



**ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
September 14, 2015
AT 7:00 P.M.**

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

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

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

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items (*none at this time*)
- V. Public Hearing
 - Rezoning - Dr. Jim Cornick, Crooked Road Family Dentistry, from R1 to RB.
- VI. Approval of Draft Minutes
- VII. Approval of Consent Agenda
 - Miscellaneous Action
 - Clarification of Non-Profit Rate
 - Miscellaneous Resolutions/Proclamations
 - Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
- IX. Old Business
 1. Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms *bed and breakfast*, *bed and breakfast inn*, and *mixed-use inn*.
- X. New Business
 1. Consider designating Urban Development Area for transportation funding

2. Street closure request related to Come Home to a Franklin County Christmas
3. Committee Reports
4. Other Matters, Concerns and Rise 'N Shine Appearances
5. Closed Meeting and Action
 1. 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 (Economic Development Authority, Board of Zoning Appeals, Town Manager's Office).
 2. Section 2.2-3711(A).5 - Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community (Industrial Park).
6. Adjournment

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

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

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	Monday, September 14, 2015
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Public Hearing, Review, & Final Determination of the rezoning application submitted by Dr. James Cornick (Crooked Road Family Dentistry).</p> <p><i>Dr. James Cornick's application requests a rezoning of his property at 40 Tanyard Road, and known as Franklin County Tax Map and Parcel Number 20700 16401 from R1 (Residential District) to RB (Residential Business District). The building at this address currently houses his dental practice, Crooked Road Family Dentistry. A site visit was held by Planning Commission at the property on Tuesday September 1, 2015 at 5:15 p.m. prior to the Planning Commission Public Hearing.</i></p> <p><i>On Tuesday, September 1, 2015 the Planning Commission of the Town of Rocky Mount held a public hearing and made a motion to recommend the approval of the application request for rezoning to the Town Council.</i></p>
ACTION NEEDED:	<p>Pursuant to Town Code § 15-1-11:</p> <p>A public hearing and the final determination of the rezoning application request will be made by the governing body (Town Council).</p> <p>Notice was be given of the required public hearing in accordance with the requirements of Code of Virginia, § 15.2-2204.</p> <p>Adjacent property owners (front, back and side) and the applicant were notified in writing as to the rezoning request and public hearing dates.</p> <p>The governing body (Town Council) shall then hold its own public hearing in conformity with all notice requirements under Code of Virginia, § 15.2-2204, and make the final determination on the rezoning application request.</p>

Attachment(s): Rezoning Application and Staff Report

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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TOWN OF ROCKY MOUNT
APPLICATION FOR REZONING REQUEST

I/we James Cornick as Applicant of the below described property, hereby apply for a Rezoning Request as hereinafter described:

- Applicant's Name: James K. Cornick Phone: 540-721-5250
Address: 40 TANYARD Rd State: VA Zip: 24151
- Property Owner's Name: Same Phone: _____
Address: _____ State: _____ Zip: _____
- Exact location of the property: _____
- Tax Map and Parcel Number(s): _____
- Size of Property: _____ Acres/Square Feet
Size of proposed rezoning request: _____ Acres/Square Feet
- Existing Land Use: Vacant Agriculture Residential Commercial Industrial Other _____
Existing Zoning: R-1 R-2 R-3 R-A R-B RPUD GB CBD C-1 C-2 M-1 M-2 POS
Flood Plain? Y/N
- Requested Land Use: Vacant Agriculture Residential Commercial Industrial Other _____
Requested Zoning: R-1 R-2 R-3 R-A R-B RPUD GB CBD C-1 C-2 M-1 M-2 POS
- Check Completed Items:
 Size and Shape of Land
 Size and Shape of building in respect to property lines
 Parking Space(s) shown in respect to property lines and buildings
 Right-of-way of streets or highways adjoining land

Signature of Applicant(s): James K. Cornick
Address: 40 TANYARD Rd, Rocky Mt VA 24151
Date: 08-06-15 Telephone Number: 540-721-5250

Owner's Consent (If different from applicant): _____

Signature of Applicant(s): _____

Address: _____

Date: _____ Telephone Number: _____

I hereby approve this application as presented; noting that all required information is attached according to the specifications of this application for rezoning.

Zoning Administrator: _____ Date: _____



08-08-2015

Rocky Mount Town Council
Rocky Mount Planning Commission
Rocky Mount, Va. 24151

Re: Property rezoning request.

Crooked Road Family Dental Clinic, P.C. located at 40 Tanyard Road, founded by Dr. James Rucker Sr, has been in continuous operation for over 56 years. Upon Dr. Rucker Sr's retirement, his son Dr. Jim Rucker Jr continued operation 25 more years. In October 21st, 2014, the practice was sold to Dr. James Cornick and still serves patients from Rocky Mount, Roanoke, and surrounding areas.

The property is currently zoned R1. Patient parking is provided by a small front driveway which also serves as our Handicap Parking area. Patients using the front lot must back onto Tanyard leaving the clinic causing a significant safety issue. Several accidents have occurred and "near misses" occur daily.

Proposed is a new parking area consisting of 7 spaces and handicap ramp which would enable patients to turn around and enter Tanyard facing traffic thus eliminating patients backing into oncoming traffic. The proposed seven car lot is located on property currently owned by the clinic and is served by an existing driveway entrance. The lot will be esthetically landscaped and maintained.

To accommodate this parking request, and to correct the misclassification of zoning, I request the property be rezoned RB. This change will improve three significant issues. 1. Allow patients to face traffic when leaving the clinic greatly improving safety. 2. Properly classify the property within Rocky Mount's comprehensive zoning plan. 3. Greatly improve patient's access to building entrance.

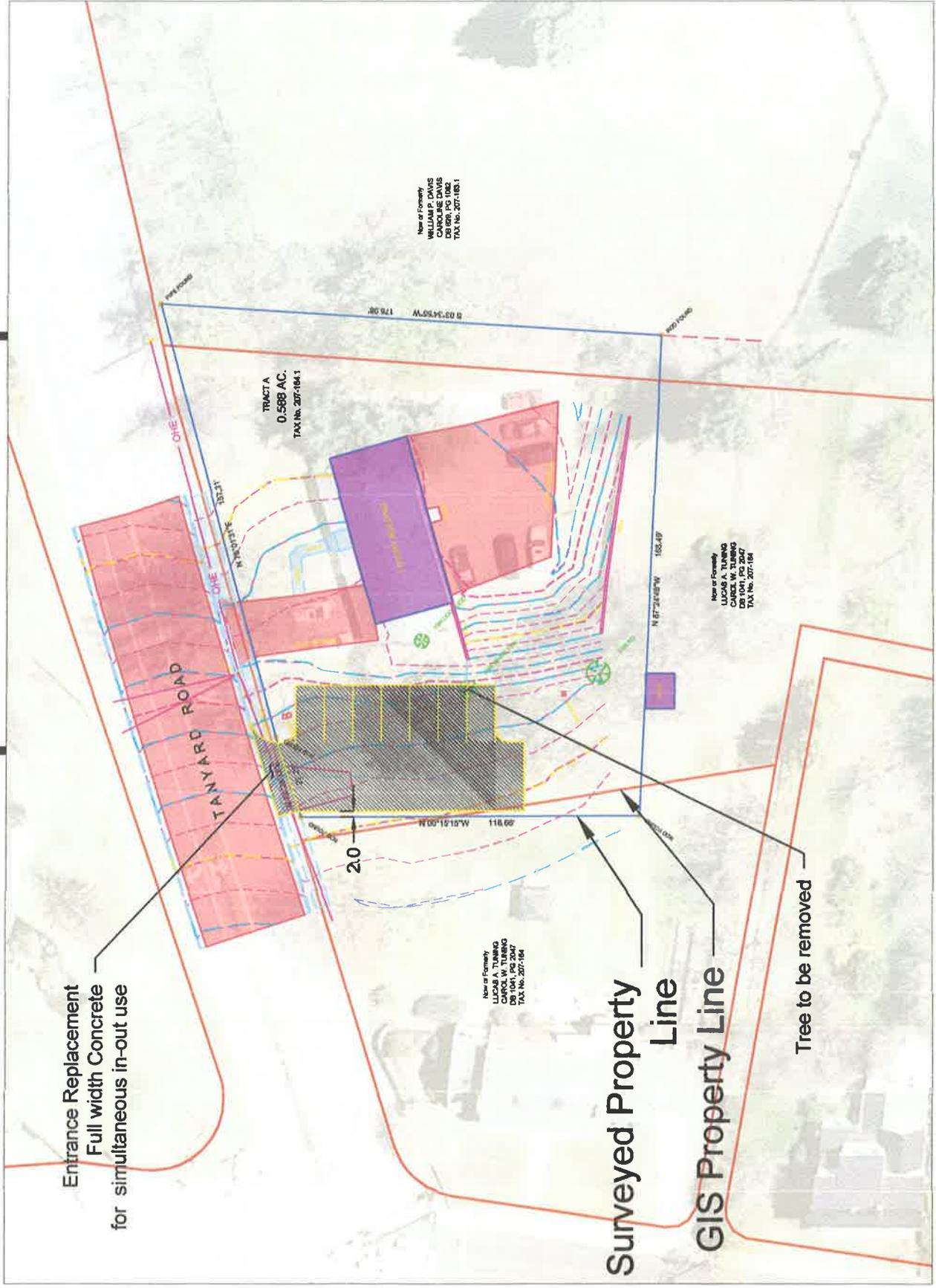
Sincerely,


James K. Cornick, DDS
Crooked Road Family Dentistry, P.C.

40 Tanyard Road • Rocky Mount, VA 24151 • P: 540.483.5544 • F: 540.489.1932

www.CrookedRoadDental.com

Draft - Conceptual Sketch Updated



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

540.483.7660
FAX : 540.483.8830



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

BOBBY M. CUNDIFF BOBBY L. MOYER
P. ANN LOVE JON W. SNEAD
BILLIE W. STOCKTON

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

JOSH GIBSON
TOWN PLANNER

PLANNING COMMISSION STAFF REPORT

PETITIONER: James K Cornick
LOCATION: 40 Tanyard Road
REQUEST: To rezone approximately 0.588 acres from R1 (Residential District) to RB (Residential Business District)
HEARING DATE: September 1, 2015
TAX PARCEL: 2070016401

EXECUTIVE SUMMARY:

Dr. James Cornick proposes to rezone his property at 40 Tanyard Road from R1 (Residential District) to RB (Residential Business District). The building at this address currently houses his dental practice, Crooked Road Family Dentistry.

The applicant wishes to add a dedicated parking area to enhance the safety of his clients and those driving along Tanyard Road. The site has been used as a dentist’s office for many years, but since the parcel is zoned R1 it is currently classified as a nonconforming use according to Town Code. Due to its current zoning classification and nonconforming status, neither an expansion of the building nor its parking area is possible. A rezoning to RB will eliminate a nonconforming use on a parcel which is no longer well-suited for residential conversion or use while maintaining the residential character for the area and avoiding a higher-intensity commercial rezoning which may be more disruptive. The rezoning is supported by staff and the Town’s Comprehensive Plan.

I. APPLICABLE REGULATIONS:

RESIDENTIAL DISTRICT R1 – from “Statement of Intent”

- composed of quiet, low-density areas
- regulations designed to stabilize and protect the essential characteristics of the district, to promote and encourage a suitable environment for family life where there are children and to prohibit all intensive commercial activities
- development is limited to relatively low concentrations and permitted uses are limited basically to dwellings providing homes for the residents

RESIDENTIAL BUSINESS DISTRICT RB - from “Statement of Intent”

- allow certain types of neighborhood commercial uses to be developed in an area that is generally residential in character
- stabilize neighborhood aesthetics by enabling light density commercial purposes that will not detract from the residential character of a neighborhood
- traffic and parking congestion should be held to a minimum
- any RB commercial uses shall provide off street parking
- uses permitted should include only activities which will not detract from the normal operation of area households

•
DEFINITIONS

Office, medical: Use of a site for facilities which provide diagnoses, minor surgical care and outpatient care on a routine basis, but which does not provide overnight care or serve as a base for an ambulance service. Medical offices are operated by doctors, dentists, or similar practitioners licensed by the Commonwealth of Virginia.

OTHER REGULATIONS OF NOTE

Medical offices are permitted by right in RB zoning districts

If rezoned, Town site plan review will be required for the expansion of parking area; zoning permit/compliance will be updated for Crooked Road Dentistry.

II. EXISTING CONDITIONS:

The existing Crooked Road Dentistry office is a legally-operating “medical office” under the definitions of Town Code, but it is a *nonconforming use* since the property is zoned R1 and medical offices are not permitted in R1 districts. However, the property has been used as a dental office for several decades and its use predates the zoning ordinance and its R1 zoning designation. It is surrounded by residential uses, all zoned R1. The property features a parking lot in the rear of the building used primarily by employees and a small driveway in the front of the building where 2-3 cars may park stacked for the nearest parking to the main entry. There are currently three curb cuts along the property frontage where vehicles may enter: the downhill entry to the rear parking lot, the middle entry to the main small driveway, and the highest entry for the proposed parking area. The western side yard of the parcel is currently gently sloping vacant land. There is a long-established retaining wall in the rear of the property between the employee parking area and the neighboring property.

III. PROPOSED CONDITIONS:

The applicant intends to install a small parking area in the uphill side yard which will be accessed from Tanyard Road. The conceptual plans show approximately 7 spaces, with vehicular access along the uphill side and stalls nearest and facing the dentist office building. These conceptual plans show a possible removal of the large evergreen tree near the building and the addition of landscaping between the proposed lot and the neighboring residence. The development of the lot will not require a new curb cut, although site plan review will determine whether or not modification of the curb cut will be required. There is no proposed expansion of either the building itself nor the dental practice within. The proposed change does not involve any new curb cuts along Tanyard Road and will not include and new or expanded uses.

TRAFFIC IMPACT: The proposed development does not involve a change in use and is not likely to increase nor decrease traffic to the site. The most significant negative impact the development will have is a slight shift of the main parking entrance up Tanyard Hill, closer to the signaled Maple/Tanyard/Main intersection. This negative impact is at least partly overcome by the added improvement of being able to exit the property forward-facing rather than in reverse. The additional parking will also avoid the common issue of patient parking along Tanyard Road in front of the dentist office.

Fire/Rescue Impact: none

Community Meeting: none

Site Layout Architecture notes: none (to be addressed during site plan review)

IV. CONFORMANCE WITH COMPREHENSIVE PLAN:

The Future Land Use Map designates this area as “Light Residential”, which is largely aimed at preserving single-family neighborhoods and similar uses. This property features a commercial use in a residential district and has for many decades. Based on general land use patterns, the likelihood of a future conversion of this property back to residential use is highly unlikely. Therefore, a commercial rezoning is an appropriate land use change to bring the property into compliance with zoning and the Comprehensive Plan. However, most commercial districts will permit uses which are too intense for the existing conditions on the property, both with respect to traffic generation and when considering the effect on surrounding properties. A rezoning to RB Residential Business maintains the residential zoning of the property while permitting very low-intensity commercial uses which will preserve and perpetuate the Light Residential land use designation on the Future Land Use Map.

V. STAFF CONCLUSIONS

Staff supports rezoning the property to RB Residential Business District. It serves to eliminate an existing nonconformity (in use and structure) and meet the needs of this and future property owners, while preserving the residential nature of the surrounding neighborhood by not introducing a more intense commercial zoning classification. It is supported by the Town Comprehensive Plan and Future Land Use map and is not expected to materially impact the character of the neighborhood.

Staff recommends an approval of the rezoning with the following conditions:

- The site shall be developed in substantial conformance with the conceptual plan submitted as a part of the rezoning application
-

POSSIBLE MOTIONS:

If you require further time to review this matter, you have 30 days by code to contemplate the matter and make your recommendation to Town Council. You may also recommend conditions with your recommendation.

