

ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
JUNE 10, 2013
AT 7:00 P.M.

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

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items
- V. Public Hearing(s) *(none at this time)*
- VI. Approval of Draft Minutes
 - May 13, 2013 Regular Council Meeting
- VII. Approval of Consent Agenda
 - Miscellaneous Resolutions/Proclamations
 - Review and consideration of approval of draft "Resolution by the Rocky Mount Town Council Proclaiming June 17-23, 2013 as Amateur Radio Week".
 - Review and consideration of approval of request of Franklin County that the Town of Rocky Mount participate in a joint donation to the Friends of the Rivers to support their purchase of the old Rocky Mount Power Dam on the Pigg River.
 - Miscellaneous Action
 - Departmental Monthly Reports
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens *(none at this time)*
- IX. Old Business
 - A. Update on VML/VaCo finance regarding converting two of Town of Rocky Mount's outstanding bonds to long-term loans to obtain savings for the Town of Rocky Mount.

- X. New Business
 - A. Review and consideration of scheduling a special Rocky Mount Town Council meeting for a guided tour of the new equipment installation at the Town of Rocky Mount's Water Plant.
 - B. Review and consideration of request from Office of Economic Development of Franklin County to allow them to use the Town owned Claiborne Avenue parking lot for their annual Mountain Spirits Festival.
 - C. Update of Franklin County's Enterprise Zone application.

- XI. Committee Reports
 - A. Performance Center Committee
 - Review and consideration of logo designs for Town of Rocky Mount music venue.
 - Construction update on Town of Rocky Mount music venue.

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

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

- XIV. Adjournment

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

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

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

ITEM(S) TO BE CONSIDERED UNDER:

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

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| FOR COUNCIL MEETING DATED: | June 10, 2013 |
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| STAFF MAKING REQUEST: | Matthew Hankins, Assistant Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>The Performance Center Committee is scheduled to meet on Monday, June 10, 2013, at 6 p.m. to review the music venue logos and to receive an update on the renovations.</p> <p>The Assistant Town Manager will give a verbal report to Council during Monday's night regular Council meeting.</p> |
| ACTION NEEDED: | Pending presentation given by Assistant Town Manager |

Attachment(s): No

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| FOLLOW-UP ACTION: (To be completed by Town Clerk) |
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**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
MAY 13, 2013**

The May 13, 2013 regular Council meeting of the Rocky Mount Town Council was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

Vice Mayor Gregory B. Walker and Council Members
Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L.
Moyer, and Billie W. Stockton

The meeting was called to order by Mayor Angle.

For the record, the following were present: All members of Town Council as noted, Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins (and Planning & Zoning Administrator), Town Attorney John T. Boitnott, Lieutenant of Investigations Kenneth Criner (in lieu of Chief of Police David Cundiff), Finance Director Linda Woody, Public Works Director Cecil R. Mason, Town Planner Patrick Rust, Superintendent of Water Department Robert Deitrich, Superintendent of Wastewater Department Timothy Burton, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts.

The Mayor led the *Pledge of Allegiance*.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval. Council Member Love requested that the agenda be amended to add under "Old Business" the draft amended supplemental appropriation resolution regarding Performance Center renovation and construction.

- Motion was made by Council Member Love to approve the amended agenda as presented, seconded by Council Member Stockton and carried unanimously by those present.

SPECIAL ITEMS

Let the record show that placed on the agenda was special recognition to former Assistant Chief of Police Roger Smith for 25 years of service to the Town of Rocky Mount, but due to Mr. Smith not being able to attend, the Mayor mentioned that it would be presented at another time.

PUBLIC HEARING

Let the record show that there were no public hearing items at this time.

APPROVAL OF MINUTES

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

- April 8, 2013 Council Regular Meeting
- April 11, 2013 Council Budget Work Session No. 1
- April 15, 2013 Council Budget Work Session No. 2
- April 17, 2013 Council Work Session
- May 6, 2013 Council Fiscal Year 2014 Budget Public Hearings

The Mayor asked if there were any changes to the draft minutes, and there being none, the Mayor entertained a motion.

- Motion was made by Council Member Cundiff to approve the Council meeting minutes as presented with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

APPROVAL OF CONSENT AGENDA

The approval of the *Consent Agenda* consists of approving any miscellaneous resolutions/proclamations, miscellaneous action, departmental monthly reports, and bill list that were submitted prior to the meeting for Council's review and consideration.

- Miscellaneous Resolutions/Proclamations (*none at this time*)
- Miscellaneous Action (*none at this time*)
- Departmental Monthly Report
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Waste Water Department
 - Water Department
- Bill List

There being no comments, the Mayor entertained a motion.

- Motion was made by Council Member Love to approve the draft *Consent Agenda*, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

HEARING OF CITIZENS

Let the record show that no one had contacted the Town Clerk's office requesting to come before Council. At this time, the Mayor opened the floor to anyone wishing to come forward to speak. Let the record show that no one came forward at this time.

OLD BUSINESS

- A. Review and consideration of approval of: (1) draft "Town of Rocky Mount Fiscal Year 2014 Appropriation Resolution"; and (2) draft "Town of Rocky Mount Fiscal Year 2014 Tax Rates and Fees Resolution".

The Mayor introduced both draft resolutions as presented to Council for consideration of approval. There being no comments, the Mayor entertained a motion.

- Motion was made by Vice Mayor Walker to approve both draft resolutions as presented, with motion on the floor being seconded by Council Member Stockton. Discussion ensued. Council Member Cundiff requested that both draft resolutions be separated out and voted on separately. Vice Mayor Walker and Council Member Stockton rescinded their motions.

Due to the motions on the floor being rescinded, the Mayor proceeded to entertain a motion on the first draft resolution, being: "Town of Rocky Mount Fiscal Year 2014 Appropriation Resolution".

- Motion was made by Vice Mayor Walker to approve the draft resolution as presented, with motion on the floor being seconded by Council Member Stockton. Let the record show voting in favor of the motion on the floor were Vice Mayor Walker and Council Members Greer, Love, and Stockton. Voting in opposition to the motion on the floor were Council Members Cundiff and Moyer. Let the record show that the motion on the floor passed four to two.

The Mayor proceeded to entertain a motion on the second draft resolution, being "Town of Rocky Mount Fiscal Year 2014 Tax Rates and Fees Resolution".

- Motion was made by Council Member Love to approve the draft resolution as presented, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- B. Review and consideration of draft amended supplemental appropriation resolution regarding "Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2013" pertaining to the Performance Center renovation and construction.

The Town Manager stated that the draft resolution presented to Council for review was largely housekeeping, stating the following:

- On March 20, 2013, Council passed an appropriation resolution to set aside \$2,600,000 of fund balance in the current fiscal year toward the music venue

construction.

- Given that the majority of these funds are actually appropriated in Fiscal Year 2014, and not the current fiscal year, and were included in the appropriation resolution presented to Council previously at its meeting, an amended and corrected copy of the appropriations resolution was being presented before Council at this time for their consideration.
- This draft resolution appropriates \$100,000 in the current fiscal year to the project.

Council Member Moyer relayed to Council that for the record, he had not asked anyone to circulate petitions against the sale of alcohol at the music venue, but that when he had heard about it, he was for the petitions being circulated. He also stated that those that signed the petitions were not only from the Town but County as well.

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

- Motion was made by Vice Mayor Walker to approve the draft resolution as presented, with motion on the floor being seconded by Council Member Love. Let the record show voting in favor of the motion on the floor were Vice Mayor Walker and Council Members Greer, Love, and Stockton. Voting in opposition to the motion on the floor were Council Members Cundiff and Moyer. Let the record show that the motion on the floor passed four to two.

C. Review and consideration of re-appointments of members to the Planning Commission.

The Assistant Town Manager informed Council that there are three positions on the Planning Commission that will expire June 30, 2013, being: W. Boyd (Bud) Blanchard, Jerry W. Greer, Sr., and Janet Stockton. He further confirmed to Council that all three have agreed to be re-appointed to the Planning Commission (these are four-year terms).

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

- Motion was made by Council Member Cundiff to approve the re-appointments as presented, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

NEW BUSINESS

A. Review and consideration of request of Christian Heritage Academy to hold their annual Memorial Day road race.

On behalf of Christian Heritage Academy, the Town Manager informed Council that his office had received a letter from Mr. Eric Miller with Christian Heritage Academy requesting Council to allow them to hold their annual Memorial Day road race on Glennwood Drive and Scuffling Hill Road, with the race beginning at 8:45 a.m. and not lasting more than an hour. The proposed route was outlined in their letter. Staff has confirmed that there are no issues regarding this request with the Chief of Police.

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

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

- B. Review and consideration of request of Franklin County Historical Society to hold their annual Veterans' Memorial event on the Franklin County Courthouse lawn and also for the closure of streets relating to the event.

On behalf of Franklin County Historical Society, the Town Manager informed Council that his office had received a letter from Mrs. Linda Stanley with the Franklin County Historical Society requesting to hold their annual Veterans' Memorial Day event on Saturday, May 18th, at 10:30 a.m. on the Franklin County Courthouse lawn; and similar to last year, in order to hold their event, they are requesting the closure of streets, which include a portion of Main Street in front of the courthouse between Floyd Avenue and East Court Street, as well as a portion of East Court Street from Main Street to Maple Avenue. The event is scheduled to take place from 10:00 a.m. to 11:30 a.m. Staff has confirmed that there are no issues regarding this request with the Chief of Police.

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

- Motion was made by Council Member Greer to approve the request, with motion on the floor being seconded by Council Member Stockton. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- C. Review and consideration of request of Roanoke-Alleghany Regional Commission (RVARC) regarding upcoming vacancies on the Commission.

The Town Manager informed Council that the RVARC appointed positions for Town's representation are expiring June 30, 2013 for Council Member Bobby Cundiff as the elected representative of the Town to RVARC, and the non-elected representative of the Town, which is the Town Manager position. The Town Manager informed Council that he and Council Member Cundiff have agreed to be re-appointed to these positions (each of these terms is a three-year term).

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

- Motion was made by Council Member Greer to approve the request of RVARC for the re-appointments, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- D. Review and consideration of request of Southwest Virginia Antique Farm Days to hold their annual kick-off parade.

Mr. Ray Agee, Board member of Southwest Virginia Antique Farm Days, came before Council requesting to hold their annual event with a kick-off parade around Town on

June 13th (prior to the meeting, Mr. Agee had submitted a letter outlining the parade route and approximately time table). Mr. Agee confirmed to Council that last year they had 12 participants in the parade, but hope to have more this year. He also confirmed that the route has been the same for the past several years. Staff has confirmed that there are no issues regarding this request with the Chief of Police.

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

- Motion was made by Vice Mayor Walker to grant the request, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- E. Review and consideration of approval of draft “Town of Rocky Mount Supplemental Appropriation Resolution for Fiscal Year Ending June 30, 2013” for the Town of Rocky Mount Police Department – Virginia Department of Criminal Justice Services Byrne Justice Assistance Grant.

The Town Manager explained to Council that the Virginia Department of Criminal Justice Services has awarded the Rocky Mount Police Department a Byrne Justice Assistance Grant in the amount of \$4,729 with a local cash match of \$525, for a total award of \$5,245. He further explained that the funds will be used for equipment for the police department, and that the Town’s match is included in their operating budget.

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

- Motion was made by Council Member Greer to approve the draft resolution as presented, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor carried unanimously by those present.

- F. Review of the loan for the Town of Rocky Mount’s Wastewater Treatment Plant ultra violet project.

The Town Manager informed Council of the following:

- Council Member Cundiff has asked what the current pay-off amount was for the loan used to finance the Wastewater Treatment Plant ultra violet equipment, and as of September 2, 2013, the pay-off will be \$265,567.90.
- Staff recommends letting this loan continue as the Town accumulates funds for the Tank Hill project and replenish the Town’s Utility Fund balance, which is just now climbing back into positive numbers with the proposed Fiscal Year 2014 budget.
- Given that the Town is attempting to fund the music venue construction out of a current year cash flow, the cash flow for such non-budgeted expenses will not be available until the historic tax credits are paid to the Town.
- Requested Council to keep in mind that if they decide to use the funds being set aside in the Utility Capital Fund, these funds have been earmarked for future projects.

