



ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
October 12, 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
 1. Franklin County Historical Society special use permit request to demolish and reconstruct a two-story accessory building on its property on South Main Street.
 2. Ntelos' request for special use permit to install cellular antennae on the tower at CenturyLink's local exchange building on South Main Street.
- VI. Approval of Draft Minutes
 - July 13, 2015 – special meeting minutes
 - July 13, 2015 - regular meeting minutes
 - September 14, 2015 regular meeting minutes
 - September 24, 2015 special meeting minutes
- VII. Approval of Consent Agenda
 - Miscellaneous Action
Review and consideration of Lynda Spence for re-appointment to the Economic Development Authority for a term of four (4) years.
 - Miscellaneous Resolutions/Proclamations
Review and consideration of Resolution by the Rocky Mount Town Council for National Business Women's Week.
 - Departmental Monthly Reports
 - Community Development Department (*none at this time*)
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
- IX. Old Business

X. New Business

1. Consider security improvements to the Town of Rocky Mount Municipal Building and approval of contract with Spectrum Design and State Security.
2. Consider donation to Franklin County Historical Society of two bus sponsorships - \$600.00 for annual Ghosts & More tours on October 17 and October 24, 2015.
3. Update on Southwest Virginia and Mountain Region tourism initiatives.
4. Growth of Kudzu and possible removal being addressed under the Town zoning ordinance.

XI. Committee Reports

1. Finance Committee meeting on September 24, 2015

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

XIII. Closed Meeting and Action

Section 2.2-3711(A).3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

XIV. Adjournment

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

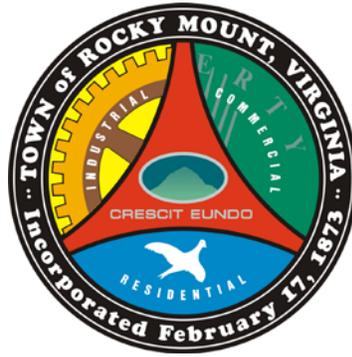
◆
Notice of intent to comply with Americans With Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance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

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

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

540.483.7660
FAX : 540.483.8830

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



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

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

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins
Planning & Zoning Administrator

Date: October 8, 2015

Re: Planning Commission Recommendation
Franklin County Historical Society

Council:

The Planning Commission held an advertised public hearing Tuesday, Oct. 6, on a request for a special use. Franklin County Historical Society requests a special use to demolish and reconstruct an accessory building in the Central Business District on South Main Street.

The current building is two stories and dilapidated, deteriorating rapidly and a hazard to staff, visitors, and nearby properties. The property with its 1925 house was donated to the Historical Society in 2008, and the building has since been used for storage but has reached the point of becoming too hazardous to occupy.

The society has demand for additional secure display space and storage, and wishes to tear down the current building and replace it with a new building of like construction in keeping with the historic use of the property. The new building would be slightly shorter and use horizontal siding instead of the current vertical boards, but would be in substantially the same footprint and retain the A-roofline.

Planning Commission had no speakers to the matter other than staff, but did hear from a Society board member during the site visit. The Planning Commission decision packet is included with this request.

The Planning Commission recommends, by a 6-0 vote, that you grant the requested special exception, under the condition that the development be in substantial conformity with the submitted plans and that plant screening be included at the development of the Town planning staff.

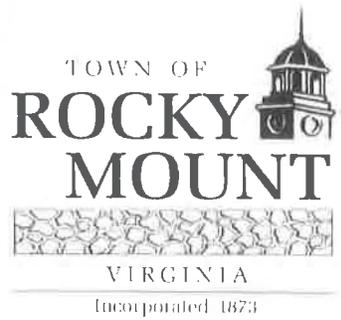
Possible motions:

- Approval with conditions as recommended by the Planning Commission
- Approval with additional/different conditions
- Approval without conditions
- Denial

SPECIAL EXCEPTION/USE APPLICATION

APPLICANT INFORMATION

NAME: HENRY Fulcher
ADDRESS: 55 Orchard Ave
Rocky Mount, VA 24151
PHONE: (540) 484-1609



NATURE OF SPECIAL EXCEPTION/USE REQUEST (BRIEF DESCRIPTION)

See Attachment

PROPERTY OWNER & PROPERTY INFORMATION

PROPERTY OWNER NAME: FRANKLIN County Historical Society
(IF DIFFERENT FROM APPLICANT)
MAILING ADDRESS: 460 South Main St. Rocky Mount, VA
EXACT LOCATION OF THE PROPERTY: 460 South Main St Rocky Mt. (MAP INCLOSED)
TAX MAP & PARCEL NUMBER: BK 374, Page 155 (MAP INCLOSED)
CURRENT ZONING: R-1 R-2 R-3 RA RB POS C-1 C-2 CBD GB
RPUD M-1 M-2
CURRENT LAND USE: VACANT AGRICULTURAL RESIDENTIAL COMMERCIAL INDUSTRIAL
SIZE OF PROPERTY (ACRES/SQ.FT.): 0.622 AC. (MAP INCLOSED)
SIZE OF PROPOSED SPECIAL EXCEPTION (ACRES/SQ.FT.): PLANS
IS ANY PORTION OF LOT IN FLOOD PLAIN OR FLOODWAY? YES NO

ADDITIONAL INFORMATION/ATTACHMENTS

- SIZE AND SHAPE OF LAND
- SIZE AND SHAPE OF BUILDING/STRUCTURE IN RESPECT TO PROPERTY LINES
- PARKING SPACE(S) SHOWN IN RESPECT TO PROPERTY LINES/BUILDINGS/STRUCTURES
- RIGHT-OF-WAY OF STREETS OR HIGHWAYS ADJOINING LAND
- ADJACENT AND ADJOINING PROPERTY OWNERS

APPLICANT CERTIFICATION

BY SIGNING BELOW, I/WE HEREBY APPLY FOR A REZONING REQUEST FOR THE PURPOSES OF THE SPECIAL EXCEPTION/USE AS DESCRIBED ON THIS APPLICATION AND I/WE CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE TO THE BEST OF MY/OUR KNOWLEDGE.

Not App _____ 9-15-15 _____
APPLICANT SIGNATURE DATE

OWNER CERTIFICATION

BY SIGNING BELOW, I CERTIFY THAT I AM AWARE OF THIS SPECIAL EXCEPTION/USE APPLICATION AND I CONSENT TO THE REZONING REQUEST AS DESCRIBED ON THIS APPLICATION.

Not App. _____ _____
OWNER SIGNATURE DATE

FOR COMMUNITY DEVELOPMENT OFFICE USE ONLY

FEE AMOUNT: _____ DATE RECEIVED: _____

CASH CHECK (CHECK No. _____)

DATE TO BE HEARD BY PLANNING COMMISSION: _____

DATE TO BE HEARD BY TOWN COUNCIL: _____

APPLICATION No.: _____

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 SIGNATURE DATE



Franklin County Historical Society

The Flora Morris House – Circa 1925

460 S. Main St. – PO Box 905, Rocky Mount, VA 24151

fchistorical@yahoo.com

Tax ID #54-1045631

Web address: www.franklincountyhistoricalsoc.org

President – Frank Chrzanowski
Vice President – Johnny Bowman
Secretary – Doris Eames
Treasurer – Zachary Wimmer

Carolyn Blanchard – Director
Adam Lynch – Director
Jon Snead – Director
Marsha Fay – Director
Peggie Foster – Director Emeritus

Billy Kingery – Director
Henry Fulcher – Director
Charles Wagner – Director
Ben Pinckard – Director

This is our 47th Anniversary Year!

Sept. 15, 2015

Town of Rocky Mount
Attn. Josh Gibson, Planner
345 Donald Avenue
Rocky Mount, VA 24151

Dear Josh,

Pertaining to our request to demolish and rebuild a storage building on our property at 460 S. Main Street, we appreciate your assistance.

We plan to use the new structure for storage (upstairs) and display space (downstairs). The set of plans you have seen describes our intention to put in a proper stairway to access the second floor as per attached sketch.

Should you need additional information, please contact Henry Fulcher at 484-1609.

Sincerely,

Linda Stanley, Special Projects Coordinator

Franklin County Historical Society is chartered by the Commonwealth of Virginia for the purpose of collecting, preserving and sharing the history of Franklin County, Virginia.

To that end, we operate a research library and history museum and stage periodic educational events.

We also present meetings for the general public with speakers on topics pertaining to our history, and we publish a newsletter six times a year for members.

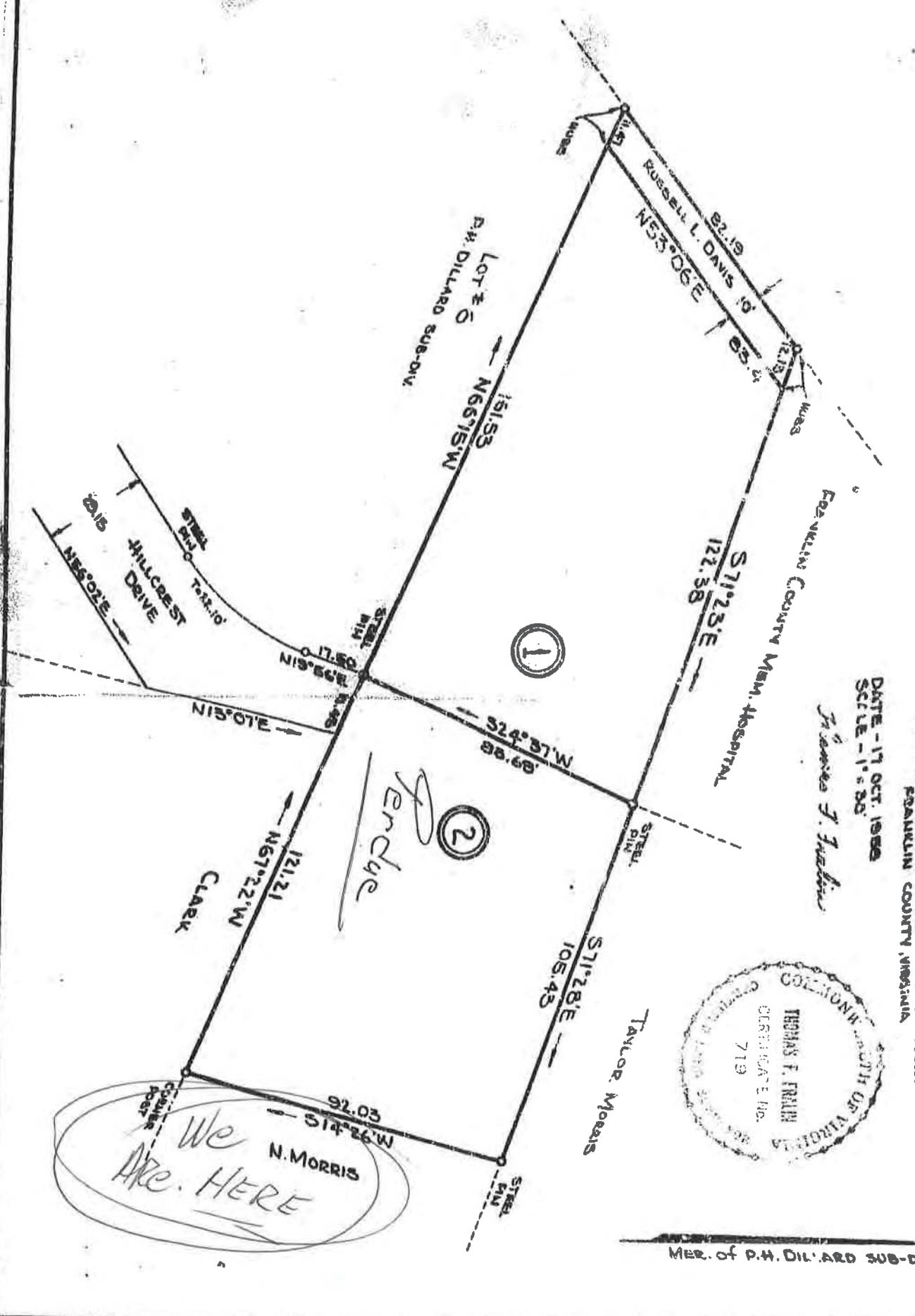
BOOK 375 PAGE 54

TAYLOR F. MORRIS

PROPERTY SITUATED IN THE TOWN OF ROCKY MOUNT
FRANKLIN COUNTY, VIRGINIA

DATE - 17 OCT. 1958
SCALE - 1" = 30'

Thomas F. Fralich



Lot 26
P.H. Dillard sub-div
151.53
N65°15'W

Russell L. Davis 10'
82.19
N53°06'E

122.38
S71°23'E
Franklin County Mem. Hospital



Perdue

CLARK

Taylor Means

*We
Are Here*
N. MORRIS

MER. of P.H. DILLARD SUB-DIV.