Approval: I move to approve the rezoning request for Tax Map Parcel 2070016401 (on the following grounds, if needed): _____

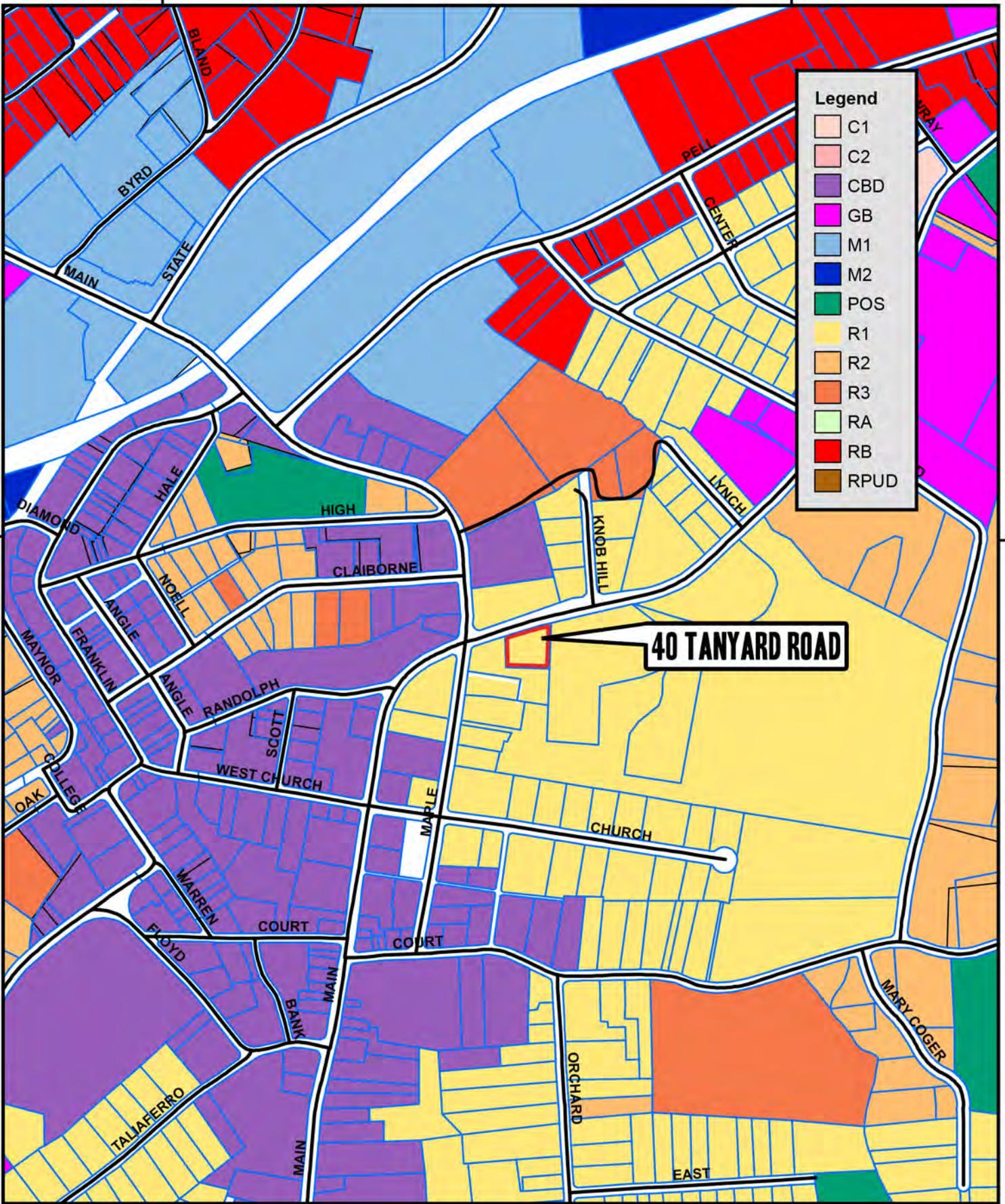
Conditional Approval: I move to approve the rezoning request for Tax Map Parcel 2070016401 (with the following conditions): _____

Denial: I move to deny the rezoning request for Tax Map Parcel 2070016401 (on the following grounds, if needed): _____

PREPARED BY: Josh Gibson
HEARING DATES: Planning Commission, 9/1/2015
ATTACHMENTS: Zoning Map
Future Land Use Map
Site Photo

79°53'30"W

79°53'0"W



Legend

- C1
- C2
- CBD
- GB
- M1
- M2
- POS
- R1
- R2
- R3
- RA
- RB
- RPUD

40 TANYARD ROAD

37°0'0"N

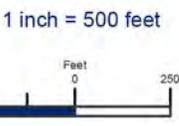
37°0'0"N

79°53'30"W

79°53'0"W



**40 TANYARD RD
ZONING MAP**
 DATE CREATED: 8/21/2015
 TOWN OF ROCKY MOUNT, VA



Projection: Lambert Conformal Conic
 GCS North America 1983
 Datum: D North America 1983

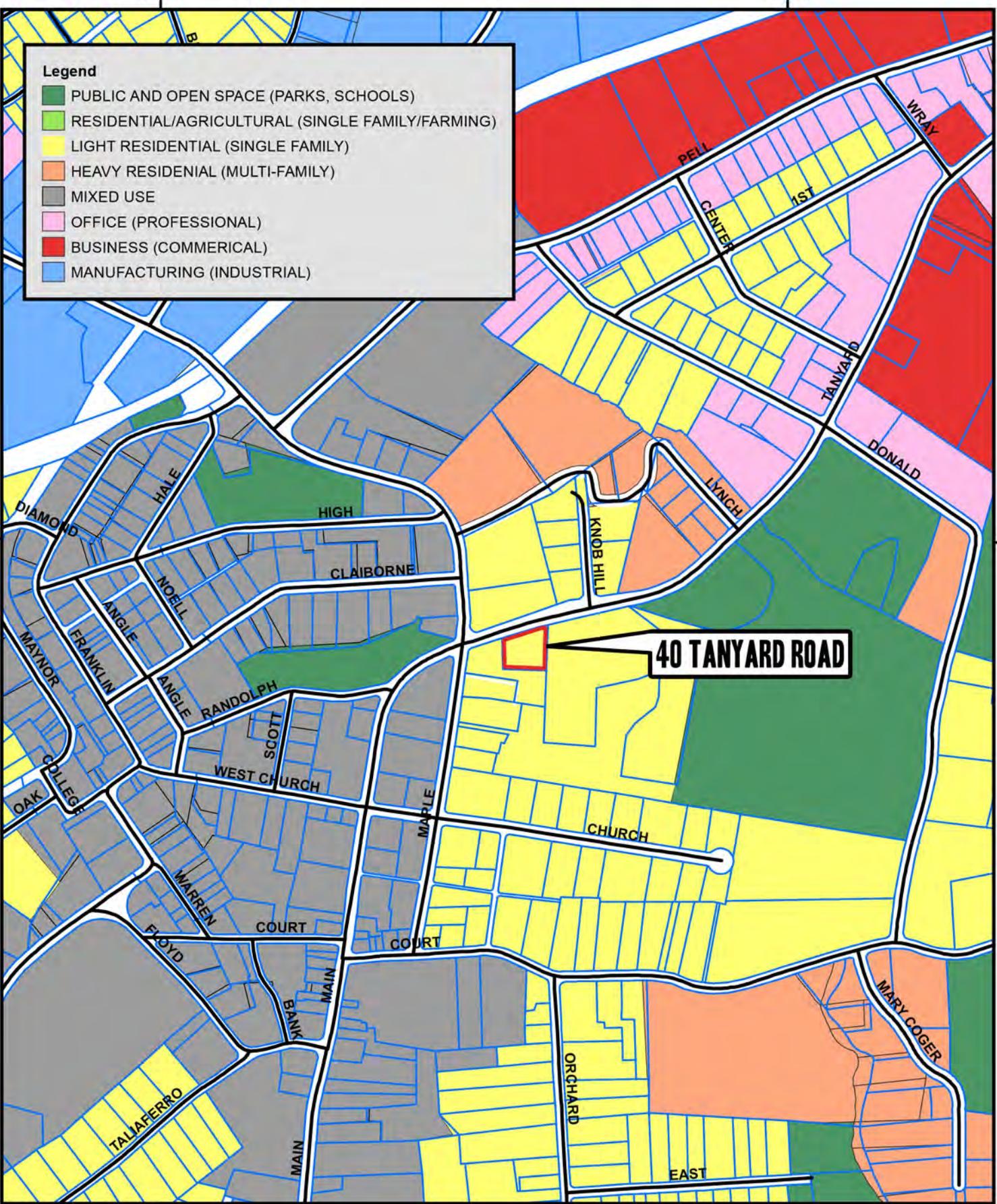
Map created by jgibson
 This map is for general reference and display purposes only.

79°53'30"W

79°53'0"W

Legend

- PUBLIC AND OPEN SPACE (PARKS, SCHOOLS)
- RESIDENTIAL/AGRICULTURAL (SINGLE FAMILY/FARMING)
- LIGHT RESIDENTIAL (SINGLE FAMILY)
- HEAVY RESIDENTIAL (MULTI-FAMILY)
- MIXED USE
- OFFICE (PROFESSIONAL)
- BUSINESS (COMMERICAL)
- MANUFACTURING (INDUSTRIAL)



37°0'0"N

37°0'0"N

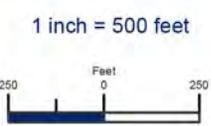
79°53'30"W

79°53'0"W



**40 TANYARD RD
FUTURE LAND USE**

DATE CREATED: 8/21/2015
TOWN OF ROCKY MOUNT, VA



Projection: Lambert Conformal Conic
GCS North America 1983
Datum: D North America 1983

Map created by jgibson
This map is for general reference and display purposes only.



**NEW MAIN
ENTRANCE**

**LOCATION OF
NEW SPACES**

TOWN OF ROCKY MOUNT PUBLIC HEARING NOTICE

Pursuant to the Town Code of Rocky Mount and the Code of Virginia public hearings will be held by the Rocky Mount Planning Commission and the Town Council to review a property rezoning application to which the public and all interested parties are invited to hear the following:

James Cornick (Crooked Road Family Dentistry) requests a rezoning of the property located at 40 Tanyard Road and known as Franklin County Tax Map and Parcel Number 20700 16401 from R1 (Residential District) to RB (Residential Business District). A site visit will be held at the property at 5:15 p.m. on Tuesday, September 1, 2015 prior to the Planning Commission public hearing.

The Rocky Mount Planning Commission will hold a public hearing on the application at 6 p.m., Tuesday, September 1, 2015, in the Council Chambers at the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

The Town Council of Rocky Mount will hold a public hearing on the same application at 7 p.m., Monday, September 14, 2015 in the Council Chambers at the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

Documents relating to the public hearings are available for inspection at the office of the Deputy Clerk located in the Rocky Mount Municipal Building, Monday - Friday, 8 a.m. to 5 p.m. Any person who wishes to be heard at the public hearings may do so in person, or may submit written responses and objections in writing to the Deputy Clerk. Please mail



responses to Deputy Clerk, Attention: Cornick Public Hearing, 345 Donald Avenue, Rocky Mount, VA 24151 or E-mail dalexander@rockymountva.org, by 3 p.m. September 1, 2015 in order to be included in the record.

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
AUGUST 10, 2015**

The August 10, 2015 regular meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 7:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Gregory B. Walker
- Bobby M. Cundiff
- P. Ann Love
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton

The following staff members were present:

- John T. Boitnott, Town Attorney
- Ken Criner, Chief of Police
- Bob Deitrich, Water Treatment Plant Superintendent
- C. James Ervin, Town Manager
- Josh Gibson, Town Planner
- Mark Lovern, Lieutenant, Rocky Mount Police Department
- Cecil Mason, Public Works Director
- Jeff Rakes, Fire Chief
- Stacey Sink, Town Clerk
- Linda Woody, Finance Director

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

PLEDGE OF ALLEGIANCE

Mayor Angle led in the Pledge of Allegiance.

APPROVAL OF AGENDA

Additions or Corrections: Council Member Cundiff requested to amend the agenda to add a closed session under Virginia Code § 2.2-3711(A)1 regarding personnel matters in the Town Manager's Office.

Motion: To approve the agenda as amended

Motion By: Council Member Love

Second: Council Member Moyer

Motion Discussion: None

Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: The amended agenda was approved by a unanimous vote

SPECIAL ITEMS

Let the record show there were no special items to discuss at this time.

PUBLIC HEARINGS

Public Hearing No. 1: Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”

After being duly advertised, the staff of the Community Development Department presented for public hearing its request to amend Articles 4, 20, 24, and 29 of Appendix A, also known as the Zoning and Development Ordinance, of the Code of the Town of Rocky Mount, Virginia, 2002 (as amended).

Mayor Angle recessed the meeting to go into public hearing.

Staff Report by Town Planner Gibson: In February and March meetings, staff and planning commissioners generally agreed that some of the lodging definitions in the Town’s Zoning and Development Ordinance needed clarification and adjustment. After continued research, a few changes are proposed, including an expansion to the definition of *bed and breakfast establishments*, plus an additional category for a small hotel recommended as either a by-right or special exception use for parcels zoned Central Business District (CBD). Rather than a wholesale update to all lodging types, this proposal includes the updates most critical for bringing existing and planned businesses into compliance. It also addresses a need for more lodging options in the CBD regulations, without permitting those uses with a greater potential to unfavorably affect the character of the district, such as conventional hotels and motels. Since there appeared to be little interest from Planning Commission in immediately pursuing downtown design guidelines in concert with lodging updates, staff is making no recommendation to implement any design guidelines at this time.

Staff recommendations to amend the Town of Rocky Mount Zoning and Development Ordinance include:

1. Definition Updates:
 - a. ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to **strike** the following definitions from 4-3:
 - BED AND BREAKFAST ESTABLISHMENT: A home occupation involving the rental of up to four rooms to overnight guests and offering breakfast meals only to said guests.
 - b. ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to **add** the following definitions to 4-3:
 - BED AND BREAKFAST: A home occupation wherein the owner of the premises resides at the establishment, and which (1) may contain up to five (5) guestrooms for temporary/overnight guests, (2) shall not contain

restaurant facilities but may provide food service for temporary/overnight guests and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions.

- BED AND BREAKFAST INN: A dwelling and its associated building(s) used for temporary/overnight guests wherein the owner or manager provides full-time management of the establishment at all times when the facility is occupied by one or more guests, and which (1) may contain up to ten (10) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests, and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions.
- MIXED-USE INN: A building designed or occupied as an abiding place featuring no less than 8 rooms and no more than 20 rooms available for temporary/overnight guests who are, for compensation, lodged with or without meals, and in which provision is not generally made for cooking in individual rooms or suites. In addition to the 8-20 rooms/suites, a mixed-use inn may or may not also include on-premises restaurants, banquet halls, meeting rooms, retail uses and similar facilities as approved by the zoning administrator. The intent of this lodging category is to encourage compatible mixed uses as an enhancement and compliment to the primary use, lodging.

2. Other Ordinance Updates:

a. RESIDENTIAL DISTRICT R1 (ARTICLE 20)

- Under Article 20, 20-2-1 should be updated as follows: strike “Bed and breakfast establishments” and add “*Bed and Breakfast and Bed and Breakfast Inn*”

b. RESIDENTIAL BUSINESS DISTRICT RB (ARTICLE 24)

- Under Article 24, 24-1-15 should be updated as follows: strike “Bed and breakfast establishments” and add “*Bed and Breakfast and Bed and Breakfast Inn*”

c. CENTRAL BUSINESS DISTRICT CBD (ARTICLE 29)

- Under Article 29, 29-1-2 should be updated as follows: strike “Bed and breakfast establishments” and add “*Bed and Breakfast and Bed and Breakfast Inn*”
- Under Article 29-2 “Uses by special exception” an additional definition should be added as follows: “29-2-8. Mixed-Use Inn”

Comments from Council:

- Love: Questioned if there are currently in lodging establishments in the Central Business District which have 8-20 rooms, with the town planner advising maybe the Early Inn, but he is not sure.
- Cundiff: Noted that the *mixed use inn* allows for retail sales and this might be helpful to bed & breakfast establishments. The town planner noted that one main concern with allowing retail sales for bed & breakfast establishments is that so many of them are located in residential neighborhoods.

- Love: Having researched the Early Inn on her phone, noted that it has five rooms in the main house plus one additional, for a total of six rooms; therefore it is not considered a *mixed use inn*.
- Mayor Angle opened the floor to any member of the public wishing to speak regarding the proposed zoning amendments.

Public Hearing: Let the record show that no member of the public came forward to speak.

Mayor Angle called the meeting back into regular session.

Discussion By Council:

- Moyer: Questioned if a decision on this matter could wait until the next Council meeting, to allow more time to review the documents in the packet.
- Town Planner Gibson: Confirmed that the Early Inn would be considered a *bed & breakfast inn* under the new regulations with up to ten rooms, and noting that nothing is a *mixed use inn* in Town at this time. Anyone wanted to open a *mixed use inn* would have to present a concept plan, and would have to go through the special use process to be granted permission for a *mixed use inn*.
- Town Manager Ervin: Advised that the item can be tabled until the next meeting, as there is not a pending applicant. This is a long term Community Development project and there is no rush.

Motion: To table this item for one month

Motion By: Council Member Moyer

Second: Vice Mayor Walker

Motion Discussion: None

Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker

Nays: None

Action: The item was tabled for one month by a unanimous vote

APPROVAL OF MINUTES

Let the record show there were no draft minutes presented for review and approval at this time.

APPROVAL OF CONSENT AGENDA

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

(1) **Miscellaneous Action**, including:

- Review and consideration of allowing consumption-only billing for eligible non-profit water customers.

(2) **Miscellaneous Resolutions/Proclamations**, including:

- *Resolution by the Rocky Mount Town Council for the Acceptance of Allman Road*
- *Resolution by the Rocky Mount Town Council for the Acceptance of Lawndale Street*

(3) **Department Monthly Reports**, including:

- Community Development Department

- Finance Department
- Fire Department
- Police Department
- Public Works Department
- Waste Water Department
- Water Department

Discussion: None

Motion: To approve the consent agenda as presented

Motion By: Council Member Stockton

Second: Council Member Snead

Motion Discussion: None

Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker

Nays: None

Action: The presented consent agenda was approved by a unanimous vote

HEARING OF CITIZENS

Let the record show that prior to the meeting no citizen contacted the Town asking to address Council. Mayor Angle opened the floor to any citizen wishing to speak.

Let the record show that no citizens came forward to speak.

OLD BUSINESS

Old Business Item No. 1: Update on Roanoke Gas's application to take a portion of Franklin County into its service area

Staff Report by Town Manager Ervin: On March 25, 2015 Roanoke Gas Company filed an application requesting approval of a certificate of public convenience and necessity to take in a portion of Franklin County into its service area. Given that the Town had been in its service area for over 50 years and had not been served and that this application came during the discussion of the route of the Mountain Valley Pipeline, the Town filed a request for a hearing with the State Corporation Commission.

The Town stated that it has serious questions regarding the timing of the application, that it appeared only related to the proposed Mountain Valley Pipeline and that if approved, the Town and the County would be precluded from negotiating with other natural gas distributors to access and make available natural gas from the pipeline. Upon discussions with Roanoke Gas it was deduced that they in no way intended to invest any resources into a tap for the pipeline and that the Town, County or customers would be forced to pay the entire cost of the initial tap construction (estimated at \$2.5 million).

