,974	27,427	27,974	27,427	329,910	8.48%
Communications Tax	14,308	15,371	14,308	15,371	179,245	7.98%
Bank Stock Tax	-	-	-	-	228,700	0.00%
Penalty-Meals Tax	82	186	82	186	2,000	4.10%
Interest-Meals Tax	0	204	0	204	700	0.03%
Lodging Tax	21,375	17,629	21,375	17,629	186,771	11.44%
Cigarette Tax	2,910	10,185	2,910	10,185	73,288	3.97%
BPOL-Retail	3,916	72	3,916	72	320,000	1.22%
BPOL-Professional	6,249	1,536	6,249	1,536	154,897	4.03%
BPOL-Contractor	3,143	731	3,143	731	21,696	14.49%
BPOL-Repairs/Services	3,111	460	3,111	460	120,679	2.58%
BPOL-Alcoholic Beverages	-	-	-	-	700	0.00%
BPOL-Penalty/Interest	1,758	350	1,758	350	3,000	58.58%
BPOL-Amusement	-	-	-	-	208	0.00%
BPOL-Utility	-	-	-	-	17,551	0.00%
BPOL-Miscellaneous	-	-	-	-	5,500	0.00%
Solicitor Permits	20	-	20	-	-	0.00%
Farmer's Market Fees	285	70	285	70	3,180	8.96%
Welcome Center Fees	330	480	330	480	4,800	6.88%
Farmer's Market EBT's Deposits	-	-	-	-	460	0.00%
Planning/Zoning Fees	1,330	970	1,330	970	9,100	14.62%
Court Fines	4,132	3,398	4,132	3,398	46,799	8.83%
Parking Fines	-	-	-	-	100	0.00%
Garbage Violation Fines	20	60	20	60	100	20.00%
Interest Earnings	-	-	-	-	96,507	0.00%
Return Check Fees	40	40	40	40	400	10.00%
Rental of Property	-	-	-	-	450	0.00%
Bond Proceeds	-	-	-	-	108,216	0.00%
Mortgage Payments	-	257	-	257	3,073	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	-	-	0.00%
Security Services	-	-	-	-	3,305	0.00%
Passport Service Fees	1,385	967	1,385	967	13,500	10.26%
Police Reports	79	90	79	90	1,260	6.27%
Fingerprint Service Fees	25	25	25	25	400	6.25%
CIT / PAC Room Staffing	2,800	1,050	2,800	1,050	10,800	25.93%
Garbage Collection Fees	7,986	7,888	7,986	7,888	93,592	8.53%
Truck Rental Program	100	60	100	60	340	29.41%
Credit Card Fees	214	228	214	228	3,340	6.41%
Weed Control Charges	260	186	260	186	500	52.00%
Administrative Charges for Services	100	50	100	50	250	40.00%
Miscellaneous Services	-	-	-	-	400	0.00%

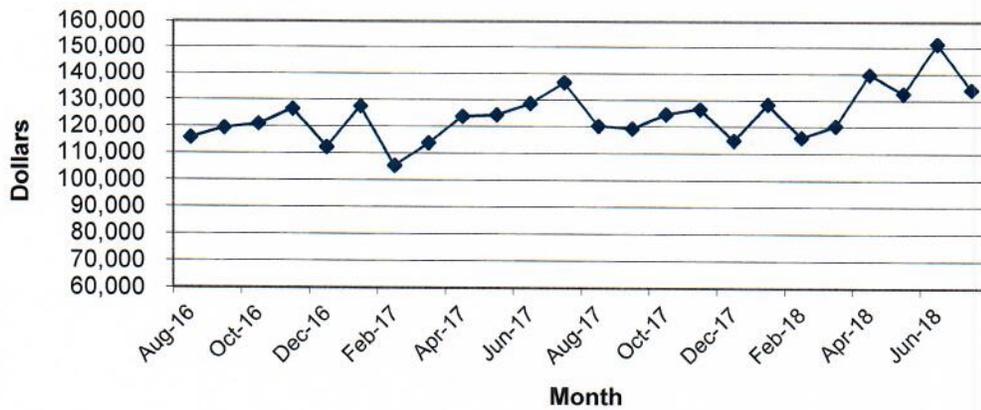
**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF JULY 31, 2018**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
Donations	23	-	23	-	-	0.00%
Merchandise Sales	2	-	2	-	-	100.00%
Miscellaneous	-	-	-	-	300	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	36	50	36	50	-	0.00%
Appropriated Fund Balance	-	-	-	-	133,767	0.00%
Total Local Revenues	277,699	246,798	277,699	246,798	5,127,835	5.42%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	-	-	-	3,340	0.00%
Litter Tax	-	-	-	-	2,480	0.00%
Other Categorical Aid	-	-	-	-	710	0.00%
Fire Programs	-	-	-	-	16,044	0.00%
PPTRA from the State	-	-	-	-	53,861	0.00%
CDBG Grant	-	-	-	-	25,000	0.00%
DMV Grants	-	-	-	-	-	0.00%
VDOT Grant	-	-	-	-	600,000	0.00%
Street Maintenance	-	-	-	-	1,438,227	0.00%
Volunteer Fire Dept.	-	-	-	-	30,000	0.00%
Law Enforcement-599 Funds	-	-	-	-	111,952	0.00%
Other Categorical Aid-Schools	-	-	-	-	29,632	0.00%
Total State Revenues	-	-	-	-	2,311,246	0.00%
TOTAL GENERAL FUND REVENUES	277,699	246,798	277,699	246,798	7,439,081	3.73%
UTILITY FUND REVENUES:						
Water Sales	92,981	105,655	92,981	105,655	1,199,083	7.75%
gallons billed	22,914,697	22,030,208	22,914,697	22,030,208		
Water Connections	1,000	7,550	1,000	7,550	18,435	5.42%
Reconnect Fees	1,060	575	1,060	575	4,500	23.56%
Penalties	2,334	2,716	2,334	2,716	29,640	7.88%
Bulk Water Purchases	374	160	374	160	1,000	37.38%
Sewer Collection Charges	74,209	64,848	74,209	64,848	808,767	9.18%
gallons billed	19,417,846	16,675,790	19,417,846	16,675,790		
Sewer Connections	1,000	1,000	1,000	1,000	4,500	22.22%
Cell Tower Rent	6,011	8,083	6,011	8,083	107,898	5.57%
Dept of Health Grant	-	2,810	-	2,810	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Transfer from Other Funds	-	-	-	-	55,970	0.00%
Appropriated Fund Balance	-	-	-	-	808,950	0.00%
TOTAL UTILITY FUND REVENUES	178,970	193,397	178,970	193,397	3,038,743	5.89%
CAPITAL PROJECTS REVENUES:						
Microenterprise Loan Payments	1,475	885	1,475	885	-	100.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	1,475	885	1,475	885	-	0.00%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
Aug-16	115,737
Sep-16	119,407
Oct-16	120,915
Nov-16	126,512
Dec-16	112,194
Jan-17	127,602
Feb-17	105,380
Mar-17	113,755
Apr-17	123,775
May-17	124,351
Jun-17	128,601
Jul-17	136,527
Aug-17	120,248
Sep-17	119,236
Oct-17	124,629
Nov-17	126,641
Dec-17	114,825
Jan-18	128,340
Feb-18	115,988
Mar-18	120,285
Apr-18	139,665
May-18	132,498
Jun-18	151,336
Jul-18	133,965

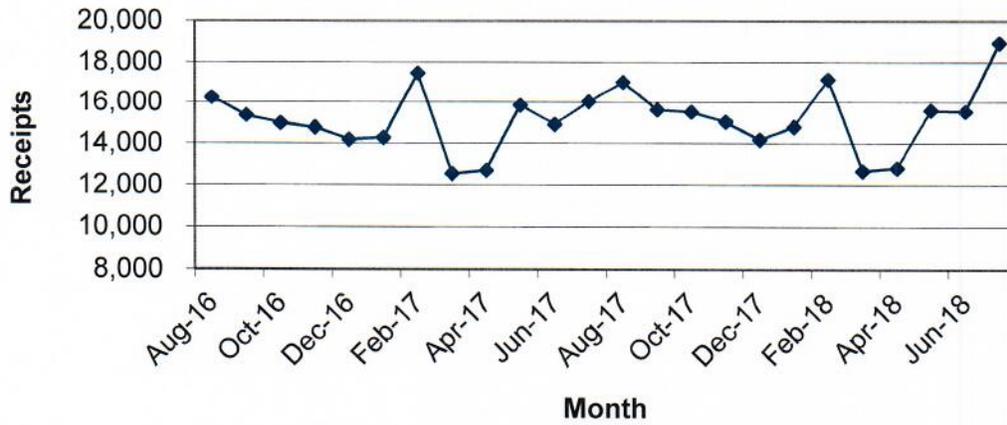
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

Aug-16	16,242
Sep-16	15,351
Oct-16	14,977
Nov-16	14,766
Dec-16	14,186
Jan-17	14,275
Feb-17	17,453
Mar-17	12,547
Apr-17	12,710
May-17	15,859
Jun-17	14,918
Jul-17	16,034
Aug-17	17,021
Sep-17	15,631
Oct-17	15,529
Nov-17	15,043
Dec-17	14,180
Jan-18	14,793
Feb-18	17,151
Mar-18	12,675
Apr-18	12,810
May-18	15,592
Jun-18	15,540
Jul-18	18,923