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

540.483.7660
FAX : 540.483.8830



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BILLIE W. STOCKTON

JOSH GIBSON
TOWN PLANNER

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

PLANNING COMMISSION STAFF REPORT

PETITIONER: Franklin County Historical Society, Inc.
LOCATION: 460 South Main Street
REQUEST: Construct an accessory building in CBD (Central Business District)
HEARING DATE: October 6th, 2015
TAX PARCEL: 2070053900

EXECUTIVE SUMMARY:

A Special Exception/Use Permit Application has been filed by the Franklin County Historical Society to construct an accessory building upon their property at 460 South Main Street—the Morris house, currently occupied by the Franklin County History Museum and offices for the Franklin County Historical Society. The property is zoned Central Business District (CBD). The request requires a special use permit because the Town of Rocky Mount Zoning Ordinance does not permit accessory buildings by right on properties zoned CBD. The applicant wishes to replace the existing building with a structure of similar size, area and height. They have agreed to maintain a landscape screen on the rear property boundary, which is shared with a residential use.

I. APPLICABLE REGULATIONS:

From ARTICLE 29: CENTRAL BUSINESS DISTRICT CBD

- **Statement of Intent:** The purpose of this district is to promote the harmonious use and development of the historic uptown, downtown and surrounding areas, which is the traditional commercial, governmental, residential, and cultural center of Rocky Mount. The central business district is characterized by an uptown professional office district and a downtown commercial district, which surrounds a residential core. The central business district is distinct due to the historic architecture that lines and is directly adjacent to the pedestrian way and the street. It is the intent of the town to maintain the unique nature of the district by promoting the use of existing buildings, and maintaining and extending the current building arrangement, architectural style, and scale. Development should occur in such a manner to minimize traffic congestion, encourage a pedestrian friendly environment, and enhance the economic viability of the district.
- **29-1-32:** Any use not specifically listed will be reviewed on an individual basis and if approved, permitted by granting of a special exception by town council.

DEFINITIONS

- **Building, accessory:** A subordinate structure customarily incidental to and located upon the same lot occupied by the main structure.
- **Special exception:** A special exception is a use that would not be appropriate generally or without restriction throughout the zoning division or district but which, if controlled as to number, area, location, or relation to the neighborhood would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or general

welfare. Such uses may be permitted in such zoning division or district as special exceptions if specific provision for such special exception is made in this zoning ordinance.

II. EXISTING CONDITIONS:

The Franklin County History Museum on the site is located in a converted dwelling on South Main Street. An old accessory building/garage located in the southwestern corner of the property has fallen into disrepair and has become a safety concern. Since the use of the property changed from residential to educational/museum use, the building has been used primarily for storage.

III. PROPOSED CONDITIONS/IMPACT:

The applicant intends to demolish and re-construct a similar structure for use as additional storage (please see application materials for preliminary plans and elevations). The size and height and location are roughly the same as the existing structure.

Traffic Impact: none

Fire/Rescue Impact: none

Community Meeting: none

Site Layout Architecture notes: see below in staff recommendations

IV. CONFORMANCE WITH COMPREHENSIVE PLAN:

The Future Land Use Map designates this area as Mixed Use, which “permits for a multiplicity of uses including single and multi-family residential, office, retail, dining, public space, and government services.” Little note is made of accessory structures but staff considers this a request which helps facilitate a quasi-public/educational use.

V. STAFF CONCLUSIONS

Staff supports a special exception permit to construct an accessory building on this property. Its impact is expected to be minimal and the building itself serves as a buffer between the sole adjacent residential use and South Main Street. It does not substantially change the character of the neighborhood, helps facilitate a permitted use and supports the mission of a community educational and cultural resource.

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

1. The site shall be developed in substantial conformance with the conceptual plans submitted as a part of the rezoning application.
2. A vegetative or screening buffer shall be installed and maintained between the building and the adjacent residential use.

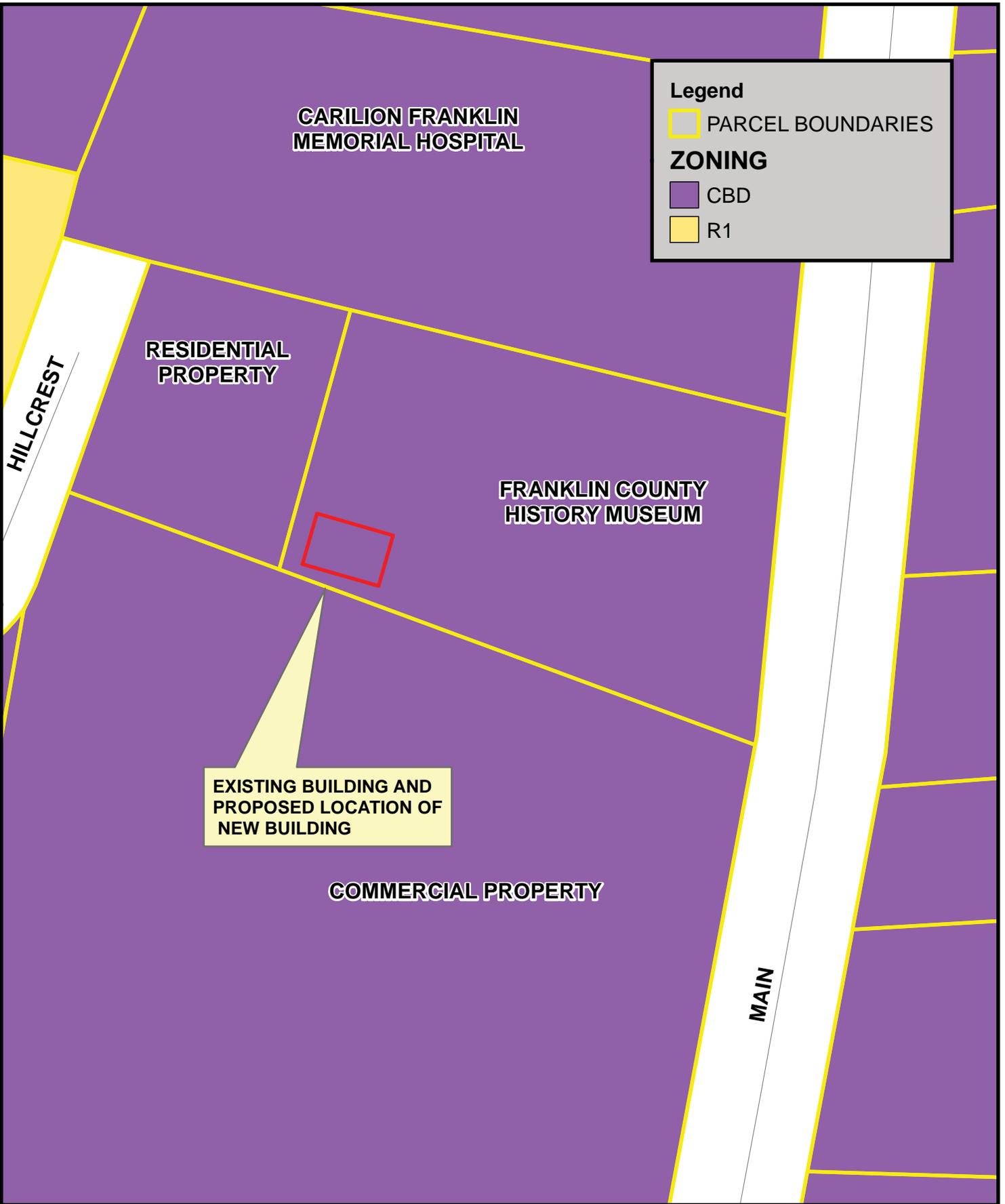
POSSIBLE MOTIONS:

Approval: I move to approve the special exception request for Tax Map Parcel 2070053900 (on the following grounds, if needed): _____

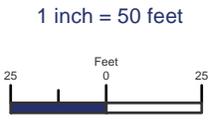
Conditional Approval: I move to approve the special exception request for Tax Map Parcel 2070053900 (with the following conditions): _____

Denial: I move to deny the special exception request for Tax Map Parcel 20700539001 (on the following grounds, if needed): _____

PREPARED BY: Josh Gibson
HEARING DATES: Planning Commission, 10/6/2015
ATTACHMENTS: Zoning Map
Aerial Map
Site Photo



ZONING MAP
460 SOUTH MAIN ST
 DATE CREATED: 9/18/2015
 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.

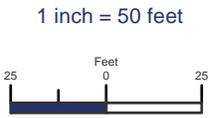


Legend

 PARCEL BOUNDARIES



AERIAL MAP
460 SOUTH MAIN ST
 DATE CREATED: 9/18/2015
 TOWN OF ROCKY MOUNT, VA



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

Map created by jgibson
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**EXISTING
ACCESSORY
BUILDING**



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

540.483.7660
FAX : 540.483.8830

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



TOWN COUNCIL
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BILLIE W. STOCKTON

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins
Planning & Zoning Administrator

Date: October 8, 2015

Re: Planning Commission Recommendation
NTELOS antenna co-location at CenturyLink Local Exchange Building

Council:

The Planning Commission held an advertised public hearing Tuesday, Oct. 6, on a request for a special use. Ntelos Cellular requests a required special use to add antennae to the CenturyLink Tower on South Main Street.

As a reminder, this is the tower I ordered to be taken down as it no longer complied with the Town's telecommunications ordinance. Based on state code, that order was lifted under agreement by the Board of Zoning Appeals in May. Ntelos now wishes to attach to the tower to expand voice, data and high-speed data in Rocky Mount. Each service requires a separate antenna, and three directional antennae are required for 360-degree coverage.

This installation will include nine total antennae in an array located at 116-feet up on the 118-foot tower, plus support structures for cables and battery backups located on the lower back of the CenturyLink building. Customers to be served include both Ntelos customers and Sprint users.

The engineering report submitted by the applicant indicates the tower has more than enough capacity to hold the weight of the submitted antennae, and that the structure of the tower itself is sound.

The planning commission heard from the applicant's site development manager, Debbie Balzer, and from the applicant's attorney, Max Wiegard of Gentry, Locke, Rakes & Moore.

Commissioner Tiggle asked when Shentel will take over Ntelos, and the likely answer is in the first quarter of 2016. This requested special use/special exception has no expected impact from that transaction.

The corrected Planning Commission decision packet is included with this request.

The Planning Commission recommends, by a 5-1 vote, with Ms. Stockton dissenting, that you grant the requested special exception, under the condition that

the development must be completed in substantial conformity with the submitted plans.

Possible motions:

Approval with conditions as recommended by the Planning Commission

Approval with additional/different conditions

Approval without conditions

Denial

TOWN OF ROCKY MOUNT
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JOSH GIBSON
TOWN PLANNER

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

PLANNING COMMISSION STAFF REPORT

PETITIONER: nTelos (for property owned by Central Telephone Co of Virginia/CenturyLink)
LOCATION: 280 SOUTH MAIN ST
REQUEST: To use existing ~120-foot tower for wireless/cellular communication
HEARING DATE: October 6th, 2015
TAX PARCEL: 2070056000

EXECUTIVE SUMMARY:

A Special Exception/Use Permit Application has been filed by nTelos to utilize an existing tower (located at 280 South Main St) for supporting wireless and cellular communication devices. Since this specific use has not been contemplated for the tower, the Town of Rocky Mount Planning Commission is reviewing the application as a new use for the tower, as directed by Article 40 of the Town of Rocky Mount Zoning and Development Ordinance (Wireless Telecommunication Facilities). The applicant wishes to add a cellular antenna array to the top of the existing tower and support cabinets and other equipment to the roof. The existing tower is of sufficient height to accommodate the plans of the applicant, so no extension or vertical addition to the tower is being requested. The application meets the spirit of the comprehensive plan and conforms to the Town’s Wireless Telecommunications Ordinance.

I. APPLICABLE REGULATIONS:

All of ARTICLE 40: WIRELESS TELECOMMUNICATION FACILITIES

DEFINITIONS

- **Antenna:** A telecommunication device that transmits or receives electromagnetic signals.
- **Wireless telecommunication facility:** Any structure used for the purpose of supporting antennas, microwave dishes or other electromagnetic transmission devices, including, but not limited to, self-supporting lattice towers, guy wires, pole towers, radio and television transmission towers, alternative tower structures, buildings, roof tops, etc. For the purpose of this ordinance, new wireless telecommunication facilities shall be defined as a commercial activity and shall not be permitted in residential districts, unless co-locating on an existing tower.
- **Special exception:** A special exception is a use that would not be appropriate generally or without restriction throughout the zoning division or district but which, if controlled as to number, area, location, or relation to the neighborhood would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity, or general welfare.

II. EXISTING CONDITIONS:

The tower at 280 South Main Street was constructed at least half a century ago and predates the building at that address, which was constructed around the existing tower. Over the years it has been utilized for various telecommunications purposes, but has been semi-vacant for several years and has never been used to support modern cellular/wireless antennae.

III. PROPOSED CONDITIONS/IMPACT:

The applicant intends to erect a cellular antenna array as noted in the application materials. The array will be located near the top of the tower, at the 116-ft elevation.

Traffic Impact: none

Fire/Rescue Impact: none

Community Meeting: none

Site Layout Architecture notes: see below in staff recommendations

IV. CONFORMANCE WITH COMPREHENSIVE PLAN:

The comprehensive plan primarily advocates adherence to *Article 40: Wireless Telecommunications Ordinance* as guidance for wireless tower-related decisions. The location of this antenna at the 280 South Main Street Tower does meet the criteria set forth by Article 40. The applicant has supplied with its application an inventory of sites near this tower and the rationale for not co-locating on each.