The SCC took the Town's position seriously and asked a series of pointed questions to Roanoke Gas trying to determine if there was a serious plan to serve this area or if this was territory squatting due to the proposed pipeline. Roanoke Gas's response was first to file a motion with the SCC asking for denial of our request for a hearing to which the Town filed a

suitable reply. The second approach by Roanoke Gas was to negotiate with the Town to have it withdraw the hearing request. An agreement could not be reached, as the Town's core position was the resolution of the following questions:

- Will Roanoke Gas service this area regardless of the outcome of the pending case before the Federal Energy Regulatory Commission regarding the Mountain Valley Pipeline?
- If the application of Roanoke Gas is approved by the SCC and the application of Mountain Valley Pipeline is approved by FERC, will Roanoke Gas have any financial involvement in building the tap and decompression station needed to activate the negotiated access point on the pipeline?

The Town sought a public discussion of these questions so its citizens could be openly informed of the plans associated with the pipeline and the ultimate availability of natural gas. The Town was not supporting or objecting to the application but requesting a hearing to clarify the relationship between this application, the pipeline and future funding obligations of the local taxpayers.

Roanoke Gas was very specific that it would not invest in the access point and that the costs of construction would have to be borne by the Town and the County or the customers. The Town's position remained: In the event that the Mountain Valley Pipeline is approved, the Town and the County would like the ability to negotiate with potential gas distributors for a comprehensive solution that resulted in a solution that was not principally tax payer funded.

Rather than go forward with a hearing, Roanoke Gas requested that the SCC stay the application (pause consideration of it until such time as the applicant may wish to continue). This request was granted on July 31, 2015. This issue is therefore resolved for the time being and the Town will be notified if Roanoke Gas resumes the request. The Town's request for a hearing stands as part of the active case and will be active in the event that the request is renewed.

The Town benefited from the services of Williams Mullen, a regulatory action legal firm in Richmond, who typically represents the Town to the SCC on electric rate filings by AEP. Throughout this process, the Town was the only participant, as the application by Roanoke Gas appears to have been unnoticed by other interested parties.

General Discussion: None

This item was presented for informational purposes only. No action was taken.

NEW BUSINESS

New Business Item No. 1: Review and consideration of request of Waste Water Department to reallocate funding from pH equipment replacement to push camera replacement

Staff Report by Town Manager Ervin: The small push camera that the Waste Water Department uses to video small lines and laterals has completely quit working and needs to be replaced. The cost of a new system is projected to be somewhere between \$8,000 and \$12,000. There is \$12,000 in the capital improvement plan to replace pH equipment at the Waste Water Plant this

year. The staff at the Waste Water Plant believes the camera is more of a priority and would like to reallocate the \$12,000 for pH equipment to purchase a new push camera system.

General Discussion: None

Motion: To approve the request of the Waste Water Department as presented

Motion By: Council Member Snead

Second: Council Member Cundiff

Motion Discussion: None

Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker

Nays: None

Action: The request was approved as presented by a unanimous vote

New Business Item No. 2: Review and consideration of request of Water Department for funding of mixing and aeration equipment installation in water tank on southern end of system (with approval of necessary supplemental appropriation resolution)

Staff Report by Town Manager Ervin: Included in this month's council business is a request for an appropriation of funds for mixing and aeration equipment to be installed in the one million gallon water tank located at the southern end of the Town's water distribution system. The equipment will better preserve the quality of the water in the tank as well as provide removal of disinfection byproducts. The equipment, which has been proven effective by other regional utilities, comes with a money back performance guarantee.

Detailed information regarding the quality issues was provided in the July Council packet and a brief discussion was had during the regular council meeting. Council deferred the issue to the Public Utilities Committee for further consideration of the issue before any formal action was taken. Information about the equipment and the ways in which it will improve water quality and ensure regulatory compliance was provided at the subsequent Committee meeting in July. The Committee was in favor of the proposal.

Once funds are appropriated, the equipment will be ordered. The project will take approximately 90 days to complete after signing the contract.

General Discussion: None

Motion: To approve the request of the Water Department as presented

Motion By: Council Member Love

Second: Council Member Cundiff

Motion Discussion: None

Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker

Nays: None

Action: The request was approved as presented by a unanimous vote

New Business Item No. 3: Overview of House Bill 2 (HB2) and Commonwealth of Virginia transportation project funding

Staff Report by Town Planner Gibson: House Bill 2 (HB2) implements a ranking tool to help the Commonwealth Transportation Board (CTB) determine which transportation projects will be

funded throughout the Commonwealth. Concurrently, VTrans 2040—Virginia's long-range multimodal transportation plan—is also in the process of being developed and updated. VTrans 2040 will help form the basis for House Bill 2, and a new construction project can only be submitted through the House Bill 2 process if it addresses a need identified in VTrans 2040.

Transportation projects may be submitted for HB2 funding consideration via four categories: (1) **Urban Development Areas** (UDAs), (2) **Corridors of Statewide Significance**, (3) **Regional Networks**, and (4) **Safety**. Many Town projects will already qualify under #2 above as the state long-range plan currently designates the North Carolina to West Virginia Corridor (US 220) a Corridor of Statewide Significance. Town staff is exploring UDAs, per Council's direction, in order to increase project competitiveness.

Also, staff is currently beginning the first ever funding cycle for HB2. Based on past direction from Council, staff anticipates submitting an application for the previous Six-Year Improvement Plan project addressing alignment concerns at the Pell Avenue Main Street/Franklin Street intersection. Staff is working with VDOT officials to develop and complete an application for project funding. The solicitation period is August 1 through September 30, after which project screening and evaluation will begin.

General Discussion: None

This item was presented for informational purposes only. No action was taken.

New Business Item No. 4: Review and consideration of request of Warren Street Festival for parking space reservations for car show during annual event

Staff Report by Town Manager Ervin: The Warren Street Festival is scheduled for the third weekend in August and as part of the event, Saturday's (August 15) festivities will include an antique car show. Event organizer, Darlene Swain, is requesting permission to reserve parking spaces along West Church Street (beside Stellar One Bank), turning left on Randolph Street, and in the Town-owned parking lot beside the bank drive-thru. Ms. Swain is not asking for any street closures. Spaces will need to be reserved from 7 a.m. until 1 p.m.

The town manager has asked the police department to review Ms. Swain's parking reservation request and to work out the details with her prior to Monday's meeting.

General Discussion:

- Mayor Angle: Asked Ms. Swain to clarify the reservation time to be from 7:00 a.m. until 1:00 p.m.
- Ms. Swain: Identified herself as Chairperson for the Warren Street Society, and advised that the parade starts after people get off work at noon on Saturday, usually around 1:00 p.m. A lot of cars will leave after the parade. There is also a bus coming from New Orleans and West Virginia and she needs some of the space in the back. There will also be games for children. She is trying to keep everything in the perimeter of the Market, and trying to get a fence up between the Market and Cox's Fashions. She will work with the Police Department. Car show in the morning, then a parade, then game shows against the brick building at the Farmers' Market. Friday night is a back-to-school party for kids, and her son and his crew walk around and keep eyes on things and make sure that folks do not get into trouble. She wants the police available.

Motion: To approve the request for reserved parking as presented
Motion By: Council Member Stockton
Second: Council Member Love
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker,
Nays: None
Action: The request was approved as presented by a unanimous vote

Ms. Swain confirmed to the Council that this is the sixteenth year of her event.

New Business Item No. 5: Review and consideration of award of FY2016 Paving Contract to Patterson Brothers Paving

Staff Report by Town Manager Ervin: The Town has bid out its paving work for the current fiscal year. The currently proposed street list includes:

- Patterson Avenue
- Oak Street
- Willow Avenue
- Cromwell Drive
- Oxford Circle
- South Main Street
- Grassy Hill Road
- Floyd Avenue
- Franklin Street
- Old Fort Road

The responsive bids include:

- (1) Patterson Brothers Paving: \$402,290.25 with South Main Parking Lot at \$14,224.00 and \$120.00 per ton
- (2) JC Joyce Trucking & Paving Co.: \$456,735.00 with South Main Parking Lot at \$16,900.00 and \$135.00 per ton

Staff recommends awarding the current year paving contract to Patterson Brothers Paving and asks Council's approval to issue a notice of award to them so that the required bonding can be put into place.

The Town has an excellent history with this paving contractor and will work closely with them to ensure another year of quality paving.

General Discussion: Public Works Director Mason verified to the Council that Patterson Brothers Paving has had contracts with the Town in the past, and they do great work.

Motion: To approve awarding the current year paving contract to Patterson Brothers Paving as presented
Motion By: Council Member Love
Second: Council Member Snead
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker

Nays: None

Action: The awarding of the current year paving contract to Patterson Brothers Paving was approved as presented by a unanimous vote

COMMITTEE REPORTS

Committee Report No. 1: Public Utilities Committee Report for July 22, 2015

Report by Town Manager Ervin: The Public Utilities Committee met on July 22, 2015 to consider the request of Water Treatment Plant Superintendent Deitrich for access to the Utility Capital fund to address the proposed aeration and mixing system for the South 220 tank and to review the recent changes to the Town's refuse collection operation.

Superintendent Deitrich's request has been raised under New Business.

The Committee directed staff to tweak the refuse collection process such that:

- Lids are not required
- Warnings only will be given out until such time as the process is fully developed and communicated

Complaints that are being received at this point only relate to the following:

- Citizens that wish to use 96 gallon cans
- Citizens that wish to use 50 gallon cans as they are the size commonly available
- Citizens that wish to use no can due to terrain issues

Staff believes that a 50 gallon can may be used. A 96 gallon can would require the use of a device called a "flipper." This device would need to be installed on the refuse collection truck at a cost of \$6,000, but this would be a dramatically slow collection process. The committee was reluctant to give out terrain specific exemptions for the use of a can due to the fact that one neighbor would see another not using a can and believe that it was no longer required.

The current plan is to fold in any changes and adjustments offered by Council and continue the warning process until such time as Council feels the issues have been addressed and that it is appropriate to issue fines.

An earlier memo on refuse collection is included in the meeting documents, indicating that larger cans could be used if the citizens would accept an additional \$1.50 a month on the refuse collection bill to pay the debt service on a truck and a can for each household.

General Discussion:

- Cundiff: Noted that in doing away with lids, the condition is that garbage still needs to be in a garbage bag that is closed and confined, and trash should not be allowed to blow around. The main objective is to make sure that trash is in a secure area and the town looks good.
- Public Works Director Mason: Noted that things are calming down a lot. He sees a lot more applications for handicap service, and he is not sure how it will work out quite yet. He believes things will continue to calm down.

This report was for informational purposes only. No action was taken.

Committee Report No. 2: Public Facilities and Special Events Committee Report for August 5, 2015

Report by Town Manager Ervin: The Public Facilities and Special Events Committee met on August 5th to consider the staff's request to initiate a shop in Rocky Mount event involving a special booking at the Harvester whereby tickets could only be obtained by shopping at the Town's local retailers.

Mr. Moyer, Chairperson, was opposed to the concept and suggested that the Town not undertake this but instead waive the Town's meals tax for the month of December. Staff and the other committee members were not supportive of this, as it would cost the Town an estimated \$125,000 and not be a direct incentive to those outside the Town to come and shop in Rocky Mount. An alternate suggestion from Mr. Moyer was to re-use the "5 on Us" campaign that was used in the past. This campaign allowed Town residents to pick up a \$5.00 gift certificate in public places that local retailers accepted as cash and then turned in to the Town for payment. Staff suggested that if this approach was followed that the gift certificates should be only available to non-town residents as our goal this year was to bring new shoppers into Town.

Staff reported that a number of businesses and citizens had responded positively to the proposed Harvester event that would encourage local shopping. Mr. Moyer indicated that the principle reason he opposed the concept is that it involved using Town funds to orchestrate the event and that he viewed this as a subsidy to the Harvester and that he believed the increase in meals tax and BPOL revenue seen by the Town since the opening of the Harvester was not due to the economic impact of the Harvester but was a natural growth of Town revenue.

Other committee members indicated that the event as proposed was a good idea but they wanted some tweaks to avoid abuse. Specifically:

- Tickets should be available to business throughout Town, not just in the Uptown/Downtown area;
- Though the Town supports its food service businesses, the investment in the Harvester itself is enough of a stimulus for them and that this event should focus on retail establishments over food service establishments;
- All retailers should have the same criteria for giving out the tickets (sales over \$100 for example) and that they should be required to report the name of the shopper who won the ticket in order to discourage simply using the tickets for other purposes.

These suggestions can be rolled into the proposal.

The proposed plan is as follows:

- The Town underwrites the booking and advertising of a significant show to be named later. The event would feature an artist whom is likely to be a significant regional draw.
- Local retail non-food related businesses with gross sales over \$50,000 a year would be asked to participate in the program (with those under the \$50,000 threshold being allowed on a case-by-case basis if they are a new business or can demonstrate that they have a viable storefront operation in Town).
- 450 tickets would be distributed to those vendors who participate in a ratio fashioned based on total sales.

- Once the event kicks off, after due advertising for the “Shop in Rocky Mount for Christmas” event, the retailers participating would give the first shoppers in their establishment that spent over \$100 a pair of tickets to the event.
- Staff would maintain a list of participants and the number of tickets still available on the Town’s website as well as the Harvester’s website so interested parties could know where to shop in order to come to the event.
- Un-awarded tickets would be returned to the Town by a certain date to allow for direct purchase or re-assignment to retailers that had a need for additional tickets.
- Retailers would have to report to the Town the name, address and purchase total for the individual that won the tickets, to avoid simply giving the tickets away outside of the event rules.

The core portion of the plan is that there will be a significant musical event in Rocky Mount near Christmas, this event will be sought after by those throughout the region, and the only way to get access to the event is to shop in Rocky Mount.

Facts to consider regarding this are:

There are 141 retail businesses in Rocky Mount.

29 of these are food service.

23 of these are under \$50,000 annually in gross sales.

General Discussion:

Moyer: Advised that he wanted to clear up something that was said, being that the Harvester had nothing to do with the increase in the meals tax. He did not make any such statement. The statement he made was that the Town was already, for a year or so, gaining in meals tax each month. Assistant Town Manager Hankins was trying to take credit for all of the increase, which he cannot do. He reiterated that he did not make the statement that was written in the Council documents. He knows that the Harvester is bringing meals tax to the Town but it has not brought it all.

Town Manager Ervin: Noted that if the phrasing is inappropriate he apologizes. He tried to write it up as a fair recollection. It will stand corrected in the permanent record.

Love: Questioned if there was a decision about food?

Ervin: Noted that the general consensus was that the food providers have enough of a stimulus with the Harvester alone, and this project should be targeted at retail providers.

Moyer: Noted that this is one of the points he is trying to make in that it is not fair to everybody.

Walker: Questioned if food service was included with the ‘5 on Us’ project?

Ervin: Confirmed that it was and Ippy’s was a big consumer of that project. Also noted that he likes the idea of doing something, but if Council thinks it needs a more mature, thought out approach, then there is nothing wrong with laying the groundwork for next year.

Mayor Angle: Likes the idea to encourage people to shop locally.

Love: The idea for this project is to bring people in from other areas to shop in Rocky Mount.

Ervin: '5 on Us' was to get Rocky Mount people to shop in Rocky Mount. The idea behind this is to bring people in from outside to shop in Rocky Mount.

Snead: Suggested that this project be kicked back until there was a clear and concise plan for the Committee or Council to review.

Mayor Angle: Questioned how much lag time is needed for something like this. Would kicking it back mean next season instead of this season?

Ervin: Suggested a work session meeting within the next two weeks to go through it start to finish to develop a definitive plan.

It was the consensus of Council to delay this discussion until a later date. No action was taken.

OTHER MATTERS & CONCERNS

Referrals from other Town of Rocky Mount Boards, Authorities & Commissions:

Let the record show there were no referrals discussed at this time.

Rise and Shine Franklin County Appearances:

Town Manager Ervin appeared on *Rise and Shine Franklin County* with Host Dick Shoemaker this morning.

Council Concerns:

Angle: None.

Cundiff: None.

Love: Asked for an update on the 40 East sidewalk/crosswalk project. Town Manager Ervin noted that the Sheetz easement has been received, but still waiting on the Holiday Inn Express easement.

Moyer: None.

Snead: None.

Stockton: Received a citizen complaint about tractor trailers on Sycamore Street, getting stuck, GPS sending them down Sycamore Street to get to Dudley's Truck Stop. Town Manager Ervin noted that the Town has some signage that it can put up (NO TRUCKS, DO NOT USE GPS, etc.) This can also be reported to Google Maps so that it is updated on GPS.

Walker: Noted that a letter came to the Town addressed to him and was asked to read it for the record. It is about the trash policies and reads as follows:

Town Council

Town of Rocky Mount, Virginia 24151

July 20, 2015

Dear sirs:

Please consider the burden you are placing on the town's senior citizens with the recently enacted requirement that all trash must be in bags and those bags must be in 48 gallon cans for pick up. Aside from the subsequent fine for not complying with this, trash cans are often too heavy for seniors to lift. Carrying one bag at a time to the curb, or putting several bags, one at a time, into the car and taking them to the street is something seniors can do. Lifting heavy, full trash cans is often not something your elderly citizens can do. I know I can't. People on fixed incomes don't need another drain on their small pensions of fines, purchasing cans or having to pay somebody to take the cans to the curb.

There are other issues with trash cans, like empty cans rolling around the street, lids not put back by the collectors and misplaced, dented cans, cracked plastic cans, wind blowing cans and lids away. Would it be better to require heavy gage trash bags that will leave the street clean when the collectors pick them up, than unsightly empty cans left smelly on the curb side until people get home from work – or get their cane or walker out to go and retrieve the cans?