Local Sales Tax



**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF JULY 31, 2018**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND:						
Mayor & Council	5,784	13,483	5,784	13,483	77,311	7.48%
Town Manager	17,971	25,067	17,971	25,067	264,739	6.79%
Town Attorney	-	-	-	-	37,799	0.00%
Finance Department	20,626	58,387	20,626	58,387	745,613	2.77%
Electorial Board	-	-	-	-	-	0.00%
Police Department	175,331	181,135	175,331	181,135	2,120,686	8.27%
Volunteer Fire Dept.	5,728	21,026	5,728	21,026	171,104	3.35%
Public Works Admin.	8,239	11,877	8,239	11,877	94,237	8.74%
Street Lights	797	8,861	797	8,861	113,436	0.70%
Traffic Control & Parking	557	6,096	557	6,096	106,033	0.53%
Streets	237,535	161,622	237,535	161,622	1,809,349	13.13%
Sidewalks & Curbs	-	324	-	324	51,456	0.00%
Street Cleaning	508	954	508	954	7,386	6.88%
Refuse Collection	8,012	48,327	8,012	48,327	132,440	6.05%
Snow Removal	549	476	549	476	44,239	1.24%
Municipal Building	1,794	3,165	1,794	3,165	46,081	3.89%
Emergency Services Bldg.	1,636	6,073	1,636	6,073	67,725	2.42%
Public Works Building	1,070	3,983	1,070	3,983	29,354	3.65%
Cemetery	1,269	4,180	1,269	4,180	18,833	6.74%
Playgrounds	2,025	6,782	2,025	6,782	67,080	3.02%
Impound Lot	2,138	2,432	2,138	2,432	-	100.00%
Veterans Memorial Park erosion	-	2,000	-	2,000	-	0.00%
Planning & Zoning	8,084	6,270	8,084	6,270	123,667	6.54%
Community Development	15,209	26,975	15,209	26,975	298,729	5.09%
Citizen's Square	-	1,041	-	1,041	22,091	0.00%
Hospitality Center	926	2,182	926	2,182	27,312	3.39%
Passport Services Expenses	-	210	-	210	3,000	0.00%
Economic Development Authority	125	446	125	446	2,855	4.38%
Remediation of Blighted Structures	-	3,277	-	3,277	10,000	0.00%
Non-Departmental:						
Wages & Fringes	2,724	2,247	2,724	2,247	44,061	6.18%
Employee Wellness Program	-	1,788	-	1,788	2,600	0.00%
Employee Drug Testing	-	47	-	47	990	0.00%
Insurance	-	64,458	-	64,458	67,681	0.00%
Contributions to Others	20,450	15,450	20,450	15,450	16,500	123.94%
Debt Service-Principal	125,000	130,000	125,000	130,000	290,000	43.10%
Debt Service-Interest	25,677	23,435	25,677	23,435	50,162	51.19%
Transfer to Performance Operations	-	-	-	-	394,982	0.00%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	29,550	0.00%
TOTAL GENERAL FUND EXPENDITURES	689,759	844,076	689,759	844,076	7,439,081	9.27%
WATER & SEWER FUND:						
Water System Operation	9,289	22,624	9,289	22,624	219,615	4.23%
Meter Reading	3,114	2,519	3,114	2,519	42,515	7.33%
Water Plant	39,476	59,709	39,476	59,709	676,010	5.84%
Wastewater System Operation	13,169	11,969	13,169	11,969	173,765	7.58%
Wastewater Treatment Plant	33,334	36,219	33,334	36,219	512,260	6.51%
Utility Billing & Administration	11,376	22,217	11,376	22,217	188,004	6.05%
Non-Departmental:						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	-	21,486	-	21,486	22,560	0.00%
Debt Service-Principal	108,000	105,500	108,000	105,500	302,000	35.76%
Debt Service-Interest	38,506	41,612	38,506	41,612	76,013	50.66%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	7,051	0.00%
Depreciation	-	-	-	-	808,950	0.00%
TOTAL WATER & SEWER FUND EXPENSES	256,265	323,854	256,265	323,854	3,038,743	8.43%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF JULY 31, 2018**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
CAPITAL IMPROVEMENTS FUND:						
Transfer to General Fund	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	-	-	-	-	-	0.00%
UTILITY CAPITAL FUND:						
Public Works Utility Capital Items	-	-	-	-	-	0.00%
Water System Operation	-	-	-	-	55,970	0.00%
Water Distribution Utility Projects	-	-	-	-	-	0.00%
Utility Billing Software	-	-	-	-	115,000	
Meter Reading Replacement	-	-	-	-	990,000	0.00%
WTP Parking Lot Repaving	-	-	-	-	-	0.00%
Diamond Ave Water Line Replacement	5,974	-	5,974	-	-	0.00%
Scuffling Hill Tank Aerator	-	-	-	-	-	0.00%
Grassy Hill Upper Pump Redo	-	-	-	-	-	0.00%
Eclips Sample Hydrants	-	-	-	-	-	0.00%
Streaming Current Monitor	-	-	-	-	-	0.00%
WTP Flucculator Motor Replacement	-	-	-	-	-	0.00%
WTP Upgrade Controls & Programming	-	-	-	-	-	0.00%
WTP Pressure Valve & Plumbing	-	-	-	-	-	0.00%
Ground Penetrating Radar (PW)	-	-	-	-	35,000	0.00%
WTP Replace Floculators	-	-	-	-	161,000	0.00%
WTP Replace Mower	-	-	-	-	8,500	0.00%
Wastewater Collection Utility Projects	-	-	-	-	-	0.00%
Sewer Pump Stations SCADA	-	2,865	-	2,865	-	0.00%
Wastewater Rapid Assessment Tool	-	-	-	-	-	0.00%
WWTP Parking Lot Repairs	-	-	-	-	-	0.00%
WWTP Replace Building Heaters	-	-	-	-	-	0.00%
WW Main Pump Station Climbing Screen	-	-	-	-	60,000	0.00%
Hillcrest Sewer Line Replacement (PW)	-	-	-	-	108,000	0.00%
New Debt Service	-	-	-	-	121,494	0.00%
Contingency	-	-	-	-	60,000	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	5,974	2,865	5,974	2,865	1,714,964	0.35%
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages - Full Time	12,839	12,221	12,839	12,221	228,793	5.61%
Wages - Part Time	2,900	-	2,900	-	-	100.00%
Wages - Security	705	270	705	270	22,000	3.20%
Fringes	6,169	6,901	6,169	6,901	75,214	8.20%
Contractual Services	287	2,829	287	2,829	17,015	1.69%
Custodial Services	-	-	-	-	5,200	0.00%
Repairs & Maintenance	753	-	753	-	2,500	30.12%
Advertising	-	-	-	-	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	-	0.00%
Postage & Delivery Services	-	-	-	-	-	0.00%
Utilities	-	-	-	-	24,600	0.00%
Communications	513	195	513	195	13,140	3.91%
Stipends	-	-	-	-	-	0.00%
Office Supplies	-	-	-	-	200	0.00%
Janitorial Supplies	219	-	219	-	6,320	3.47%
Furniture & Fixtures	-	432	-	432	-	0.00%
TOTAL PERFORMANCE VENUE EXPENSES	24,386	22,847	24,386	22,847	394,982	6.17%
			1 month of the 12 month fiscal year			8.33%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2019

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY - GENERAL PURPOSES COMMITTED:	50,000	10,000	60,000
AVAILABLE CONTINGENCY - GENERAL PURPOSES	<u>50,000</u>	<u>10,000</u>	<u>60,000</u>
<hr/>			
BUDGETED FOR SUPPLEMENTAL PAY ADJUSTMENTS COMMITTED:	29,550	7,051	
SUPPLEMENTAL PAY ADJUSTMENTS			
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	<u>29,550</u>	<u>7,051</u>	
<hr/>			

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

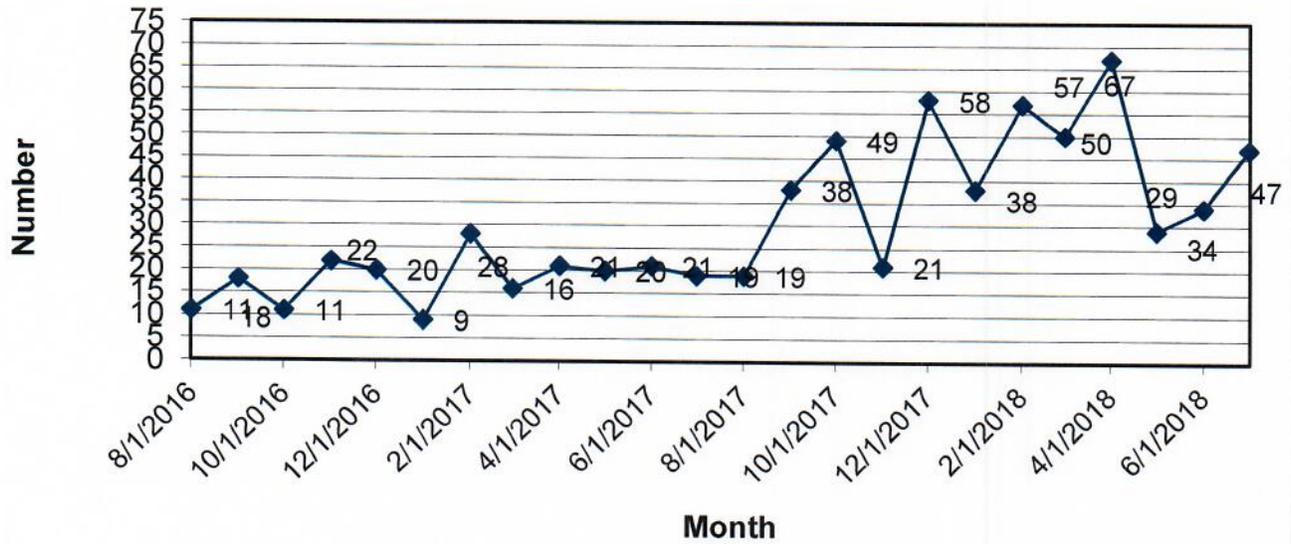
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,749	6,589,635	\$ 42,850	60%	29%	32%
COMMERCIAL	382	7,255,403	31,327	13%	32%	23%
INDUSTRIAL	49	5,275,384	\$ 17,874	2%	23%	13%
TOTAL	<u>2,180</u>	<u>19,120,422</u>	<u>\$ 92,051</u>	<u>74%</u>	<u>83%</u>	<u>68%</u>
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	665	2,513,585	\$ 31,068	23%	11%	23%
COMMERCIAL	85	1,272,690	\$ 12,037	3%	6%	9%
INDUSTRIAL	2	8,000	\$ 102	0%	0%	0%
TOTAL	<u>752</u>	<u>3,794,275</u>	<u>\$ 43,207</u>	<u>26%</u>	<u>17%</u>	<u>32%</u>
				<u>100%</u>	<u>100%</u>	<u>100%</u>
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,414	9,103,220	\$ 73,919	82%	40%	55%
COMMERCIAL	467	8,528,093	\$ 43,364	16%	37%	32%
INDUSTRIAL	51	5,283,384	\$ 17,976	2%	23%	13%
TOTAL	<u>2,932</u>	<u>22,914,697</u>	<u>\$ 135,258</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 PERCENT CONSUMPTION & PERCENT REVENUE
 PER CUSTOMER CLASS
 FISCAL YEAR 2019