V. STAFF CONCLUSIONS

Staff supports a special exception permit to erect an antenna array for wireless service on the tower at 280 South Main Street. Since the tower exists, its anticipated visual impact is expected to be minimal—certainly in comparison with a new tower. Staff understands in conversations with wireless professionals that capacity for uptown/downtown and surrounding areas will be greatly improved by added antennae at this location, and it is not expected to substantially change the character of the neighborhood.

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

1. The site shall be developed in substantial conformance with the conceptual plans submitted as a part of the special exception application.

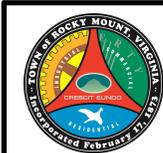
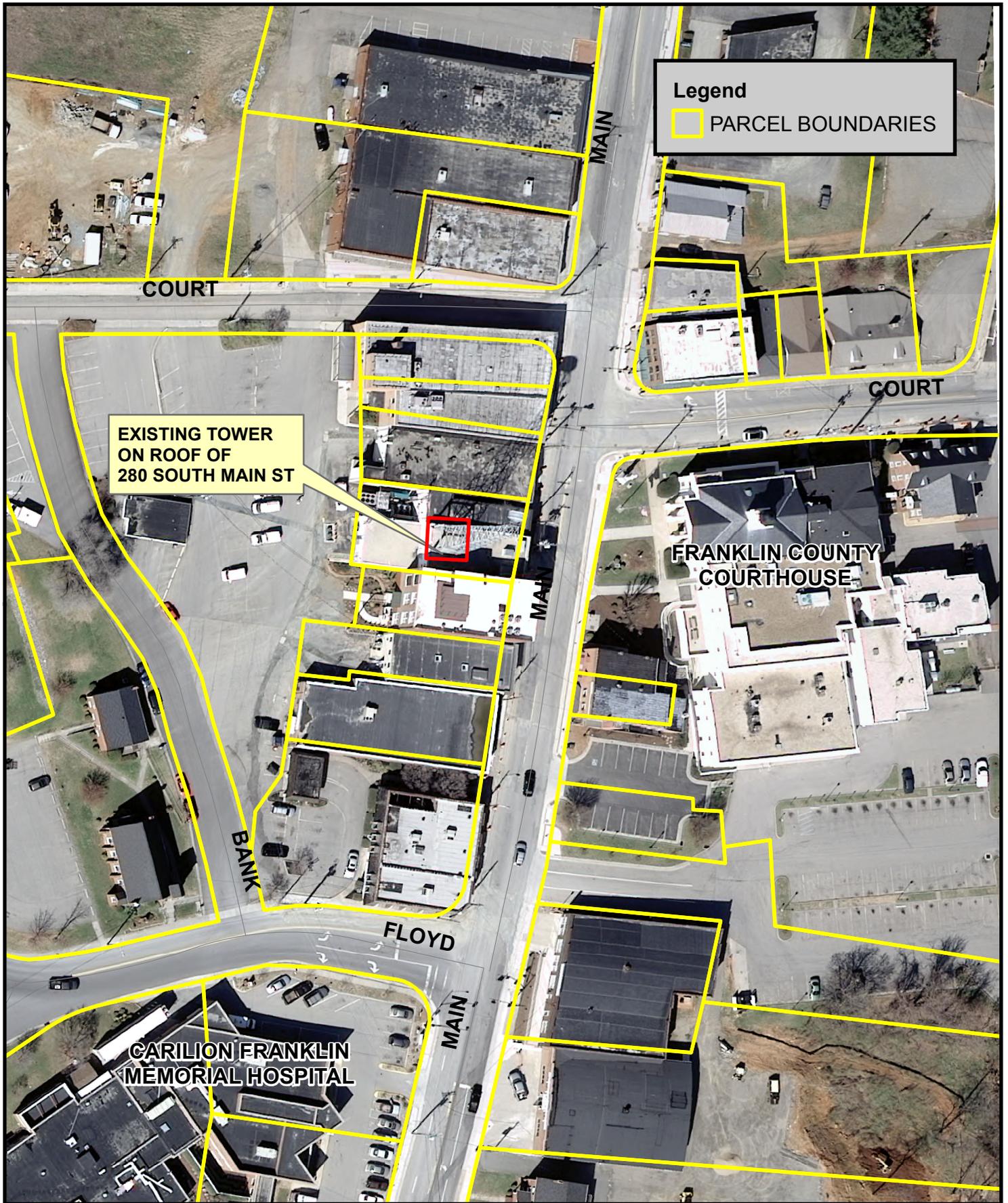
POSSIBLE MOTIONS:

Approval: I move to approve the special exception request for Tax Map Parcel 2070056000 (on the following grounds, if needed): _____

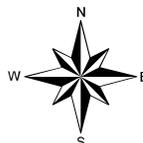
Conditional Approval: I move to approve the special exception request for Tax Map Parcel 2070056000 (with the following conditions): _____

Denial: I move to deny the special exception request for Tax Map Parcel 2070056000 (on the following grounds, if needed): _____

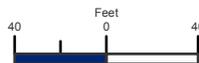
PREPARED BY: Josh Gibson
HEARING DATES: Planning Commission, 10/6/2015
ATTACHMENTS: Zoning Map
Aerial Map
Site Photo



AERIAL MAP
280 SOUTH MAIN ST
 DATE CREATED: 9/18/2015
 TOWN OF ROCKY MOUNT, VA

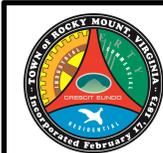
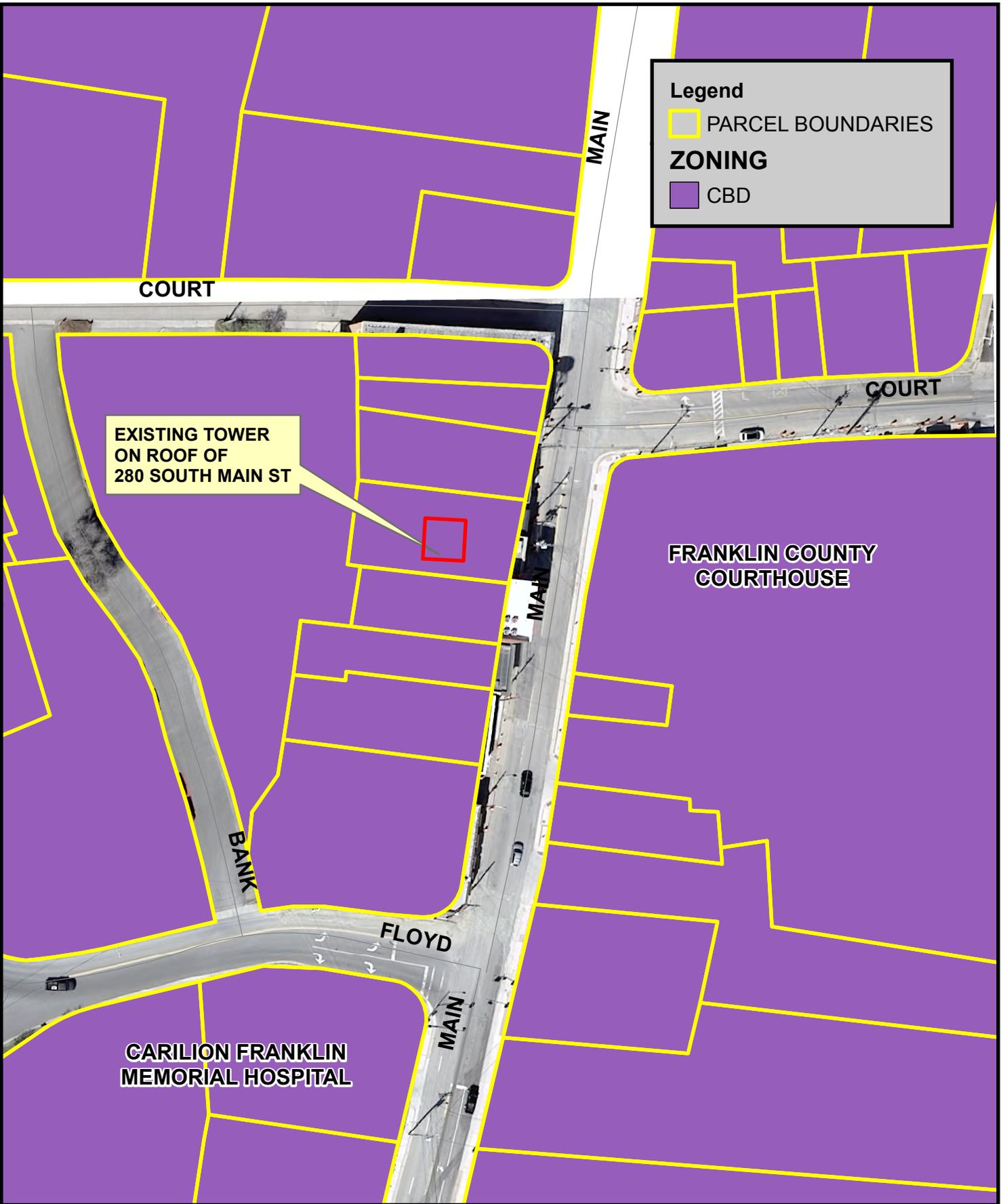


1 inch = 83 feet

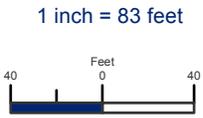
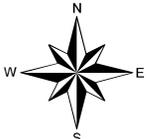


Projection: Lambert Conformal Conic
 GCS North America 1983
 Datum: D North America 1983

Map created by jgibson
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ZONING MAP
280 SOUTH MAIN ST
 DATE CREATED: 9/18/2015
 TOWN OF ROCKY MOUNT, VA



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

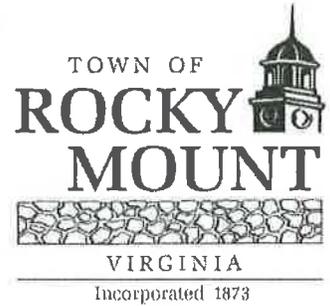
Map created by jgibson
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SPECIAL EXCEPTION/USE APPLICATION

APPLICANT INFORMATION

NAME: nTelos c/o Gentry Locke Rakes & Moore
Maxwell H. Wiegard, Esq.
ADDRESS: 10 Franklin Road, S.E.
Suite 900
Roanoke, Virginia 24011

PHONE: (540) 983-9350



NATURE OF SPECIAL EXCEPTION/USE REQUEST (BRIEF DESCRIPTION)

See Attached Narrative

PROPERTY OWNER & PROPERTY INFORMATION

PROPERTY OWNER NAME: Central Telephone Co. of Virginia d/b/a CenturyLink
(IF DIFFERENT FROM APPLICANT)

MAILING ADDRESS: 5454 W 110th Street, Overland Park, Kansas 66211

EXACT LOCATION OF THE PROPERTY: 280 South Main Street

TAX MAP & PARCEL NUMBER: 207.00-560.00

CURRENT ZONING: R-1 R-2 R-3 RA RB POS C-1 C-2 CBD GB
RPUD M-1 M-2

CURRENT LAND USE: VACANT AGRICULTURAL RESIDENTIAL COMMERCIAL INDUSTRIAL

SIZE OF PROPERTY (ACRES/SQ.FT.): N/A

SIZE OF PROPOSED SPECIAL EXCEPTION (ACRES/SQ.FT.): 312 sq. ft.

IS ANY PORTION OF LOT IN FLOOD PLAIN OR FLOODWAY? YES NO

ADDITIONAL INFORMATION/ATTACHMENTS

- SIZE AND SHAPE OF LAND
- SIZE AND SHAPE OF BUILDING/STRUCTURE IN RESPECT TO PROPERTY LINES
- PARKING SPACE(S) SHOWN IN RESPECT TO PROPERTY LINES/BUILDINGS/STRUCTURES
- RIGHT-OF-WAY OF STREETS OR HIGHWAYS ADJOINING LAND
- ADJACENT AND ADJOINING PROPERTY OWNERS **See Attached**

SPECIAL EXCEPTION/USE APPLICATION (PAGE 2)

APPLICANT CERTIFICATION

BY SIGNING BELOW, I/WE HEREBY APPLY FOR A REZONING REQUEST FOR THE PURPOSES OF THE SPECIAL EXCEPTION/USE AS DESCRIBED ON THIS APPLICATION AND I/WE CERTIFY THAT THE INFORMATION ON THIS APPLICATION IS TRUE TO THE BEST OF MY/OUR KNOWLEDGE.

[Signature] 9-15-15
APPLICANT SIGNATURE DATE

OWNER CERTIFICATION

BY SIGNING BELOW, I CERTIFY THAT I AM AWARE OF THIS SPECIAL EXCEPTION/USE APPLICATION AND I CONSENT TO THE REZONING REQUEST AS DESCRIBED ON THIS APPLICATION.
Central Telephone of Virginia d/b/a Centurylink

By: [Signature] 15 Sep 2015
OWNER SIGNATURE DATE

FOR COMMUNITY DEVELOPMENT OFFICE USE ONLY

FEE AMOUNT: _____ DATE RECEIVED: _____

CASH CHECK (CHECK NO. _____)

DATE TO BE HEARD BY PLANNING COMMISSION: _____

DATE TO BE HEARD BY TOWN COUNCIL: _____

APPLICATION NO.: _____

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 SIGNATURE DATE



GENTRY LOCKE
Attorneys

Maxwell H. Wiegard
mwiegard@gentrylocke.com
P: (540) 983-9350
F: (540) 983-9400

September 16, 2015

By Hand Delivery

Mr. Matthew Hankins
Assistant Town Manager and Community Development Director
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

Re: Proposed Special Exception Application
Narrative and Justification Statement
Tax Map Number: 207.00-560.00
Address: 280 South Main Street, Rocky Mount, Virginia 24151 (the "Subject Property")
Applicant: nTelos (nTelos Site No. RN951)

Dear Mr. Hankins:

On behalf of our client, nTelos, we hereby submit this letter as a description of the proposed wireless telecommunications facility that is the subject of the above referenced application and a statement of justification in support of such application.