A Rocky Mount Citizen

Noted that he thinks many of this citizen's concerns have been addressed and also added that the Town offers a service to elderly or disabled persons who are not able to get garbage to the curb.

CLOSED MEETING & ACTION

Entering Closed Meeting:

Motion: To go into closed session under the Virginia Code Section cited below
Time: 7:58 p.m.
Virginia Code Sections: Section 2.2-3711(A).1 – Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (Town Manager's Office)
Motion By: Council Member Snead
Second: Council Member Moyer
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: Meeting convened into a closed session by a unanimous vote

Exiting Closed Meeting:

Motion: To reconvene back into regular session
Time: 8:46 p.m.

Motion By: Council Member Love
Second: Council Member Snead
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: The meeting was reconvened into regular session by a unanimous vote

Declaration of Closed Meeting Discussion:

Motion: To certify that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting
Motion By: Council Member Cundiff
Second: Council Member Moyer
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: The Mayor swore to adopt the motion on the floor by Council Member Cundiff and reported that no action was taken during the closed meeting.

Certificate of Closed Meeting:

Whereas, the Rocky Mount Town Council has convened a closed meeting on Wednesday, August 10, 2015 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

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

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

Steven C. Angle, Mayor

ADJOURNMENT

There being no further business to discuss, Mayor Angle entertained a motion to adjourn:

Motion to Adjourn By: Vice Mayor Walker
Second: Council Member Stockton
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: The meeting adjourned by a unanimous vote
Time of Adjournment: 8: 49.p.m.

Steven C. Angle, Mayor

ATTEST:

Stacey B. Sink, Town Clerk

SBS/

DRAFT

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	September 14 2015
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STAFF MAKING REQUEST:	C. James Ervin Town Manager
BRIEF SUMMARY OF REQUEST:	Clarification of Agenda item from August regular meeting
ACTION NEEDED:	<p>At the August 10, 2015 regular meeting, Town Council via action on the consent agenda amended the elderly and disabled rate to include non-profits who owned their own property and building and used less than 2,000 gallons of water a month. Your Finance Director had questions regarding this action due to the original rate only being applicable to in-Town residents.</p> <p>This action request clarifies Council's original action and affirms that it is the intent of Town Council to:</p> <ul style="list-style-type: none"> -Create a parallel rate patterned after the Elderly and Disabled Rate that is open to non-profits called the "Non-Profit, Low Usage Rate". -Non-profits that qualify must own their own building/parcel and must use less than 2,000 gallons a month of water. -This rate is applicable all customers on the Utility system (in Town and out of Town using the normal rate multiplier).

Attachment(s):

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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Community Development & Planning August 2015 Monthly Report

ARTS & CULTURE		TOTAL: 0				
FILE NUM	BUSINESS NAME	OWNER/OFFICER NAME	GENERAL LOCATION	TAX MAP NUMBER	MAILING ADDRESS	CITY STATE ZIP

BANNER PERMITS		TOTAL: 2				
Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved
B15-007	Warren Street Festival	540-483-8254	Warren Street Festival	Rt 40	08/05/2015 to 08/17/2015	8/5/2015
B15-008	FC County David Rotenizer	540-483-3040	FC Agriculture Fair	Rt 40	9/9/2015 to 9/28/2015	8/28/2015

SITE/PLAT FILES		TOTAL: 0				
File Number	Property Owner	Action	TMPN	Date	Notes	Location
P15-003	Walmart Real Estate Business Trust	Subdivision of Land	2020001200	8/18/2015	Murphy Oil at Walmart	Active

SIGN PERMITS		TOTAL: 1				
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved
S15-014	Budget Signs LLC	40 Claiborne Ave	CBD	1) 16.3 2) 16.28 3) 1.3	Nationwide is on your side Ryan Harris & Logo	8/28/2015

ZONING COMPLIANCE PERMITS		TOTAL: 2 Residential: 0 Commerical: 2				
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement
ZC15-035	Piedmont Community	M&L Holdings	2070022900	CBD	Commerical	General Offices for employment services. No
ZC15-036	Intercept Youth Services	Branch Management	2070058800	CBD	Commerical	Foster Care Parent Training, Treatment Foster Care

ZONING PERMITS		TOTAL: 10 Residential: 10 Commerical: 0				
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	CurrentZoning	Date Approved
ZP15-032	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 15	2010201600	Residential	R-3	8/7/2015
ZP15-033	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 16	2010201700	Residential	R-3	8/7/2015
ZP15-034	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 17	2010201800	Residential	R-3	8/7/2015
ZP15-035	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 18	2010201900	Residential	R-3	8/7/2015
ZP15-036	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 19	2010202000	Residential	R-3	8/7/2015
ZP15-037	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 20	2010202100	Residential	R-3	8/7/2015
ZP15-038	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 21	2010202200	Residential	R-3	8/7/2015
ZP15-039	Homecrafters, L.C.	Countryside Hunter's Valley Lane, Lot 22	2010202300	Residential	R-3	8/7/2015
ZP15-040	Donald and Diane Hodges	165 Montview Ave	2100038500	Residential	R-1	8/10/2015
ZP15-041	Sam Fochtman for EarthNet	155 First Street	2040057900	Residential	R-1	8/5/2015

ZONING LETTER		TOTAL: 10 Residential: 1 Commerical: 0				
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	CurrentZoning	Letter Date
ZL15-004	GreenbergFarrow	550 Old Franklin Tpke	2020001200	Commerical	GB	8/14/2015

Type of Improvement
Political Campaign Headquarters
Electrical Upgrade

Expected Completion Date			
1/23/2016			
1/23/2016			
1/23/2016			
1/23/2016			
1/23/2016			
1/23/2016			
1/23/2016			
1/23/2016			
8/31/15			
8/10/15			

COMMUNITY & HOSPITALITY CENTER

MONTHLY REPORT

REPORTING PERIOD

FROM: 8/1/15 To: 8/31/15

ANALYSIS OF VISITORS BY DOMICILE

(LIST NUMBER OF VISITORS FROM EACH LOCATION)

VISITORS THAT WERE RESIDENTS OF FRANKLIN COUNTY..... 48
 VISITORS THAT WERE VIRGINIA RESIDENTS (OUTSIDE OF FRANKLIN COUNTY)..... 15
 OUT-OF-STATE VISITORS..... 40
 INTERNATIONAL VISITORS..... 0
 TOTAL VISITORS..... 103

ANALYSIS OF OUT-OF-STATE AND INTERNATIONAL VISITORS

(LIST THE TOTAL NUMBER OF VISITORS FROM EACH STATE. FOR INTERNATIONAL VISITORS, LIST THE COUNTRY AND THE TOTAL NUMBER OF VISITORS)

ALABAMA	<u>3</u>	MARYLAND	_____	RHODE ISLAND	_____
ALASKA	_____	MASSACHUSETTS	_____	SOUTH CAROLINA	_____
ARIZONA	_____	MICHIGAN	_____	SOUTH DAKOTA	_____
ARKANSAS	_____	MINNESOTA	_____	TENNESSEE	_____
CALIFORNIA	<u>13</u>	MISSISSIPPI	<u>1</u>	TEXAS	<u>1</u>
COLORADO	_____	MISSOURI	_____	UTAH	_____
CONNECTICUT	_____	MONTANA	_____	VERMONT	_____
DELAWARE	_____	NEBRASKA	_____	WASHINGTON	_____
FLORIDA	<u>3</u>	NEVADA	_____	WASHINGTON D.C.	_____
GEORGIA	_____	NEW HAMPSHIRE	_____	WEST VIRGINIA	_____
HAWAII	_____	NEW JERSEY	_____	WISCONSIN	<u>2</u>
IDAHO	_____	NEW MEXICO	_____	WYOMING	_____
ILLINOIS	_____	NEW YORK	_____	UNKNOWN	_____
INDIANA	_____	NORTH CAROLINA	<u>13</u>	INTERNATIONAL:	_____
IOWA	_____	NORTH DAKOTA	_____	_____	_____
KANSAS	_____	OHIO	_____	_____	_____
KENTUCKY	_____	OKLAHOMA	<u>2</u>	_____	_____
LOUISIANA	_____	OREGON	_____	TOTAL STATES REPRESENTED	_____
MAINE	_____	PENNSYLVANIA	<u>2</u>	TOTAL FOREIGN COUNTRIES	_____

MISCELLANEOUS VISITOR INFORMATION

(LIST NUMBER OF VISITORS PARTICIPATING IN THE FOLLOWING ACTIVITIES)

STAYING THE NIGHT	<u>14</u>	FERRUM COLLEGE	_____
PASSING THRU	<u>16</u>	GENEALOGY	<u>3</u>
VISITING	<u>40</u>	BOOKER T. WASHINGTON	_____
SMITH MOUNTAIN LAKE	<u>8</u>	FAIRYSTONE PARK	<u>4</u>
PHILPOTT LAKE	_____	CROOKED ROAD	_____
EVENTS	<u>2</u>	OTHER (LIST):	<u>14</u>
RESTAURANT	<u>5</u>	_____	_____
SHOPPING	<u>5</u>	_____	_____
BLUE RIDGE PARKWAY	_____	_____	_____

ANALYSIS OF RENTALS

TOTAL NUMBER OF RENTALS BY RENTAL TYPE:

PRIVATE/COMMERCIAL 3
NON-PROFIT _____
GOVERNMENT _____
BOARD ROOM _____
TOTAL 3

AVERAGE NUMBER OF EXPECTED GUESTS PER RENTAL

PRIVATE/COMMERCIAL 56
NON-PROFIT _____
GOVERNMENT _____
BOARD ROOM _____

AVERAGE LENGTH OF RENTAL PERIOD

PRIVATE/COMMERCIAL 4 1/2 hrs.
NON-PROFIT _____
GOVERNMENT _____
BOARD ROOM _____

TOTAL FEES RECEIVED

PRIVATE/COMMERCIAL \$360.00
NON-PROFIT _____
GOVERNMENT _____
BOARD ROOM _____
TOTAL \$360.00

NOTES (PLEASE USE THIS TO LIST ANY REPORTABLE DAMAGES, MAINTENANCE/SUPPLY REQUESTS, OR OTHER CONCERNS)

SIGNATURE

Patricia E. Jones
FORM COMPLETED BY

9-3-15
DATE

DATE RECEIVED	PROPERTY OWNER	ADDRESS
5/15/2015	Ollie B Tyree (Life) & Others	360 Patterson Ave
6/2/2015		100 Goodview
6/30/2015	BRUGGEMAN TIMOTHY & JEAN ANNE 230 DIAMOND AVENUE ROCKY MOUNT VA 24151	230 Diamond
6/30/2015	CHANG LILA R (TRUSTEE) 556 SOUTH FAIR OAKS #3 PASADENA CA 91105	130 Windsor
7/20/2015	Curtis & Lula Smith	380 Patterson Ave
7/24/2015	Earnestine H Arrington (Suzanne Williams Grand Daughter 263-3521)	145 Cornell Rd
8/3/2015	Wells Fargo	Whitten & Woodland
8/1/2015	JAMES W CHILDRESS	100 Woodlawn

8/7/2015	Timothy & Sarah Young 540-493-5846	435 Pell Ave
8/17/2015	KUYKENDALL WILLIAM T JR & FAITH L	90 Montview Ave

COMPLAINT/VIOLATION DETAILS	FOLLOW UP DETAILS
Vines Growing on House	5/15: JG inspected; 5/28 Letter Sent; 7/21 DA Letter Sent
Blighted structure and property	5/3: JG Site visit; structure unsecured, broken windows, vines on house, doors open
perpetual yard sale	6/30: josh researching code; asking for additional guidance from TC / PC
inoperable vehicle	6/30: josh sent letter.... 7/13: car still there 7/20: car still there 7/23: DA sent letter to actual address & property owner---from finance: 130 Windsor: Tina Obenshain--540-814-0422...8/10: JG spoke with Ms Obenshain, it's her son's car and they will get it taken care of ASAP; 9/1 DA Left Voice Mail advised last notice, vehicle still in violation 9/3: JG visit, still present...need to visit with officers
Vines Growing on House/Property Abandon	7/21: DA Letter Sent
Commercial truck (questionable), lots of trash in back and around it, inoperative vehicles (at least one, maybe 2)	7/20: confirmed violation; 7/21: letter sent 235 Cornell in error; 7/24 da cert letter sent to 145 Cornell 8/7: JG visited, trash cleaned up, van is now tagged---truck still there; 8/10 DA
High Grass, house falling apart, overall condition abandon & foreclosed	8/3: JG visited, no weed violation (yard in compliance and maintained); there are large trees of paradise peeking over the fence where there appears to be an above ground pool; sent general letter asking to address it and inquiring about plans for property.....Wells Fargon #: 877-617-5274 (dept of foreclosures) request put in
no specific complaint, just abandon; Mr. Childress passed away 12/14	8/7: JG visit, grass very high; 8/10 Letter to property owner & Weed Violation posting by JG; 8/11 DA Cert Letter Sent, no active water service, told Cecil, his men will mow

Multi Cars on property	8/7: JG visit, several untagged vehicles; 8/7 DA called - tim will take care of issues asap 8:/13: no change, letter sent to start 30-day clock; 8/14 DA Letter Sent...8/3: several cares gone; musclecar under carport and maroon toyota in back are only ones still visible
Rex & Laura Schilling 540-493-6234 are the renters. Untagged vehicles.	8/17 JG three untagged vehicles in yard; 8/18 DA Called Spoke with Laura, 1 veh sold, 1 is her daughter, and will cover the third one in the back; 8/31 JG Done

STATUS
ACTIVE

ACTIVE

ACTIVE

MONTHLY STAFF REPORT

DATE:	September 9, 2015
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director
DEPARTMENT:	Finance Department
MONTH:	September meeting

This report contains the following monthly information for August 2015 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

771 walk-in transactions

1668 drive-thru transactions

542 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING AUGUST 2015**

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

RETAIL:

Kupkakery Bakery, 140B Franklin St., bakery and restaurant

PROFESSIONAL:

CIC Financial Services, 400 Old Franklin Turnpike, consumer financial
Pediatric Center for Therapeutic Services, 230 S. Main, behavioral and
occupational therapy

MISCELLANEOUS:

Edward Bryant, itinerant merchant

TOWN OF ROCKY MOUNT
Investment Portfolio
at July 30, 2015

<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:									
FFCB	10/31/2014	8/1/2019	230,000	99.385	228,585.50	1.44%	1.44%	3133EAD62	3,312.00
FNMA	12/26/2013	12/26/2017	500,000	100.058	500,290.00	0.99%	1.00%	3135G0SJ3	5,000.00
Bond Totals			<u>730,000</u>		<u>728,875.50</u>	1.22% avg. return			<u>8,312.00</u>
Certificates of Deposits:									
Ally BK Midvale UT		12/31/2014	230,000	99.593	229,063.90	1.50%	1.50%	02006LNA7	3,450.00
Am Express Centurion		5/28/2020	245,000	98.386	241,045.70	2.08%	2.05%	02587DYH5	5,022.50
BMW Salt Lake City UT		10/11/2018	245,000	100.679	246,663.55	2.03%	2.05%	05566P5S2	5,022.50
Bank Hampton Rds. VA		9/27/2017	245,000	99.830	244,583.50	1.00%	1.00%	062492BH5	2,450.00
Bank of Perry Co. Tenn		2/20/2018	248,000	100.225	248,558.00	1.24%	1.25%	06425KBN8	3,100.00
Barclays BK Del Retail		8/20/2019	225,000	99.562	224,014.50	2.10%	2.10%	06740LHV2	4,725.00
CIT BK Salt Lake UT		10/13/2016	190,000	99.970	189,943.00	1.00%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN		8/25/2016	245,000	100.042	245,102.90	0.99%	1.00%	20143PCV0	2,450.00
Discover Bk Greenwood I		9/4/2018	245,000	99.328	243,353.60	2.31%	2.05%	254671VH0	5,022.50
Essa BK Stroudsburg PA		11/30/2016	245,000	100.224	245,548.80	0.99%	1.00%	29667RGE7	2,450.00
Everbank Jacksonville FL		3/29/2019	245,000	99.456	243,667.20	1.50%	1.50%	29976DW3	3,675.00
First Merchants BK N A		9/30/2019	245,000	99.438	243,623.10	2.01%	2.00%	32082BDS5	4,900.00
State BK India NY NY		12/5/2014	245,000	99.601	244,022.45	2.20%	2.20%	8562843E2	5,390.00
Synchrony Bk Retail CTF		6/13/2019	230,000	99.787	229,510.10	2.00%	2.00%	87164YAP9	4,600.00
Whitney BK Gulfport MS C		8/18/2016	245,000	100.092	245,225.40	0.59%	0.60%	966594AF0	1,470.00
CD Totals			<u>3,573,000</u>		<u>3,563,925.70</u>	1.57% avg. return			<u>55,627.50</u>
Total Investments			<u>4,303,000</u>		<u>4,292,801.20</u>	1.53% avg. return			<u>63,939.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Jul-14	503,282.33	0.10%
Aug-14	574,086.59	0.10%
Sep-14	458,047.35	0.10%
Oct-14	174,602.38	0.10%
Nov-14	191,220.60	0.10%
Dec-14	333,032.97	0.10%
Jan-15	49,377.36	0.11%
Feb-15	65,977.38	0.12%
Mar-15	431,251.31	0.12%
Apr-15	448,365.07	0.13%
May-15	965,221.12	0.13%
Jun-15	1,336,421.94	0.13%
Jul-15	1,353,469.46	0.15%

TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF AUGUST 31, 2015

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	1,484	8,305	1,823	4,358	567,382	0.32%
Public Service Tax	-	-	-	-	28,605	0.00%
Personal Property Tax	6,286	6,767	4,141	4,121	222,044	1.86%
Machinery & Tools Tax	-	-	-	-	105,563	0.00%
Penalties on Tax	581	1,090	2,972	1,201	3,500	84.92%
Interest on Tax	276	192	428	211	1,700	25.15%
Local Sales Tax	15,283	15,131	-	-	173,368	0.00%
Meals Tax	111,303	100,384	92,547	83,944	1,386,000	6.68%
Utility Tax	30,472	27,723	30,472	27,723	330,000	9.23%
Communications Tax	15,583	16,658	15,583	16,658	223,200	6.98%
Decals	-	-	-	-	-	0.00%
Bank Stock Tax	-	-	-	-	213,000	0.00%
Penalty-Meals Tax	192	122	192	250	2,000	9.59%
Interest-Meals Tax	26	73	26	75	800	3.28%
Lodging Tax	4,270	10,366	289	10,366	113,388	0.25%
Cigarette Tax	7,350	8,858	11,797	19,043	101,400	11.63%
BPOL-Retail	380	684	3,474	1,290	350,000	0.99%
BPOL-Professional	1,179	-	2,638	8,045	142,000	1.86%
BPOL-Contractor	1,065	628	1,460	695	13,750	10.62%
BPOL-Repairs/Services	1,533	956	3,320	2,014	131,000	2.53%
BPOL-Alcoholic Beverages	-	-	-	-	650	0.00%
BPOL-Penalty/Interest	583	273	1,331	1,520	2,000	66.57%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	12,000	0.00%
BPOL-Miscellaneous	100	-	100	-	2,500	4.00%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	208	310	300	513	3,000	10.00%
Welcome Center Fees	240	190	640	670	3,500	18.29%
Planning/Zoning Fees	1,747	2,075	1,872	2,480	8,000	23.40%
Court Fines	1,957	1,330	120	1,210	48,000	0.25%
Parking Fines	10	-	20	-	100	20.00%
Garbage Violation Fines	-	-	-	-	-	0.00%
Interest Earnings	-	5,254	3,235	1,990	42,576	7.60%
Return Check Fees	65	-	251	180	450	55.69%
Rental of Property	-	-	-	-	420	0.00%
Bond Proceeds	-	-	-	-	1,500,000	0.00%
Mortgage Payments	256	256	512	512	3,073	16.67%
Loan Repayment - Paving	1,455	-	2,183	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	-	-	0.00%
Grave Preparation	-	-	-	750	1,500	0.00%
Security Services	120	-	-	-	3,660	0.00%
Passport Service Fees	647	696	1,545	1,119	10,000	15.45%
Police Reports	-	140	80	140	1,000	8.00%
Fingerprint Service Fees	-	65	35	65	400	8.75%
Garbage Collection Fees	7,858	7,793	15,687	6,095	89,400	17.55%
Truck Rental Program	20	-	60	-	100	60.00%
Credit Card Fees	265	-	446	-	1,800	24.78%
Miscellaneous Services	-	6	9	-	100	8.62%
Transfer from Utility Fund	-	-	-	-	-	0.00%
Donations	-	16	8	27	-	0.00%
Merchandise Sales	46	2	67	57	-	0.00%
Miscellaneous	212	-	212	-	-	0.00%

TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF AUGUST 31, 2015

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	-	-	-	-	-	0.00%
Unrealized Gain on Investments	-	2,109	(11,914)	2,454	-	0.00%
Appropriated Fund Balance	-	-	-	-	846,822	0.00%
Total Local Revenues	213,051	218,450	187,959	199,778	6,689,951	2.81%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	3,716	-	3,716	27	3,600	103.23%
Litter Tax	-	-	-	-	2,500	0.00%
Other Categorical Aid	-	11	8	14	-	0.00%
Fire Programs	-	-	-	-	12,972	0.00%
PPTRA from the State	53,861	53,861	53,861	53,861	53,861	100.00%
DMV Grants	-	-	-	-	-	0.00%
DMV Mini Grants	-	-	-	-	-	0.00%
Street Maintenance	-	-	-	-	1,309,366	0.00%
Volunteer Fire Dept.	-	-	-	-	30,000	0.00%
Law Enforcement-599 Funds	-	-	-	-	108,460	0.00%
Police Grants	-	-	-	-	-	0.00%
FEMA Grants	-	-	-	-	473,400	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Other Categorical Aid-Schools	-	-	-	-	29,632	0.00%
Total State Revenues	57,577	53,872	57,585	53,902	2,023,791	2.85%
TOTAL GENERAL FUND REVENUES	270,628	272,322	245,544	253,679	8,713,742	2.82%
UTILITY FUND REVENUES:						
Water Sales	106,374	100,859	77,806	53,030	1,070,400	7.27%
gallons billed	21,086,442	22,655,542	21,086,442	22,655,542		
Water Connections	8,000	2,805	11,275	12,630	22,440	50.25%
Reconnect Fees	125	600	650	1,300	4,500	14.44%
Penalties	2,392	2,015	4,467	4,120	17,000	26.28%
Bulk Water Purchases	-	1,827	-	1,934	5,000	0.00%
Sewer Collection Charges	60,299	62,491	49,924	31,410	680,040	7.34%
gallons billed	15,241,932	16,585,732	15,241,932	16,585,732		
Sewer Connections	8,000	2,000	8,000	3,500	9,500	84.21%
Cell Tower Rent	-	2,110	3,913	6,021	47,052	8.32%
Recoveries	-	-	86	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Meals Tax Transfer (in fund 05 for fy 15)	-	-	-	-	-	0.00%
Transfer from General Fund	-	-	-	-	86,888	0.00%
Appropriated Fund Balance	-	-	-	-	769,000	0.00%
TOTAL UTILITY FUND REVENUES	185,190	174,707	156,121	113,945	2,711,820	5.76%
CAPITAL PROJECTS REVENUES:						
Microenterprise Loan Payments	58	629	117	629	-	0.00%
Historic Tax Credits	-	-	-	-	-	0.00%
Bonds / Loans	-	-	-	-	-	0.00%
Transfers from General Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	58	629	117	629	-	0.00%

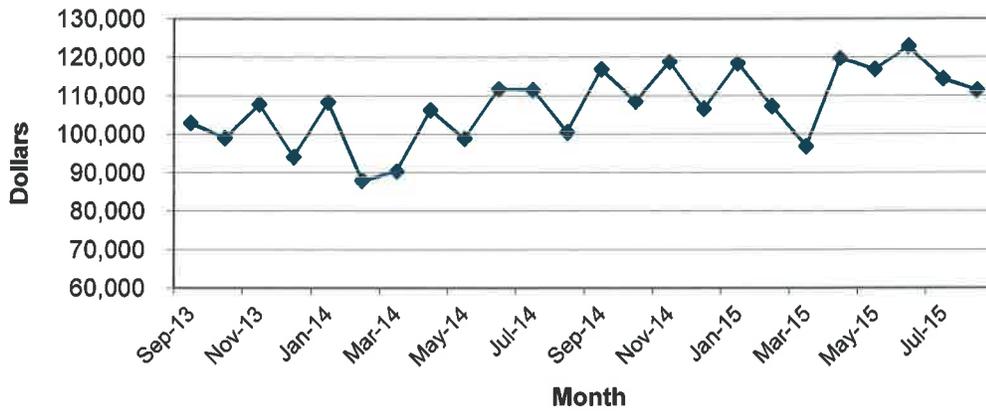
TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF AUGUST 31, 2015

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET	
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR	
UTILITY CAPITAL REVENUES:							
Proceeds from Bond	-	-	-	-	65,000	0.00%	
Capital Recovery Fees-Water	18,215	12,697	36,394	22,368	201,696	18.04%	
Capital Recovery Fees-Sewer	15,590	12,079	31,155	17,870	195,350	15.95%	
Capital Recovery Fees-Garbage	1,665	1,663	3,326	3,324	19,945	16.68%	
Appropriated Fund Balance	-	-	-	-	47,803	0.00%	
Meals Tax Transfer (in fund 02 for fy 14)	-	100,522	-	100,522	-	0.00%	
Transfer from Other Funds	-	-	-	-	-	0.00%	
TOTAL UTILITY CAPITAL REVENUES	35,470	126,961	70,875	144,083	529,794	13.38%	
PERFORMANCE VENUE REVENUES:							
Transfers from General Fund	-	-	-	-	289,310	0.00%	
TOTAL PERFORMANCE VENUE REVENUES	-	-	-	-	289,310	0.00%	
			2 months of the 12 months of the fiscal year				16.67%
NOTE: Fiscal Year 2015 (year ended June 30, 2015) accruals have been deducted from this fiscal year 2016 revenues.							

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
Sep-13	102,900
Oct-13	98,981
Nov-13	107,697
Dec-13	94,103
Jan-14	108,245
Feb-14	88,119
Mar-14	90,391
Apr-14	106,223
May-14	98,887
Jun-14	111,723
Jul-14	111,448
Aug-14	100,522
Sep-14	116,710
Oct-14	108,467
Nov-14	118,725
Dec-14	106,535
Jan-15	118,367
Feb-15	107,244
Mar-15	96,859
Apr-15	119,709
May-15	116,730
Jun-15	122,695
Jul-15	114,250
Aug-15	111,303

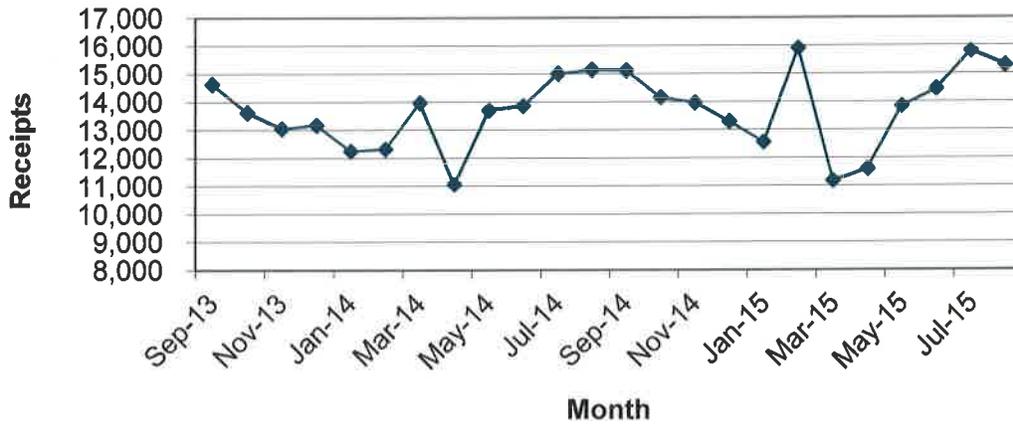
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

Sep-13	14,621
Oct-13	13,625
Nov-13	13,042
Dec-13	13,170
Jan-14	12,249
Feb-14	12,323
Mar-14	13,976
Apr-14	11,061
May-14	13,709
Jun-14	13,862
Jul-14	15,006
Aug-14	15,131
Sep-14	15,111
Oct-14	14,145
Nov-14	13,969
Dec-14	13,288
Jan-15	12,560
Feb-15	15,912
Mar-15	11,180
Apr-15	11,616
May-15	13,835
Jun-15	14,434
Jul-15	15,795
Aug-15	15,283

Local Sales Tax



TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF AUGUST 31, 2015

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
GENERAL FUND:						
Mayor & Council	4,082	8,247	16,153	22,016	87,008	18.57%
Town Manager	17,699	16,742	32,956	28,230	223,142	14.77%
Town Attorney	668	4,030	668	4,030	36,240	1.84%
Finance Department	19,394	22,306	73,781	67,832	331,039	22.29%
Electorial Board	-	-	-	-	2,800	0.00%
Police Department	124,078	141,230	293,596	281,388	1,968,333	14.92%
Volunteer Fire Dept.	5,209	11,146	20,044	26,846	745,978	2.69%
Public Works Admin.	1,059	2,015	1,439	2,361	17,133	8.40%
Street Lights	8,452	21,949	8,622	8,796	111,178	7.76%
Traffic Control & Parking	1,632	6,306	2,753	7,184	72,686	3.79%
Streets	53,746	46,965	112,740	93,780	990,287	11.38%
Sidewalks & Curbs	-	1,160	365	4,425	13,181	2.77%
40 East Sidewalks/Crosswalks	-	190	-	803	-	0.00%
Scuffling Hill Drainage	560	-	-	-	462,500	0.00%
Bernard Rd Drainage	-	-	-	-	120,000	0.00%
Street Cleaning	980	1,116	2,212	4,249	20,953	10.56%
Refuse Collection	11,496	10,517	31,091	27,891	202,748	15.33%
Snow Removal	-	-	341	449	29,408	1.16%
Municipal Building	4,829	5,995	8,968	8,633	137,850	6.51%
Emergency Services Bldg.	5,432	7,850	6,202	3,233	65,650	9.45%
Public Works Building	1,164	3,745	801	643	22,800	3.51%
Cemetery	643	1,764	3,455	3,396	21,023	16.43%
Playgrounds	7,526	3,449	11,591	7,154	35,670	32.50%
Gilley's Park	-	-	-	-	25,000	0.00%
Veterans Memorial Park erosion	-	-	-	-	900,000	0.00%
Planning & Zoning	10,086	9,789	19,199	16,615	134,567	14.27%
Community Development	14,609	13,939	30,841	19,605	224,705	13.73%
Citizen's Square	1,319	995	2,182	1,495	14,035	15.55%
Hospitality Center	4,392	2,225	7,611	3,352	32,362	23.52%
Passport Services Expenses	571	156	571	-	2,070	27.58%
Economic Development Authority	-	-	-	-	2,000	0.00%
Remediation of Blighted Structures	-	18,125	-	18,125	20,000	0.00%
Non-Departmental:						
Wages & Fringes	1,907	3,430	7,707	5,097	61,852	12.46%
Employee Wellness Program	-	-	-	-	2,381	0.00%
Employee Drug Testing	-	-	-	-	1,577	0.00%
Insurance	-	-	70,531	67,853	81,567	86.47%
Contributions to Others	-	-	16,500	21,500	16,500	100.00%
Debt Service-Principal	-	-	-	-	220,000	0.00%
Debt Service-Interest	-	-	22,412	40,690	44,574	50.28%
New Debt Service-Principal & Interest	-	-	-	-	158,447	0.00%
Transfer to Utility Operating Fund	-	-	-	-	86,888	0.00%
Transfer to Utility Capital Fund	-	100,522	-	100,522	-	0.00%
Transfer to Capital Proj. Fund	-	-	-	-	-	0.00%
Transfer to Performance Operations	-	-	-	-	289,310	0.00%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF AUGUST 31, 2015**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Harvester Operations	-	-	-	-	60,000	0.00%
Contingency - Contributions & Special Events	-	-	-	-	10,550	0.00%
Contingency - Pay Adjustments	-	-	-	-	26,913	0.00%
Contingency - to reimburse fund balance	-	-	-	-	530,837	0.00%
TOTAL GENERAL FUND EXPENDITURES	301,531	465,905	805,330	898,193	8,713,742	9.24%
WATER & SEWER FUND:						
Water System Operation	7,711	23,373	17,747	30,457	150,486	11.79%
Meter Reading	2,060	2,390	6,890	6,236	42,490	16.22%
Water Plant	52,108	52,725	103,370	58,631	605,080	17.08%
Belmont Dr. Water Line Replacement	-	23,526	-	23,526	-	0.00%
Wastewater System Operation	3,176	7,336	8,460	1,917	145,936	5.80%
Wastewater Treatment Plant	36,583	49,592	71,228	40,984	475,819	14.97%
Utility Billing & Administration	9,239	12,463	30,157	18,710	162,303	18.58%
Non-Departmental:						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	-	-	23,510	22,618	25,131	93.55%
Debt Service-Principal	-	-	102,000	100,000	225,000	45.33%
Debt Service-Interest	-	-	46,011	6,683	91,078	50.52%
Transfer to Capital Projects Fund	-	-	-	-	-	0.00%
Transfer to General Fund	-	-	-	-	-	0.00%
Contingency - Utility Operating Purposes	-	-	-	-	12,500	0.00%
Contingency - Pay Adjustments	-	-	-	-	6,997	0.00%
Contingency - to reimburse fund balance	-	-	-	-	-	0.00%
Depreciation	-	-	-	-	769,000	0.00%
TOTAL WATER & SEWER FUND EXPENSES	110,877	171,405	409,373	309,761	2,711,820	15.10%
CAPITAL IMPROVEMENTS FUND:						
Performance Venue Renovations	-	40,044	-	27,389	-	0.00%
Transfer to General Fund	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	-	40,044	-	27,389	-	0.00%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF AUGUST 31, 2015**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
UTILITY CAPITAL FUND:						
Watr Distriution Utility Projects (FY15 project)	2,204	313	15,401	313	20,000	77.01%
Water Treatment Plant Utility Projects (FY15 proje	-	432	58,520	432	28,000	209.00%
Wastewater Collectino Utility Projects	-	-	-	-	113,000	0.00%
Wastewater Treatment Plant Utility Projects	-	-	-	-	48,000	0.00%
New Debt Service - Principal & Interest	-	-	-	-	7,177	0.00%
Contingency	-	-	-	-	60,000	0.00%
Reserved Fund Balance Transfer	-	-	-	-	-	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	2,204	745	73,921	745	276,177	26.77%
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages - Full Time	9,155	8,430	18,310	9,121	119,016	15.38%
Wages - Part Time	1,570	2,172	3,246	3,519	23,000	14.11%
Wages - Security	1,650	4,035	3,300	6,915	32,000	10.31%
Fringes	4,231	4,746	8,591	7,656	52,010	16.52%
Contractual Services	164	14,857	164	486	15,260	1.07%
Custodial Services	-	2,575	-	2,575	-	0.00%
Repairs & Maintenance	-	41	-	41	2,500	0.00%
Advertising	-	34,032	-	26,395	-	0.00%
Printing & Binding	-	791	-	690	-	0.00%
Postage & Delivery Services	-	185	-	185	-	0.00%
Utilities	-	5,741	-	5,741	35,000	0.00%
Communications	130	1,403	260	1,001	10,524	2.47%
Stipends	-	-	-	-	-	0.00%
Office Supplies	341	879	341	1,640	-	0.00%
TOTAL PERFORMANCE VENUE EXPENSE	17,241	79,887	34,212	65,964	289,310	11.83%
			2 months of the 12 month fiscal year			16.67%