Council Member Cundiff stated that he believes it would be a good idea to get rid of this loan, and also stated that it should not be paid out of the recently set up Utility Capital Fund, as that has been earmarked for future utility projects, further stating that it should

be paid out of the fund balance and not to strip the Utility Capital Fund.

There was discussion between the Town Manager and the Finance Director regarding when it could be paid off, with the Finance Director confirming that this loan could not be paid off until either September 1, 2013 or March 1, 2014.

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

- Motion was made by Council Member Cundiff for the Town to pay off the ultra violet equipment in the amount of \$265,657.90 as of September 1, 2013, with motion on the floor being seconded by Council Member Greer. Let the record show that the motion on the floor passed unanimously by those present.

- G. Review and consideration of authorization to proceed with application to, and coordination with, Virginia Municipal League (VML) and Virginia Association of Counties (VACo) local finance for the issuance by the Town of Rocky Mount of the refinancing of bonds.

The Town Manager informed Council that prior to the meeting, Council had received a detailed summarization of two bonds that have options of refinancing. Those bonds are for: (1) VML/VACo series 2006C for the original issue amount of \$2,380,00 to finance the Public Works building, the public parking lot on Claiborne Avenue, and the utility and road extensions on Old Fort Road that has an interest rate of 5% and set to mature on February 1, 2037; and (2) Virginia Resource Authority Series 2001 for the original issue amount of \$3,451,906 to finance the extension of sewer line into the annexed area of the Town with an interest rate of 4% and set to mature on November 1, 2022.

He highlighted the following:

- The Virginia Local Government Finance Corporation, a non-profit corporation who serves as the Program Administrator for VML/VACo Local Finance, has indicated that two existing bond issues are candidates for refinancing because the savings is at least 3% for the Town.
- Explained the outstanding balance on both bonds.
- Proceeds from the general obligation refinancing bond will be used to pay the debt service of the two original bonds as they mature.

Presented for Council's review and consideration of approval from the Town Manager was a draft "Resolution of the Town Council of the Town of Rocky Mount, and Coordination with VML/VACo Local Finance for the Issuance by the Town of a Refunding Bond, and the Execution and Delivery of Certain Documents Prepared in Connection Therewith".

The Town Manager confirmed to Council that the proposed draft resolution was not a binding document and there is no cost involved other than staff time, but he feels the savings of refinancing the two bonds would be significant enough. Confirmed also there would be no bond counsel or bond cost of this sort at this time, but if Council decides to move forward with this, the Town would receive a firm proposal with costs spelled out.

The Mayor confirmed that at this time, there are no expenses to the Town other than the staff time, with him further stating that if Council decides to go forward, a decision

making package will be presented to Council either during the June or July regular Council meeting, which the Town Manager confirmed.

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

- Motion was made by Vice Mayor Walker for staff to proceed (which included the approval of the draft resolution), with motion on the floor being seconded by Council Member Cundiff. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

COMMITTEE REPORTS

- A. Performance Center Committee: Review and consideration of: (1) naming of music venue; and (2) authorizing Performance Center Committee to approve final design of logo once appropriate choice becomes apparent.

The Assistant Town Manager came forward stating the following:

- Per Council's March direction to proceed with branding and marketing for the new performance center, staff has worked with Access Public Relations to develop potential names.
- After considering over 35 potential names, the staff narrowed down the list and submitted five names to the Performance Center Committee during their April 30th Committee meeting. Staff held a public input session on May 2nd with 17 Town residents in attendance to gauge reaction to the following names, as directed by the Committee. The proposed names were:
 - The Harvester Performance Hall
 - The Rhythm Distillery
 - The Harvest Moon Stage
 - The Blackwater Theater
- These names were also posted on the Town's Facebook page to receive input from the over 750 members of that group. Only about a dozen have made a selection, split evenly between The Harvester Performance Hall and the Rhythm Distillery.
- At the public input meeting, the reactions strongly favored using the Harvester in conjunction with Performance Center, with The Rhythm Distillery a distant second.
- Based on that input and at the Committee's direction, staff has directed Access to develop colors, logo and branding content based on The Harvester Performance Center. Access will submit draft logos and materials to the Town for approval.

In order to complete this effort this month and begin using the logo go develop brand identification for the logo, the Assistant Town Manager asked Council to authorize the Performance Center Committee to approve the final design of the logo once an appropriate choice becomes apparent.

The Mayor stated that he attended the public input meeting and good comments were received related to the proposed music venue, and that The Harvester Performance Center name was favored.

Council Member Cundiff stated that he will be maintaining his consistency and will vote against it.

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

- Motion was made by Vice Mayor Walker to recommend the naming of the music venue as outlined and to authorize the Performance Center Committee to meet and approve the final design of the logo once an appropriate choice becomes apparent as requested, with motion on the floor being seconded by Council Member Stockton. Voting in favor of the motion on the floor were Vice Mayor Walker and Council Members Greer, Love, Moyer, and Stockton. Voting in opposition to the motion on the floor was Council Member Cundiff. Let the record show that the motion on the floor passed five to one.

- B. Finance & Human Services Committee: (1) review of Town of Rocky Mount's current employee holiday bonus policy; (2) review and formulate recommendations for employee pay plan adjustments for the Town of Rocky Mount's Fiscal Year 2014; and (3) review insurance coverage for elected officials.

The Town Manager came forward stating that the Committee met on May 6, 2013 to consider several items, being:

1. Christmas Bonuses: The Committee recommends that there be no official policy on Christmas bonuses; that no bonus be regularly scheduled; that staff attempt to budget some funds as discretionary for Council to use as bonuses; and also that Council should make an annual determination in September if they will use the discretionary funds for bonuses.

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

- Motion was made by Vice Mayor Walker to approve the recommendation of the Committee, with motion on the floor being seconded by Council Member Stockton. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.
2. Pay Plan Adjustments: Staff had proposed adjusting the bottom of the Town's pay plan to increase the compensation for those in the lower pay grades. The Committee did not reject the idea of a pay plan adjustment, but felt that the core issue was long-serving employees who were still at the bottom of a given pay grade due to the lack of merit raises in the past five years. Typically, employees would have access to a merit raise on an annual basis, as well as a cost of living adjustment (COLA). This would enable them to gradually improve their salary, based on performance and longevity. This helps the Town retain qualified and experienced staff and reward loyalty. It also sets up the common retirement benefit as Virginia Retirement System (VRS) bases retirement on an employee's highest three years average salary. As such, employees look forward to modest increases, especially as they approach retirement, as that sets the amount of retirement benefit they will get for the rest of their lives. To address the lack of merit increases, the Committee proposed giving all Town employees who make less than \$35,000 annually and having been employed by the Town for 12 months as of June 30, 2013 a 2.5% merit increase, in addition to the COLA that is proposed in the budget. Staff pointed out that this was a great solution, but that the employees who did not make the cut were still deserving and next year's budget should attempt to address all

employees.

The Finance Director stated that instead of using the \$35,000, \$35,365 needed to be the amount before Council for consideration.

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

- Motion was made by Council Member Greer to give all Town employees who make less than \$35,365 annually and having been employed by the Town for 12 months as of June 30, 2013 a 2.5% merit increase, in addition to the COLA that is proposed in the budget, with motion on the floor being seconded by Council Member Love. Discussion ensued regarding the difference between the \$35,000 and the \$35,365, with the Town Manager indicating that the amount the Finance Department had stated (\$35,365) was the correct amount to use. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.
3. Insurance for Council members: The State, for purposes of participation in Town offered insurance, considers members of Council as "Employees". Specifically, section 2.2-1204 declares that under the insurance plan, members of Council are defined as "Employees". As such, there are only two classification options available for Town Council members. One is "Full Time" and the other is "Part Time". The plan requires the Town to pay at least 80% of the cost of single coverage for full time employees. The plan also requires the Town to determine if "Part Time" employees can participate in the plan at all, and if they can, to pay 50% of the cost of coverage for a single employee only plan.

For the upcoming year, the Council member currently covered will participate and be covered in the same fashion approved by Council, which requires that for Fiscal Year 2014 plan year, Council members are classified as "Full Time".

Options for future years were given to the Committee. They include:

- Classifying Council as "Part Time" and allowing all "Part Time" employees to participate in the plan with the Town paying at least 50% of the premium for a single person.
- Classifying Council as "Part Time" and not allowing "Part Time" employees to participate in the plan.
- Attempting to negotiate an amendment to our policy that allows the Town to create two sets of employee classification so that members of Council could participate, but not get any compensation.
- Classifying Council as "Part Time" and allowing all "Part Time" employees to participate in the plan with the Town paying at least 50% of the premium for a single person and giving non-participating members of Council a stipend to match the benefit so all members were compensated equally.

The Committee recommended attempting to negotiate an amendment to the Town's agreement and if that could not be accomplished, classifying members of Council as "Part Time" and not allowing part time employees to participate in the plan. While pursuing this option, a stand-alone policy would need to be procured for that specific participating Council member to provide insurance after the next plan year.

There was lengthy discussion regarding how best to address this matter with Council, with the following being highlighted:

- The State and Town's insurance carrier and provider state that the Town can only have one class of employees.
- Council recognizes that they have a commitment to one Council member who currently has the Town's health insurance; and has an option to offer that current Council member a stand-alone policy.

Vice Mayor Walker commented that he likes the recommendation by Council members that the Town needs to carry on with the health insurance being provided to the one participating Council member because the Town has to, but these issues need to be sent back to the Committee to discuss, then bring back before Council.

The Town Manager informed Council that he should have something back from the administrator of the health program from Richmond for the Committee to look at, then bring it back before Council during their next regular meeting. He further stated that it is staff's desire to keep Council informed with the rules and regulations that staff is encountering regarding these issues in order to make sure Council knows what staff knows. He further mentioned that the first part is set forth by State that Council members are considered employees as set forth by the State Code, and they are asking what class of employees they are, either "Part Time" or "Full Time".

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

- Motion was made by Vice Mayor Walker for Council to continue to carry on as carrying on (providing health insurance to the one participating Council member), and attempt to negotiate an amendment with the State, and then bring that decision back to the Committee for review, then to Council with a recommendation, with motion on the floor being seconded by Council Member Moyer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

OTHER MATTERS, CONCERNS AND RISE 'N SHINE APPEARANCES

A. Referrals to Planning Commission from Town Council

Let the record show there were no referrals to the Planning Commission from Council at this time.

B. Rise 'N Shine Appearances

Let the record show that the Assistant Town Manager appeared on the *Rise 'N Shine* show today.

COUNCIL CONCERNS

The Mayor indicated that Council Member Moyer had an item to bring before Council, but Council Member Moyer stated that he would bring the matter before Council at a later time.

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

CLOSED MEETING

Let the record show there were no "Closed Meeting" items at this time.

ADJOURNMENT

At 7:55 p.m., motion was made by Council Member Cundiff to adjourn, seconded by Council Member Moyer and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

ITEM(S) TO BE CONSIDERED UNDER:

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

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| FOR COUNCIL MEETING DATED: | June 10, 2013 |
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| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>Attached, please find draft "Resolution by the Rocky Mount Town Council Proclaiming June 17-23, 2013 as Amateur Radio Week".</p> <p>Each year the Amateur Radio Club asks that Council adopt this resolution, along with an invitation for Council to join them during their American Radio Relay League Amateur Radio Field Day that will take place on June 22-23, 2013.</p> |
| ACTION NEEDED: | Approval/denial under "Consent Agenda" items. |

Attachment(s): Yes

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

**RESOLUTION BY THE
ROCKY MOUNT TOWN COUNCIL
PROCLAIMING JUNE 17-23, 2013
AS "AMATEUR RADIO WEEK"**

Whereas, Amateur Radio operators are celebrating over a century of the miracle of the human voice broadcast over the air waves; and

Whereas, Amateur Radio has continued to provide a bridge between peoples, societies and countries by creating friendships and the sharing of ideas; and

Whereas, Amateur Radio operators have also provided countless hours of community services both in emergencies and to other local organizations throughout these decades; and

Whereas, these Amateur Radio's services are provided wholly uncompensated; and

Whereas, the Commonwealth also recognizes the services Amateur Radio's people also provide to our many Emergency Response organizations the Regional American Red Cross served agency; and

Whereas, these same individuals have further demonstrated their value in public assistance by providing free radio communications for local parades, bike-a-thons, walk-a-thons, fairs and other charitable public events; and

Whereas, the Town of Rocky Mount, Virginia, recognizes and appreciates the diligence of these "hams" who also serve as weather spotters in the Skywarn program of the U.S. Government Weather Bureau; and

Whereas, Amateur Radio once again proved its undisputed relevance in the modern world in 2005 by providing emergency communications when other systems failed in the devastation of Hurricanes Katrina and Rite in the U.S.A. and in the Tsunami catastrophe overseas; and

Whereas, the American Radio Relay League (ARRL) is the leading organization for Amateur Radio in the USA; and

Whereas, the ARRL Amateur Radio Field Day exercise will take place on June 22-23, 2013 and is a 24-hour emergency preparedness exercise and demonstration of the Radio Amateurs' skills and readiness to provide self supporting communications without further infrastructure being required; and

Whereas, the local Amateur Radio Club, the Franklin County Amateur Radio Club, is dedicating this year's Field Day in memory of its deceased President, Pete Michel, WG2J.