The Subject Property is currently zoned Central Business District ("CBD") and is located in the Town of Rocky Mount Magisterial District. The Subject Property consists of an existing office building and a 118' lattice tower, owned and operated by Central Telephone Co. of Virginia, d/b/a CenturyLink. nTelos has entered into an agreement with CenturyLink to lease available space at the height of 116' on the existing tower to allow for the installation of antennas necessary to operate a wireless telecommunications facility and certain additional space on the rooftop of the building for the installation of cabinets containing equipment supporting the proposed wireless telecommunications facility. Consistent with Article 40, Section 40-3-4, of the Town of Rocky Mount Zoning Ordinance, nTelos requests a special exception to permit the installation of antennas and related wireless telecommunications equipment on the existing CenturyLink tower.

By way of background, nTelos is in the process of enhancing its existing voice and data network by upgrading outdated technology with next generation 4G/LTE ("Long Term Evolution") technology at its wireless telecommunications facilities across the Commonwealth of Virginia. This technology upgrade will provide nTelos and Sprint customers in the Town of Rocky Mount with enhanced in-building coverage and extend the footprint of the nTelos/Sprint



Mr. Matthew Hankins
September 16, 2015
Page 2

network towards Ferrum. The upgraded 4G/LTE technology results in improved call performance, expanded coverage, faster data speeds and stronger indoor signals.

nTelos is not proposing to enlarge or to extend the existing tower. As such, this application is consistent with the limitations on nonconforming uses set forth in the Town of Rocky Mount's Zoning Ordinance. nTelos proposes to make productive use of the existing CenturyLink tower by installing a wireless telecommunications facility near the top of the tower at an elevation of 116'.

Wherever possible, nTelos proactively pursues opportunities to collocate its wireless telecommunications equipment on existing towers and other structures, in lieu of erecting new towers on undeveloped land. nTelos evaluated the Subject Property and the existing CenturyLink tower in concert with its evaluation of other locations in close proximity to the Subject Property. Ultimately, nTelos ruled out such other properties and determined that the Subject Property fulfilled its criteria for this site. Consistent with the intent of Article 40 to encourage collocation opportunities, the existing CenturyLink tower may provide the opportunity for additional carriers to collocate their wireless telecommunications facilities.

As shown on the enclosed plans prepared by Mead & Hunt, dated August 24, 2015, the NTELOS' equipment consists principally of the following elements:

1. nine (9) antennas to be mounted at an elevation of 116';
2. nine (9) remote radio heads (one (1) per antenna);
3. six (6) 1-5/8" coaxial cables and three (3) hybriflex cables to run vertically up the tower to connect the antennas to the base cabinets;

In addition to the wireless telecommunications facility equipment to be installed on the tower, nTelos proposes to locate four (4) equipment cabinets on a platform to be mounted on the lower roof of the building, as shown on the enclosed plans. Given the orientation of the lower roof, the base equipment will be largely obscured from the view from the street and from surrounding properties.

In furtherance of the Town of Rocky Mount's decision to make productive use of the existing CenturyLink tower, as confirmed by the decision of the Board of Zoning Appeals on May 7, 2015, nTelos' proposal will not create an adverse impact. Instead, the proposed wireless telecommunications facility will provide enhanced wireless telecommunication services and an important technological upgrade for the residents of the Town of Rocky Mount.



Mr. Matthew Hankins
September 16, 2015
Page 3

In accordance with the policy of the Town of Rocky Mount, I have enclosed the following:

1. Special exception application form;
2. A check made payable to the "Town of Rocky Mount", representing the required application filing fee;
3. Construction drawings prepared by Mead & Hunt, dated August 24, 2015;
4. Map of surrounding properties;
5. Structural evaluation letter prepared by KCI, dated August 11, 2015.

Thank you in advance for your careful consideration of this application. Please do not hesitate to contact me to further discuss any of the application materials or any questions that you may have. I look forward to continuing to work with you in connection with this application.

Very truly yours,

GENTRY LOCKE

A handwritten signature in blue ink, appearing to read 'Maxwell H. Wiegard', written over the printed name.

Maxwell H. Wiegard

Enclosures

cc: Mr. Joshua C. Gibson, Town Planner
Ms. Debbie Balser (*via email only*)
Jonathan D. Puvak, Esq. (*via email only*)



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

**ROCKY MOUNT
RN951
ROOFTOP INSTALLATION OF
LTE EQUIPMENT**



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
280 S. MAIN STREET
ROCKY MOUNT, VA 24151

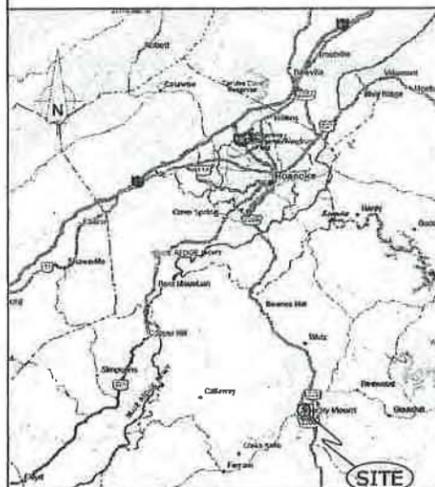
AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

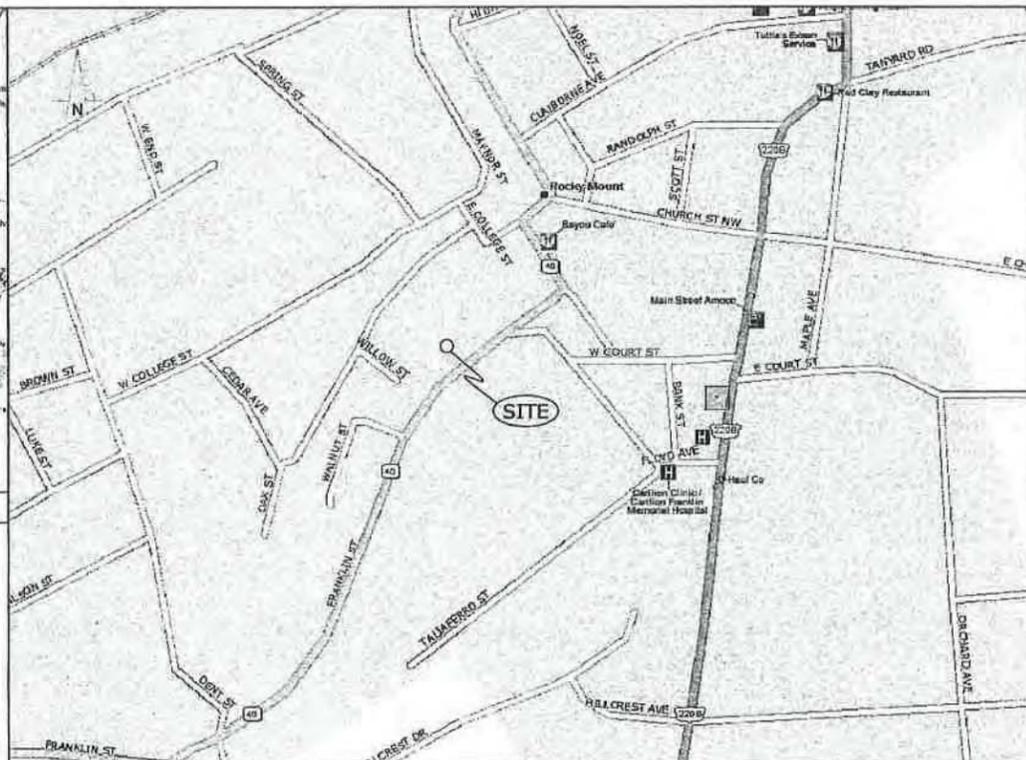
LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	08/03/15
2	REISSUE FOR COMMENT	08/24/15



AREA MAP



VICINITY MAP

SITE DIRECTIONS

FROM 1150 SHENANDOAH DRIVE, WAYNESBORO VA: HEAD SOUTHWEST ON SHENANDOAH VILLAGE DRIVE (0.9 MI). TURN RIGHT ONTO P. BUCKLEY MOSS DR. (0.4 MI). TURN LEFT ONTO THE I-64 W RAMP (0.3 MI). MERGE ONTO I-64 W (6.8 MI). TAKE THE I-81 S EXIT TOWARD I-64W/LEXINGTON/ROANOKE (0.8 MI). MERGE ONTO I-81 S (77.4 MI). TAKE EXIT 143 FOR I-581 S/US-220 S TOWARD AIRPORT/ROANOKE (0.4 MI). CONTINUE ONTO I-581 S/US-220 S (6.2 MI). CONTINUE ONT US-220 S (23.5 MI). TAKE THE VA-40 E/VA-40 W EXIT TOWARD VA-122/ROCKY MT/GRETNA (0.2 MI). TURN LEFT ONTO VA-40 W/TANYARD RD (0.4 MI). CONTINUE STRAIGHT ONTO TANYARD RD (0.7 MI). CONTINUE ONTO S MAIN ST (0.3 MI). THE TOWER WILL BE ON THE RIGHT.

SITE NAME
ROCKY MOUNT

SITE NUMBER
RN951

SITE ADDRESS
280 S. MAIN STREET
ROCKY MOUNT, VA 24151

BUILDING OWNER
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

SITE DATA
NAD 83 LATITUDE - N36° 59' 43.16"
NAD 83 LONGITUDE - W79° 53' 22.40"

LEASE AREA
312 SQUARE FEET

PROJECT DESCRIPTION
INSTALLATION OF NEW OUTDOOR EQUIPMENT AND ANTENNAS ON EXISTING ROOF. NEW UTILITY RUNS TO SITE.

JURISDICTION
TOWN OF ROCKY MOUNT

CONTACTS
nTELOS (CONSTRUCTION)
BEN PIERCE
(804) 218-5474 - PHONE
7501 BOULDERS VIEW DR., SUITE 600
RICHMOND, VA 23225
nTELOS (LEASING)
DEBBIE BALSER
(540) 941-4220 x3071 - PHONE
(540) 941-4106 - FAX

MEAD & HUNT
CURTIS PAXTON
(304) 553-8103 - PHONE
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311

SHEET	TITLE
T-1	TITLE SHEET
C-1	EXISTING SITE PLAN
C-2	PROPOSED SITE PLAN
C-3	PROPOSED EQUIPMENT LAYOUT
C-4	PLATFORM DETAILS
C-5	PLATFORM DETAILS
C-6	PLATFORM DETAILS
C-7	PLATFORM DETAILS
C-8	PLATFORM DETAILS
C-9	ANTENNA DIAGRAM
C-10	TOWER ELEVATION
C-11	ANTENNA DETAILS
E-1	UTILITY SERVICE PLAN
G-1	GROUNDING PLAN
D-1	MISCELLANEOUS DETAILS
D-2	MISCELLANEOUS DETAILS
D-3	MISCELLANEOUS DETAILS
D-4	PPC CABINET DETAILS
D-5	ELECTRICAL NOTES
D-6	GENERAL NOTES