NOTE: Fiscal Year 2015 (year ended June 30, 2015) accruals have been deducted from this fiscal year 2016 expenses

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 WATER CONSUMPTION PERCENTAGES
 FOR THE MONTH OF AUGUST 2015

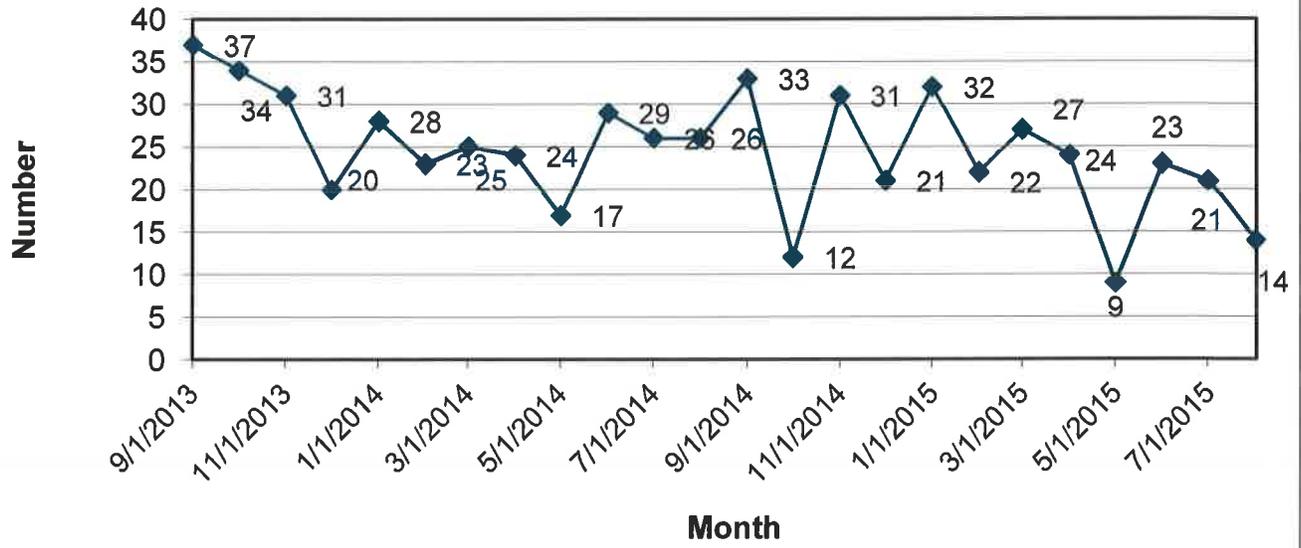
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,765	7,305,605	\$ 40,601	61%	35%	33%
COMMERCIAL	345	6,310,120	\$ 26,843	12%	30%	22%
INDUSTRIAL	48	3,250,330	\$ 11,408	2%	15%	9%
TOTAL	<u>2,158</u>	<u>16,866,055</u>	<u>\$ 78,852</u>	<u>74%</u>	<u>80%</u>	<u>65%</u>
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	666	2,730,537	\$ 29,932	23%	13%	25%
COMMERCIAL	74	1,484,850	\$ 12,720	3%	7%	10%
INDUSTRIAL	2	5,000	\$ 75	0%	0%	0%
TOTAL	<u>742</u>	<u>4,220,387</u>	<u>\$ 42,728</u>	<u>26%</u>	<u>20%</u>	<u>35%</u>
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,431	10,036,142	\$ 70,533	84%	48%	58%
COMMERCIAL	419	7,794,970	\$ 39,563	14%	37%	33%
INDUSTRIAL	50	3,255,330	\$ 11,483	2%	15%	9%
TOTAL	<u>2,900</u>	<u>21,086,442</u>	<u>\$ 121,579</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 PERCENT CONSUMPTION & PERCENT REVENUE
 PER CUSTOMER CLASS
 FISCAL YEAR 2016

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-15	34%	33%	31%	23%	16%	10%	81%	66%	12%	24%	7%	10%	0%	0%	19%	34%
Aug-15	35%	33%	30%	22%	15%	9%	80%	65%	13%	25%	7%	10%	0%	0%	20%	35%
Sep-15																
Oct-15																
Nov-15																
Dec-15																
Jan-16																
Feb-16																
Mar-16																
Apr-16																
May-16																
Jun-16																
Average	35%	33%	31%	23%	16%	10%	81%	66%	13%	25%	7%	10%	0%	0%	20%	35%

***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 2016 (year ended 6/30/16).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
July-15

Water Plant Finished Water Pumped		<u>22,100,000</u>
Water Consumption Billed	21,086,442	
Meters Read and Not Billed	883,180	
Water Obtained from Water Plant (to bill)	-	
Water Obtained from Public Works Hydrant (to bill)	-	
Flushing Water Lines Reported to WTP or PW	280,000	
Flow Meter Checks at Hydrants	-	
 Grand Total of Water Metered / Consumed / Tracked		 <u>22,249,622</u>
 Percent Finished Water Accounted		 100.68%

Meters Read and Not Billed		
001-0122-10-01	Mary Bethune Park	1,100
001-0188-00-01	Impound Lot	-
002-0317-20-01	Public Works Bldg	20
002-0317-30-01	Public Works Bldg-new bldg	1,000
004-1067-00-01	Veteran's Memorial Park	3,000
005-1300-00-01	Mary Elizabeth Park	300
005-1343-10-01	Harvester Performance Center	16,000
005-1384-00-01	Farmer's Market	1,800
005-1457-00-01	Municipal Bldg.	2,000
006-1710-00-01	Welcome Center / Depot	2,960
009-2523-50-01	Emergency Services Bldg.	9,000
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	220,000
	Water Plant Process	626,000

TOTAL Meters Not Billed		<u>883,180</u>
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Water Line Repairs by Public Works during the month:
none

Sewer Line Repairs by Public Works during the month:
none

TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
FISCAL YEAR 2016

Month	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Jul-15	22,100,000	22,249,622	100.68%	(149,622)		
Aug-15				-		
Sep-15				-	100.68%	(149,622)
Oct-15				-		
Nov-15				-		
Dec-15				-	0.00%	-
Jan-16				-		
Feb-16				-		
Mar-16				-	0.00%	-
Apr-16				-		
May-16				-		
Jun-16				-	0.00%	-
AVG.	22,100,000	22,249,622	100.68%	(149,622)	100.68%	(149,622)
TOTAL	22,100,000	22,249,622		(149,622)		
Monthly Avg. Percent Unaccounted =			-0.68%			
Monthly Avg. Percent Accounted =			100.68%			
1 out of 1 month this fiscal year > 80% accountability						

TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY AVERAGES PER YEAR				
<u>Year</u>	<u>Finished Water Treated</u>	<u>Total Water Gallons Accounted</u>	<u>Percent Accounted</u>	<u>Gallons Variance</u>
2007	30,278,917	24,204,592	80.10%	6,074,325
2008	31,090,875	26,697,630	85.90%	4,393,245
2009	27,514,983	23,341,464	84.95%	4,173,520
2010	25,756,667	21,532,686	83.56%	4,223,981
2011	26,000,833	21,303,773	82.10%	4,481,419
2012	26,852,500	21,334,614	79.50%	5,517,886
2013	24,610,000	21,115,811	85.99%	3,494,189
2014	26,906,667	21,358,051	79.83%	5,548,615
2015	22,538,333	20,661,844	92.03%	1,876,490
2016				
AVG.	26,838,864	22,394,496	83.77%	4,420,408
			Avg. Percent Unaccounted =	16.23%
			Percent Accounted =	83.77%
			7 / 9 years > 80% accountability	

**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2016**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Accounted	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Account ed
Jul-15	294.50	22,910,000	36.95%	22,100,000	35.65%	22,249,622	100.68%	2,900	16,988,000	27.40%	15,241,932	89.72%
Aug-15	313.10	26,260,000	42.35%	25,140,000	40.55%		0.00%		16,523,000	26.65%		0.00%
Sep-15			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Oct-15			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Nov-15			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Dec-15			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Jan-16			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Feb-16			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Mar-16			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Apr-16			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
May-16			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Jun-16			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
AVG.	303.80	24,585,000	39.65%	23,620,000	38.10%	22,249,622	#DIV/0!	2,900	16,755,500	27.03%	15,241,932	#DIV/0!

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").

**TOWN OF ROCKY MOUNT
UTILITY PROFILE
AVERAGES PER FISCAL YEAR**

Year	Plant Hrs	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Gallons Billed / Adjusted	Pct. Accounted	Connection	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Gallons Billed	Pct. Accounted
2007	345.18	30,738,825	50.52%	30,278,917	49.77%	24,204,592	80.10%	2,734	25,968,250	42.68%	19,339,355	75.74%
2008	351.64	33,186,892	54.56%	31,090,875	51.10%	26,697,630	85.90%	2,785	23,964,042	39.43%	20,673,894	86.99%
2009	340.12	28,322,983	46.53%	27,514,983	45.21%	23,341,464	84.95%	2,789	24,485,958	40.24%	18,234,486	76.77%
2010	330.11	26,492,500	43.55%	25,756,667	42.34%	21,532,686	83.56%	2,785	25,705,333	42.33%	15,574,151	66.10%
2011	320.48	27,410,000	45.05%	26,000,833	42.72%	21,303,773	82.10%	2,824	22,158,333	36.41%	15,958,818	73.68%
2012	316.13	27,816,667	45.73%	26,852,500	44.14%	21,334,614	79.50%	2,836	22,224,500	36.51%	14,951,204	68.68%
2013	318.81	25,600,000	42.08%	24,610,000	40.45%	21,115,811	85.99%	2,855	21,115,000	34.71%	15,111,054	75.29%
2014	334.48	26,735,000	43.96%	26,923,333	44.28%	21,273,087	79.48%	2,872	24,030,917	39.54%	15,211,812	65.53%
2015	302.73	22,848,333	37.54%	22,360,833	36.74%	20,661,844	92.55%	2,895	20,133,833	33.09%	14,576,260	73.17%
2016												
AVG.	328.85	27,683,467	45.50%	26,820,994	44.08%	22,385,055	83.79%	2,819	23,309,574	38.33%	16,625,670	73.55%

9 yrs

MONTHLY STAFF REPORT

DATE:	September 10, 2015
TO:	Rocky Mount Town Council
FROM:	Fire Chief Jeff Rakes
DEPARTMENT:	Fire
MONTH:	August 2015

The Rocky Mount Fire Dept. had a normal month of calls for the month of July 2015, the total calls for the month was 35. There were 16 calls answered inside the town limits and 19 calls answered in the county.

There were a total of 1139 miles traveled on all town vehicles for the month. A total of 104.4 Gallons of gasoline and 115.8 gallons of diesel fuel used for these calls.

There were 3 structure fires- 2 woods & grass fires- 1 gasoline leak- 15 motor vehicle accidents- 9 false alarms- 1 debris in roadway- 2 smoke/odor removal- 1 utility pole fire- 2 maintenance calls. The Dept. accumulated 179 man hours from all of the calls.

The Rocky Mount Fire Dept. voted on two new members at our July meeting . We are pleased to welcome James Tyler and Derrick Gould to our Elite team of firefighters.

The Rocky Mount Fire Dept also helped pull off the first ever Posey Dillon Memorial Scholarship Ride with the assistance of the Rocky Mount Police Dept.

During the month of July the Rocky Mount Fire Dept. also helped the Rocky Mount Police Dept. kick off their National Night out Campaign at the local Walmart parking lot here in town. This was a great public relations event for both Police & Fire Depts.

The Rocky Mount Fire Dept. has started its annual hose testing and this usually takes us about 3 months to complete all trucks during our monthly work/training nights.

MONTHLY STAFF REPORT

DATE:	September 1 st , 2015
TO:	Rocky Mount Town Council
FROM:	Chief Ken E. Criner, Jr.
DEPARTMENT:	Police
MONTH:	August

Rocky Mount Police Department would like to welcome Shawn E. Richardson to our department. Shawn E. Richardson started his employment with the Rocky Mount Police Department on Saturday, August 29th. Officer Richardson was a former deputy with Franklin County Sheriff's Office.

On August 4th we participated in The National Night Out that was held in the upper parking lot area of Wal-Mart this year. This was a huge success!

August 26th, 2014 we had several employee's that responded to the shooting incident at Bridgewater Plaza to help assist FCSO and the VSP.

Please see attached monthly report for more information on activities for the month of August.

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: August 2015

JUNE

JULY

AUGUST

	JUNE	JULY	AUGUST
UNIFORM TRAFFIC SUMMONS ISSUED	65	121	145
TRAFFIC STOPS	134	222	249
SPEEDING TICKETS ISSUED	22	41	69
DUI	3	6	5
COLLISIONS INVESTIGATED (TREDS)	15	16	11
MOTORIST AIDES	55	43	44
CRIMINAL ARRESTS "MISDEMEANOR"	23	27	36
CRIMINAL ARRESTS "FELONY"	8	40	23
INCIDENTS ADDRESSED	2301	2268	2534
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	71	67	85
GRAND LARCENY WARRANTS	0	0	0
BREAKING & ENTERING REPORTS	0	1	1
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	107	81	52
FOLLOW-UP'S	70	76	55
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1436	1388	1571
SCHOOL CHECKS	117	94	178
ALARM RESPONSES	34	27	42
OPEN DOORS, WINDOWS, ETC. UNSECURED	2	5	3
COURT HOURS	11.5	23.25	10
TRAINING HOURS:	287	253	199.25
SPECIAL ASSIGNMENT HOURS:	101.25	47.75	104
HARVESTER HOURS WORKED:	52.5	42	86.5
ECO/TDO	5	6	6
ECO/TDO Hours:	15.25	48	14.5

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 11 reportable accidents with 10 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Bernard Road, Bland Street, Byrd Lane, Candlewood Apartments, Claiborne Avenue, Cornell Road, Dent Street, Diamond Avenue, Donald Avenue, East College Street, East Court Street, Edgemont Street, Fairlawn Drive, Glenwood Drive, Greenview Drive, Hatcher Street, Hilltop Drive, Knob Apartments, Lawndale Drive, Leonor Street, Luke Street, Maple Avenue, Musefield Road, North Main Street, Old Franklin Turnpike, Orchard Avenue, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Scuffling Hill Road, State Street, Summit Drive, Sycamore Street, Trail Drive, West College Street, Windsor Drive, Windy Lane, and Woodlawn Drive.
- ◇ Business Foot Patrols: Aaron's, Applebee's, BFMS, C-Mart, CATCE Center, Christian Heritage Academy, Coast to Coast, CVS, DMV, Dollar Tree, Eagle Cinema, Empire Foods, Family Pharmacy, Franklin County High School, Fleetwood Homes, Franklin Community Bank, Franklin Memorial Hospital, Franklin Outdoors, Franklin Street, Get Ur Fix, Hardee's, Harvester Center, Holiday Inn Express, Kentucky Fried Chicken, Kids Korner, Kim's Nails, Kroger, Lee M. Waid, Lowe's, Martinsville Dupont Credit Union, Mary Bethune Park, Mary Elizabeth Park, Member One, North Main Street, Old Franklin Turnpike, Plygem, Rocky Mount Elementary, Rocky Mount Public Works, Roses, Schewel's, School Board Road, Sheetz, Shell Station, South Main Street, STEP Inc., Tanyard Road, Trinity Missions, Trinity Packaging, Wal-Mart, Wendy's, and the YMCA.