Now, Therefore, the Town of Rocky Mount, Virginia, hereby officially recognizes and designates June 17-23, 2013, as AMATEUR RADIO WEEK.

GIVEN UNDER MY HAND THIS 10TH DAY OF JUNE 2013

Steven C. Angle, Mayor

Attested:

Patricia H. Keatts, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

| | |
|----------------------------|---------------|
| FOR COUNCIL MEETING DATED: | June 10, 2013 |
|----------------------------|---------------|

| | |
|---------------------------|---|
| STAFF MAKING REQUEST: | Matthew Hankins, Assistant Town Manager |
| BRIEF SUMMARY OF REQUEST: | Enclosed is a memorandum from the Assistant Town Manager regarding Franklin County requesting that the Town of Rocky Mount participate in a joint donation to the Friends of the Rivers to support their purchase of the old Rocky Mount Power Dam on the Pigg River. |
| ACTION NEEDED: | Approval/denial of staff recommendation as outlined in enclosed memorandum. |

Attachment(s): Yes

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

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

540.483.0907
FAX : 540.483.8830

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



TOWN COUNCIL
STEVEN C. ANGLE, MAYOR
GREGORY B. WALKER, VICE MAYOR

BOBBY M. CUNDIFF P. ANN LOVE
JERRY W. GREER, SR. BOBBY L. MOYER
BILLIE W. STOCKTON

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: June 5, 2013

Re: Pigg River Dam Project

Members of Council:

Franklin County has requested that the Town of Rocky Mount participate in a joint donation to the Friends of the Rivers to support their purchase of the old Rocky Mount Power Dam on the Pigg River. This purchase has closed, and Friends of the Rivers will now be able to seek funding to assist in the demolition of the dam.

Due to the long-term benefits to the Town (specifically, reducing the risk involved with property damage at the town sewer plant in case of a dam breach), staff recommends that the council approve payment to the county in the amount of \$2,000 to reimburse their contribution to Friends of the Rivers.

This item is being placed on the consent agenda for your approval; the funds will be paid from the Community Development budget.



Franklin County

A Natural Setting for Opportunity

June 4, 2013

Mr. Matt Hankins
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

Dear Matt,

As you are aware, Franklin County has been working on the removal of the Pigg River Power Dam for a number of years. Recently, the County began working with the Friends of the Rivers of Virginia (FORVA) on the purchase of the dam from the private landowner. This was done as a first step towards the eventual removal of the dam. FORVA has extensive experience in removing such dams and advised the County that grant funds to complete the project would only be available if the dam was owned by a public body or non-profit agency. For this reason, Franklin County agreed to fund the purchase of the dam by FORVA so that it could be transferred into the appropriate ownership without County liability. The purchase price of the dam was \$8,000 which the County paid to FORVA which in turn used the funds to purchase the property. The finalized deed was recorded last week.

At the October 2012 Town Council meeting, I addressed the Council in closed session regarding this purchase and requested the assistance of the Town in the project through a donation of \$2,000 towards the \$8,000 total cost. I am writing to formally renew this request that the Town donate \$2,000 to the County in relation to the project to reimburse the County for a portion of the funds already expended. I believe the questions that the Council raised in the October 2012 meeting have been resolved, but I will be happy to provide any additional information that the Council may require to make their decision. It is my hope that the County and Town can work in partnership to complete the dam removal project and ensure that no damage is done to lives or property due to a catastrophic failure of the dam itself.

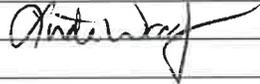
I greatly appreciate the Council's willingness to review this request. If you have any questions, please do not hesitate to contact me. Thank you again for your consideration of this request.

At your service, I am,

Michael Burnette
Director

Michael Burnette, Director
Office of Economic Development
County of Franklin, Virginia
1255 Franklin Street – Suite 112
Rocky Mount, VA 24151
540-483-3030
Fax: 540-483-3035

MONTHLY STAFF REPORT

| | |
|--------------------|--|
| DATE: | June 5, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Linda Woody, Finance Director  |
| DEPARTMENT: | Finance Department |
| MONTH: | June |

This report contains the following monthly information for May 2013 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Project expenses for the Performance Venue

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Water Accountability Percent chart

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department – not available at this time:

843 walk-in transactions

765 drive-thru transactions

927 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING MAY 2013**

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

Repair/Personal Service:

Foley's Complete Automotive Care, 779 Tanyard, car repair

Catering by Josephine, 215 Claiborne, catering

TOWN OF ROCKY MOUNT
Investment Portfolio
at April 30, 2013

| <u>Security</u> | <u>Call Date</u> | <u>Maturity Date</u> | <u>Bond</u> | <u>Market Price</u> | <u>Market Value</u> | <u>Market Yield</u> | <u>Yield to Maturity</u> | <u>Cusip Number</u> | <u>Estimated Annual Interest</u> |
|----------------------------------|------------------|----------------------|------------------|---------------------|---------------------|---------------------|--------------------------|---------------------|----------------------------------|
| Fixed Income / Bonds: | | | | | | | | | |
| FHLB | 5/24/2013 | 5/24/2017 | 255,000 | 100.070 | 255,178.50 | 1.19% | 1.20% | 3134G3UZ1 | 3,060.00 |
| FNMA | 12/26/2013 | 12/26/2017 | 500,000 | 100.345 | 501,725.00 | 99.00% | 1.00% | 3135G0SJ3 | 5,000.00 |
| FNMA | 10 days | 4/29/2015 | 500,000 | 100.000 | 500,000.00 | 1.99% | 2.00% | 3136FRGH0 | 10,000.00 |
| FNMA | 9/27/2013 | 9/27/2017 | 255,000 | 100.277 | 255,706.35 | 0.69% | 0.70% | 313G0E64 | 1,785.00 |
| FNMA | 5/30/2013 | 5/30/2017 | 255,000 | 100.092 | 255,234.60 | 1.19% | 1.20% | 3136GOJB8 | 3,060.00 |
| Bond Totals | | | <u>1,765,000</u> | | <u>1,767,844.45</u> | 20.81% avg. return | | | <u>22,905.00</u> |
| Certificates of Deposits: | | | | | | | | | |
| Ally Bank Midvale UT | 12/23/2013 | | 245,000 | 100.405 | 245,992.25 | 1.09% | 1.10% | 02005QYE7 | 2,695.00 |
| Am Express Centurion | 11/17/2015 | | 225,000 | 102.357 | 230,303.25 | 1.70% | 1.75% | 02587DGX0 | 3,937.50 |
| BMW Salt Lake UT | 5/13/2013 | | 225,000 | 100.024 | 225,054.00 | 0.99% | 1.00% | 05568PZR1 | 2,250.00 |
| Bank Hampton Rds. VA | 9/27/2017 | | 245,000 | 101.418 | 248,474.10 | 0.98% | 1.00% | 062492BH5 | 2,450.00 |
| CIT BK Salt Lake UT | 10/13/2016 | | 190,000 | 99.536 | 189,118.40 | 1.00% | 2.00% | 17284AZY7 | 3,800.00 |
| Com Bk Harrogate TN | 8/25/2016 | | 245,000 | 100.074 | 245,181.30 | 0.99% | 1.00% | 20143PCV0 | 2,450.00 |
| Compass Bk Birmingha | 12/29/2014 | | 230,000 | 100.604 | 231,389.20 | 0.99% | 1.00% | 20451PAC0 | 2,300.00 |
| Discover Bk Greenwooc | 9/15/2014 | | 245,000 | 100.932 | 247,283.40 | 1.28% | 1.30% | 254670W40 | 3,185.00 |
| Essa BK Stroudsburg P | 11/30/2016 | | 245,000 | 100.099 | 245,242.55 | 0.99% | 1.00% | 29667RGE7 | 2,450.00 |
| F & M Chambersburg | 2/8/2016 | | 245,000 | 100.018 | 245,044.10 | 0.99% | 1.00% | 308693AY6 | 2,450.00 |
| Flushing Savings NY | 7/27/2016 | | 248,000 | 101.253 | 251,107.44 | 0.98% | 1.00% | 344030ES6 | 2,480.00 |
| GE Bk Draper Utah | 9/30/2014 | | 245,000 | 100.945 | 247,315.25 | 1.38% | 1.40% | 36159C3F1 | 3,430.00 |
| GE Cap Fin'l Retail | 12/29/2016 | | 245,000 | 103.089 | 252,568.05 | 2.03% | 2.10% | 36160YMM4 | 5,145.00 |
| Goldman Sachs NYC | 11/3/2014 | | 245,000 | 101.191 | 247,917.95 | 1.48% | 1.50% | 38143AAP0 | 3,675.00 |
| Natl Rep Chicago CTF | 1/25/2016 | | 245,000 | 102.347 | 250,750.15 | 0.97% | 1.00% | 63736QRT0 | 2,450.00 |
| Safra Nat'l NY NY | 2/9/2015 | | 245,000 | 101.084 | 247,655.80 | 0.74% | 0.74% | 786580YW4 | 1,837.50 |
| Security Bk Aiken SC | 7/27/2016 | | 245,000 | 100.378 | 245,926.10 | 1.24% | 1.24% | 81423LAV4 | 3,062.50 |
| Soverign Bk Willimngton | 9/26/2020 | | 245,000 | 100.402 | 245,984.90 | 0.74% | 0.75% | 84603M2V7 | 1,837.50 |
| State Bk India Chicago | 7/25/2017 | | 230,000 | 101.914 | 234,402.20 | 1.52% | 1.55% | 856283TL0 | 3,565.00 |
| CD Totals | | | <u>4,533,000</u> | | <u>4,576,710.39</u> | 1.16% avg. return | | | <u>55,450.00</u> |
| Total Investments | | | <u>6,298,000</u> | | <u>6,344,554.84</u> | 5.26% avg. return | | | <u>78,355.00</u> |

| <u>Month</u> | <u>LGIP</u> | <u>Effective</u> |
|--------------|----------------|------------------|
| | <u>Balance</u> | <u>Yield</u> |
| Apr-12 | 770,493.56 | 0.17% |
| May-12 | 791,584.69 | 0.17% |
| Jun-12 | 1,133,569.65 | 0.16% |
| Jul-12 | 1,180,074.35 | 0.17% |
| Aug-12 | 951,766.24 | 0.19% |
| Sep-12 | 1,419,073.79 | 0.19% |
| Oct-12 | 1,142,816.07 | 0.20% |
| Nov-12 | 1,178,741.89 | 0.19% |
| Dec-12 | 1,044,873.62 | 0.18% |
| Jan-13 | 712,455.65 | 0.15% |
| Feb-13 | 729,928.66 | 0.15% |
| Mar-13 | 1,080,214.00 | 0.15% |
| Apr-13 | 1,097,140.45 | 0.15% |