SHEET INDEX

POLICE/FIRE/RESCUE
911

ELECTRIC POWER
ALLEGHENY POWER
CONTACT: CUSTOMER SERVICE
PHONE#: 800-255-3443

TELEPHONE
LUMOS
CONTACT: CUSTOMER SERVICE
PHONE#: 800-320-6144

nTELOS NOC
(800) 566-9568 - PHONE

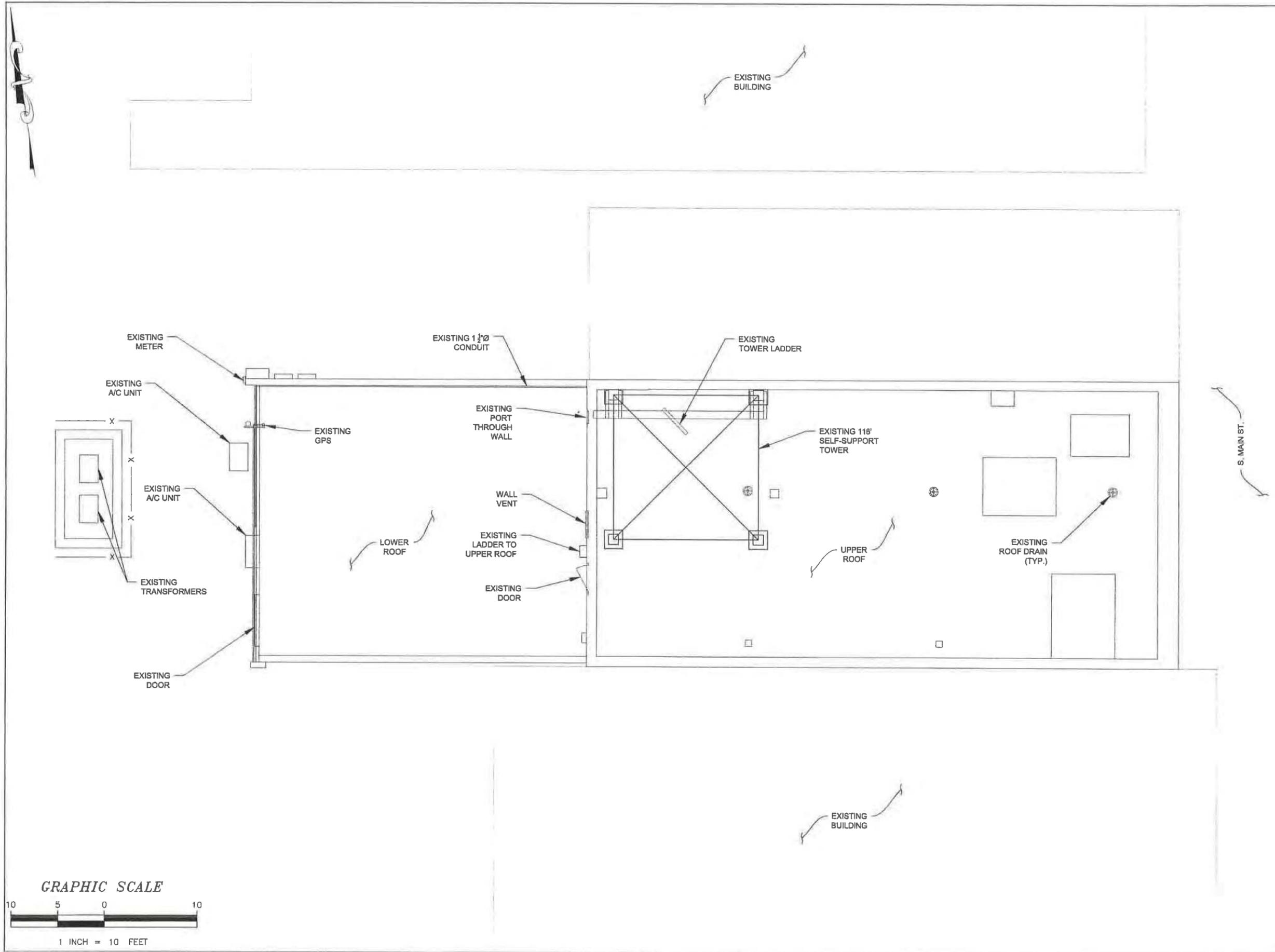
DESIGN ENGINEER

Mead & Hunt
400 TRACY WAY, SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE
(304) 345-6714 FAX

Mead & Hunt

400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
280 S. MAIN STREET
ROCKY MOUNT, VA 24151

AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	08/03/15
2	REISSUE FOR COMMENT	08/24/15



400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

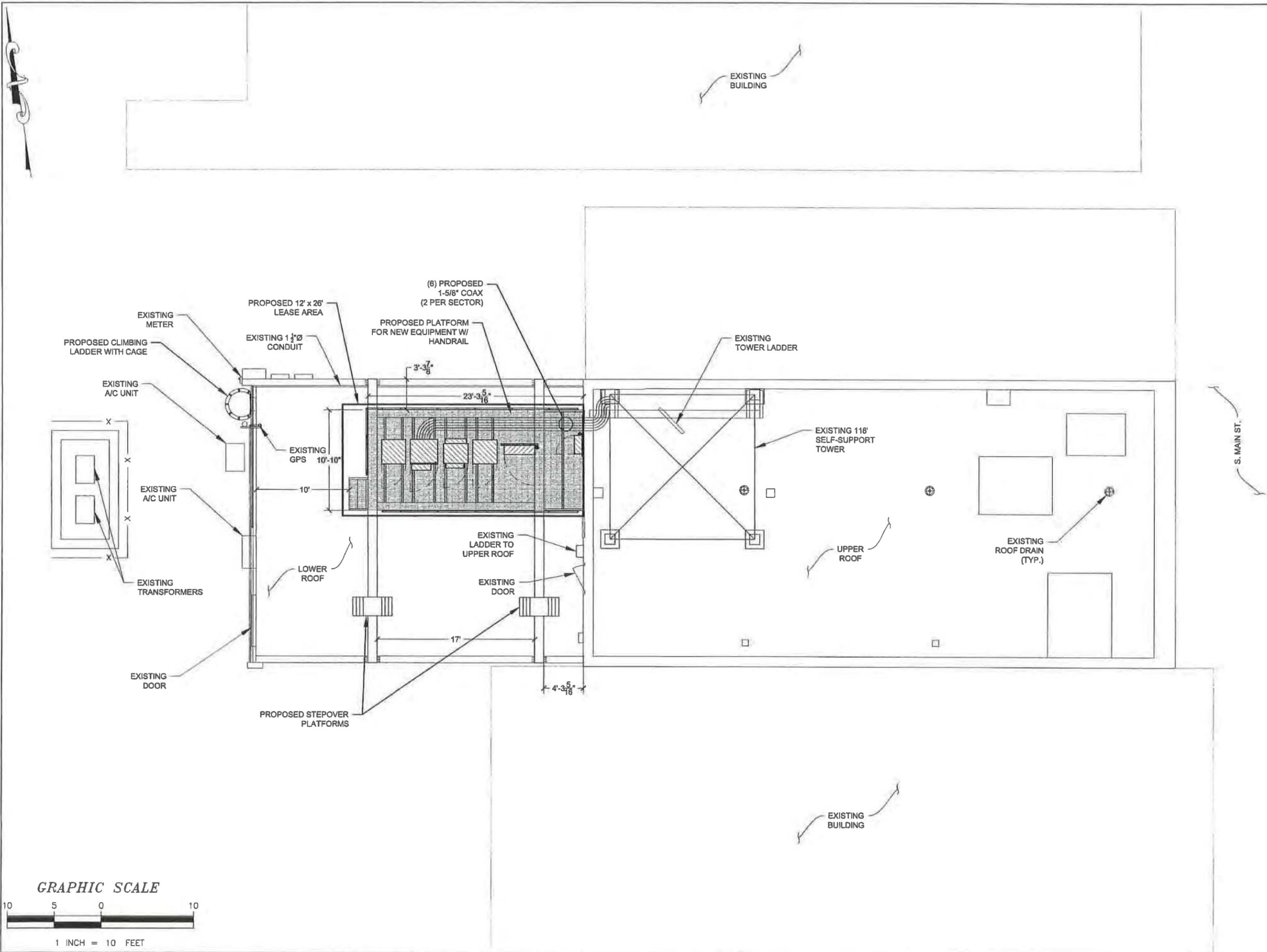
PROJECT # R4022100-141518.01

EXISTING SITE PLAN SHEET
C-1

GRAPHIC SCALE



1 INCH = 10 FEET



1150 SHENANDOAH VILLAGE DRIVE
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400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

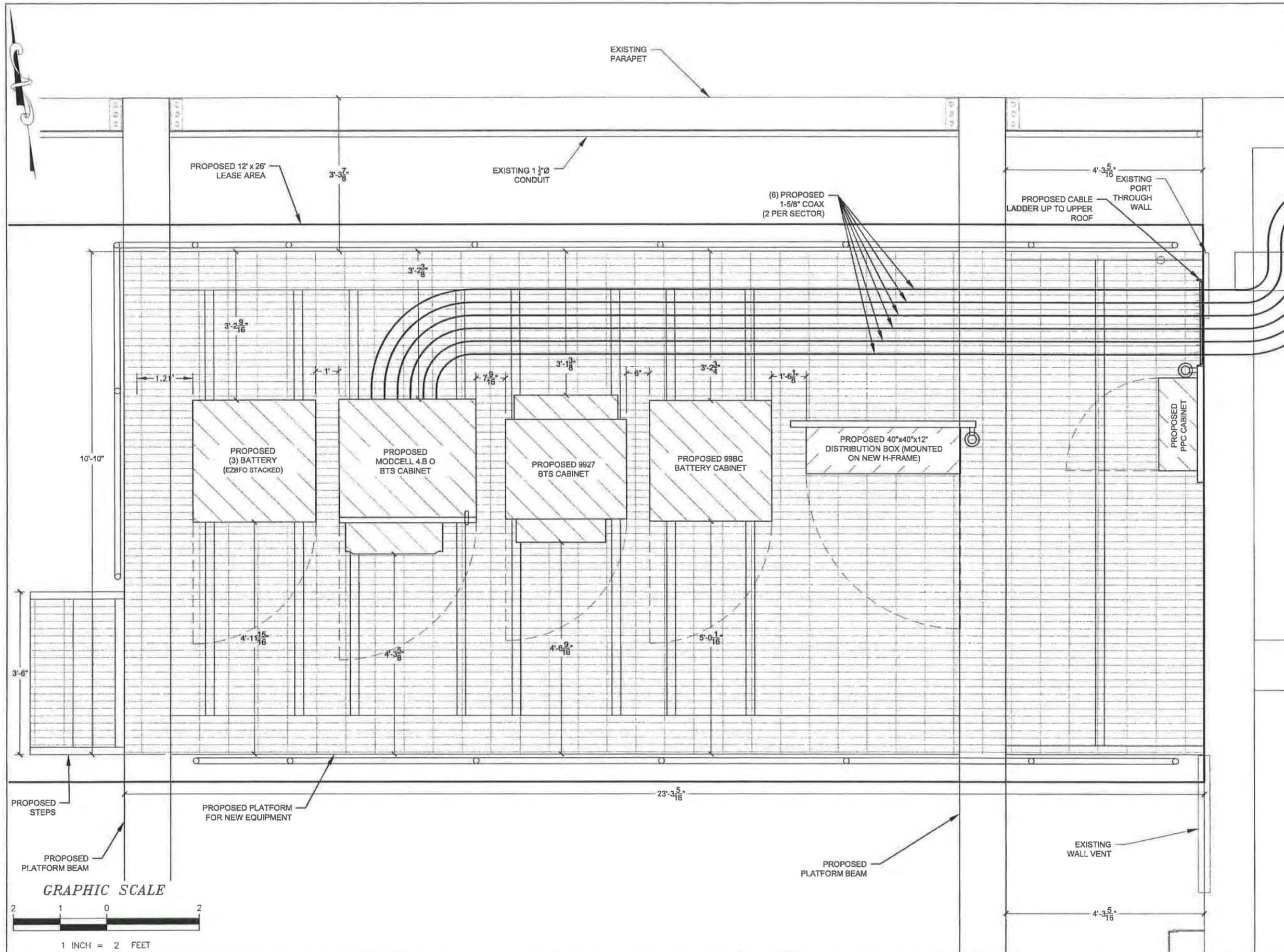
PROJECT # R4022100-141518.01

PROPOSED SITE PLAN SHEET
C-2

GRAPHIC SCALE



1 INCH = 10 FEET



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

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400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

PROPOSED EQUIPMENT LAYOUT	SHEET C-3
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1150 SHENANDOAH VILLAGE DRIVE
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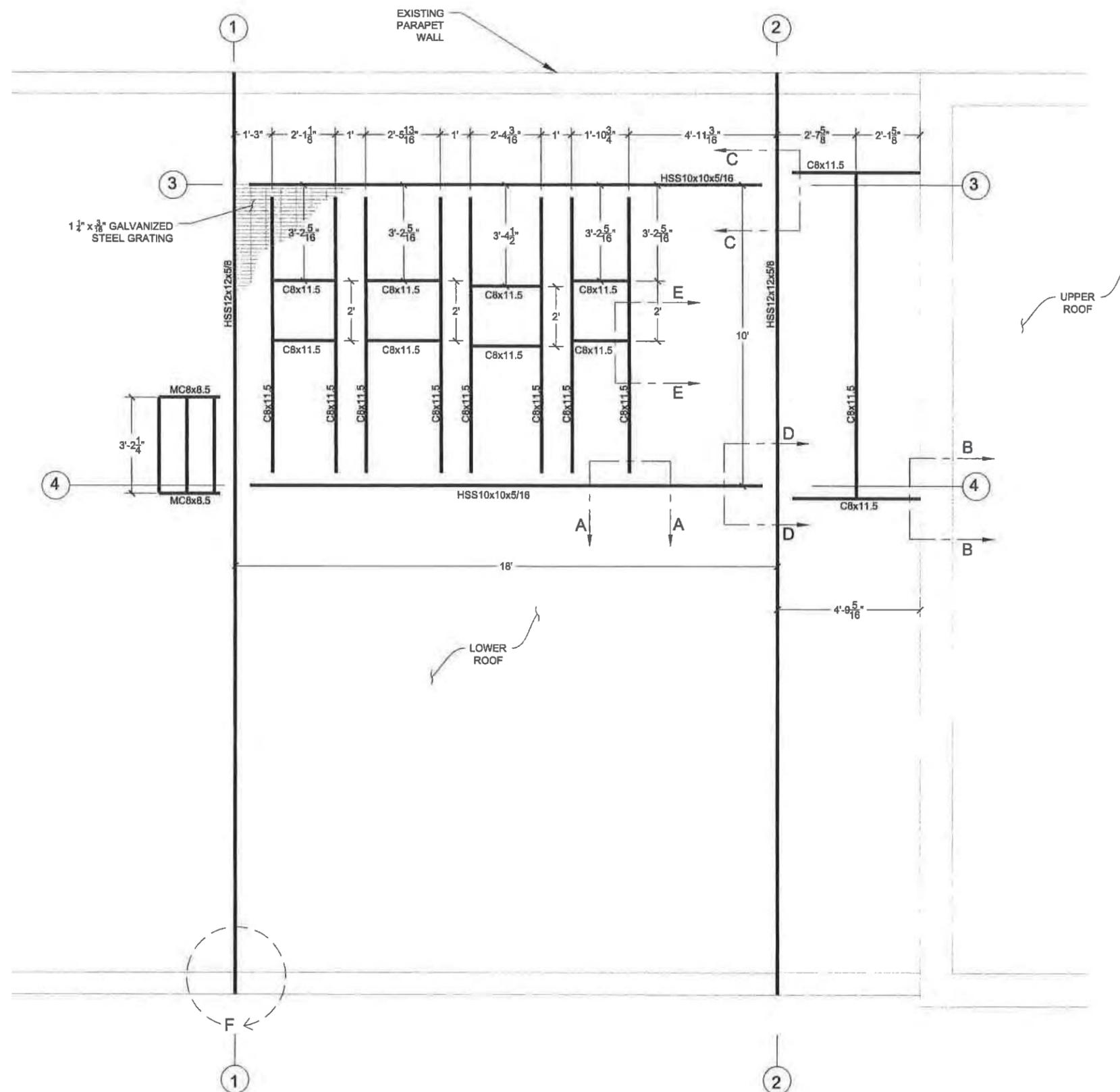
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Mead & Hunt