MISCELLANEOUS:

- ◇ August 4th, 2015 - National Night Out
- ◇ August 10th, 2015 - School Starts Back
- ◇ August 14th - August 15th, 2015 - Warren Street Festival
- ◇ August 17th, 2015 - Open Door "140 Franklin Street"
- ◇ August 17th, 2015 - Open Door "350 Franklin Street"
- ◇ August 25th, 2015 - Open Door "220 Franklin Street"

CRIMINAL ARRESTS & LOCATIONS:

Obtain Prescription by Fraud	Old Franklin Turnpike (x 14)
Utter a Forged Prescription	Old Franklin Turnpike (x 2)
Distribution of a Controlled Substance	Old Franklin Turnpike (x 2)
Possess Methamphetamine w/ Intent to Distribute	Sycamore Street
Possession of Marijuana	Sycamore Street
Possession of Marijuana	Virgil H. Goode Highway
Driving Under the Influence – 2 nd Offense	Old Franklin Turnpike
Driving Under the Influence	North Main Street (x 4)
Drunk In Public	North Main Street (x 2)
Drunk In Public	Byrd Lane
Drunk In Public	Tanyard Road
Drunk In Public	Franklin Street
Drunk In Public	Woodlawn Drive
Drunk In Public	Scuffling Hill Road
Drunk In Public	Green Meadow Lane
Drunk In Public	Virgil H. Goode Highway
Possession of Alcohol Underage	Tanyard Road
Refusal of Breath or Blood Test	North Main Street
Theft of Motor Vehicle	North Main Street
Felony Shoplifting	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 4)
Domestic Assault	Diamond Avenue
Domestic Assault	North Main Street
Simple Assault	State Street
Violate a Protective Order	North Main Street

Violate a Protective Order	Old Franklin Turnpike
Brandishing a Firearm	East Court Street
Child Endangerment	Franklin Street
Emergency Custody Order	Hatcher Street (x 2)
Emergency Custody Order	Donald Avenue
Temporary Detaining Order	Floyd Avenue
Warrant Service	Market Place Drive
Warrant Service	East Court Street
Habitual Offender	North Main Street
Habitual Offender	Scuffling Hill Road
Failure to Pay Parking Fine	Warrant Obtained

SPEEDING TICKETS ISSUED

Pell Avenue (x 16)

Tanyard Road (x 12)

Donald Avenue (x 11)

State Street (x 7)

Grassy Hill Road (x 6)

Bernard Road (x 5)

North Main Street (x 4)

East Court Street (x 2)

School Board Road (x 2)

Old Franklin Turnpike (x 2)

Franklin Street

South Main Street

MONTHLY STAFF REPORT

DATE:	September 9, 2015
TO:	Rocky Mount Town Council
FROM:	Cecil Mason, Public Works Director
DEPARTMENT:	Public Works
MONTH:	August 2015

1. Read meters (3 days)
2. Replaced six 5/8 meters
3. Repaired 2" water line on Knob Hill
4. Repaired 6" water line on Pell Avenue
5. Made water – sewer tap at church on Maynor Street
6. Swept Streets (13, 14)
7. Mowed street right-away
8. Clean-up (4 days)
9. Sealed wood walks at Veterans Park
10. Dug 2 graves
11. Repair air release valve on sewer pump line at Powder Mill
12. Started 2" water line replacement on Orchard Avenue
13. Started mowing sewer easements
14. Replaced 48" pipe in Pell Avenue
15. Repaired 24" storm drain in old Lane parking lot
16. Replaced section of side walk at old fire house
17. Replaced 20' curb and gutter on Hillcrest Drive

MONTHLY STAFF REPORT

DATE:	September 2, 2015
TO:	Rocky Mount Town Council
FROM:	Tim Burton
DEPARTMENT:	WWTP
MONTH:	August

Average Daily Flow	0.533 MGD
TSS Reduction	99.3 %
BOD Reduction	99.3 %
Leachate (F.C. Landfill)	18,000 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	67.63 tons
Rain Total 1.8 inches	Snow Total 0 inches

SCADA Alarms: No after hours alarms for August

The Wastewater plant has had to deal with low pH wastewater coming into the plant. We had to feed a lot of Soda Ash to keep the pH up close to normal this month. The low pH is coming from restaurant grease interceptors and we have asked all restaurant managers that had a low pH leaving their establishments to have their grease interceptors cleaned out and to increase the frequency that they have it done.

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	September 1, 2015
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Water Plant Superintendent
DEPARTMENT:	Water
MONTH:	August 2015

Operation and Production Summary:

For August, the actual water production time (filtering of water) for the entire month averaged 10.1 hours per day which yielded approximately 810,000 gallons of water per day.

Total Raw Water Pumped:	26.26 million gallons
Total Drinking Water Produced:	25.14 million gallons
Average Daily Production:	810,000 gallons per day
Ave Percent of Production Capacity:	41%
Flushing of Hydrants/Tanks/FD Use:	1,150,000 gallons
Plant Process Water:	643,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	None

Testing:

- All routine monthly bacteria samples were good. With Rt. 220 South Water Tank off line for painting our DBP samples were much improved but not enough to keep us in compliance for Haloacetic acids at our Doe Run Road sample site. While we have the numbers going in the right direction, a notice of violation may be issued to the Town by the end of September. The water aeration/mixing system for our Rt. 220 South Water Tank has been ordered and once installed will improve water quality even more.

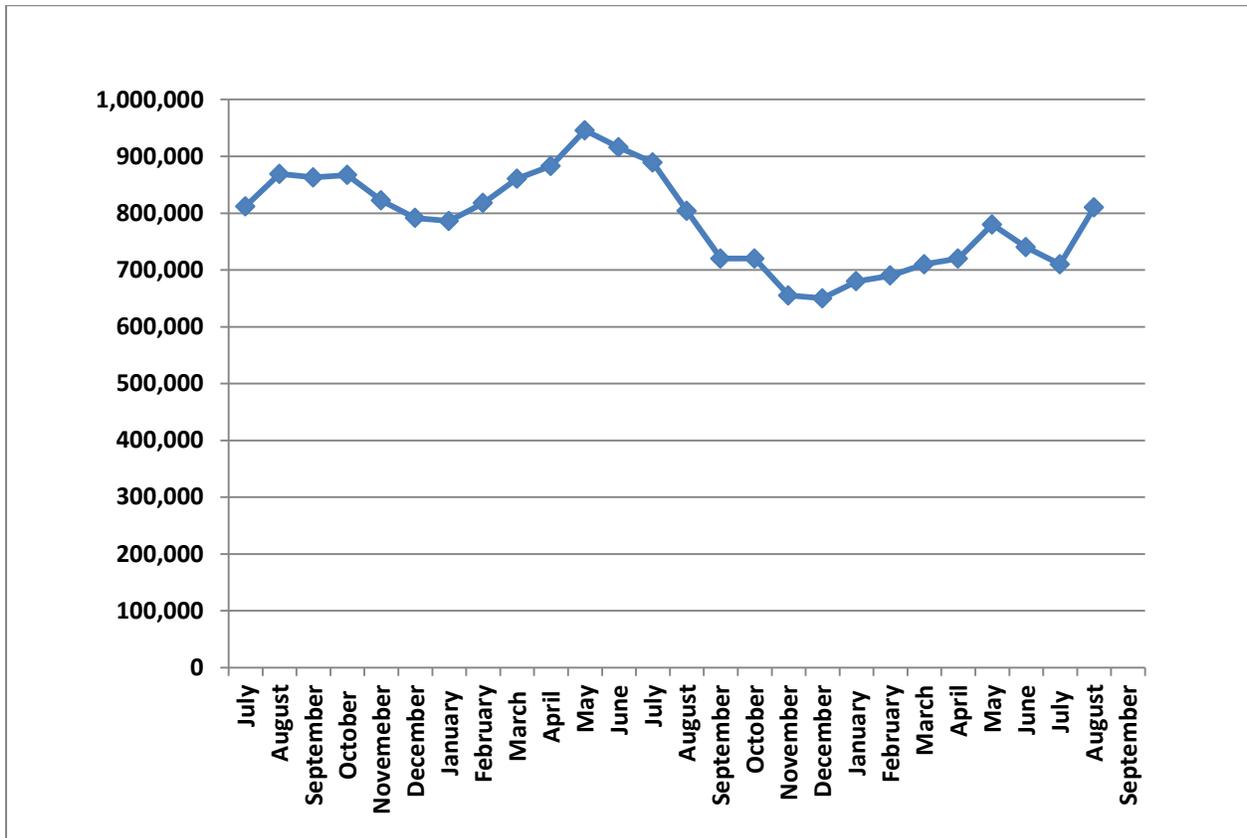
Activities / Maintenance / Improvements

- We made 3 million gallons more in August than in July. A number of fires, one sizable distribution system leak and extremely dry weather all contributed. The Blackwater River flow has dropped to below average but our ability to make water has not been affected yet.
- The levels of disinfection byproducts in the water leaving the plant have been improved significantly with changes made to the treatment process. With the addition of a tank mixer/aerator this fall, disinfection byproducts will become much less of an issue.
- Refurbishment of Finished Water Pump #3 and Lower Pump Station Pump #2 has been completed. Both are back in service with improved performance.
- Rt. 220 South Water Tank received an interior paint job as part of our ongoing maintenance contract. Typically the water tanks are recoated on the inside every 10 years. The contractor reports that the tank is in very good condition. It has been in service since about 1980.
- Staff retested fire hydrants near Lee M. Waid Elementary after the water line was replaced by our Public Works Department. All three hydrants more than doubled their previous flow tests. Fire flow is better than expected and more than adequate.
- Staff made repairs to a flow control valve at the upper pump station.
- Staff surveyed water pressure in the Maple Avenue area.

Upcoming:

- Chlorine project, electrical and SCADA programming
- 220 South Water Tank will be refilled and placed back in service.

Water Plant Production in Gallons Per Day (August 2013 to August 2015)



Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	Matt Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Referral from Planning Commission – Zoning Ordinance Amending Bed and Breakfast Regulations and Public Hearing.</p> <p>EXECUTIVE SUMMARY</p> <p>In February and March meetings, staff and planning commissioners generally agreed that some of the lodging definitions in our Zoning and Development Ordinance need clarification and adjustment. After continued research, a few changes are proposed. Updates include an expansion to the definition of Bed & Breakfast establishments, plus an additional category for a small hotel recommended as either a by-right or special exception use for parcels zoned Central Business District (CBD). Rather than a wholesale update to all lodging types (as was previously discussed), this proposal includes the updates most critical for bringing existing and planned businesses into compliance. It also addresses a need for more lodging options in the CBD regulations without permitting those uses with a greater potential to unfavorably affect the character of the district, such as conventional hotels and motels. Since there appeared to be little interest in immediately pursuing downtown design guidelines in concert with lodging updates, staff is making no recommendation to implementary at this time.</p> <p>RECOMMENDATIONS TO AMEND TOWN OF ROCKY MOUNT ZONING & DEVELOPMENT ORDINANCE:</p> <p>I. DEFINITION UPDATES</p> <p>ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to strike the following definitions from 4-3:</p> <p>BED AND BREAKFAST ESTABLISHMENT: A home occupation involving the rental of up to four rooms to overnight guests and offering breakfast meals only to said guests.</p> <p>ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to add the following definitions to 4-3:</p> <p>BED AND BREAKFAST: A home occupation wherein the owner of the premises resides</p>

Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”

	<p>at the establishment, and which (1) may contain up to five (5) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions</p> <p>BED AND BREAKFAST INN: A dwelling and its associated building(s) used for temporary/overnight guests wherein the owner or manager provides full-time management of the establishment at all times when the facility is occupied by one or more guests, and which (1) may contain up to ten (10) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests, and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions</p> <p>MIXED-USE INN: A building designed or occupied as an abiding place featuring no less than 8 rooms and no more than 20 rooms available for temporary/overnight guests who are, for compensation, lodged with or without meals, and in which provision is not generally made for cooking in individual rooms or suites. In addition to the 8-20 rooms/suites, a mixed-use inn may or may not also include on-premises restaurants, banquet halls, meeting rooms, retail uses and similar facilities as approved by the zoning administrator. The intent of this lodging category is to encourage compatible mixed uses as an enhancement and compliment to the primary use, lodging.</p> <p>II. OTHER ORDINANCE UPDATES:</p> <p>RESIDENTIAL DISTRICT R1 (ARTICLE 20) Under Article 20, 20-2-1 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn”</p> <p>RESIDENTIAL BUISINESS DISTRICT RB (ARTICLE 24) Under Article 24, 24-1-15 should be updated as follows: strike “Bed and</p>
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Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”

	<p>breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn” CENTRAL BUSINESS DISTRICT CBD (ARTICLE 29) Under Article 29, 29-1-2 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn” Under Article 29-2 “Uses by special exception” an additional definition should be added as follows: “29-2-8. Mixed-Use Inn”</p>
<p>ACTION NEEDED:</p>	<p>Following public hearing, approval or denial of zoning amendment as presented.</p>

Attachment(s): (1) An ordinance amending Articles 4, 20, 24 and 29 of Appendix A of the Code of the Town of Rocky Mount, VA (2002)
(2) Public Hearing Notice

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

IN THE COUNCIL OF THE TOWN OF ROCKY MOUNT

AN ORDINANCE of the Town of Rocky Mount amending Appendix A of the Code of the Town of Rocky Mount, Virginia (2002), known and cited as the "Zoning and Development Ordinance of the Town of Rocky Mount, Virginia" and providing for changes to Article 4 (Definitions), Article 20 (Residential District R1), Article 24 (Residential Business District RB), and Article 29 (Central Business District CBD).

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

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

Article 4 (Definitions)

The definition of "Bed and breakfast establishment" is repealed in its entirety.

The following definitions are enacted to read and provide as follows:

Bed and breakfast: A home occupation wherein the owner of the premises resides at the establishment, and which (1) may contain up to five (5) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions.

Bed and breakfast inn: A dwelling and its associated building(s) used for temporary/overnight guests wherein the owner or manager provides full-time management of the establishment at all times when the facility is occupied by one or more guests, and which (1) may contain up to ten (10) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests, and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions.

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

Article 20 (Residential District R1)

Section 20-2-1 is amended to read and provide as follows:

20-2-1. Bed and breakfast and Bed and breakfast inn.

Article 24 (Residential Business District RB)

Section 24-1-15 is amended to read and provide as follows:

Section 24-1-15. Bed and breakfast and Bed and breakfast inn.

Article 29 (Central Business District CBD)

Section 29-1-2 is amended to read and provide as follows:

29-1-2. Bed and breakfast and Bed and breakfast inn.

Section 29-2-8 is enacted to read and provide as follows:

29-2-8. Mixed-use inn.

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

Adopted this 10th day of August, 2015

Ayes:

Nays:

Present:

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to form:

Town Attorney

TOWN OF ROCKY MOUNT PUBLIC HEARING NOTICE

The Town Council of Rocky Mount will hold a public hearing during the regularly scheduled August council meeting on **Monday, August 10, 2015 at 7 p.m.** in the Council Chambers of the Rocky Mount Municipal Building, located at 345 Donald Avenue, Rocky Mount, Virginia.

The purpose of the public hearing is to consider amending the Town of Rocky Mount's Zoning & Development Ordinance to update certain lodging definitions, including a modification of the definition for bed & breakfast establishments; and an addition of a mixed-use inn definition. Documents relating to the public hearing are available for inspection at the office of the Town Clerk located in the Rocky Mount Municipal Building, Monday - Friday, 8 a.m. to 5 p.m.

Any person who wishes to be heard at this public hearing may do so in person, or may submit written responses and objections in writing to the Town Clerk. Please mail responses to Town Clerk, Attention: Lodging Hearing, 345 Donald Avenue, Rocky Mount, VA 24151 or by E-mail to ssink@rockymountva.org, by 3 p.m. August 10, 2015 in order to be included in the record.



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	Monday, September 14, 2015
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Review and Recommendation from Planning Commission to consider designating Urban Development Area for transportation funding.</p> <p>House Bill 2 applications are underway and VTrans 2040—Virginia’s long-range multimodal transportation plan—is being finalized. At the end of this process, the Commonwealth will have new projects identified for the Six Year Improvement Program (SYIP) based on a scoring system developed under House Bill 2 which identifies how well projects address the transportation needs in VTrans 2040.</p> <p>Transportation projects may be submitted for House Bill 2 funding consideration via four categories:</p> <ul style="list-style-type: none"> (1) Urban Development Areas (UDAs) (2) Corridors of Statewide Significance (CoSS) (3) Regional Networks (multi-modal intra-regional travel, mostly in urban areas) (4) Safety <p>As mentioned last month, Town road projects currently qualify under #2 above only, since VTrans 2040 designates the North Carolina to West Virginia Corridor (US 220) a Corridor of Statewide Significance. Regional Networks generally occur in more urbanized areas of the state, and Safety-related projects in Town are not yet developed enough to warrant an application. However, UDAs may provide an opportunity for additional project advancement.</p> <p>There are currently no UDAs included in our comprehensive plan, but designating them may make our HB2 applications more competitive. Projects within designated UDAs may score higher since they may meet VTrans 2040 needs not addressed under other categories. Consequently, staff is recommending the Town designate UDAs to help bolster specific project competitiveness.</p> <p>In general, UDAs are intended to be pedestrian-friendly, multi-modal areas or centers. They are designated as areas where growth is more</p>

	<p>likely to occur in the future and where density is expected to be higher than surrounding areas. They may be designated officially within a locality’s comprehensive plan (which the Town is presently in the process of updating) or via resolution from Town Council. Positive requirements are minimal; mainly we need to justify by demonstrating some incorporation of traditional neighborhood design elements in those areas—sidewalks, interconnectivity of existing road networks, mixed-use neighborhoods, and other design elements already in place in many parts of town, such as the Central Business District.</p> <p>UDAs may be designated within a locality’s Comprehensive Plan, and there are several areas which have been identified as potential growth areas during the current comprehensive plan update. However, the Central Business District—which corresponds roughly to the Mixed Use District on the Town’s Future Land Use Map—is well-suited as a UDA now and the Town could benefit immediately from having it designated as such.</p> <p>The governing body of the local jurisdiction may pass a resolution identifying which locally designated growth areas in the most recent, approved comprehensive plan (with specific, identified boundaries) are consistent with the intent of Commonwealth of Virginia Code: § 15.2-2223.1. The area designated on the attached map is consistent with these requirements. The residential and commercial density, pedestrian-oriented design and traditional neighborhood development elements all serve the purposes of UDAs as defined by state code. Staff recommends that Town Council designate the Mixed Use future land use designation be identified as an Urban Development Area.</p> <p>Please see the attached Staff Report.</p>
<p>ACTION NEEDED:</p>	<p>Consideration and direction by Town Council to designate Urban Development Area for transportation funding.</p>

Attachment(s): Urban Development Areas-Establishment in Rocky Mount Staff Report

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: JGIBSON@ROCKYMOUNTVA.ORG
WWW.ROCKYMOUNTVA.ORG



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

BOBBY M. CUNDIFF BOBBY L. MOYER
P. ANN LOVE JON W. SNEAD
BILLIE W. STOCKTON
JOSH GIBSON
Town Planner

STAFF REPORT

To: Planning Commission, Town of Rocky Mount
From: Josh Gibson, Town Planner
Date: August 24, 2015
Re: **Urban Development Areas – Establishment in Rocky Mount**

House Bill 2 applications are underway and ***VTrans 2040***—Virginia’s long-range multimodal transportation plan—is being finalized. At the end of this process, the Commonwealth will have new projects identified for the Six Year Improvement Program (SYIP) based on a scoring system developed under House Bill 2 which identifies how well projects address the transportation needs in ***VTrans 2040***.