Month	In Town								Out of Town							
	Residential		Commercial		Industrial		Total		Residential		Commercial		Industrial		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-18	29%	32%	32%	23%	23%	13%	83%	68%	11%	23%	6%	9%	0%	0%	17%	32%
Aug-18																
Sep-18																
Oct-18																
Nov-18																
Dec-18																
Jan-19																
Feb-19																
Mar-19																
Apr-19																
May-19																
Jun-19																
Average	29%	32%	32%	23%	23%	13%	83%	68%	11%	23%	6%	9%	0%	0%	17%	32%

***NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, commercial, and industrial customers for FY 2019 (year ended 6/30/19).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
June-18

Water Plant Finished Water Pumped (June 6 - July 4) (meters read 7/2 - 7/9)		<u>23,630,000</u>
Water Consumption Billed	22,914,697	
Water Plant Process	818,000	
Flushing Water Lines, Hydrants, Tanks (includes Diamond Ave replacement line flushing)	194,000	
Water Obtained from Water Plant (to bill)	73,300	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	25,700	
Flow Meter Checks at Hydrants	-	
Meters Read and Not Billed	182,180	
Grand Total of Water Metered / Consumed / Tracked		<u>24,207,877</u>
Percent Finished Water Accounted		102.45%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	12,900
001-0188-00-01	Impound Lot (old)	-
002-0317-20-01	Public Works Bldg	140
002-0317-30-01	Public Works Bldg-new bldg	2,000
004-1067-00-01	Veteran's Memorial Park	1,500
005-1300-00-01	Mary Elizabeth Park	200
005-1343-10-01	Harvester Performance Center	6,000
005-1384-00-01	Farmer's Market	1,900
005-1457-00-01	Municipal Bldg.	3,000
006-1710-00-01	Welcome Center / Depot	540
009-2523-50-01	Emergency Services Bldg.	11,000
009-2538-70-01	Impound Lot (new)	-
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	143,000

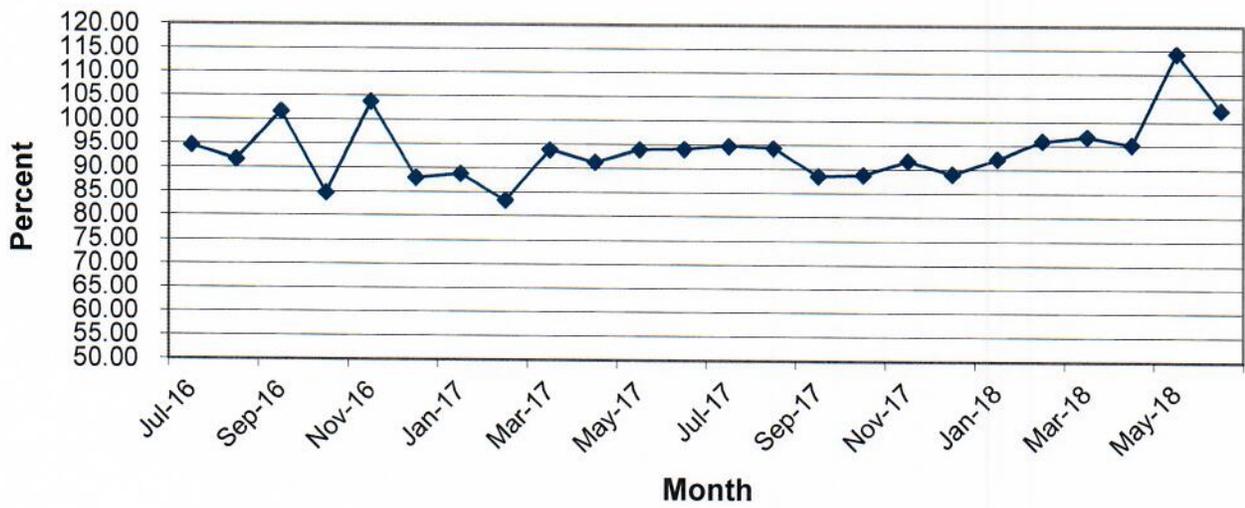
TOTAL Meters Not Billed		<u>182,180</u>
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Water Line Repairs by Public Works during the month:
none

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

TOWN OF ROCKY MOUNT						
WATER ACCOUNTABILITY						
FISCAL YEAR 2018						
	Finished	Total		Monthly	Average	Average
	Water	Water	Percent	Monthly	Accounted	Monthly
	Treated	Gallons	Accounted	Gallons	Variance	Variance
Month	Treated	Accounted	Accounted	Variance	per Quarter	per Quarter
Jul-17	22,293,511	21,123,700	94.75%	1,169,811		
Aug-17	26,629,355	25,124,130	94.35%	1,505,225		
Sep-17	23,773,553	21,045,650	88.53%	2,727,903	92.54%	1,800,979.67
Oct-17	24,529,056	21,785,193	88.81%	2,743,863		
Nov-17	23,524,013	21,569,839	91.69%	1,954,174		
Dec-17	22,298,908	19,851,057	89.02%	2,447,851	89.84%	2,381,962.67
Jan-18	24,353,727	22,437,690	92.13%	1,916,037		
Feb-18	20,938,153	20,095,653	95.98%	842,500		
Mar-18	21,280,939	20,620,663	96.90%	660,276	95.00%	1,139,604.33
Apr-18	21,702,241	20,667,800	95.23%	1,034,441		
May-18	25,064,957	28,662,856	114.35%	(3,597,899)		
Jun-18	23,630,000	24,207,877	102.45%	(577,877)	104.01%	(1,047,111.67)
AVG.	23,334,868	22,266,009	95.35%	1,068,859	95.35%	1,068,859
TOTAL	280,018,413	267,192,108		12,826,305		
Monthly Avg. Percent Unaccounted =			4.65%			
Monthly Avg. Percent Accounted =			95.35%			
12 out of 12 months this fiscal year > 80% accountability						

Water Accountability %



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

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Accounted	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Accounted
Jul-17	306.90	25,710,000	41.47%	22,293,511	35.96%	21,123,700	94.75%	2,923	18,600,000	30.00%	14,777,950	79.45%
Aug-17	306.90	25,720,000	41.48%	26,629,355	42.95%	25,124,130	94.35%	2,930	18,817,000	30.35%	18,184,920	96.64%
Sep-17	291.00	24,540,000	40.90%	23,773,553	39.62%	21,045,650	88.53%	2,930	19,410,000	32.35%	23,007,490	118.53%
Oct-17	297.60	24,590,000	39.66%	24,529,056	39.56%	21,785,193	88.81%	2,936	19,964,000	32.20%	16,364,540	81.97%
Nov-17	288.00	23,460,000	39.10%	23,524,013	39.21%	21,569,839	91.69%	2,936	18,360,000	30.60%	15,860,960	86.39%
Dec-17	288.30	23,470,000	37.85%	22,298,908	35.97%	19,851,057	89.02%	2,932	19,251,000	31.05%	15,318,360	79.57%
Jan-18	319.30	26,620,000	42.94%	24,353,727	39.28%	22,437,690	92.13%	2,925	28,179,000	45.45%	15,857,440	56.27%
Feb-18	260.40	20,500,000	36.61%	20,938,153	37.39%	20,095,653	95.98%	2,925	27,608,000	49.30%	15,686,053	56.82%
Mar-18	291.40	22,740,000	36.68%	21,280,939	34.32%	20,620,663	96.90%	2,919	27,497,000	44.35%	15,577,863	56.65%
Apr-18	291.00	23,150,000	38.58%	21,702,241	36.17%	20,667,800	95.23%	2,924	31,770,000	52.95%	17,772,767	55.94%
May-18	294.50	23,810,000	38.40%	25,064,957	40.43%	28,662,856	114.35%	2,925	29,264,000	47.20%	23,742,115	81.13%
Jun-18	291.00	24,040,000	40.07%	23,630,000	39.38%	24,207,877	102.45%	2,930	19,470,000	32.45%	19,417,846	99.73%
AVG.	293.86	24,029,167	39.48%	23,334,868	38.35%	22,266,009	95.35%	2,928	23,182,500	38.19%	17,630,692	79.09%

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

DATE:	August 13, 2018
TO:	Rocky Mount Town Council
FROM:	Jeff Rakes
DEPARTMENT:	Fire Department
MONTH:	June 2018

The Rocky Mount Fire Department had a total of 37 calls for the month of June 2018. There were 10 calls inside town limits and 27 calls outside town limits.