400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

PLATFORM DETAILS SHEET
C-4





1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

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280 S. MAIN STREET
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CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

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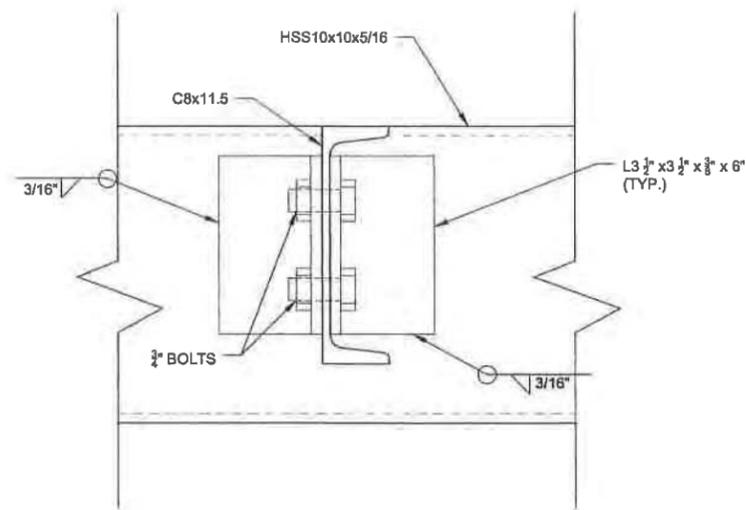
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Mead & Hunt

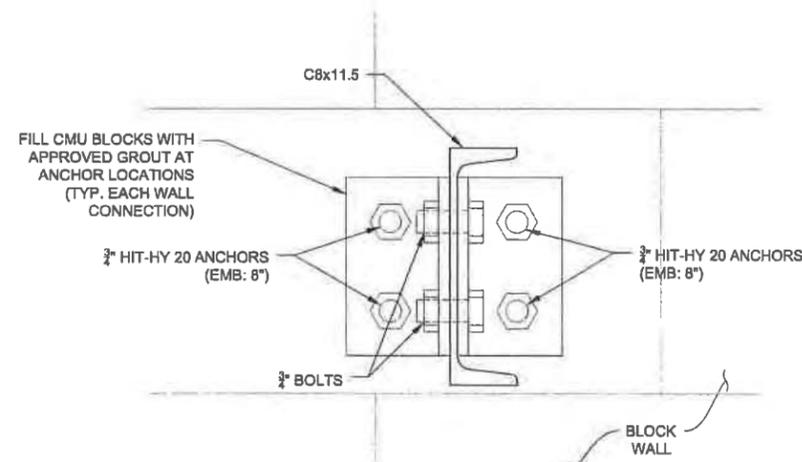
400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

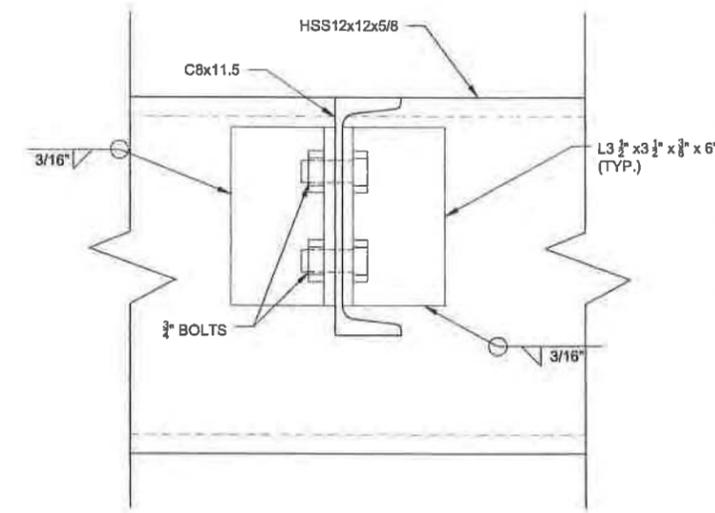
PLATFORM DETAILS SHEET
C-5



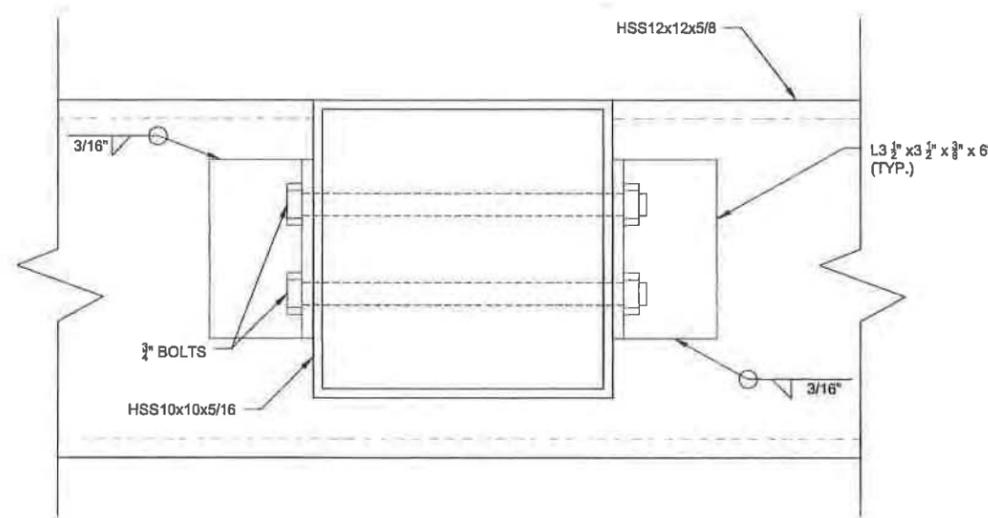
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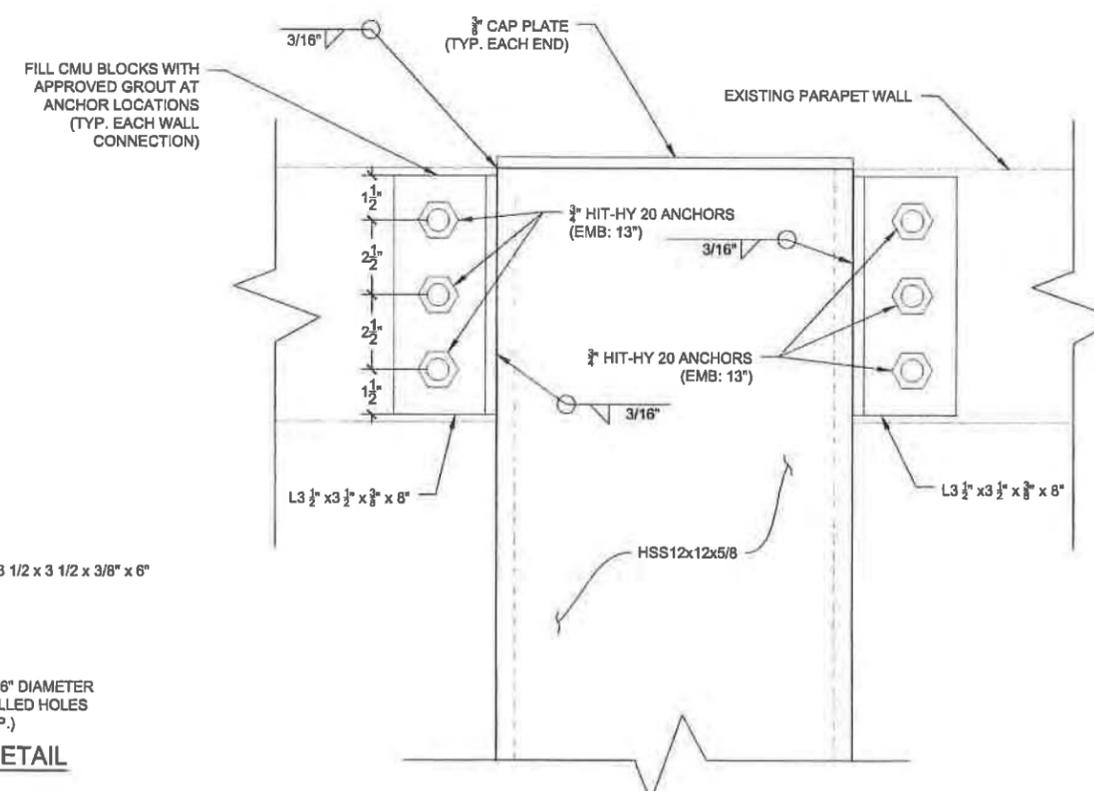
DETAIL B-B
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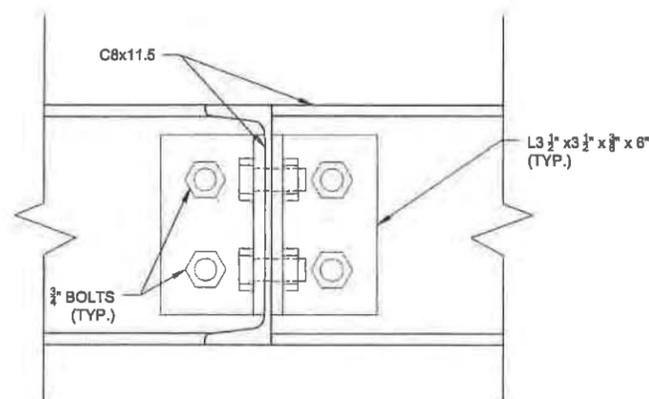
DETAIL C-C
NOT TO SCALE



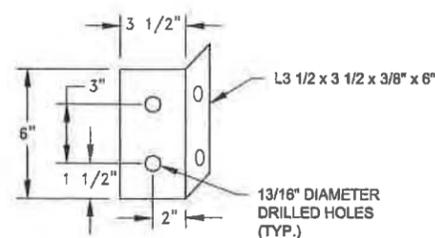
DETAIL D-D
NOT TO SCALE



DETAIL F (TOP VIEW)
NOT TO SCALE



DETAIL E-E
NOT TO SCALE



TYPICAL FRAMING CLIP DETAIL
NOT TO SCALE



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
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ROCKY MOUNT, VA 24151

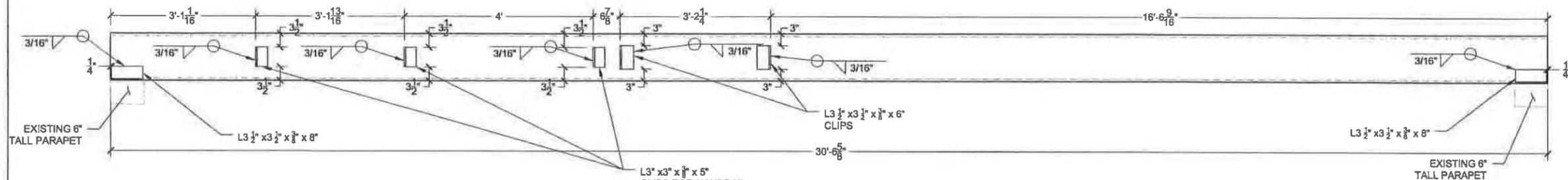
AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