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF MAY 31, 2013**

| 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 | 3,042 | 2,849 | 567,668 | 548,097 | 569,689 | 99.65% |
| Public Service Tax | - | - | 27,803 | 27,403 | 25,822 | 107.67% |
| Personal Property Tax | 653 | 605 | 135,881 | 142,558 | 137,603 | 98.75% |
| Machinery & Tools Tax | - | - | 102,804 | 104,752 | 92,733 | 110.86% |
| Penalties on Tax | 323 | 331 | 4,995 | 6,922 | 2,730 | 182.98% |
| Interest on Tax | 580 | 6 | 3,256 | 2,092 | 500 | 651.19% |
| Local Sales Tax | 14,068 | 14,974 | 127,276 | 120,634 | 164,637 | 77.31% |
| Meals Tax | 100,779 | 98,822 | 972,019 | 953,345 | 1,079,759 | 90.02% |
| Utility Tax | 27,768 | 24,820 | 268,377 | 268,281 | 332,100 | 80.81% |
| Communications Tax | 17,261 | 17,431 | 152,444 | 145,672 | 180,668 | 84.38% |
| Decals | 6,865 | 3,847 | 85,950 | 80,791 | 87,310 | 98.44% |
| Bank Stock Tax | 167,934 | 197,316 | 167,934 | 197,316 | 203,877 | 82.37% |
| Penalty-Meals Tax | 5 | 311 | 2,471 | 3,328 | 1,200 | 205.92% |
| Interest-Meals Tax | 0 | 60 | 796 | 1,534 | 650 | 122.50% |
| Lodging Tax | 8,354 | 7,467 | 69,565 | 72,026 | 84,596 | 82.23% |
| Cigarette Tax | 7,368 | 9,254 | 88,622 | 109,950 | 140,000 | 63.30% |
| BPOL-Retail | 276,734 | 209,544 | 293,376 | 356,906 | 257,550 | 113.91% |
| BPOL-Professional | 104,051 | 76,021 | 116,866 | 97,043 | 139,380 | 83.85% |
| BPOL-Contractor | 7,523 | 5,991 | 13,402 | 10,203 | 11,000 | 121.84% |
| BPOL-Repairs/Services | 81,748 | 65,493 | 86,833 | 69,407 | 110,120 | 78.85% |
| BPOL-Alcoholic Beverages | 525 | 475 | 525 | 475 | 500 | 105.00% |
| BPOL-Penalty/Interest | 374 | 10 | 1,453 | 6,830 | 1,000 | 145.30% |
| BPOL-Amusement | 203 | 200 | 203 | 200 | 200 | 101.51% |
| BPOL-Utility | 10,661 | - | 25,083 | 6,121 | 6,400 | 391.92% |
| BPOL-Miscellaneous | 5,581 | 2,625 | 6,434 | 3,178 | 1,800 | 357.43% |
| Solicitor Permits | - | - | - | 20 | - | 0.00% |
| Farmer's Market Fees | 381 | 430 | 2,456 | 2,640 | 2,600 | 94.46% |
| Welcome Center Fees | 330 | 180 | 3,465 | 3,200 | 5,500 | 63.00% |
| Music Venue Fees | - | - | - | - | 10,000 | 0.00% |
| Planning/Zoning Fees | 765 | 638 | 6,090 | 9,464 | 9,500 | 64.11% |
| Court Fines | 3,364 | 2,626 | 45,677 | 21,405 | 22,160 | 206.12% |
| Parking Fines | 75 | - | 470 | 205 | 250 | 188.00% |
| Interest Earnings | 5,100 | 11,219 | 66,378 | 57,128 | 96,818 | 68.56% |
| Return Check Fees | 60 | 80 | 740 | 640 | 640 | 115.63% |
| Rental of Property | - | - | 420 | 420 | 420 | 100.00% |
| Sale of Materials | - | 262 | - | 651 | - | 0.00% |
| Sale of Property | - | - | 660 | - | - | 0.00% |
| Bond Proceeds | - | - | - | - | 275,000 | 0.00% |
| Mortgage Payment Received | - | - | 2,561 | - | - | 0.00% |
| Grave Preparation | - | - | 1,250 | 1,550 | 2,300 | 54.35% |
| Security Services | 360 | - | 8,910 | 3,210 | 3,400 | 262.06% |
| Passport Service Fees | 1,134 | 678 | 14,378 | 7,477 | 8,046 | 178.69% |
| Police Reports | 174 | 77 | 1,171 | 1,463 | 1,300 | 90.08% |
| Fingerprint Service Fees | - | - | 305 | - | - | 0.00% |
| Garbage Collection Fees | 9,359 | 7,469 | 91,088 | 66,276 | 88,170 | 103.31% |
| Truck Rental Program | 20 | 30 | 90 | 250 | 230 | 39.13% |
| Curb & Gutter Recoveries | - | - | 600 | - | - | 0.00% |
| Weed Control Charges/Mowing | 266 | - | 266 | - | - | 0.00% |
| Miscellaneous Services | 50 | - | 3,430 | 2,484 | 250 | 1372.02% |
| Donations | 7 | 106 | 75 | 1,226 | - | 0.00% |
| Merchandise Sales | 5 | - | 429 | - | - | 0.00% |
| Miscellaneous | - | 4,302 | 11,435 | 22,844 | 500 | 2287.03% |
| Recoveries | 211 | - | 4,048 | 1,065 | 1,500 | 269.86% |
| Unrealized Gain on Investments | - | - | 19,250 | - | - | 0.00% |
| Bond Proceeds | - | - | - | - | - | 0.00% |
| Appropriated Fund Balance | - | - | - | - | 417,449 | 0.00% |
| Total Local Revenues | 864,058 | 766,548 | 3,607,678 | 3,538,681 | 4,577,857 | 78.81% |

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF MAY 31, 2013**

| REVENUE SOURCE | MONTH | | YEAR TO DATE | | BUDGET | % OF BUDGET |
|---|----------------|----------------|------------------|------------------|------------------|---------------|
| | THIS YEAR | LAST YEAR | THIS YEAR | LAST YEAR | THIS YEAR | THIS YEAR |
| GENERAL FUND - State Revenues: | | | | | | |
| ABC Profits | - | - | - | - | - | 0.00% |
| Wine Tax | - | - | - | - | - | 0.00% |
| Rolling Stock Tax | - | - | 3,626 | 3,144 | 3,000 | 120.88% |
| Litter Tax | - | - | 2,964 | 2,054 | 1,746 | 169.76% |
| Other Categorical Aid | - | - | - | - | - | 0.00% |
| Fire Programs | - | - | 12,635 | - | 10,000 | 126.35% |
| PPTRA from the State | - | - | 53,861 | 53,861 | 53,861 | 100.00% |
| School Resource Officers | - | - | - | - | - | 0.00% |
| DMV / 402 Grant | - | - | - | - | - | 0.00% |
| VDOT Grant | - | - | - | - | 114,637 | 0.00% |
| Local Law Enforcement | - | - | 4,272 | - | - | 0.00% |
| DMV Mini Grants | - | - | 20,491 | 19,110 | - | 0.00% |
| Street Maintenance | - | - | 910,355 | 893,333 | 1,191,111 | 76.43% |
| VML Safety Grant | - | - | 3,000 | - | 3,000 | 0.00% |
| Volunteer Fire Dept. | - | - | 22,500 | 22,500 | 30,000 | 75.00% |
| Law Enforcement-599 Funds | - | - | 81,345 | 81,345 | 108,460 | 75.00% |
| FEMA Grant | - | - | - | - | - | 0.00% |
| Emergency Management | - | - | 2,511 | - | - | 0.00% |
| Police Grants | - | - | - | 4,146 | - | 0.00% |
| Va. Commission of the Arts Grant | - | - | - | - | - | 0.00% |
| Dept. of Conservation & Recreation | - | - | 10,541 | - | - | 0.00% |
| USDA Grant | - | - | - | - | 25,000 | 0.00% |
| Other Categorical Aid-Schools | - | - | 29,632 | - | 29,632 | 100.00% |
| Total State Revenues | - | - | 1,157,733 | 1,079,493 | 1,570,447 | 73.72% |
| TOTAL GENERAL FUND REVENUES | 864,058 | 766,548 | 4,765,412 | 4,618,174 | 6,148,304 | 77.51% |
| UTILITY FUND REVENUES: | | | | | | |
| Water Sales | 92,980 | 89,814 | 943,434 | 770,849 | 1,039,832 | 90.73% |
| gallons billed | 19,056,608 | 19,489,068 | 224,488,033 | 220,994,802 | | |
| Water Connections (Lilly's Leisure fy 13) | - | 1,000 | 110,406 | 16,300 | 105,525 | 104.63% |
| Reconnect Fees | 1,575 | 235 | 6,005 | 2,775 | 2,400 | 250.21% |
| Penalties | 1,456 | 262 | 17,988 | 18,461 | 22,000 | 81.76% |
| Bulk Water Purchases | 105 | 95 | 2,676 | 1,640 | 2,300 | 116.37% |
| Health Dept. | - | - | - | - | - | 0.00% |
| Sewer Collection Charges | 56,792 | 52,326 | 600,323 | 482,449 | 642,781 | 93.39% |
| gallons billed | 15,378,208 | 13,754,398 | 168,294,443 | 162,012,295 | | |
| Sewer Connections (Lilly's Leisure fy 13) | - | 1,000 | 90,000 | 13,805 | 88,500 | 101.69% |
| Cell Tower Rent | 3,832 | 5,372 | 47,783 | 36,666 | 45,823 | 104.28% |
| VML Safety Grant | - | - | 1,000 | 4,000 | - | 0.00% |
| Bond Proceeds | - | 208,203 | 234,147 | 280,000 | - | 0.00% |
| Meals Tax Transfer | - | - | 514,278 | 394,278 | 514,278 | 100.00% |
| Recoveries(FCHS & County manhole fy 13) | 4,924 | 2,005 | 31,272 | 2,501 | 18,000 | 173.74% |
| Transfer from General Fund | - | - | - | - | - | 0.00% |
| Appropriated Fund Balance | - | - | - | - | 734,500 | 0.00% |
| TOTAL UTILITY FUND REVENUES | 161,664 | 360,312 | 2,599,313 | 2,023,723 | 3,215,939 | 80.83% |

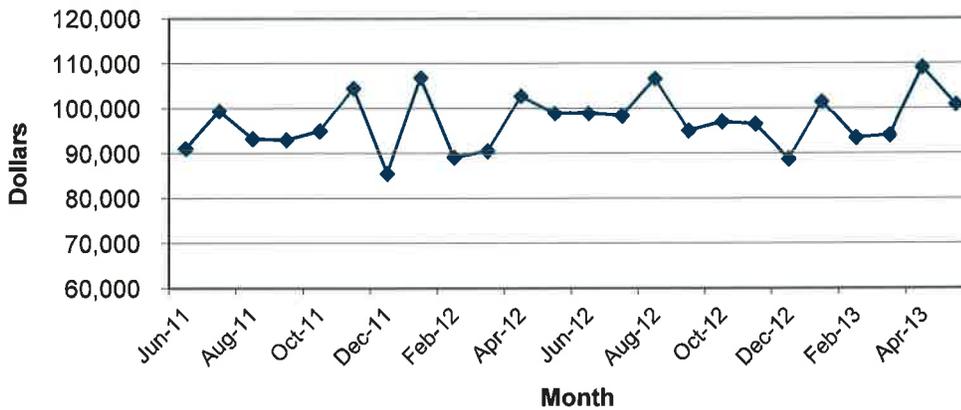
TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF MAY 31, 2013

| REVENUE SOURCE | MONTH | | YEAR TO DATE | | BUDGET | % OF |
|--|--------------|----------------|----------------|----------------|-----------|------------------|
| | THIS YEAR | LAST YEAR | THIS YEAR | LAST YEAR | THIS YEAR | BUDGET THIS YEAR |
| CAPITAL PROJECTS REVENUES: | | | | | | |
| CBDG Grant | - | - | - | - | - | 0.00% |
| TEA-21 Grant | - | - | - | - | - | 0.00% |
| Tobacco Grant | - | - | - | - | - | 0.00% |
| Bonds / Loans | - | - | - | 35,754 | - | 0.00% |
| Uptown Loan Repayments | 405 | 305 | 4,477 | 2,038 | - | 0.00% |
| Recoveries (Norfolk Western fy 12) | - | - | - | 144,900 | - | 0.00% |
| Appropriated Fund Balance | - | 100,000 | - | 100,000 | - | 0.00% |
| TOTAL CAPITAL PROJECTS REVENUES | 405 | 100,305 | 4,477 | 282,692 | - | 0.00% |
| UTILITY CAPITAL RECOVERY REVENUES: | | | | | | |
| Water Capital Recovery Fees | 2,670 | - | 10,680 | - | - | 0.00% |
| Sewer Capital Recovery Fees | 5,403 | - | 21,558 | - | - | 0.00% |
| Transfer from General Fund (Perf Ven fy 12) | - | - | 100,000 | - | - | 0.00% |
| TOTAL UTILITY CAPITAL RECOVERY REVENUES | 8,073 | - | 132,238 | - | - | 0.00% |
| 11 months of the 12 months of the fiscal year | | | | | | 91.67% |