The Fire Department vehicles traveled a total of 1,174 miles answering all of these calls.

The Fire department used 85 gallons of gasoline and 138 gallons of diesel fuel.

Of the 37 calls there were:

- 3 – Motor Vehicle Fires
- 17 – Vehicle Accidents
- 9 – Fire Alarms
- 1 – Control Burn
- 1 – Oil Spill
- 3 – Debris in Roadway
- 1 – Assist Squad
- 1 – Smoke Report

The Rocky Mount Fire Department trained for a total of 156 man hours with 14 members. The training consisted of Basic Pump Operations and was a 2 day event.

MONTHLY STAFF REPORT

DATE:	August 13, 2018
TO:	Rocky Mount Town Council
FROM:	Chief Ken E. Criner, Jr.
DEPARTMENT:	Police Department
MONTH:	July 2018

Barry Nelson of Autos by Nelson made a generous donation of \$2000 to our community policing fund. These funds will help fund events such as the annual Easter egg hunt, food drive and toy drive.



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

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: July 2018

MAY

JUNE

JULY

	MAY	JUNE	JULY
UNIFORM TRAFFIC SUMMONS ISSUED	153	183	242
TRAFFIC STOPS	228	314	385
SPEEDING TICKETS ISSUED	34	52	76
DUI	3	3	5
COLLISIONS INVESTIGATED (TREDS)	15	9	22
MOTORIST AIDES	47	51	47
CRIMINAL ARRESTS "MISDEMEANOR"	33	37	37
CRIMINAL ARRESTS "FELONY"	16	20	9
INCIDENTS ADDRESSED	3300	3267	2826
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	92	80	90
GRAND LARCENY WARRANTS	3	2	0
BREAKING & ENTERING REPORTS	0	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	105	87	68
FOLLOW-UP'S	61	69	77
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	2169	2176	1938
SCHOOL CHECKS	217	110	116
ALARM RESPONSES	30	32	30
OPEN DOORS, WINDOWS, ETC. UNSECURED	2	1	4
COURT HOURS	37.75	35.5	32
TRAINING HOURS:	453.5	58	154.5
SPECIAL ASSIGNMENT HOURS:	75	110.5	103
HARVESTER HOURS WORKED:	39	40	24
ECO/TDO	8	5	3
ECO/TDO HOURS:	5.25	18.25	4.5

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 22 reportable accidents with 18 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, Leonor Street, Luke Street, Lynch Drive, Mamie Avenue, Maple Avenue, Mary Coger Lane, Maynor Street, Montview Avenue, Mountain View Drive, Musefield Road, Noel Street, Norris Street, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Oxford Circle, Parker's Drive, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Randolph Street, Riverview Street, School Board Road, Scuffling Hill Road, Smithers Street, Spring Street, State Street, Summit Drive, Sycamore Street, Taliferro Street, Tanyard Village, Trail Drive, Walnut Street, Warren Street, West Church Street, West College Street, West Court Street, Whitten Street, Willow Avenue, Wilson Street, Windsor Drive, Windy Lane, Woodlawn Drive, Wrays Street and Wray's Chapel Road.
- ◇ Business Foot Patrols: Aaron's, ABC Store, Advance Auto, AEP, All American Car Wash, American National Bank, Ameristaff, Angle Hardware, Applebee's, Arby's, Arrington Sports Awards, Auto Zone, BB& T Bank, BFMS, Bojangles, Brookside Swim Club, Buddy's BBQ, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, Catch A Tan, Center Stage Catering, Check Into Cash, China City, Christian Heritage Academy, Coast to Coast, Comfort Inn, Cook Out, Country Kids, Crooked Stitch, Curves, CVS, Dairy Queen, Davenport Gas, Davis Law Firm, Department of Social Services, DMV, Dollar General, Dollar Tree, Domino's, Eagle Cinema, Edward Johnson Investment, El Rio, El Rodeo, Empire Foods, Enterprise Rent-A-Car, Essig Center, Family Dollar, Family Pharmacy, Farmer's Market, Fast Stop, Fast Tan, FCHS, First Baptist Church, Fisher Auto Parts, Fleetwood Homes, Flora Funeral Home, Flowers By Jones, Foley's Automotive, Food Lion, Francis of Assisi, Franklin Auto Glass, Franklin Center, Franklin Community Bank, Franklin County Dialysis, Franklin County Health Department, Franklin County Library, Franklin Dental Associates, Franklin Health Care, Franklin Heating & Air, Franklin Heights Baptist Church, Franklin Memorial Hospital, Franklin Outdoors, Frank's Pizza, Free Clinic, Furnace Creek Baptist Church, Get Ur Fix, Goodwill, The Grainery, Gusler's Alignment, H & R Block, Hair Fashions, Hardee's, Harper's Plumbing, Harvester Center, Haywood's Jewelry, Hema's, Highlander Laundry, Hodgesville Penicostal Holiness Church, Holiday Inn Express, Hollywood Beauty Salon, Hub Restaurant, Hutchinson Insurance, Ideal Building Supply, Industrial Avenue, Ippys, J & J Fashions, Jackson Hewitt, Jammin Apparel, Kay's Corner, Kentucky Fried Chicken, Kim's Nails, Kroger, Kupkavery, Lee M. Waid, Lesley Wray Photography, Little Ceasers, Long & Foster Realty, Los Tres Amigos, Lowe's, Lynch Park, Mary Bethune Park, Mary Elizabeth Park, McDonalds, Member One, Mod-U-Kraf, Moose Lodge, NAPA, National Guard Armory, Newbold, Nice Nails, Ntelos, Oasis Salon, Old's Cool, Olympia Sports, Papa Johns, Peebles, Pell Animal Clinic, Pet Clinic, Piedmont Community Services, Pizza Hut, Pizza King, Plygem, Prillaman's Auto Sales, Probation & Parole, Quiznos', Real Estate Rentals, Rent-A-Center, Retail Merchants, Riverside Minute Market, Rocky Mount Auto Repair, Rocky Mount Bowling Center, Rocky Mount Christian Church, Rocky Mount Church of God, Rocky Mount Elementary, Rocky Mount Public Works, Rocky Mount Ready Mix, Rocky Mount Rehab, Rocky Mount United Methodist Church, Ron Ayers Motorworks, Roses, Schewel's, School Board Road, Sheetz, Shell Station, Shentel, Sherwin Williams, Shoe Show, State Farm, Step Inc., Subway, Sun Tan City, Sunoco, Suntrust Bank, Team Nurse, Trinity Packaging, Turner's Ready Mix, US Cellular, Union Bank, Valley Star Credit Union, Veteran's Park, Vintage Spa, Walgreens, Wal-Mart, Wendy's, Women's Shelter, Wood Grains, YMCA and The Zone.

MISCELLANEOUS:

- July 3rd - Independence Day Festival @ Franklin County High School
- July 5th - Open Door @ Rocky Mount Public Works
- July 9th - Open Door @ Ippy's
- July 20th - Open Door @ Walgreen's
- July 24th - Open Door @ Rocky Mount Public Works

**COMMUNITY RESOURCE OFFICER:
MEETINGS/EVENTS**

- July 9th - Project Lifesaver/Anderson Street
- July 9th - FRESH Coalition Meeting
- July 11th - Franklin County Connects
- July 13th - Met w/Family Resource Center
- July 19th - Finalized National Night Out
- July 20th - Met w/Tyler Lee @ Carillion in reference to Med-Safe Program
- July 20th - Met w/Lisa Landes of Woodmen in reference to future Community Projects

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

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

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

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

SPEEDING TICKETS ISSUED

Tanyard Road (x 33)

School Board Road (x 19)

State Street (x 8)

Old Franklin Turnpike (x 8)

North Main Street (x 3)

Booker T. Washington Highway (x 2)

Bernard Road

Hatcher Street

Grassy Hill Road

CRIMINAL ARRESTS & LOCATIONS:

Possession of Cocaine	Virgil H. Goode Highway
Possession of Schedule IV Drug	Tanyard Road
Possession of Marijuana	Virgil H. Goode Highway (x 2)
Possession of Marijuana	Tanyard Road
Possession of Marijuana	Powder Creek Lane
Possession of Marijuana	Old Franklin Turnpike
Felony Driving Under the Influence	Tanyard Road
Driving Under the Influence	South Main Street
Driving Under the Influence	North Main Street
Driving Under the Influence	Windy Lane
Driving Under the Influence	Bernard Road
Drunk In Public	East Court Street
Drunk In Public	Tanyard Road
Drunk In Public	Norris Street
Refusal of Blood/Breath Test	Tanyard Road
Refusal of Blood/Breath Test	North Main Street
Domestic Assault	Trail Drive (x 2)
Domestic Assault	Donald Avenue (x 2)
Domestic Assault	East Court Street
Domestic Assault	Diamond Avenue
Simple Assault	Spring Street
Violation of a Protective Order	Spring Street
Violation of a Protective Order	Trail Drive
Shoplifting	Old Franklin Turnpike (x 2)
Resisting Arrest	Fairlawn Drive
Disorderly Conduct	Fairlawn Drive (x 2)
Obstruction of Justice	Fairlawn Drive
Unauthorized Use	East Court Street
Warrant Service (Capias)	Virgil H. Goode Highway
Warrant Service (Capias)	Spring Street
Warrant Service (Felony)	Harvey Street (x 2)
Warrant Service (Felony)	Windy Lane
Warrant Service (Felony)	Tanyard Road