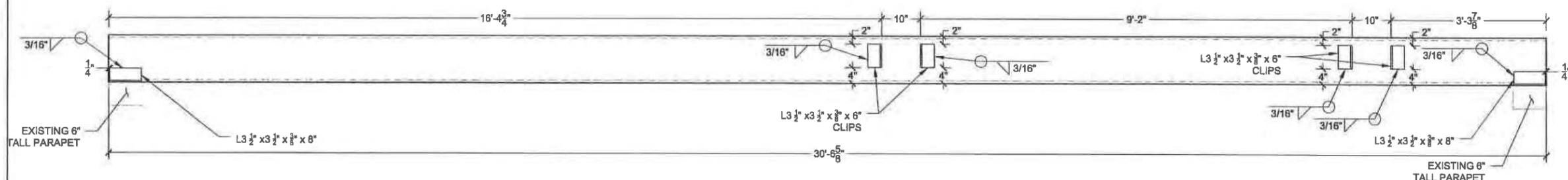
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LONGITUDE: W79° 53' 22.40"

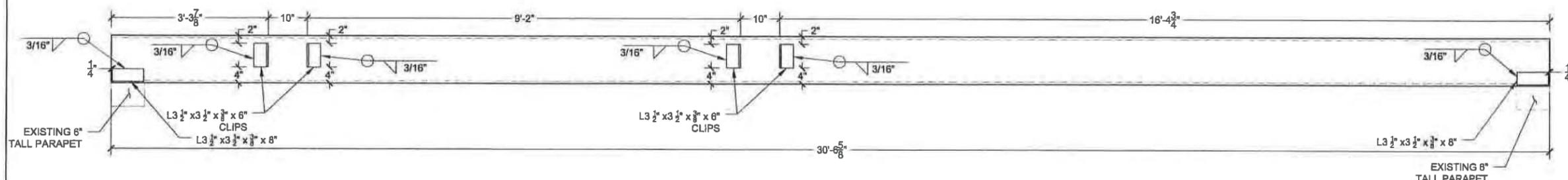
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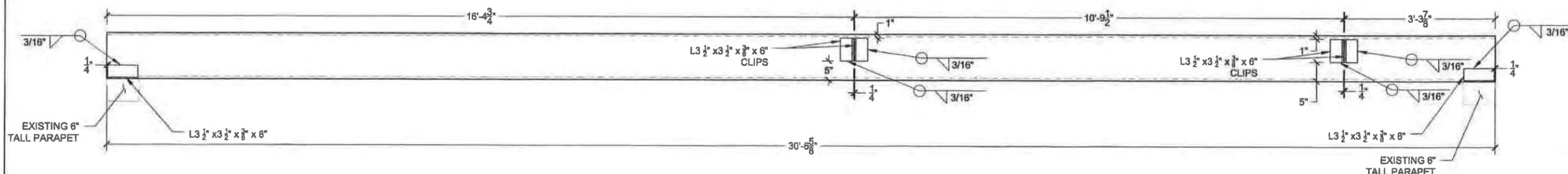
BEAM 1 (WEST ELEVATION VIEW)
NOT TO SCALE



BEAM 1 (EAST ELEVATION VIEW)
NOT TO SCALE



BEAM 2 (WEST ELEVATION VIEW)
NOT TO SCALE



BEAM 2 (EAST ELEVATION VIEW)
NOT TO SCALE



400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

PLATFORM DETAILS SHEET
C-6



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
280 S MAIN STREET
ROCKY MOUNT, VA 24151

AREA:
LEASE AREA = 312 SQ FT

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

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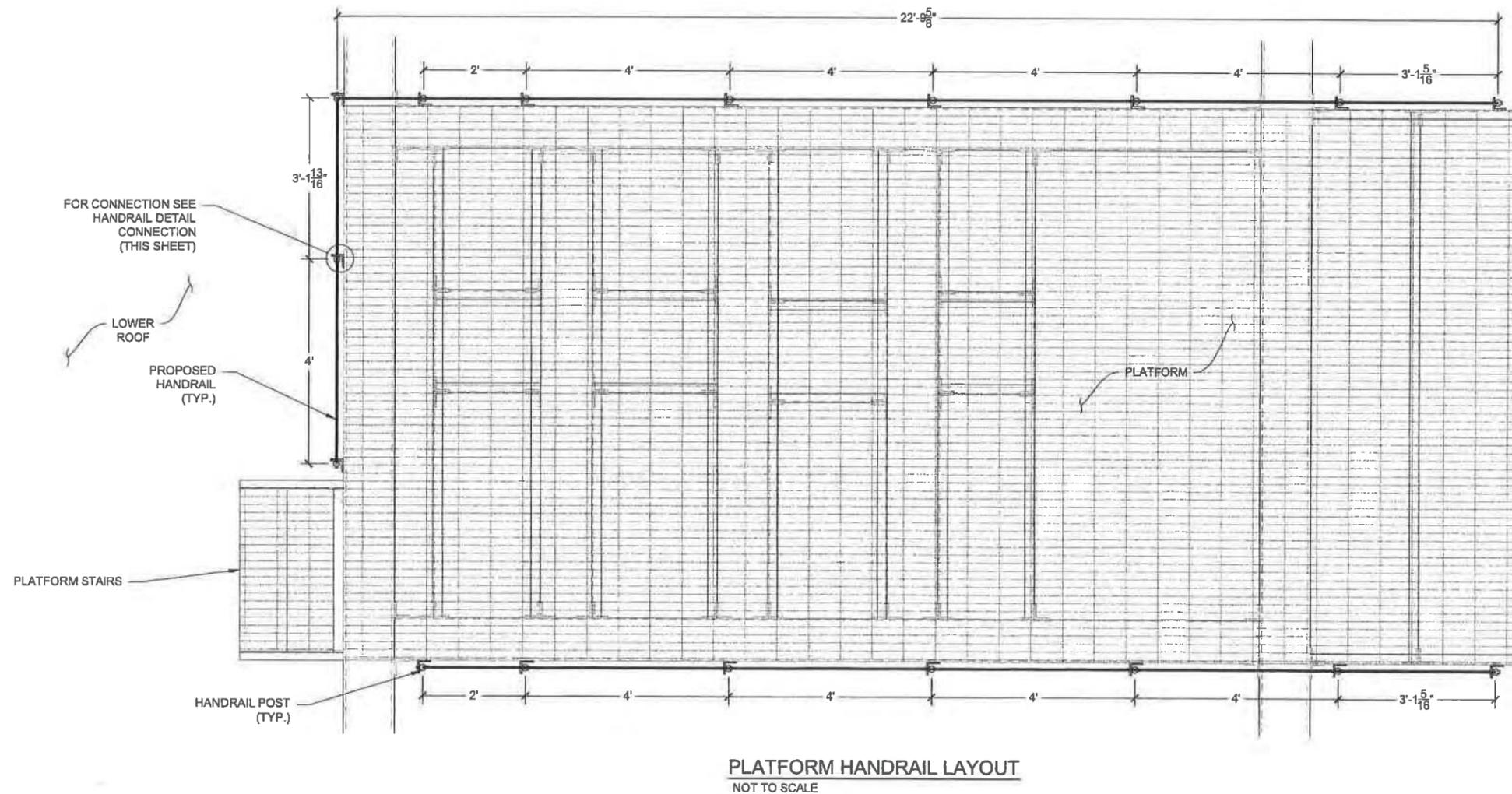
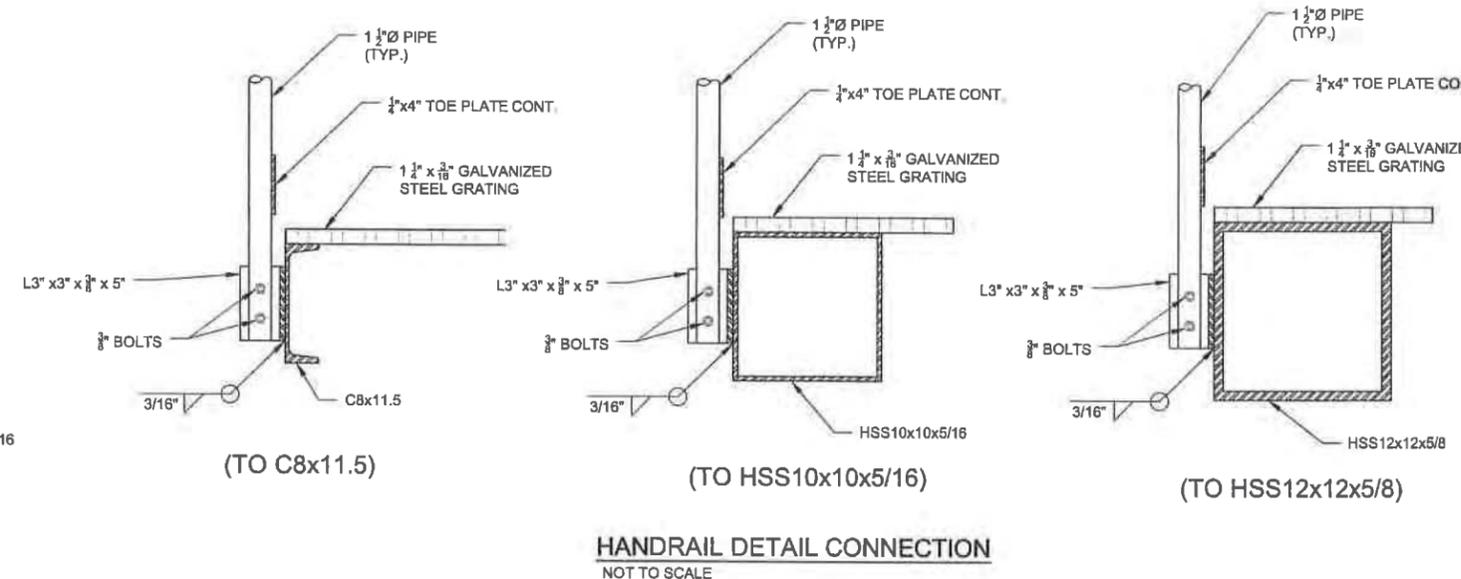
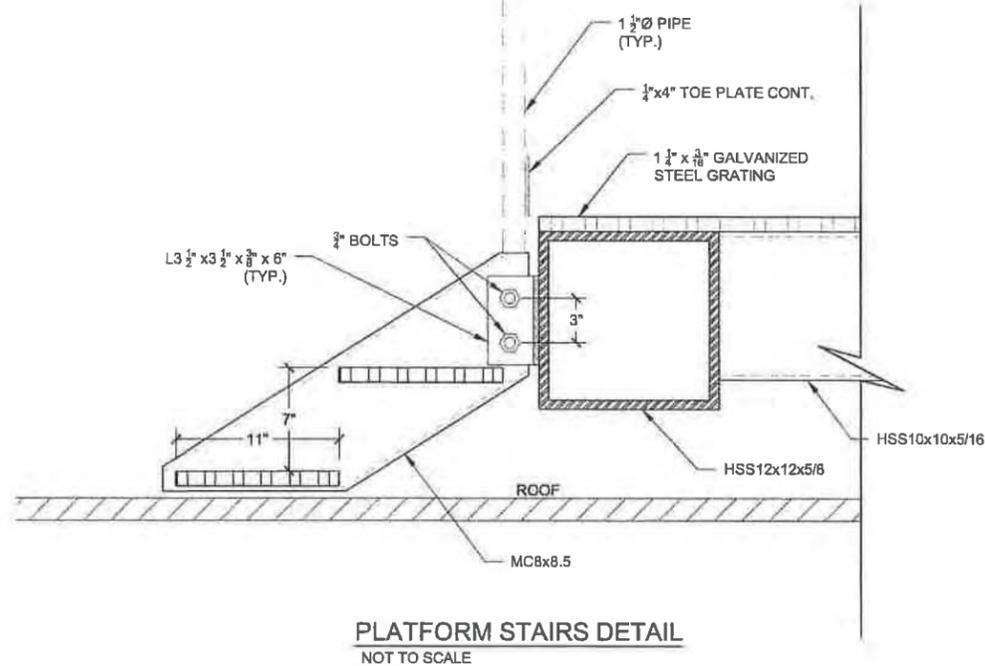
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Mead & Hunt