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

| Month | Collections |
|--------|-------------|
| Jun-11 | 91,062 |
| Jul-11 | 99,354 |
| Aug-11 | 93,225 |
| Sep-11 | 92,951 |
| Oct-11 | 94,896 |
| Nov-11 | 104,455 |
| Dec-11 | 85,579 |
| Jan-12 | 106,760 |
| Feb-12 | 89,118 |
| Mar-12 | 90,554 |
| Apr-12 | 102,709 |
| May-12 | 98,822 |
| Jun-12 | 98,811 |
| Jul-12 | 98,258 |
| Aug-12 | 106,556 |
| Sep-12 | 94,971 |
| Oct-12 | 96,938 |
| Nov-12 | 96,452 |
| Dec-12 | 88,770 |
| Jan-13 | 101,446 |
| Feb-13 | 93,419 |
| Mar-13 | 93,992 |
| Apr-13 | 109,083 |
| May-13 | 100,779 |

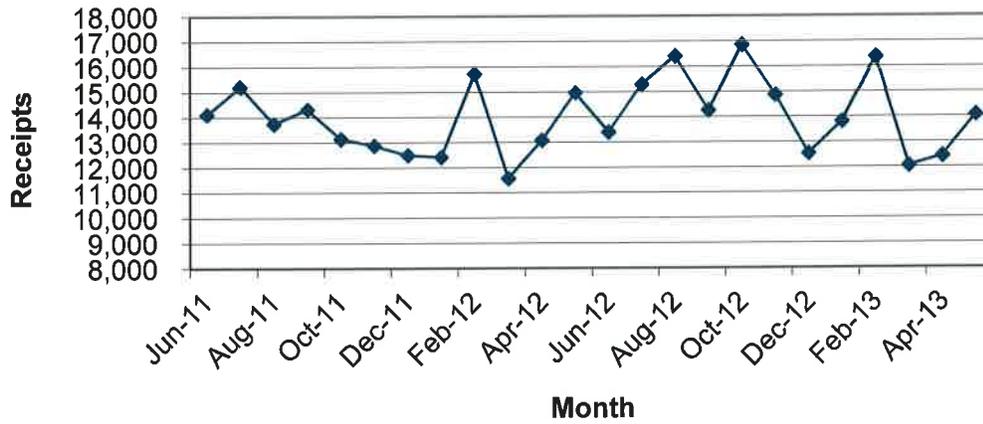
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

| | |
|--------|--------|
| Jun-11 | 14,118 |
| Jul-11 | 15,223 |
| Aug-11 | 13,747 |
| Sep-11 | 14,327 |
| Oct-11 | 13,146 |
| Nov-11 | 12,878 |
| Dec-11 | 12,496 |
| Jan-12 | 12,419 |
| Feb-12 | 15,736 |
| Mar-12 | 11,573 |
| Apr-12 | 13,086 |
| May-12 | 14,974 |
| Jun-12 | 13,404 |
| Jul-12 | 15,307 |
| Aug-12 | 16,412 |
| Sep-12 | 14,269 |
| Oct-12 | 16,860 |
| Nov-12 | 14,877 |
| Dec-12 | 12,543 |
| Jan-13 | 13,810 |
| Feb-13 | 16,378 |
| Mar-13 | 12,044 |
| Apr-13 | 12,428 |
| May-13 | 14,068 |

Local Sales Tax



**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF MAY 31, 2013**

| ACTIVITY | MONTH | | YEAR TO DATE | | BUDGET | % OF |
|---|----------------|----------------|------------------|------------------|------------------|---------------|
| | THIS YEAR | LAST YEAR | THIS YEAR | LAST YEAR | THIS YEAR | BUDGET |
| GENERAL FUND: | | | | | | |
| Mayor & Council | 5,110 | 6,804 | 80,459 | 90,261 | 81,694 | 98.49% |
| Town Manager | 20,467 | 14,012 | 181,161 | 159,864 | 193,327 | 93.71% |
| Town Attorney | 1,550 | - | 27,619 | 41,946 | 45,053 | 61.30% |
| Finance Department | 24,746 | 17,658 | 285,797 | 275,167 | 329,941 | 86.62% |
| Electorial Board | - | 1,232 | - | 1,232 | - | 0.00% |
| Police Department | 160,691 | 100,230 | 1,532,077 | 1,431,728 | 1,711,746 | 89.50% |
| Volunteer Fire Dept. | 1,370 | 10,398 | 111,830 | 118,169 | 104,656 | 106.85% |
| Public Works Admin. | 1,310 | 1,142 | 14,502 | 14,211 | 18,915 | 76.67% |
| Street Lights | 8,176 | 7,352 | 94,256 | 79,200 | 93,150 | 101.19% |
| Traffic Control & Parking | 4,125 | 10,691 | 59,110 | 262,134 | 59,554 | 99.26% |
| Streets | 92,143 | 52,350 | 921,028 | 691,010 | 833,613 | 110.49% |
| Sidewalks & Curbs | 2,145 | 4,045 | 6,435 | 12,634 | 17,024 | 37.80% |
| Grassy Hill Guardrails | 1,120 | - | 1,120 | - | 61,624 | 1.82% |
| 40 East Sidewalks/Crosswalks | 2,660 | - | 18,510 | - | 167,650 | 11.04% |
| Street Cleaning | 915 | 491 | 14,609 | 19,464 | 16,534 | 88.35% |
| Refuse Collection | 10,312 | 8,263 | 135,557 | 133,411 | 150,582 | 90.02% |
| Snow Removal | - | - | 13,638 | 5,481 | 24,914 | 54.74% |
| Municipal Building | 4,940 | 4,491 | 70,655 | 49,672 | 62,700 | 112.69% |
| Emergency Services Bldg. | 4,166 | 2,337 | 62,308 | 50,606 | 56,020 | 111.22% |
| Public Works Building | 953 | 2,109 | 37,884 | 13,529 | 16,850 | 224.83% |
| Cemetery | 2,702 | 2,279 | 14,686 | 17,984 | 15,734 | 93.34% |
| Playgrounds | 2,767 | 4,782 | 29,890 | 21,549 | 28,994 | 103.09% |
| Veterans Memorial Park erosion | 6,073 | - | 59,778 | 2,558 | 97,000 | 61.63% |
| Pigg River Heritage Trail | - | - | - | 22,223 | - | 0.00% |
| Pigg River Dam Safety | - | - | 895 | 573 | 30,000 | 2.98% |
| Planning & Zoning | 10,952 | 6,294 | 106,041 | 89,917 | 121,927 | 86.97% |
| Community Development | 13,772 | 8,198 | 159,960 | 142,181 | 185,351 | 86.30% |
| Citizen's Square | 3,059 | 4,038 | 14,517 | 23,632 | 14,400 | 100.81% |
| Hospitality Center | 2,670 | 7,066 | 22,595 | 23,150 | 31,703 | 71.27% |
| Passport Services Expenses | 280 | 215 | 2,430 | 1,338 | 1,800 | 134.99% |
| Performing Arts Venue | 2,601 | 54 | 111,953 | 1,830 | 282,940 | 39.57% |
| Economic Development Authority | 123 | - | 2,868 | - | - | 0.00% |
| Remediation of Blighted Structures | - | - | 63 | 11,005 | 20,000 | 0.32% |
| Non-Departmental: | | | | | | |
| Wages & Fringes | 2,249 | 901 | 28,841 | 46,239 | 44,000 | 65.55% |
| Employee Wellness Program | - | - | 320 | 3,555 | 4,000 | 8.00% |
| Employee Drug Testing | 150 | 150 | 832 | 746 | 1,055 | 78.85% |
| Letter of Credit Reimbursement (Landmark) | - | - | - | 250,000 | - | 0.00% |
| Insurance | - | - | 65,093 | 58,832 | 65,891 | 98.79% |
| Contributions to Others | - | - | 51,309 | 22,500 | 52,756 | 97.26% |
| Debt Service-Principal | - | - | 189,300 | 189,300 | 189,300 | 100.00% |
| Debt Service-Interest | - | - | 112,968 | 126,381 | 112,968 | 100.00% |
| Transfer to Utility Fund | - | - | 514,278 | 394,278 | 514,278 | 100.00% |
| Transfer to Capital Proj. Fund | - | - | - | - | - | 0.00% |
| Contingency | - | - | - | - | 20,211 | 0.00% |
| TOTAL GENERAL FUND EXPENDITURES | 394,297 | 277,581 | 5,157,169 | 4,899,484 | 5,879,855 | 87.71% |

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF MAY 31, 2013**

| ACTIVITY | MONTH | | YEAR TO DATE | | BUDGET | % OF |
|--|----------------|----------------|------------------|------------------|------------------|------------------|
| | THIS YEAR | LAST YEAR | THIS YEAR | LAST YEAR | THIS YEAR | BUDGET THIS YEAR |
| WATER & SEWER FUND: | | | | | | |
| Water System Operation | 31,458 | 2,762 | 173,779 | 133,495 | 201,112 | 86.41% |
| Meter Reading | 2,041 | 3,026 | 32,861 | 26,193 | 67,137 | 48.95% |
| Water Plant | 61,179 | 56,781 | 565,147 | 438,895 | 631,716 | 89.46% |
| FCHS Ramsey Hall Sewer Extension | - | - | - | - | 18,000 | 0.00% |
| Trinity Packaging Water Line Relocation | - | 10,071 | 1,853 | 10,071 | - | 0.00% |
| Lilly's Leisure Utility Extension | - | - | 10,697 | - | - | 0.00% |
| Dent Street Water Line | - | - | 24,199 | - | - | 0.00% |
| Lynch Farm Water Line | - | - | - | 3,747 | - | 0.00% |
| Knollwood Dr Sewer Line | - | - | - | 13,201 | - | 0.00% |
| Diamond Ave. Water Line Relocation | - | - | - | 12,626 | - | 0.00% |
| Wastewater System Operation | 5,903 | 5,056 | 106,263 | 130,759 | 115,764 | 91.79% |
| Wastewater Treatment Plant | 35,521 | 30,259 | 385,975 | 305,059 | 386,283 | 99.92% |
| Utility Billing & Administration | 12,253 | 7,990 | 128,889 | 107,880 | 145,704 | 88.46% |
| Non-Departmental: | | | | | | |
| Wages & Fringes | - | - | - | 8,881 | - | 0.00% |
| Insurance | - | - | 21,698 | 19,611 | 21,965 | 98.78% |
| Debt Service-Principal | - | - | 462,813 | 423,758 | 712,363 | 64.97% |
| Debt Service-Interest | - | - | 117,275 | 124,086 | 181,395 | 64.65% |
| Transfer to Capital Projects Fund | - | - | - | - | - | 0.00% |
| Contingency | - | - | - | - | - | 0.00% |
| Depreciation | - | - | - | - | 734,500 | 0.00% |
| TOTAL WATER & SEWER FUND EXPENSES | 148,356 | 115,945 | 2,031,448 | 1,758,262 | 3,215,939 | 63.17% |
| CAPITAL IMPROVEMENTS FUND: | | | | | | |
| Uptown Redevelopment Project | - | 25,049 | 155,330 | 559,246 | - | 0.00% |
| Music Venue | - | - | - | 248,922 | - | 0.00% |
| Industrial Park - Site Improvements | - | 1,910 | - | 2,321 | - | 0.00% |
| Transfer to Utility Capital Fund | - | - | 100,000 | - | - | 0.00% |
| TOTAL CAPITAL PROJECTS EXPENDITURES | - | 26,959 | 255,330 | 810,490 | - | 0.00% |
| 11 months of the 12 month fiscal year | | | | | | 91.67% |