Transportation projects may be submitted for House Bill 2 funding consideration via four categories:

- (1) Urban Development Areas (UDAs)
- (2) Corridors of Statewide Significance (CoSS)
- (3) Regional Networks (multi-modal intra-regional travel, mostly in urban areas)
- (4) Safety

As mentioned last month, Town road projects currently qualify under #2 above only, since ***VTrans 2040*** designates the North Carolina to West Virginia Corridor (US 220) a Corridor of Statewide Significance. Regional Networks generally occur in more urbanized areas of the state, and Safety-related projects in Town are not yet developed enough to warrant an application. However, UDAs may provide an opportunity for additional project advancement.

There are currently no UDAs included in our comprehensive plan, but designating them may make our HB2 applications more competitive. Projects within designated UDAs may score higher since they may meet ***VTrans 2040*** needs not addressed under other categories. Consequently, staff is recommending the Town designate UDAs to help bolster specific project competitiveness.

In general, UDAs are intended to be pedestrian-friendly, multi-modal areas or centers. They are designated as areas where growth is more likely to occur in the future and where density is expected to be higher than surrounding areas. They may be designated officially within a locality’s comprehensive plan (which the Town is presently in the process of updating) or via resolution from Town Council. Positive requirements are minimal; mainly we need to justify by demonstrating some incorporation of traditional neighborhood design elements in those areas—sidewalks, interconnectivity of existing road networks, mixed-use neighborhoods, and

other design elements already in place in many parts of town, such as the Central Business District.

UDAs may be designated within a locality's Comprehensive Plan, and there are several areas which have been identified as potential growth areas during the current comprehensive plan update. However, the Central Business District—which corresponds roughly to the Mixed Use District on the Town's Future Land Use Map—is well-suited as a UDA now and the Town could benefit immediately from having it designated as such.

The governing body of the local jurisdiction may pass a resolution identifying which locally designated growth areas in the most recent, approved comprehensive plan (with specific, identified boundaries) are consistent with the intent of Commonwealth of Virginia Code: § 15.2-2223.1. The area designated on the attached map is consistent with these requirements. The residential and commercial density, pedestrian-oriented design and traditional neighborhood development elements all serve the purposes of UDAs as defined by state code.

Staff recommends that Town Council designate the Mixed Use future land use designation be identified as an Urban Development Area. Please see the attached map for identified boundaries.

SAMPLE RESOLUTION LANGUAGE:

The Town of Rocky Mount has designated the following growth areas in the most recent, approved comprehensive plan (Town of Rocky Mount Comprehensive Plan, adopted May 14, 2007).

Locally Designated Growth Area 1: ***Central Business District Growth Area***

- The Central Business District Growth Area follows the boundary of the Mixed Use Future Land Use Designation as shown on the Town's Future Land Use Map. The majority of the Mixed Use Future Land Use Designation is zoned CBD - Central Business District. The Central Business District is by definition a mixed-use zoning classification, where commercial, residential and open space uses all exist as traditionally developed.
- The Mixed Use Future Land Use Designation is described on page 132 in the "Implementation" chapter in the Comprehensive Plan, as well as on the Future Land Use Map on page 139.
- The boundaries of the ***Central Business District Growth Area*** are proposed on the attached map.

The Town of Rocky Mount finds that the designated growth areas described above are consistent with the intent of the Commonwealth of Virginia Code: § 15.2-2223.1.
Comprehensive plan to include urban development areas.

VTrans2040 Multimodal Transportation Plan Urban Development Areas

Designated **Urban Development Areas (UDAs)** and other **locally designated growth areas** represent the community level multimodal travel market component of VTrans2040.

More information is available at: <http://www.vtrans.org/vtrans2040.asp>

What You Need to Know

Problem – The idea of Urban Development Areas evolved from a recognition that a continuing trend of dispersed development patterns generate increased vehicle traffic, limit reasonable alternatives to private vehicle use for all travel, and increase the financial burden to the Commonwealth and local jurisdictions of maintaining and expanding the transportation network and other public utilities.

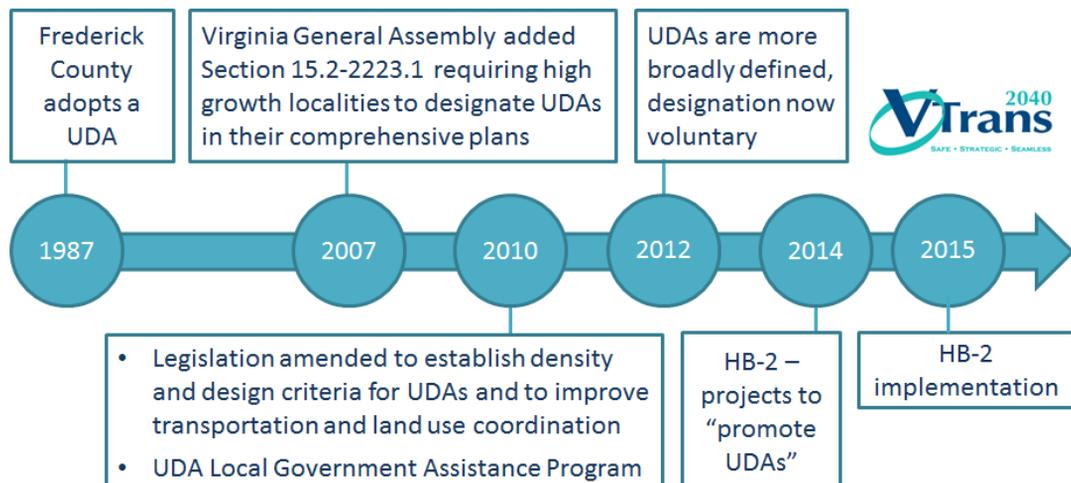
Legislation – Starting in 2007, the General Assembly has considered the role of UDAs in coordinated land use and transportation planning:

- In 2007, [Section 15.2-2223.1](#) required high-growth localities to designate UDAs in comprehensive plans. UDAs were to be areas of compact development that can accommodate 10 to 20 years of projected growth.
- In 2010, the legislation was amended to establish density and design criteria for UDAs.
- In 2012, the legislation was amended again to make the UDA designation voluntary across all localities and defined UDAs more broadly to incorporate aspects of Traditional Neighborhood Development (TND).

Status – The process in local comprehensive plans to designate UDAs and the actual list of designated UDAs has diversified since 2007. Research to date has found over **100** of these types of places in local plans across Virginia.

What is a UDA?

- Areas designated by a locality that may be sufficient to meet projected residential and commercial growth in the locality for at least 10 years.
- Areas that may be appropriate for development at a density on the developable acreage of at least four single-family residences and an authorized floor area ratio of at least 0.4 per acres for commercial development.
- Areas that incorporate principles of traditional neighborhood development (TND).



Urban Development Areas

Current Status

Are UDAs all Urban?

The designation of UDAs has taken place in urban, suburban, and rural communities. The key feature of UDAs, traditional neighborhood development (TND), is a concept that seeks to create communities with features traditionally found in Virginia prior to World War II. Many of Virginia's traditional towns, such as Bedford, Harrisonburg, and Fredericksburg exhibit the characteristics of traditional neighborhood development that UDAs seek to promote. Many smaller, rural communities also show these characteristics, including towns like South Hill, Tappahannock, and Luray.

Bedford, Virginia – TND Example

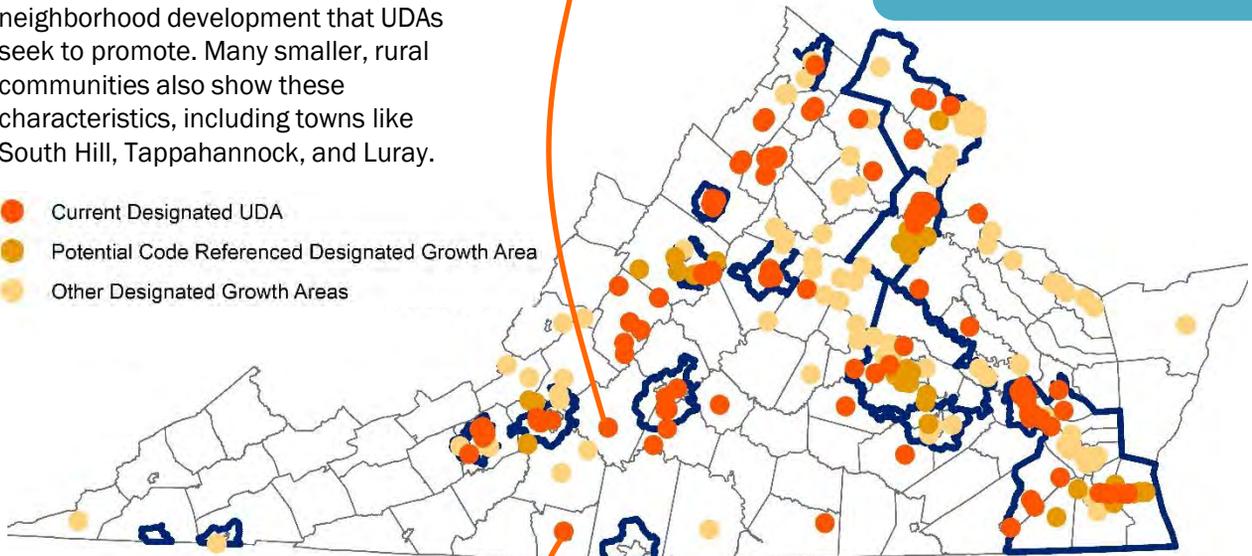


Photo Source: Bedford Main Street, Inc.

Why are UDAs Important?

While the concept is not new to Virginia, with the passage of HB2 in 2014, transportation projects promoting UDAs are now a part of Virginia's priority transportation funding decisions. VTrans2040 has included outreach with community planners to determine the transportation needs of these places across Virginia.

- Current Designated UDA
- Potential Code Referenced Designated Growth Area
- Other Designated Growth Areas



Uptown Martinsville

Locality: *Martinsville City*

Designation: *2011 Comprehensive Plan Amendment*

Goal: Adaptive reuse of vacant mill sites and adjacent properties.

Development: The New College Institute, built a 52,000 square foot facility on the Baldwin Block in 2014, creating an education and technology hub. A block away, a developer is converting an empty hotel into a mixed use development.



New College Institute (Image: The Roanoke Times)

What's Next

The Office of Intermodal Planning and Investment (OIPI) is finalizing the VTrans Multimodal Transportation Plan this summer. For each UDA (also designated growth areas), the Plan will include a profile describing planning status, socioeconomic characteristics, and transportation needs. Keep up to date on everything going on at:

<http://www.vtrans.org/vtrans2040.asp>

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	Monday, September 14, 2015
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	Review and Consideration of the Community Partnership requests to Town Council on street closings for the Come Home to a Franklin County Christmas event on December 4, 2015.
ACTION NEEDED:	Review and Approval

Attachment(s): Urban Development Areas-Establishment in Rocky Mount Staff Report

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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September 10, 2015

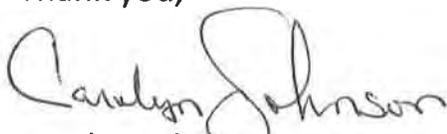
Mr. Matt Hankins, Town of Rocky Mount

Rocky Mount, Virginia

Re: Town Council Agenda Request

Community Partnership requests the Town Council Agenda for September 14, 2015 be amended to include the attached street closing request for Come Home to a Franklin County Christmas, December 4, 2015.

Thank you,


Carolyn Johnson, President

Community Partnership



September 10, 2015

Mr. James Ervin, Town Manager
Mr. Steve Angle, Mayor
Members of The Town of Rocky Mount Town Council
345 Donald Avenue
Rocky Mount, VA 24151

Dear Mr. Ervin,

Community Partnership has started organizing the 12th annual "Come Home to a Franklin County Christmas". There are two events planned:

November 27, 2015: The Community Christmas Tree Lighting on the Courthouse Lawn from 5:00 PM to 6:30 PM

December 4, 2015: Come Home to a Franklin County Christmas in Downtown Rocky Mount from 5:00 PM to 9:00 PM

We have met with the Rocky Mount Police Department on several occasions and, following their suggestion to insure safety for all event guests, we request permission to close Franklin Street during the **December 4, 2015 event from the intersection of Franklin and Floyd Avenue to the intersection of Franklin Street and Main Street.** Meetings have also been held with Carter Bank and Hemas Restaurant who are in agreement with the street closing. Further, again at the suggestion of the Police Department, **we request permission to "reserve" the municipal parking lot behind J&J Fashions for use as a Handicapped parking lot.**

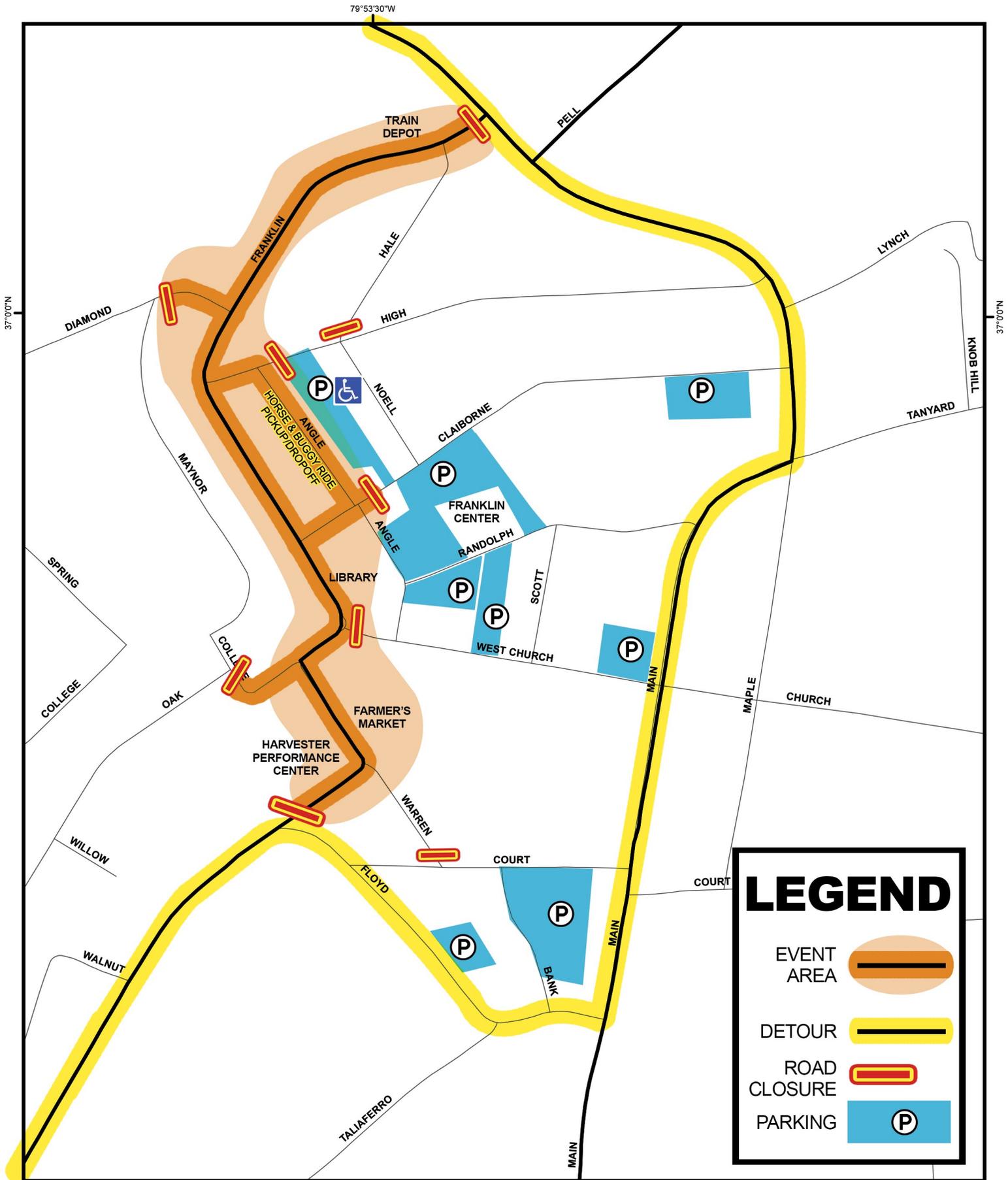
As the event continues to grow, safety of all remains a top priority and closing Franklin Street is the key to insure pedestrian safety.

We are most proud to bring this signature event to our community and will strive to maintain the high quality as in years past for the enjoyment of all.

We are appreciative of your consideration,

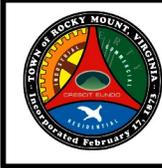
Sincerely,

Ms. Carolyn Johnson, CPR President
540-420-6963



LEGEND

- EVENT AREA
- DETOUR
- ROAD CLOSURE
- PARKING



DOWNTOWN ROCKY MOUNT COME HOME TO FC CHRISTMAS TRAFFIC PATTERN CHANGES



1 inch = 350 feet

Feet

175 0 175

Projection: Lambert Conformal Conic
GCS North America 1983
Datum: D North America 1983

Map created by jgibson
This map is for general reference
and display purposes only.