Warrant Service (Misdemeanor)
Warrant Service (Misdemeanor)
Warrant Service (Misdemeanor)
Warrant Service (Misdemeanor)

Emergency Custody Order
Emergency Custody Order

Driving Revoked

Jubals Pass (x 3)
Tanyard Road
Diamond Avenue
North Main Street

Diamond Avenue
Tanyard Road

Hilltop Drive

MONTHLY STAFF REPORT

DATE:	August 13, 2018
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	July 2018

1. Read meters (5 days)
2. Installed eight 5/8" meters
3. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
4. Meter cutoffs: 46
5. Clean-up 5 days
6. Swept streets
7. Asphalt patching on various streets
8. Completed our yearly overlays for the roads
9. Cut trees along roads, sidewalks and parks
10. Repaired or unplugged three sewer Mains or Lateral
11. Repaired or replaced four water lines
12. Mowing operations
13. Mowing Sewer lines
14. Provided Project Management for the Diamond Ave water main project which is complete
15. Continue work on park project
16. Worked on storm drains throughout town

MONTHLY STAFF REPORT

DATE:	August 13, 2018
TO:	Rocky Mount Town Council
FROM:	Tim Burton
DEPARTMENT:	Waste Water Treatment Plant
MONTH:	July

Average Daily Flow	.731 MGD
TSS Reduction	98.8 %
BOD Reduction	98.5 %
Leachate (F.C. Landfill)	435,316 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	64.30 Tons
Rain Total 6.2 inches	Snow Total 0.0 inches

The Wastewater Plant had five after hour's alarms during the month of July.

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

The Belt Filter Press was operated July 9th – 11th.

The staff used the rapid assessment tool 10 days this month and is updating our GIS as we go forward. There have been over 60 manholes found that was not on the map.

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	August 13, 2018
TO:	Rocky Mount Town Council
FROM:	Dallas Bailey, Interim-Plant Superintendent
DEPARTMENT:	Water Department
MONTH:	July 2018

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 10.1 hours a day which yielded approximately 820,000 gallons of water per day. According to our numbers our production for this month is up some due to draining, inspection, and disinfection of two of our storage tanks. This service is part of our tank contract and also a requirement by V.D.H. Rainfall for this month was 8.0 inches as measured at the water treatment plant. The Blackwater River flow continues to be adequate for normal operation.

Total Raw Water Pumped:	25.91 million gallons
Total Drinking Water Produced:	25.52 million gallons
Average Daily Production:	820,000 gallons per day
Ave Percent of Production Capacity:	41%
Flushing of Hydrants/Tanks/FD Use:	958,636 + (F.D. estimated 0 gallons)
Plant Process Water:	818,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	28,000 gallons
Bulk Water used at PW Shop	17,600 gallons

Testing:

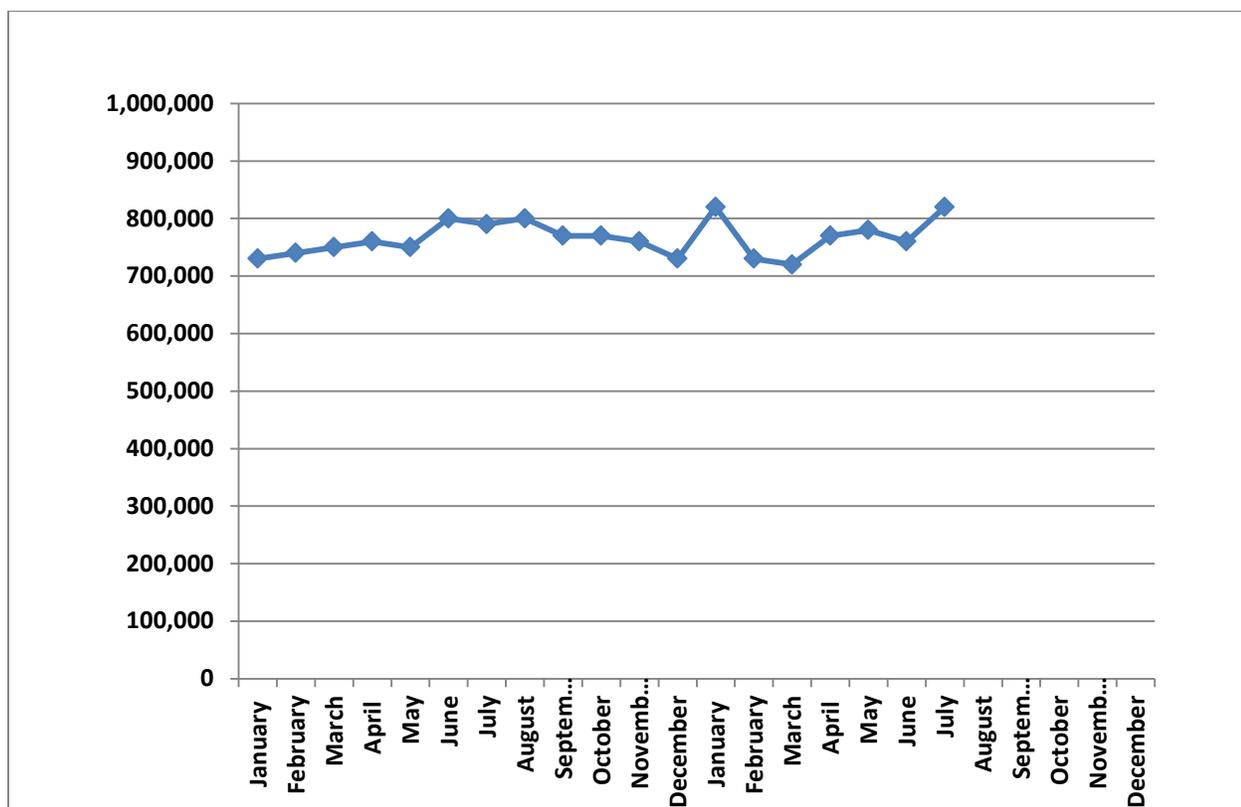
- Our monthly (6 total) routine bacteriological samples were free of bacteria. The Town continues to be in compliance with all drinking water standards, in accordance with EPA requirements.
- All of our Virginia Department of Health required Bacteriological samples for the boil water notice area came back in compliance as well. The notice was lifted on July 18th. No issues or problems detected.

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 dam.
- On Thursday July 12th we started draining 220 South Tank for the inspection, cleaning, and disinfection process of the interior on July 14th. We emptied around 736,236 gallons from the tank. The staff started draining first thing that morning trying to waste as little water as possible. (It was put back into service on July 19th after our two required bacti sample results were received.)
- On July 17th we had our P.R.V. valves replaced at the Water Treatment Plant. The old ones were original and had started to fail. This regulates our pressure throughout the water plant. Power and Flow Solutions contractors installed the valves and set our pressures back to the original settings.

- On July 25th Scuffling Hill Tank was drained also which is part of our contract and requirements. The same was done with this tank as with the South tank. We drained around 207,800 gallons of water out of the tank. (It was put back into service on August 2nd after receiving our results from our 2 required bacti samples).
- The staff along with myself worked some alternate schedules this month to refill the tanks from their service and to maintain our other operable storage tanks.
- The water we drained from both tanks is including in the above numbers on my report.
- I was also asked to try and get a best estimated average of water loss from the West College Water main break/leak. Here is my best estimated guess with the information I was given. The leak ran for 45 minutes to an hour and was a 6 inch water line. With this information it would be around 80,000 to 100,000 gallons. High Pressure 6 inch line - (1770 gals/min x 60mins/hr = 102,000 gals hr). This is how I came up with a best guess average. I did not include this in the above figures.

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



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Based on input from Council, the attached revision of the Town's yard sale ordinance is proposed. This language limits yard sales to weekends and federal holidays only. It will still enable the Town to combat perpetual yard sales and the accumulation of refuse in yards under the guise of a "yard sale".
ACTION NEEDED:	Approve or deny the proposed revision of the Town's yard sale ordinance.

Attachment(s): Yes – the ordinance

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

IN THE COUNCIL OF THE TOWN OF ROCKY MOUNT

AN ORDINANCE of the Town of Rocky Mount amending Appendix A of the Code of the Town of Rocky Mount, Virginia (2002), known and cited as the “Zoning and Development Ordinance of the Town of Rocky Mount, Virginia” and providing for changes to Article 6 (Supplementary District Regulations).

WHEREAS, the Town Council of the Town of Rocky Mount is required to adopt zoning regulations for the purpose of promoting and improving public health, safety, convenience or welfare and to plan for the future development of the Town and to accomplish the objectives of Section 15.2-2200, et seq., of the Code of Virginia (1950), as amended, and the Zoning and Development Ordinance of the Town of Rocky Mount, Virginia.

THEREFORE, BE IT ORDAINED by the Town Council of the Town of Rocky Mount that Appendix A of the Code of the Town of Rocky Mount, Virginia (2002), known and cited as the “Zoning and Development Ordinance of the Town of Rocky Mount, Virginia” be amended and the following changes are adopted.