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2013

| | <u>GENERAL FUND</u> | <u>UTILITY FUND</u> |
|---|-------------------------|-------------------------|
| BUDGETED CONTINGENCY | 30,211 | 43,013 |
| COMMITTED: | | |
| WTP electric upgrade (11-13-12) | | (43,013) |
| Stepping Stone land purchase (11-13-12) | (10,000) | |
| | | |
| AVAILABLE CONTINGENCY FUND BALANCE | <u>20,211</u> | <u>-</u> |
| Availiable / (overexpended) | | |

TOWN OF ROCKY MOUNT
PERFORMANCE VENUE (01.8108)
PROJECT TO DATE EXPENSES
(EXCLUDING BUILDING PURCHASE)

| | This Month | Project to Date |
|-----------------|-----------------|--------------------|
| Wages & Fringes | 1,141.86 | 1,141.86 |
| Design | - | 121,009.59 |
| Advertising | - | 2,985.60 |
| Miscellaneous | 1,412.50 | 8,477.35 |
| Utilities | 46.99 | 1,001.08 |
| Totals | <u>2,601.35</u> | <u>134,615.48</u> |

TOWN OF ROCKY MOUNT
UTILITY BILLING
WATER CONSUMPTION PERCENTAGES
FOR THE MONTH OF MAY 2013

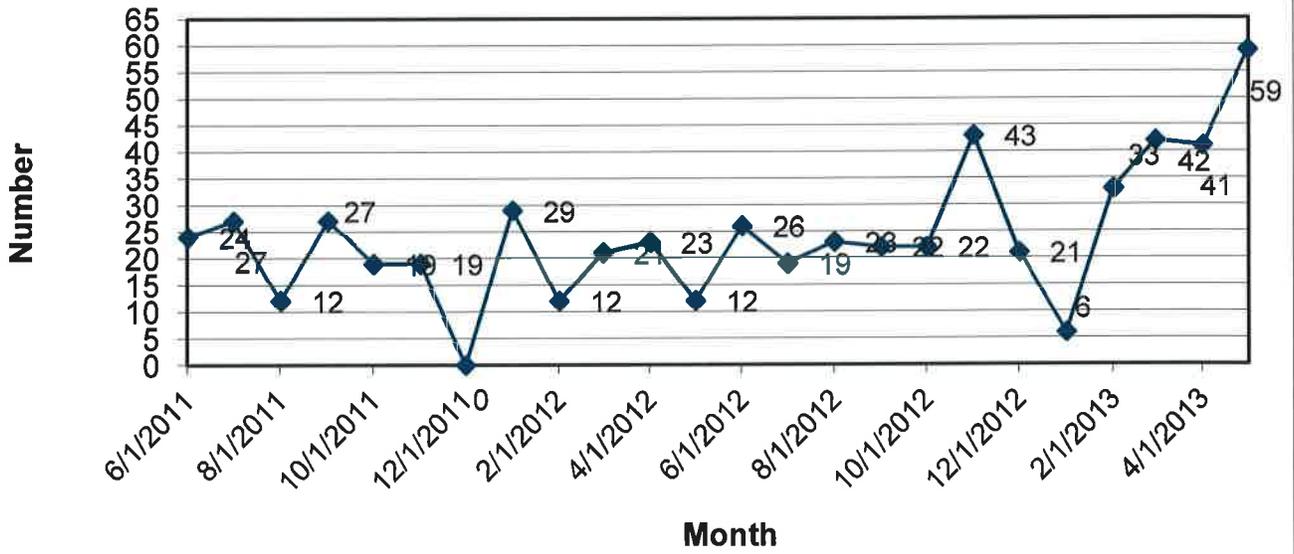
| | TOTAL METERS | TOTAL GALLONS | TOTAL REVENUES | % METERS | % GALLONS | % REVENUES |
|------------------------------------|-----------------|-------------------|-------------------|-------------|--------------|---------------|
| IN-TOWN CUSTOMERS | | | | | | |
| RESIDENTIAL | 1,740 | 6,553,794 | \$ 35,757 | 61% | 34% | 35% |
| COMMERCIAL | 340 | 5,279,854 | \$ 21,899 | 12% | 28% | 21% |
| INDUSTRIAL | 48 | 3,754,420 | \$ 12,908 | 2% | 20% | 13% |
| TOTAL | 2,128 | 15,588,068 | \$ 70,564 | 75% | 82% | 69% |
| OUT-OF-TOWN CUSTOMERS | | | | | | |
| RESIDENTIAL | 658 | 2,245,900 | \$ 22,500 | 23% | 12% | 22% |
| COMMERCIAL | 64 | 1,220,140 | \$ 9,201 | 2% | 6% | 9% |
| INDUSTRIAL | 2 | 2,500 | \$ 50 | 0% | 0% | 0% |
| TOTAL | 724 | 3,468,540 | \$ 31,751 | 25% | 18% | 31% |
| | | | | 100% | 100% | 100% |
| GRAND TOTAL (ALL CUSTOMERS) | | | | | | |
| RESIDENTIAL | 2,398 | 8,799,694 | \$ 58,257 | 84% | 46% | 57% |
| COMMERCIAL | 404 | 6,499,994 | \$ 31,100 | 14% | 34% | 30% |
| INDUSTRIAL | 50 | 3,756,920 | \$ 12,958 | 2% | 20% | 13% |
| TOTAL | 2,852 | 19,056,608 | \$ 102,315 | 100% | 100% | 100% |

TOWN OF ROCKY MOUNT
UTILITY BILLING
PERCENT CONSUMPTION & PERCENT REVENUE
PER CUSTOMER CLASS
FISCAL YEAR 2013

| 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-12 | 32% | 30% | 26% | 21% | 22% | 15% | 80% | 66% | 12% | 22% | 8% | 12% | 0% | 0% | 20% | 34% |
| Aug-12 | 34% | 32% | 31% | 25% | 19% | 14% | 84% | 71% | 13% | 23% | 3% | 5% | 0% | 0% | 16% | 29% |
| Sep-12 | 33% | 30% | 27% | 23% | 23% | 17% | 83% | 70% | 12% | 21% | 5% | 8% | 0% | 0% | 17% | 30% |
| Oct-12 | 32% | 30% | 28% | 23% | 23% | 16% | 82% | 69% | 12% | 22% | 6% | 9% | 0% | 0% | 18% | 31% |
| Nov-12 | 33% | 31% | 30% | 24% | 19% | 14% | 83% | 69% | 11% | 22% | 6% | 9% | 0% | 0% | 17% | 31% |
| Dec-12 | 35% | 32% | 26% | 22% | 20% | 14% | 81% | 68% | 12% | 22% | 7% | 10% | 0% | 0% | 19% | 32% |
| Jan-13 | 38% | 31% | 24% | 19% | 18% | 11% | 80% | 61% | 13% | 30% | 7% | 9% | 0% | 0% | 20% | 39% |
| Feb-13 | 42% | 33% | 23% | 20% | 18% | 13% | 82% | 67% | 11% | 23% | 6% | 10% | 0% | 0% | 18% | 33% |
| Mar-13 | 39% | 37% | 21% | 18% | 19% | 12% | 80% | 67% | 14% | 24% | 6% | 8% | 0% | 0% | 20% | 33% |
| Apr-13 | 36% | 33% | 27% | 21% | 17% | 12% | 80% | 66% | 12% | 23% | 7% | 10% | 0% | 0% | 20% | 34% |
| May-13 | 34% | 35% | 28% | 21% | 20% | 13% | 82% | 69% | 12% | 22% | 6% | 9% | 0% | 0% | 18% | 31% |
| Jun-13 | | | | | | | | | | | | | | | | |
| Average | 35% | 32% | 26% | 22% | 20% | 14% | 82% | 68% | 12% | 23% | 6% | 9% | 0% | 0% | 18% | 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 2013 (year ended 6/30/13).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
April-13

| | | |
|--|------------|-------------------|
| Water Plant Finished Water Pumped | | <u>23,890,000</u> |
| Water Consumption Billed | 19,056,608 | |
| Meters Read and Not Billed | 950,640 | |
| Water Obtained from Water Plant (to bill) | 2,000 | |
| Water Obtained from Public Works Hydrant (to bill) | - | |
| Flusing Water Lines Reported to WTP or PW | 146,000 | |
| Flow Meter Checks at Hydrants | - | |
| Filling Water Tanks | - | |
| Grand Total of Water Metered / Consumed / Tracked | | <u>20,155,248</u> |
| Percent Finished Water Accounted | | 84.37% |

Meters Read and Not Billed

| | | |
|----------------|----------------------------|---------|
| 001-0122-10-01 | Mary Bethune Park | 13,600 |
| 001-0188-00-01 | Impound Lot | 1,500 |
| 002-0317-20-01 | Public Works Bldg-old bldg | 60 |
| 002-0317-30-01 | Public Works Bldg-new bldg | 2,000 |
| 004-1067-00-01 | Veteran's Memorial Park | - |
| 005-1300-00-01 | Mary Elizabeth Park | 100 |
| 005-1343-00-04 | Music Venue | 10 |
| 005-1384-00-01 | Farmer's Market | 2,700 |
| 005-1457-00-01 | Municipal Bldg. | 3,000 |
| 006-1710-00-01 | Welcome Center / Depot | 370 |
| 009-2523-50-01 | Emergency Services Bldg. | 5,300 |
| 011-0050-90-01 | Rt 122 Pump Station | - |
| 041-0034-00-01 | WasteWater Treatment Plant | 286,000 |
| | Water Plant Process | 636,000 |

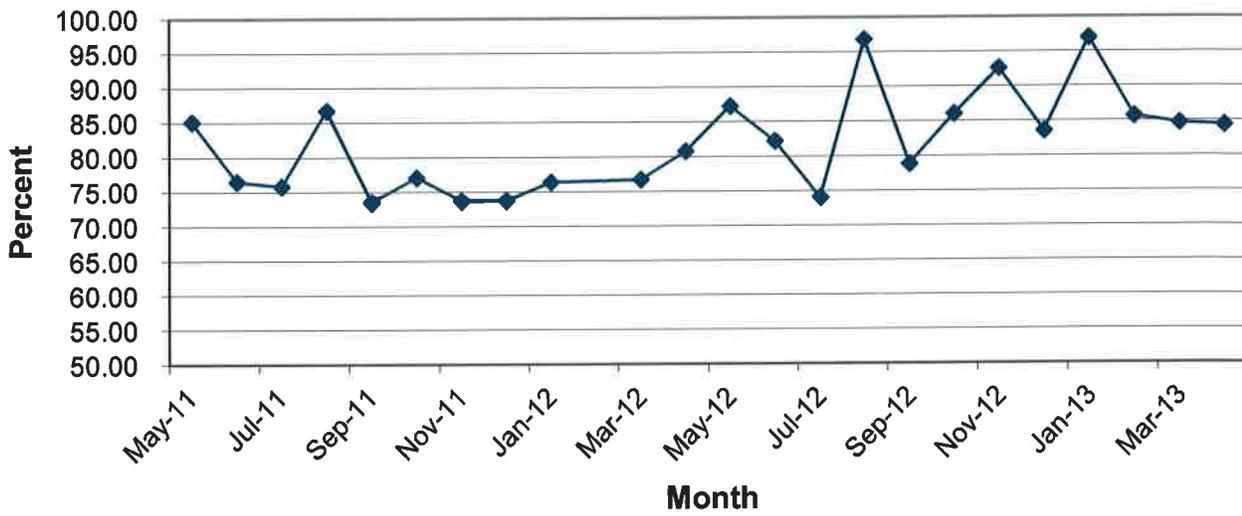
| | | |
|-------------------------|--|----------------|
| TOTAL Meters Not Billed | | <u>950,640</u> |
|-------------------------|--|----------------|

Water Line Repairs by Public Works during the month:
installed 6" water line on High Street

Sewer Line Repairs by Public Works during the month:
sewer line on Scuffling Hill Rd.

| TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY FISCAL YEAR 2013 | | | | | | |
|---|------------------------------|--|----------------------|--------------------------------|---|---|
| Month | Finished Water Treated | Total Water Gallons Accounted | Percent Accounted | Monthly Gallons Variance | Average Accounted Variance per Quarter | Average Monthly Variance per Quarter |
| Jul-12 | 29,140,000 | 21,591,817 | 74.10% | 7,548,183 | | |
| Aug-12 | 26,700,000 | 25,852,680 | 96.83% | 847,320 | | |
| Sep-12 | 26,160,000 | 20,632,411 | 78.87% | 5,527,589 | 83.26% | 4,641,031 |
| Oct-12 | 25,420,000 | 21,879,942 | 86.07% | 3,540,058 | | |
| Nov-12 | 22,620,000 | 20,956,210 | 92.64% | 1,663,790 | | |
| Dec-12 | 22,060,000 | 18,441,861 | 83.60% | 3,618,139 | 87.44% | 2,940,662 |
| Jan-13 | 23,170,000 | 22,474,821 | 97.00% | 695,179 | | |
| Feb-13 | 22,390,000 | 19,187,070 | 85.69% | 3,202,930 | | |
| Mar-13 | 23,330,000 | 19,757,330 | 84.69% | 3,572,670 | 89.13% | 2,490,260 |
| Apr-13 | 23,890,000 | 20,155,248 | 84.37% | 3,734,752 | | |
| May-13 | | | | - | | |
| Jun-13 | | | | - | 84.37% | 3,734,752 |
| AVG. | 24,488,000 | 21,092,939 | 86.39% | 3,395,061 | 86.05% | 3,451,676 |
| TOTAL | 244,880,000 | 210,929,390 | | 33,950,610 | | |
| Monthly Avg. Percent Unaccounted = | | | 13.61% | | | |
| Monthly Avg. Percent Accounted = | | | 86.39% | | | |
| 8 out of 10 months this fiscal year > 80% accountability | | | | | | |

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2013**

| Month | Plant Hrs. | Raw Water Drawn | Monthly Avg. % of capacity | Finished water Treated | Monthly Avg. % of capacity | Total Water Gallons Accounted (A)(B) | Pct. Account ed | Connections | Wastewater Monthly Flow | Monthly Avg. % of Capacity | Total Sewer Gallons Billed | Pct. Account ed |
|--|---------------|-------------------|----------------------------|------------------------|----------------------------|--------------------------------------|-----------------|--------------|-------------------------|----------------------------|----------------------------|-----------------|
| Jul-12 | 337.90 | 30,150,000 | 48.63% | 29,140,000 | 47.00% | 21,591,817 | 74.10% | 2,857 | 17,360,000 | 28.00% | 14,815,887 | 85.34% |
| Aug-12 | 322.40 | 27,700,000 | 44.68% | 26,700,000 | 43.06% | 25,852,680 | 96.83% | 2,851 | 17,236,000 | 27.80% | 17,583,140 | 102.01% |
| Sep-12 | 315.00 | 25,070,000 | 41.78% | 26,160,000 | 43.60% | 20,632,411 | 78.87% | 2,858 | 16,260,000 | 27.10% | 14,816,801 | 91.12% |
| Oct-12 | 334.80 | 27,420,000 | 44.23% | 25,420,000 | 41.00% | 21,879,942 | 86.07% | 2,860 | 16,926,000 | 27.30% | 15,879,589 | 93.82% |
| Nov-12 | 315.00 | 23,930,000 | 39.88% | 22,620,000 | 37.70% | 20,956,210 | 92.64% | 2,848 | 15,690,000 | 26.15% | 15,065,590 | 96.02% |
| Dec-12 | 313.10 | 23,380,000 | 37.71% | 22,060,000 | 35.58% | 18,441,861 | 83.60% | 2,852 | 17,546,000 | 28.30% | 13,028,561 | 74.25% |
| Jan-13 | 322.40 | 24,850,000 | 40.08% | 23,170,000 | 37.37% | 22,474,821 | 97.00% | 2,857 | 29,760,000 | 48.00% | 16,773,770 | 56.36% |
| Feb-13 | 280.00 | 24,450,000 | 43.66% | 22,390,000 | 39.98% | 19,187,070 | 85.69% | 2,846 | 19,516,000 | 34.85% | 15,685,470 | 80.37% |
| Mar-13 | 322.40 | 24,470,000 | 39.47% | 23,330,000 | 37.63% | 19,757,330 | 84.69% | 2,853 | 24,521,000 | 39.55% | 13,757,070 | 56.10% |
| Apr-13 | 321.00 | 24,550,000 | 40.92% | 23,890,000 | 39.82% | 20,155,248 | 84.37% | 2,852 | 24,780,000 | 41.30% | 14,378,218 | 58.02% |
| May-13 | 331.70 | 26,500,000 | 42.74% | 26,190,000 | 42.24% | | | | 26,474,000 | 42.70% | | |
| Jun-13 | | | 0.00% | | 0.00% | | | | | 0.00% | | |
| AVG. | 319.61 | 25,679,091 | 42.16% | 24,642,727 | 40.45% | 21,092,939 | 86.39% | 2,853 | 20,551,727 | 33.73% | 15,178,410 | 79.34% |
| 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: | June 3, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Charles Robertson, Fire Chief |
| DEPARTMENT: | Rocky Mount Fire Department |
| MONTH: | April 2013 |

- The Rocky Mount Fire Department answered a total of 35 calls for the month of April.
- There were a total of 15 calls within the Town limits and a total of 20 calls answered in the County.
- There were a total of 876 miles traveled on all Fire Department vehicles for the month.
- The Fire Department used a total of 51.7 gallons of gasoline and a total of 83.5 gallons diesel fuel used for the month.
- For the month there were 5 woods and grass fires; 18 motor vehicle accidents; 7 false alarms; 2 removal of debris from the roadway; 1 smoke and odor removal; and 2 maintenance calls.
- The Fire Department participated in two training classes for month for a total of 84 man hours.
- The Fire Department will be doing a complete inventory of equipment on all vehicles for the end of the physical year. This inventory will be standard procedure for future years. It will also give Department members an opportunity to inspect all equipment for defects and possible need for repair or replacement.
- Discussions and preparations were also made for upcoming tours of different clubs and organizations for the spring.

MONTHLY STAFF REPORT

| | |
|--------------------|-------------------------------|
| DATE: | June 4, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Chief David R. Cundiff |
| DEPARTMENT: | Police |
| MONTH: | May 2013 |

Rocky Mount Police Department would like to congratulate Ken Criner on his promotion from Lt. of Investigations to "Captain" of the Rocky Mount Police Department.

Congratulations are also extended to Steven Burgoyne on his graduation from Cardinal Criminal Justice Academy!

Employees of the Rocky Mount Police Department would like to personally thank Rocky Mount Town Council for salary increases.

Please see attachments for additional information/monthly activity for the PD.

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: MAY 2013

MARCH

APRIL

MAY

| | MARCH | APRIL | MAY |
|--|-------|-------|------|
| TRAFFIC ARRESTS | 114 | 101 | 74 |
| TRAFFIC STOPS | 165 | 186 | 141 |
| CRIMINAL ARRESTS "MISDEMEANOR" | 51 | 46 | 45 |
| CRIMINAL ARRESTS "FELONY" | 9 | 7 | 9 |
| BOLO'S (Be On Look Out) | 66 | 64 | 109 |
| TRAINING HOURS: *Currently have 3 attending academy" for Training. | 666.5 | 666.5 | 472 |
| FOLLOW-UP'S | 91 | 67 | 114 |
| ALARM RESPONSES | 41 | 38 | 50 |
| ACCIDENTS INVESTIGATED | 27 | 27 | 21 |
| INCIDENTS ADDRESSED | 1835 | 1655 | 1851 |
| INCIDENTS, OFFENSES REPORTABLE | 64 | 76 | 69 |
| BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS" | 427 | 587 | 632 |
| SCHOOL CHECKS | 74 | 102 | 134 |
| OPEN DOORS, WINDOWS, ETC. UNSECURED | 4 | - | 2 |
| MOTORIST AIDES | 82 | 74 | 62 |
| BREAKING & ENTERING REPORTS | 0 | 0 | 2 |
| BREAKING & ENTERING WARRANTS | 1 | 0 | 1 |
| GRAND LARCENY WARRANTS | 0 | 0 | 0 |
| UNIFORM TRAFFIC SUMMONS ISSUED | 114 | 101 | 74 |
| DUI | 12 | 6 | 6 |
| SPEEDING TICKETS ISSUED | 44 | 21 | 19 |
| COURT HOURS | 20.5 | 24.25 | 21 |
| SPECIAL ASSIGNMENT HOURS: | 52.5 | 66.25 | 121 |

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 14 reportable accidents with 12 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Altice Mill Road, Anderson Street, Bernard Road, Byrd Lane, Candlewood Apartments, Circle Drive, Circle View, Claiborne Avenue, Cornell Road, Diamond Avenue, East Court Street, East Street, Fairlawn Drive, Greenview Drive, Hatcher Street, High Street, Hillcrest Drive, Hilltop Drive, Jubal's Path, Knollwood Drive, Leonor Street, Mary Coger Lane, Montview Avenue, Mountain View Drive, Muse Lane, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Patterson Avenue, Pell Avenue, Pendleton Street, Riverview Street, School Board Road, Scuffling Hill Road, South Main Street, State Street, Stoney Mill, Summit Drive, Sycamore Street, West College Street, Willow Street, Windsor Drive, and Windy Lane.

- ◇ Business Foot Patrols: Advance Auto, Angle Hardware, Applebee's, BFMS, Bojangle's, Burger King, C Mart, CATCE, Cook Out, CVS, Dollar General, Franklin County High School, Fleetwood Homes, Food Lion, Francis of Assisi, Franklin Auto Glass, Franklin Health Care, Franklin Memorial Hospital, Franklin Street, Goodwill, Hardee's, Holiday Inn Express, Kentucky Fried Chicken, Kroger, Lowe's, McDonald's, Mod-u-Kraf, North Main Street, Old Franklin Turnpike, Pell Animal Clinic, Pizza Hut, PlyGem, Quizno's, Schewel's, School Board Road, Sheetz, Shoe Show, South Main Street, Tanyard Road, Trinity Missions, Walgreen's, Wal-Mart, Wendy's and YMCA.

MISCELLANEOUS:

- ◇ May 3rd, 2013 - Open Door at "Franklin Auto Glass"
- ◇ May 8th, 2013 - Open Door at "Lane Building"
- ◇ May 10th, 2013 - Worked "Strawberry Festival @ Farmer's Market"
- ◇ May 18th, 2013 - Provided security at FCHS Prom
- ◇ May 24th - May 26th, 2013 - Worked "Rooster Walk"
- ◇ May 27th, 2013 - Worked "Veteran's Memorial Day Ceremony" at Veteran's Park & "Historical Society Ceremony" in front of Franklin County Court House.

TRAFFIC CONTROL UPDATES:

- ◇ No new updates for this month.