Article 6 (Supplementary District Regulations)

Section 6-6 is amended to read and provide as follows:

6-6. Temporary Uses.

6-6-1. Applicability. Authorized temporary uses, including permitted locations, duration, and maximum number per calendar year, and whether or not a zoning permit is required, shall be as set forth in Section 6-6-2.

6-6-2. Temporary Uses

(A) Yard or garage sales shall be permitted in any district on a Friday, Saturday, Sunday, and Federal Holidays only during daylight hours. A zoning permit shall not be required. For purposes of this section, a “yard or garage sale” means a public sale at a dwelling at which personal items belonging to the residents of the dwelling are sold, provided that (i) items purchased elsewhere expressly for resale at a yard or garage sale shall be prohibited and (ii) items intended for sale shall not be stored or displayed in the front or side yards of a dwelling except on the day of sale.

This ordinance shall be in full force and effect upon its passage.

Adopted this _____ day of _____, 2018

Ayes:
Nays:
Present:

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to form:

Town Attorney

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Rebecca H. Dillon, Town Clerk
BRIEF SUMMARY OF REQUEST:	The Franklin County Virginia Paranormal (FCVAP) would like to conduct a ghost walking tour on the streets of downtown Rocky Mount. The walk is planned for the dates of October 5, October 12, October 19, and October 26, 2018. The walk will be guided with a narrator and guide. This event has been approved by your police department.
ACTION NEEDED:	Approve or deny the request.

Attachment(s): Yes

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

James Williams II

Franklin County VA

Paranormal

540-352-0402

fcvap53@yahoo.com

July 24,2018

Town of Rocky Mount

Town Council

345 Donald Ave

Rocky Mount, Virginia 24151

Council:

My group, Franklin County VA Paranormal (FCVAP), wish to conduct a ghost walking tour in Rocky Mount,VA. The walk will be in October, downtown, on the sidewalks, guided, with a narrator an guides,,there will be no actors. The walk will be roughly 1 mile long, stopping at points of interest. There will be no one in the street an only crossing a few side streets. The walk will be conducted in a professional,educational,informative manner.

Tenatively,,lve planned a walk on the evenings of October 5 , October 12, October 19 an October 26 if I have the interest an your blessing to do so..

The walk attendees will meet us in the public parking lot behind Old's Cool, planned route as follows,,up High st ,down Claiborne Ave, west on Franklin St ,east on Floyd Ave, up S. Main St, west on W, Court St., down Warren St, east on Franklin St..

Thank you ,

James Williams II

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
----------------------------	-----------------

STAFF MAKING REQUEST:	Linda Woody, Finance Director
BRIEF SUMMARY OF REQUEST:	<p>Council must authorize the write-off of uncollectible finalled utility billing balances in order to comply with audit standards.</p> <p>Finalled accounts occur when either the customer calls us when they move or when the customer does not pay to have service restored when it has been cut off for non-payment. The meter readers also investigate to see if anyone is living in the house before the Finance Department finals the account.</p> <p>If there is an existing deposit, that is deducted before refunding any balance to the finalled customer. If the deposit is inadequate, there will be a balance billed every month until it is either paid or written off. Most of the accounts on this report had the old deposit amounts applied leaving a remaining balance. With the increased deposit approved by Council in June 2017, those particular accounts would have shown a zero final balance.</p> <p>If the customer has established a new account (new address), the balance of their former account is transferred. If the customer comes in for new water service at a later time, the balance is collected along with their new deposit before establishing water service.</p> <p>This year the total to be written off is \$10,498.10, as compared to \$18,767.14 in 2016 (large industrial and restaurant write-offs), \$6,142.89 in 2014, and \$6,055.57 in 2012. The amount to be written off is .40% of total estimated water and sewer revenues for FY 2018 of \$2,614,613.</p>
ACTION NEEDED:	Approval of write-off of uncollectible utility billing accounts.

Attachment(s): Schedule of accounts to be written off

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

Lpw 7-30-18

DATE 7/26/2018 TIME 9:24:45

*** TOWN OF ROCKY MOUNT ***
POSTED FINAL BILLED ACCOUNTS ***

UT021E PAGE 1

ACCOUNT NO	CUSTOMER NAME	SERVICE ADDRESS	TOTAL DUE	OVER 30	CURRENT DUE	MOVE OUT DATE	READ DATE	BILL DATE	
001-0072-30-05	ALIYA S KIDD	438 EAST COURT ST #7	53.70	.00	.00	2/07/2017	2/07/2017	2/28/2017	
001-0088-00-04	BOBBY & KORY GREENWAY	265 EAST COURT ST	85.80	.00	.00	10/30/2017	10/30/2017	11/28/2017	
001-0089-50-02	ADAM LAW	235 EAST COURT ST	57.38	.00	.00	3/03/2017	3/03/2017	3/28/2017	
001-0215-00-03	RACHEL R STCLAIR	50 MONTVIEW AVE	132.60	42.90	.00	6/22/2018	6/22/2018	6/26/2018	Finalized by us
001-0280-00-07	TONY ROBERT ZIEGLER	370 RIVERVIEW ST	19.11	.00	.00	10/20/2017	10/30/2017	11/28/2017	
		BOOK 001 TO	348.59	*					
002-0321-00-07	BRANDY TOLLIVER	50 ORCHARD AVE EXT	127.60	.00	.00	1/09/2018	1/09/2018	1/26/2018	
002-0401-00-04	LAQUISHA HOLLAND	2088 SOUTH MAIN ST	66.83	.00	.00	3/26/2018	3/26/2018	3/27/2018	
002-0419-10-08	TRE CUMMINGS	26 CHIGGER RIDGE LN	9.75	.00	.00	10/02/2017	10/02/2017	10/26/2017	
002-0464-05-06	SUZETTE CHISOM	90 HONEY WOOD RD	9.75	.00	.00	8/23/2017	8/23/2017	8/28/2017	
002-0468-09-19	JADESHA KIDD	328 DOE RUN RD	12.26	.00	.00	9/22/2017	9/22/2017	9/26/2017	
002-0468-56-02	MARGIE PAGANS	5 OAK LEAF LN	149.68	.00	.00	4/03/2018	4/03/2018	4/26/2018	
002-0485-20-01	VERNON G DAVIS SR	2347 SOUTH MAIN ST	281.95	.00	.00	11/06/2017	11/06/2017	11/28/2017	leak maybe
002-0498-20-13	CHASITY HOLT	70 HOLLYFIELD RD	100.71	.00	.00	6/26/2017	6/26/2017	6/27/2017	
		BOOK 002 TO	758.53	*					
003-0609-00-01	MARISA M DE SOUZA CARE	70 AVON ST	34.88	34.88	.00	6/14/2018	6/14/2018	6/26/2018	
003-0636-05-03	DIANE M TURNER	30 GRAYSON ST	403.23	.00	.00	2/15/2018	2/15/2018	2/27/2018	probably not used; note usage (paid)
003-0646-00-05	JAMEY CARSON	834 SCUFFLING HILL RD	48.38	.00	.00	5/01/2018	5/01/2018	5/29/2018	
003-0650-00-05	JEANNIE SIGMON	900 SCUFFLING HILL RD	106.86	.00	.00	1/23/2017	1/23/2017	2/28/2017	
003-0662-00-03	JOEY LANE CHITWOOD	1240 SCUFFLING HILL RD	72.57	.00	.00	12/13/2016	12/13/2016	12/28/2016	
003-0662-00-06	RONNIE MITCHELL JR	1240 SCUFFLING HILL RD	24.19	24.19	.00	6/05/2018	6/05/2018	6/26/2018	no consumption of reports.
003-0710-16-09	CAMERON LEONARD	1750B SCUFFLING HILL RD 2	37.42	37.42	.00	6/01/2018	6/01/2018	6/26/2018	
		BOOK 003 TO	727.53	*					
004-1047-30-04	ADDISON & TESS HANCOCK	182 BROOKSHIRE DR	68.04	68.04	.00	6/07/2018	6/07/2018	6/26/2018	
004-1064-11-04	JEFFREY DWAYNE SPENCER	604 OLD FORT RD	53.70	.00	.00	8/23/2017	8/23/2017	8/28/2017	
004-1064-14-07	ELIZABETH JUSTICE	640 OLD FORT RD	42.90	.00	.00	3/06/2018	3/06/2018	3/27/2018	
004-1082-30-13	JANICE HODGES	133 HERBERT ST 2	33.03	.00	.00	9/19/2017	9/19/2017	9/26/2017	
004-1085-00-10	COREY WITCHER	109 HERBERT ST	128.70	.00	.00	12/11/2017	12/11/2017	12/28/2017	
004-1089-00-07	ASHLEE TURNER	89 HERBERT ST	96.60	.00	.00	2/26/2018	2/26/2018	2/27/2018	
004-1094-10-08	TRAVIS MOORE AND	151 HERBERT ST	54.60	.00	.00	2/24/2017	2/24/2017	2/28/2017	
004-1094-10-09	BRITTANY JANNEY	151 HERBERT ST	83.74	.00	.00	2/13/2018	2/13/2018	2/27/2018	
004-1112-00-15	WILLIAM KARAMPOUR AND	60 PATTERSON AVE	187.98	.00	.00	4/04/2018	4/02/2018	4/26/2018	
004-1116-00-10	CASEY BLANKENSHIP	115 PATTERSON AVE	96.06	.00	.00	5/03/2018	5/03/2018	5/29/2018	
004-1146-00-02	JOHN W SHROPSHIRE	260 HILLCREST DR	257.52	.00	.00	7/24/2017	7/24/2017	7/26/2017	
004-1206-00-04	JOHN JOPLIN	818 SOUTH MAIN ST	72.03	.00	.00	4/24/2017	4/24/2017	4/26/2017	
		BOOK 004 TO	1038.82	*					
005-1344-00-04	ROBERT L JONES	510 FRANKLIN ST	213.04	.00	.00	3/27/2018	3/24/2018	4/26/2018	14 ndr
005-1366-00-08	DEBORAH ILCONICH	55 TALIAFERRO ST	79.42	.00	.00	7/28/2017	7/28/2017	8/28/2017	expiring fee \$280/mo. + has OH/municipal - 2 units
005-1368-00-11	ALEXIS ELKINS	55B TALIAFERRO ST	24.52	.00	.00	2/24/2017	2/24/2017	2/28/2017	
005-1368-00-13	MATTHEW ROBERTSON	55B TALIAFERRO ST	30.94	.00	.00	8/09/2017	8/03/2017	8/28/2017	
005-1398-00-01	LAPETITE SALON	135 ANGLE ST	37.05	.00	.00	4/04/2018	4/04/2018	4/26/2018	ret. mail
005-1426-00-11	JESSICA HARRISON	10 DONALD AVE	65.45	.00	.00	2/22/2017	2/22/2017	2/28/2017	
005-1426-00-13	BRITTANY MAURO	10 DONALD AVE	75.69	42.90	.00	6/15/2018	6/15/2018	6/26/2018	
005-1467-00-06	JAIMIE MCCrackEN	135 FIRST ST	35.03	.00	.00	3/26/2018	3/26/2018	3/27/2018	
005-1514-06-05	TARA CROOKSHANS	231 PERDUE LN 4	108.61	.00	.00	7/24/2017	7/24/2017	7/26/2017	
005-1515-01-07	ANGALIQUE BARBER	115 PERDUE LN	168.35	.00	.00	6/20/2017	6/20/2017	6/27/2017	
		BOOK 005 TO	838.10	*					