INVESTIGATIONS:

- ◇ New Criminal Investigations: 12
- ◇ New Drug Investigations: 0
- ◇ Cases Cleared: 6
- ◇ Misdemeanor charges: 14
- ◇ Felony Charges: 18
- ◇ Pending Cases: 3
- ◇ Child Abuse Cases: 1
- ◇ Search Warrants:
- ◇ Traffic Stops: 2

MEETINGS:

- ◇ CART Meeting
- ◇ FRESH Coalition Meeting
- ◇ FRESH Safe Alternative Event @ YMCA
- ◇ SART Meeting
- ◇ Town Council Meeting
- ◇ Town Meeting
- ◇ Cardinal Criminal Justice Academy Graduation
- ◇ Piedmont Community Services Meeting
- ◇ DSS Meeting
- ◇ Child Advocacy Meeting

TRAINING:

- ◇ Vicarious Trauma Training

CLASSES TAUGHT:

- ◇ Self-Defense Class @ YMCA

CRIMINAL ARRESTS & LOCATIONS:

| | |
|--------------------------------------|-------------------------|
| Possession of Marijuana | Donald Avenue (x 2) |
| Possession of Marijuana | Fairlawn Drive |
| Possession of a Controlled Substance | Windy Lane |
| Driving Under the Influence | Windy Lane |
| Driving Under the Influence | Donald Avenue |
| Driving Under the Influence | Grassy Hill Road |
| Driving Under the Influence | North Main Street |
| Driving Under the Influence | East Court Street |
| Driving Under the Influence | Virgil H. Goode Highway |
| Drunk In Public | East Court Street (x 3) |
| Drunk In Public | Donald Avenue |
| Drunk In Public | Sycamore Street |
| Drunk In Public | Virgil H. Goode Highway |
| Underage Possession of Alcohol | East Court Street |
| Refusal of Blood or Breath Test | Grassy Hill Road |
| Refusal of Blood or Breath Test | Donald Avenue |
| Refusal of Blood or Breath Test | Virgil H. Goode Highway |
| Aggravated Assault | Windy Lane (x 2) |
| Assault on a Police Officer | East Court Street |
| Assault on a Police Officer | Tanyard Road |
| Domestic Assault | Fairlawn Drive |
| Domestic Assault | Diamond Avenue |
| Domestic Assault | East Court Street |

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| Simple Assault | East Court Street |
| Disorderly Conduct | Tanyard Road |
| Felony Shoplifting | Old Franklin Turnpike |
| Shoplifting | Old Franklin Turnpike (x 4) |
| Shoplifting | Franklin Street |
| Trespassing | East Court Street (x 2) |
| Breaking & Entering w/ Intent to Commit Assault | East Court Street |
| Destruction of Property | East Court Street |
| Destruction of Property | Old Franklin Turnpike |
| Carry a Concealed Weapon – Subsequent Offense | East Court Street |

SPEEDING TICKETS ISSUED

Pell Avenue (x 9)

Tanyard Road (x 4)

School Board Road (x 4)

Grassy Hill Road

North Main Street

MONTHLY STAFF REPORT

| | |
|--------------------|---------------------------------------|
| DATE: | June 4, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Cecil R. Mason, Public Works Director |
| DEPARTMENT: | Public Works Department |
| MONTH: | May 2013 |

1. Swept streets May 1-2.
2. Paved areas where there have been water leaks under pavement.
3. Read meters three days.
4. Replaced water meters: 11 each 5/8"; and 1 each 1 1/2".
5. Finished water line on High Street.
6. Worked with contractor on bridge project, cutting water on and off.
7. Dug one grave.
8. Repaired sewer line on Smithers Street.
9. Did cleanup for four days.
10. Had lots of rain and mowing.

MONTHLY STAFF REPORT

| | |
|--------------------|-----------------------------|
| DATE: | June 3, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Tim Burton, Superintendent |
| DEPARTMENT: | Waste Water Treatment Plant |
| MONTH: | May 2013 |

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|-----------------------------|----------------------------|
| Average Daily Flow | 0.854 mgd |
| TSS Reduction | 99 % |
| BOD Reduction | 99 % |
| Leachate (F.C. Landfill) | 94,500 gallons |
| VPDES Violations | None |
| Sludge (Land filled @ F.C.) | 0 Tons |
| Rain Total 5.66 inches | Snow Total 0.0 inches |

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

| | |
|--------------------|--|
| DATE: | June 3, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Bob Deitrich, Water Plant Superintendent |
| DEPARTMENT: | Water Department |
| MONTH: | May 2013 |

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 10.7 hours per day, which yielded approximately 850,000 gallons of water per day.

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| Total Raw Water Pumped: | 26.50 million gallons |
| Total Drinking Water Produced: | 26.19 million gallons |
| Average Daily Production: | 850,000 gallons per day |
| Ave Percent of Production Capacity: | 43% |
| Flushing of Hydrants/Tanks/ FD Use: | 27,000 gallons |
| Plant Process Water: | 729,413 gallons (finished water used by the plant) |
| Bulk Water Sold @ WTP: | 12,600 gallons |

Operational Issues:

- All routine monthly bacteriological samples were negative (no bacteria detected). All other routine samples continue to be within limits.
- The aerator is in use intermittently depending on demand.
- Water demand has increased due to the more summer like weather.

Repairs/Maintenance:

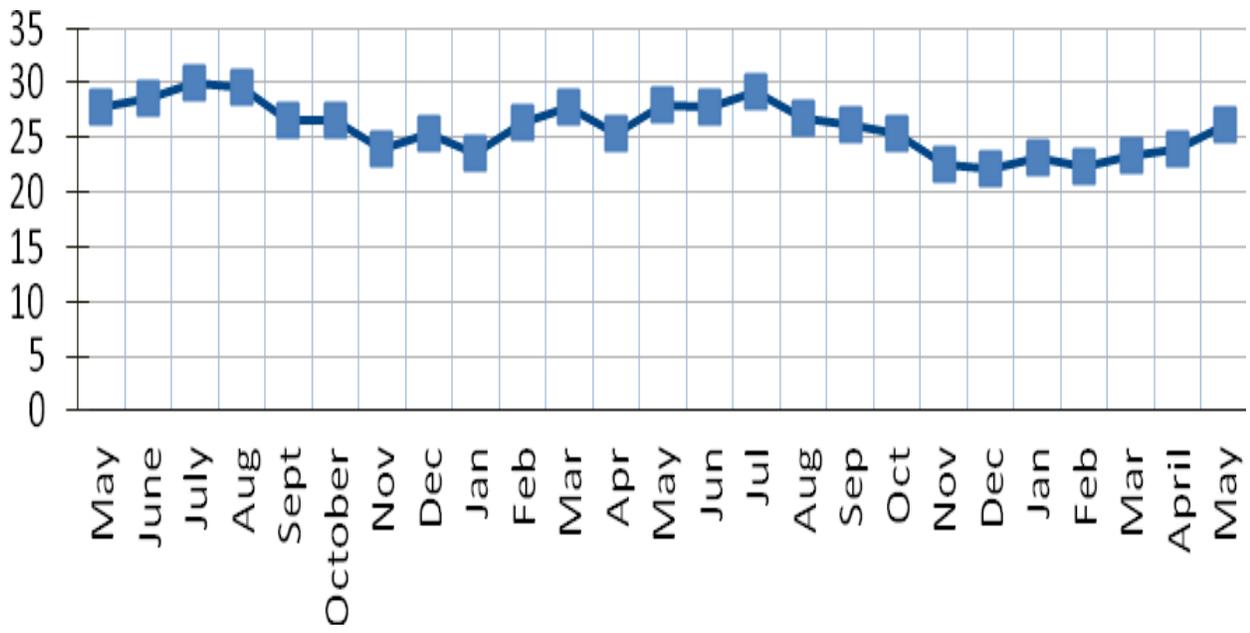
- The electrical upgrade project is proceeding. All new motors have been installed. The control center has been delivered. Installation should be underway in the second week of June.
- Filter surface wash nozzles cleaned and replaced.
- While motors were removed, staff removed and cleaned the stuffing boxes and repacked each.
- The Pigg and Blackwater river buoys were retied after high water.
- Chlorine gas feed lines were replaced with new tubing and fittings.
- Staff continues to catch up on painting. The chlorine cylinder hoist has been completed. The basement is ongoing.
- New pressure gauges that indicate water level were installed on Town water tanks. This allows for checking levels if the power is out.
- Staff repaired a raw water check valve that was inhibiting flow.
- A valve that controls filter backwash flow was rebuilt by plant staff.

Upcoming:

- The plant superintendent is attending a preliminary engineering conference at the regional VDH office in Danville to discuss the Pendleton Street Tanks proposal.
- Electrical upgrade (continued)

Water Plant Production (in millions of gallons)

May 2011 to May 2013



ITEM(S) TO BE CONSIDERED UNDER:

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

| | |
|----------------------------|---------------|
| FOR COUNCIL MEETING DATED: | June 10, 2013 |
|----------------------------|---------------|

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|---------------------------|--|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>During the May Council meeting, Council passed a resolution seeking input from VML/VaCo Finance regarding converting two of the Town's outstanding bonds to long term loans to obtain savings for the Town.</p> <p>VML/VaCo Finance has bid out the conversion of the bonds to loans and is in negotiation with Rocky Mount's Carter Bank and Trust to finalize a decision making package to present to Council. This was not ready in time for the June Council meeting agenda, but will be presented as an agenda item in July.</p> |
| ACTION NEEDED: | No action needed. |

Attachment(s): No

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

ITEM(S) TO BE CONSIDERED UNDER:

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

| | |
|----------------------------|---------------|
| FOR COUNCIL MEETING DATED: | June 10, 2013 |
|----------------------------|---------------|

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|---------------------------|---|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| BRIEF SUMMARY OF REQUEST: | With the installation of the new equipment at the Water Plant, a tour for all Council members has been scheduled for August 12, taking place at the plant. This will be a special called meeting. Staff would like input from Council on the best time to meet during the day (preferably before the plant closes so Council can see the operation first hand). |
| ACTION NEEDED: | Approval/denial to set special Council meeting. |

Attachment(s): No

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

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

| | |
|----------------------------|---------------|
| FOR COUNCIL MEETING DATED: | June 10, 2013 |
|----------------------------|---------------|

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|---------------------------|---|
| STAFF MAKING REQUEST: | Matthew Hankins, Assistant Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>Michael Burnette, Director of Office of Economic Development for Franklin County has submitted a request for Council's review and approval to allow them to use the Town owned Claiborne Avenue parking lot for their annual Mountain Spirits Festival that is scheduled for October 5. Their request includes set up and preparation on (Friday) October 4th and also on (Saturday) October 5th for the event itself. The festival is scheduled to end by 3 p.m. that day.</p> <p>Attached is the formal request from Mr. Burnette outlining the request.</p> |
| ACTION NEEDED: | Approval/denial of request. |

Attachment(s): Yes

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



Franklin County

A Natural Setting for Opportunity

June 4, 2013

Mr. Matt Hankins
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

Dear Matt,

As you are aware, the County Office of Economic Development is in the planning stages for this year's Mountain Spirits Festival event. The festival is scheduled for October 5, 2013 in Downtown Rocky Mount. This will be the third annual event and we fully expect to see it continue to grow at a steady rate. This, of course, brings more people into the Town and provides the opportunity for increased sales by the Downtown merchants. We especially appreciate the assistance provided by the Town over the last two years to help us get the festival off the ground.

I am writing to formally request approval from the Town Council to use the Town-owned Claiborne Avenue parking lot for this year's Mountain Spirits Festival. The usage would be the same as the past two years where vendors/artists/festival goers would utilize the lot for festival activities. Use of the Town lot is essential to being able to hold the event as there are no other locations in Downtown Rocky Mount that readily lend themselves to hold such a festival. We are requesting to use the lot on Friday, October 4th for set up and pre-festival preparation and on Saturday, October 5th for the event itself. The festival is scheduled to end at 3:00PM that day.

I greatly appreciate the Council's willingness to review this request and their steadfast support of tourism development efforts like these. If you have any questions, please do not hesitate to contact me. Thank you again for your consideration of this request.

At your service, I am,

Michael Burnette
Director

Michael Burnette, Director
Office of Economic Development
County of Franklin, Virginia
1255 Franklin Street - Suite 112
Rocky Mount, VA 24151
540-483-3030
Fax: 540-483-3035

ITEM(S) TO BE CONSIDERED UNDER:

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

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|----------------------------|---------------|
| FOR COUNCIL MEETING DATED: | June 10, 2013 |
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|---------------------------|--|
| STAFF MAKING REQUEST: | Matthew Hankins, Assistant Town Manager |
| BRIEF SUMMARY OF REQUEST: | The Assistant Town Manager will update Council on Franklin County's Enterprise Zone application. |
| ACTION NEEDED: | No action needed. For informational purposes only. |

Attachment(s): No

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

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

| | |
|----------------------------|---------------|
| FOR COUNCIL MEETING DATED: | June 10, 2013 |
|----------------------------|---------------|

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|---------------------------|---|
| STAFF MAKING REQUEST: | Matthew Hankins, Assistant Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>The Performance Center Committee is scheduled to meet on Monday, June 10, 2013, at 6 p.m. to review the music venue logos and to receive an update on the renovations.</p> <p>The Assistant Town Manager will give a verbal report to Council during Monday's night regular Council meeting.</p> |
| ACTION NEEDED: | Pending presentation given by Assistant Town Manager |

Attachment(s): No

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