-----TOWN OF ROCKY MOUNT-----
 *** POSTED FINAL BILLED ACCOUNTS ***

ACCOUNT NO	CUSTOMER NAME	SERVICE ADDRESS	TOTAL DUE	OVER 30	CURRENT DUE	MOVE OUT DATE	READ DATE	BILL DATE	
006-1602-22-06	LISA HALL (MIDKIFF)	694 OLD FRANKLIN TPKE	102.53	.00	.00	4/24/2017	4/24/2017	4/26/2017	
006-1603-00-12	STEFANIE BERNARD	700 OLD FRANKLIN TPKE	182.15	.00	.00	1/23/2017	1/23/2017	1/26/2017	
006-1655-00-07	TIM YOUNG	435 PELL AVE	289.86	.00	.00	5/24/2017	5/24/2017	5/26/2017	prob. no leaks - high usage cause tank
006-1735-00-03	TIM YOUNG PAINTING	150 DIAMOND AVE A	526.97	.00	.00	5/24/2017	5/24/2017	5/26/2017	leak last month high usage
006-1788-00-06	TUNYA JOHNSTON	45 EMERALD LN	149.68	.00	.00	7/24/2017	7/24/2017	7/26/2017	
006-1804-00-07	HOPE HAMM	369 CIRCLE VIEW ST	143.70	.00	.00	3/22/2017	3/22/2017	3/28/2017	
006-1806-30-02	FELICA MATTOX POINDEXT	468 CIRCLE VIEW ST	47.17	.00	.00	9/12/2017	9/12/2017	9/26/2017	
006-1843-00-10	JASMINE GILBERT	145 WINDSOR DR	53.70	.00	.00	9/18/2017	9/18/2017	9/26/2017	
BOOK 006 TO			1495.76	*					
007-1910-00-05	DONNA BRUBAKER	95 ANDERSON ST	126.01	.00	.00	2/12/2018	2/12/2018	2/27/2018	
007-1920-00-05	JOHN STAFFORD	305 ANDERSON ST	7.59	.00	.00	6/01/2017	6/02/2017	6/27/2017	
007-1920-00-06	KARI SCHINDLER	305 ANDERSON ST	108.26	.00	.00	9/20/2017	9/20/2017	9/26/2017	
007-1985-00-05	KRISTINA WHITTINGTON	120 FAIRLAWN DR	71.80	.00	.00	3/20/2018	3/20/2018	3/27/2018	
007-1998-00-26	CHRISTOPHER HITE	185 FAIRLAWN DR	30.62	.00	.00	9/19/2017	9/19/2017	9/26/2017	
007-2092-00-09	NANNIE GALLAHER	225 HATCHER ST	149.77	.00	.00	3/03/2017	3/03/2017	3/28/2017	
007-2094-00-03	JUSTINE JIMENEZ PEREZ	70 BUCKNER ST	308.22	.00	.00	7/17/2017	7/17/2017	7/26/2017	leak
007-2095-00-02	KIRA LYNCH	111 BUCKNER ST	53.24	.00	.00	6/26/2017	6/26/2017	6/27/2017	
007-2102-00-03	AMANDA HOLCOMB	175 HATCHER ST	134.30	.00	.00	5/22/2017	5/23/2017	5/26/2017	
007-2102-00-04	SHAKARAH R ROBINSON	175 HATCHER ST	55.06	.00	.00	9/01/2017	9/01/2017	9/26/2017	
007-2112-10-09	JAMES D SCRUGGS	25 HATCHER ST	83.71	.00	.00	8/23/2017	8/23/2017	8/28/2017	
007-2141-00-07	TAMIKA ROYAL	30 WEST COLLEGE ST	148.86	.00	.00	6/08/2017	6/08/2017	6/27/2017	
007-2155-00-08	GEORGE TREADWAY	95 SPRING ST	81.48	.00	.00	3/13/2017	3/13/2017	3/28/2017	
BOOK 007 TO			1358.92	*					
008-2229-00-04	AMANDA N WOOD	280 OAK ST	135.30	.00	.00	10/26/2017	10/26/2017	11/28/2017	
008-2290-00-04	MELVA LEEANN COOPER	225 STATE ST	151.42	.00	.00	5/24/2017	5/02/2017	5/26/2017	
008-2331-00-03	LISA W PRESTON	176 WOODLAWN DR	175.28	69.91	.00	6/20/2018	6/20/2018	6/26/2018	slightly high usage last 2 months
008-2336-00-02	GALISA WRIGHT	184 WOODLAWN DR	180.97	.00	.00	4/23/2018	4/23/2018	4/26/2018	
008-2386-00-08	ASHLEY SHOCKLEY	55 PENDLETON ST	53.70	.00	.00	7/31/2017	8/01/2017	8/28/2017	
BOOK 008 TO			696.67	*					
009-2512-00-01	GERALDINE SMITH MALDON	970 NORTH MAIN ST	85.80	.00	.00	3/21/2017	3/21/2017	3/28/2017	
009-2522-00-08	WANDA MAXEY	30 TRAIL DR	37.00	.00	.00	1/24/2018	1/24/2018	1/26/2018	
009-2524-00-13	TERESA MATTOX	70 TRAIL DR	280.36	.00	.00	2/02/2018	2/02/2018	2/27/2018	high usage
009-2544-06-11	MARISSA PARKER AND	64 JUBALS PASS	42.90	42.90	.00	5/31/2018	5/31/2018	6/26/2018	
009-2544-12-08	BRITTANY SHANAHAN	78 JUBALS PASS	85.80	42.90	.00	6/04/2018	6/04/2018	6/26/2018	
009-2551-00-05	KIM PALMER	760 TRAIL DR	153.60	.00	.00	4/23/2018	4/23/2018	4/26/2018	
009-2567-00-09	TRACY POINDEXTER	15 ALLMAN RD	39.39	.00	.00	2/07/2018	2/07/2018	2/27/2018	
009-2569-68-05	STEPHANIE NUTTER	1115 STATE ST 2	86.50	.00	.00	6/26/2017	6/26/2017	6/27/2017	
009-2571-12-06	JOHN W ELKINS	1115 STATE ST 19	112.26	.00	.00	3/26/2018	3/26/2018	3/27/2018	
009-2571-14-11	SARAH GULLY	1115 STATE ST 18	37.42	.00	.00	4/02/2018	4/02/2018	4/26/2018	
009-2588-00-03	SHANNON PORTER	134 LEFFIE LN 26	139.88	.00	.00	3/07/2017	3/03/2017	3/28/2017	leak
009-2594-00-06	JEFFREY L WINGFIELD	201 LEFFIE LN 32	280.84	.00	.00	9/22/2017	9/22/2017	9/26/2017	leak
009-2594-00-07	MISTY WILKES	201 LEFFIE LN 32	257.98	.00	.00	1/08/2018	1/08/2018	1/26/2018	leak
009-2598-00-13	ROY E CARL	181 LEFFIE LN LOT 36	33.27	.00	.00	8/07/2017	8/07/2017	8/28/2017	
009-2626-00-08	WALTER JOAQUIN VELAZQU	70 HAMMOCKS DR 4	9.75	.00	.00	1/29/2018	1/29/2018	2/27/2018	
009-2627-00-10	MIGUEL MORALES	74 HAMMOCKS DR #5	112.26	.00	.00	5/23/2018	5/23/2018	5/29/2018	
009-2699-14-10	CHRISTOPHER A HODGES	1545 NORTH MAIN ST #100 3	84.01	71.82	.00	6/15/2018	6/15/2018	6/26/2018	
009-2699-30-09	BONNIE K KEITH	1545 NORTH MAIN ST #300 3	40.21	.00	.00	11/15/2017	11/15/2017	11/28/2017	
009-2699-38-10	CHAZ TYREE	1545 NORTH MAIN ST #500 4	40.66	37.42	.00	6/01/2018	6/01/2018	6/26/2018	

-----TOWN OF ROCKY MOUNT-----
 *** POSTED FINAL BILLED ACCOUNTS ***

ACCOUNT NO	CUSTOMER NAME	SERVICE ADDRESS	TOTAL DUE	OVER 30	CURRENT DUE	MOVE OUT DATE	READ DATE	BILL DATE
009-2699-52-06	BRITTANY NICOLE COLEMA	1545 NORTH MAIN ST #800 2	47.17	47.17	.00	6/01/2018	6/01/2018	6/26/2018
009-2744-00-02	MICHAEL R JONES	200 CIRCLE DR	42.90	.00	.00	1/04/2017	1/04/2017	1/26/2017
009-2745-00-13	CHRISTANE CALLAWAY	180 CIRCLE DR	141.15	.00	.00	4/23/2018	4/23/2018	4/26/2018
		BOOK 009 TO	2191.11 *					
010-2986-00-11	PAULA HORD	90 CIRCLE DR	7.59	.00	.00	4/04/2017	4/04/2017	4/26/2017
010-2997-00-07	SAMANTHA JANNEY	85 MAMIE AVE	53.70	.00	.00	4/24/2017	4/24/2017	4/26/2017
010-3071-36-03	GREGORY L MUSE	337 LEANOR ST	177.11	.00	.00	4/24/2017	4/24/2017	4/26/2017
010-3082-00-01	SHIRLEY JEAN RAKES	20 PETERS ST	171.60	.00	.00	4/24/2017	4/24/2017	4/26/2017
010-3098-00-21	JOANNA RAMEY	10 GOODVIEW ST	135.39	.00	.00	8/08/2017	8/08/2017	8/28/2017
010-3108-00-01	FRANK FRALIN	90 HIGHLAND AVE	42.90	42.90	.00	6/01/2018	6/01/2018	6/26/2018
		BOOK 010 TO	588.29 *					
011-0023-00-04	CYNTHIA CLARK	505 BERNARD RD PARSONA	220.94	.00	.00	4/06/2018	4/06/2018	4/26/2018 <i>high usage last 2 months</i>
011-0044-00-09	ANDREA MCDANIEL	120 BOOKER T WASHINGTO	105.19	.00	.00	6/15/2017	6/15/2017	6/27/2017
011-0381-00-06	STEVE BUTLER	316 SCHOOL BOARD RD	93.83	.00	.00	1/16/2018	1/16/2018	1/26/2018
011-0421-00-02	BRAD R CARROLL	111 WRAYS CHAPEL RD	31.23	.00	.00	11/13/2017	11/13/2017	11/28/2017
		BOOK 011 TO	451.19 *					
041-0038-00-05	DIANE H WILLIAMS	1030 DOE RUN RD	4.59	.00	.00	11/15/2017	11/02/2017	11/28/2017
		BOOK 041 TO	4.59 *					
		ZONE 0 TO	10498.10 **					
		FINAL TO	10498.10 ***					

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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<p>STAFF MAKING REQUEST:</p>	<p>C. James Ervin, Town Manager Linda Woody, Finance Director</p>
<p>BRIEF SUMMARY OF REQUEST:</p>	<p>Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting</p>
<p>ACTION NEEDED:</p>	<p>The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.</p> <p>The Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2017 has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive spirit of full disclosure to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.</p> <p>The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL and Washington, DC.</p> <p>This award would not be possible without the dedicated staff of the Finance Department and the Town Manager and Town Council. The Town of Rocky Mount has achieved this award for the twelfth consecutive year.</p>

Attachment(s): Yes – certificate and news release

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

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GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

07/27/2018

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: mlevine@gfoa.org

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

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

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

Government Finance Officers Association is a major professional association servicing the needs of nearly 19,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington, D.C.



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Town of Rocky Mount
Virginia**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2017

Christopher P. Morill

Executive Director/CEO



RESOLUTION NO.: **2018.012**

**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

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

WHEREAS, the VML Insurance Program has awarded the Town of Rocky Mount through its risk management grant program a grant for \$4,000 towards the purchase of trauma kits for use in the field and a DVR camera system, and

WHEREAS, the Town Council of Rocky Mount wishes to thank the Virginia Municipal League Insurance Programs for their generous grant award,

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

Account 01.3101.0000.0000.5404 (grant purchases)	\$4,000
Account 01.1800.0407 (grant revenue)	\$4,000

GIVEN UNDER MY HAND, THIS 13TH DAY OF AUGUST 2018:

Steven C. Angle, Mayor

ATTESTED:

Rebecca H. Dillon, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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STAFF MAKING REQUEST:	Matthew C. Hankins, Community Development Director Brian Schofield, Public Works Superintendent
BRIEF SUMMARY OF REQUEST:	Staff will summarize the completed Diamond Avenue Water Line Replacement Project and its impact.
ACTION NEEDED:	None at this time.

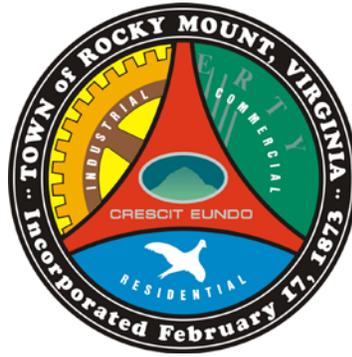
Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN OF ROCKY MOUNT
345 DONALD AVE.
ROCKY MOUNT, VIRGINIA 24151

540.483.7660
FAX : 540.483.8830

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WWW.ROCKYMOUNTVA.ORG



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

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

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins, Assistant Town Manager
Brian Schofield, Public Works Superintendent

Date: August 8, 2018

Re: Diamond Avenue Water Line Completion

Members of Council:

The Diamond Avenue Water Line Replacement Project is complete.

The contractor, Concrete Foundations, finished the work 26 days ahead of schedule, earning a performance incentive.

The \$540,000 project was completed under budget, coming in at \$531,828.09, not including paving, which was paid as intended from our VDOT maintenance funding.

In total, 45 residential and commercial customers along the line were connected to new service on an 8-inch water main tied into Franklin Street at Diamond. Those residents and businesses now have access to a significantly higher volume of water, particularly important for fire flow near the railroad.

We of course encountered difficulties along the way. Detours and traffic were significant concerns. Several old concrete and metal railroad pipes still lie beneath Diamond and Maynor, and those conflicts resulted in some field changes, mainly in meter locations, connections, stone and pavement quantities and time delays.

The street was re-paved, new manhole covers installed and old meter boxes were either removed or filled in place, making the sidewalk surface smoother. New meter boxes and bases were installed where needed, and any damage to yards or landscaping was re-seeded or repaired, and are now well established.

We issued a single change order that incorporated all of the small changes caused by conflicts unknown to the design engineers.

We should note that Steve McGhee of the Public Works Department served as the on-site representative and clerk-of-the-works for this project. Mr. McGhee's knowledge of the neighborhood, existing utilities and drainage made him an excellent point of contact, and we believe that his service on-site saved the Town a significant amount of money and time on this project. We intend to continue this approach with our major public works projects so that our staff earns construction management experience to expedite future projects and improve their value to the organization.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 13, 2018
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STAFF MAKING REQUEST:	Matthew C. Hankins, Community Development Director Brian Schofield, Public Works Superintendent
BRIEF SUMMARY OF REQUEST:	Staff update on Gilley's Park improvements.
ACTION NEEDED:	None at this time.

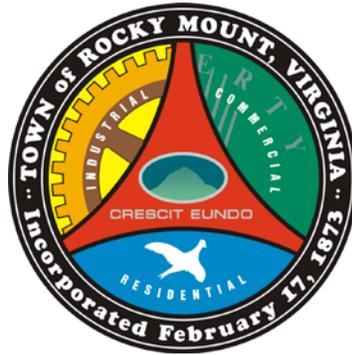
Attachment(s): Yes

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

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MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins, Assistant Town Manager
Brian Schofield, Public Works Superintendent

Date: August 9, 2018

Re: Gilley's Park Improvements

Members of Council:

Your staff invested a significant amount of time and money over the past year improving Gilley's Park. This important public space is critical to outdoor recreation and serves as a cornerstone for quality of life for our residents.

We have added a unisex public restroom to serve the outdoor recreation needs and picnic shelter users at the park. Improvements have been made to the gravel trail around the fishing areas, with more coming to improve access to anglers with special access needs.

During several work days over the past month, your community development and public works staffs have cut back significantly on the amount of lily pads, cutting out, raking and disposing of them. We have monitored and returned to the site several times to rake out more as cuttings rise to the surface. We did not and should not cut all of the lily pads, as they provide cover and help manage the pond temperature during the summer.

We have treated the pond twice with beneficial bacteria designed to eat and reduce the muck in the pond, clarify the water and improve fish health.

The grass area around the ponds continues to be treated to deter geese from nesting in the area.

We have researched and selected an aeration windmill to help with continuous airflow to aerate both ponds and improve the fish habitat. We expect to install it in late September, with water lines and airstones to serve both ponds.

We are ordering fish stocking for October.

We look forward to your suggestions about ways to further continue to improve the park experience at Gilley's Park and throughout our park system.