400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

PLATFORM DETAILS SHEET
C-8





1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

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280 S. MAIN STREET
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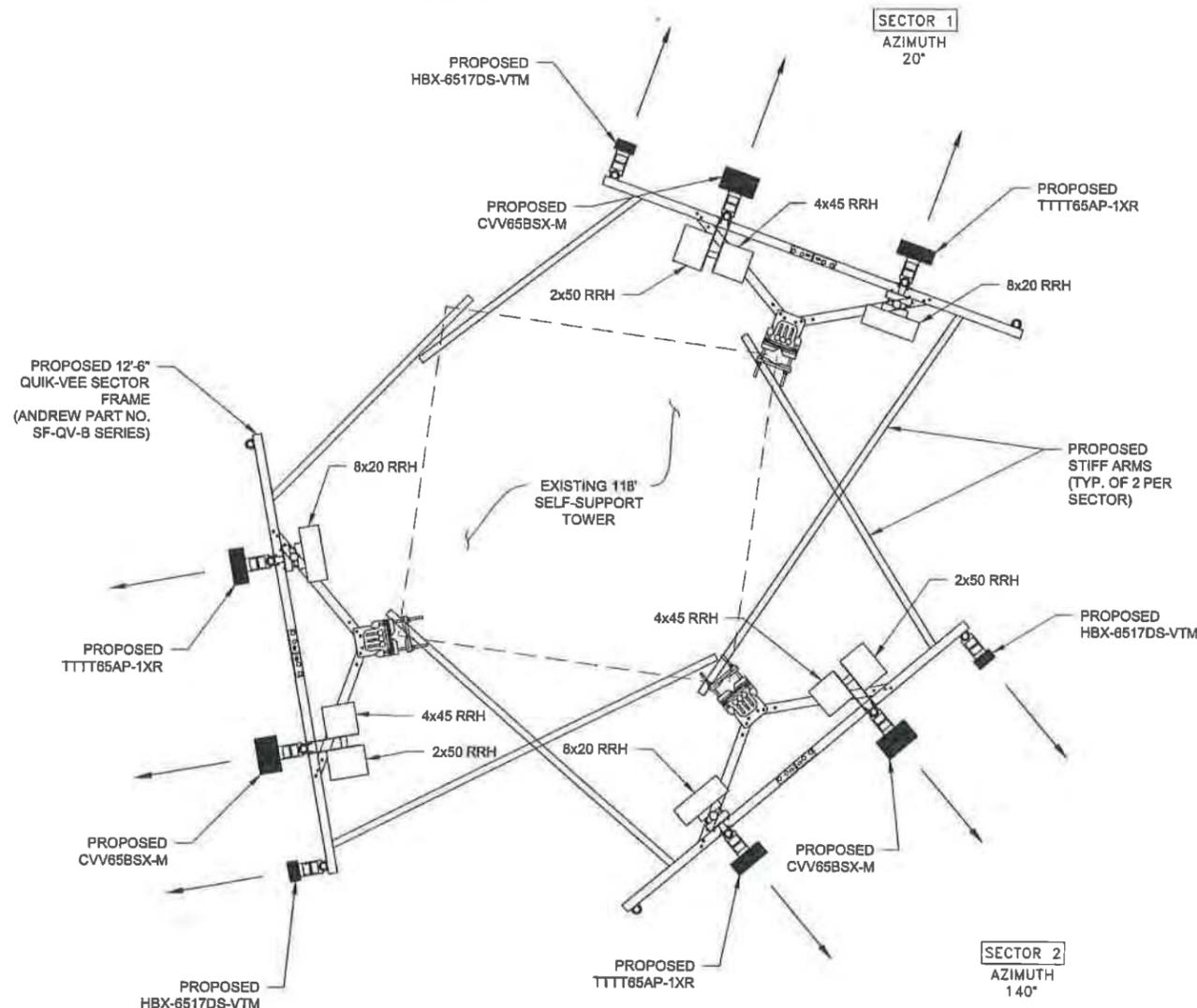
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400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

ANTENNA DIAGRAM SHEET
C-9



PROPOSED ANTENNA CONFIGURATION
NOT TO SCALE

- NOTES:**
1. TOWER AND TOWER FOUNDATION DESIGN HAS BEEN PREPARED AND PROVIDED BY OTHERS. ALL COAX ROUTING SHALL BE PER CURRENT STRUCTURAL ANALYSIS.
 2. THIS DRAWING IS A GRAPHICAL REPRESENTATION OF THE TOWER. THE RF RAD CENTER OF THE PROPOSED ANTENNAS AND MOUNTING PLATFORM ARE BASED ON INFORMATION PROVIDED THROUGH NTELOS.
 3. THE CONTRACTOR SHALL VERIFY THE LOCATION OF THE PROPOSED CABLES, CABLE LADDER, AND/OR OTHER CABLE SUPPORTING SYSTEM PER CURRENT STRUCTURAL ANALYSIS.
 4. ALL COAX CABLES SHALL BE STACKED IN ACCORDANCE WITH THE CURRENT STRUCTURAL ANALYSIS. THE CONTRACTOR OR SUBCONTRACTOR SHALL FURNISH AND INSTALL CABLE LADDER RACK, CABLE TRAYS, ETC., AND/OR CONDUIT AS REQUIRED TO SUPPORT CABLES.
 5. THE CONTRACTOR SHALL VERIFY WITH NTELOS 48 HOURS PRIOR TO INSTALLATION OF ALL EQUIPMENT/RF CONFIGURATION AND ANY RELATED WORK RELATED TO THE COMPLETION OF THIS PROJECT.
 6. THIS DRAWING IS FOR GENERAL INFORMATION ONLY.

CABLES
(6) PROPOSED 1 1/8" COAX CABLES - 2 PER SECTOR (3) HYBRIFLEX CABLES - 1 PER SECTOR (24 SM FIBER/10x8 AWG CABLES)



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

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ROCKY MOUNT, VA 24151

AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

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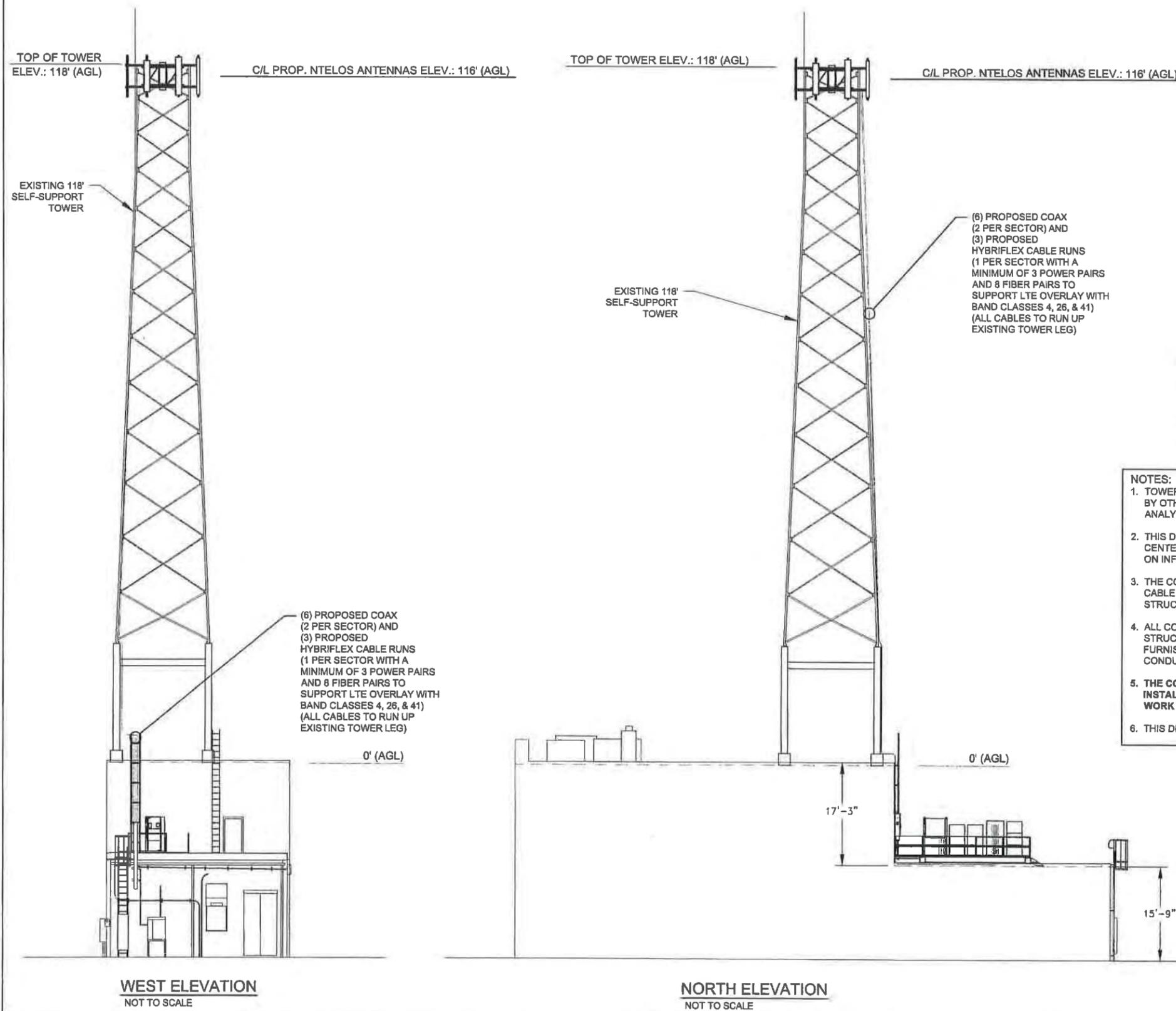
**FOR
ILLUSTRATIVE
PURPOSES
ONLY**



400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

TOWER ELEVATION SHEET
C-10





1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS: 280 S. MAIN STREET
ROCKY MOUNT, VA 24151

AREA: LEASE AREA = 312 SQ. FT.

BUILDING OWNER: CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	08/03/15
2	REISSUE FOR COMMENT	08/24/15

FOR
ILLUSTRATIVE
PURPOSES
ONLY



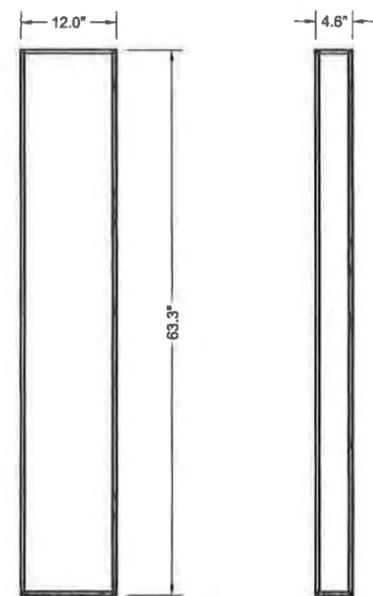
400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

ANTENNA DETAILS SHEET
C-11



BOTTOM VIEW



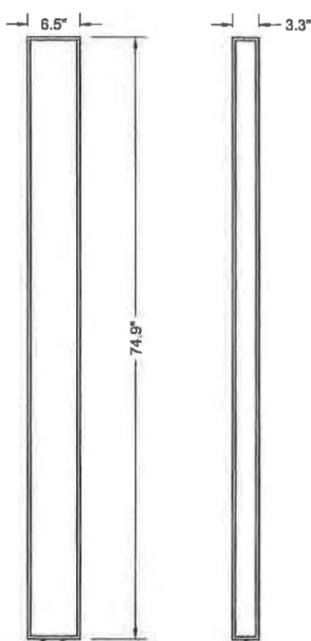
FRONT VIEW

SIDE VIEW

TTT65AP-1XR
NOT TO SCALE
83.3"Lx12.0"Wx4.6"D
(759.6 SQ. IN.)
33.0 LBS



BOTTOM VIEW



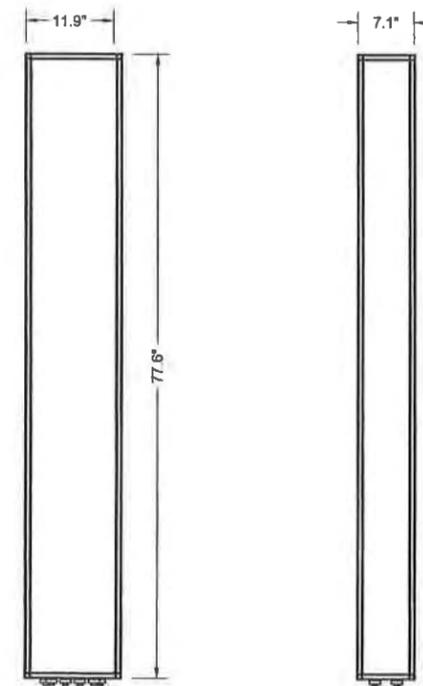
FRONT VIEW

SIDE VIEW

HBX-6517DS-VTM
NOT TO SCALE
74.9"Lx6.5"Wx3.3"D
13.7 LBS



BOTTOM VIEW



FRONT VIEW

SIDE VIEW

CVV65BSX-M
NOT TO SCALE
77.8"Lx11.9"Wx7.1"D
41.4 LBS

ALPHA = RED
 BETA = BLUE
 GAMMA = GREEN

HYBRIFLEX CABLE LENGTHS	
TOTAL CABLE LENGTH OF ALPHA SECTOR	152'
TOTAL CABLE LENGTH OF BETA SECTOR	152'
TOTAL CABLE LENGTH OF GAMMA SECTOR	152'

EXISTING PARAPET

PROPOSED 12' x 28'
LEASE AREA

EXISTING 1 1/2" CONDUIT

(3) PROPOSED HYBRIFLEX
CABLE RUNS (1-PER SECTOR
WITH A 3 POWER PAIRS AND 8
FIBER PAIRS TO SUPPORT LTE
OVERLAY BAND CLASSES
4,28,841)

EXISTING PORT
THROUGH WALL

 PROPOSED CABLE
LADDER UP TO UPPER
ROOF

 PROPOSED GPS
UNIT FOR
MODCELL

1-1/2" LIQUID-TIGHT,
FLEXIBLE METALLIC
CONDUITS

PROPOSED GPS
UNIT FOR 9927

PROPOSED
PPC CABINET

PROPOSED
(3) BATTERY
(EZBFO STACKED)

PROPOSED
MODCELL 4.8 O
BTS CABINET

PROPOSED 9927
BTS CABINET

PROPOSED 998C
BATTERY CABINET

PROPOSED 40"x40"x12"
DISTRIBUTION BOX (MOUNTED
ON NEW H-FRAME)

PROPOSED
GPS CABLES

PROPOSED
STEPS

PROPOSED PLATFORM
FOR NEW EQUIPMENT W/
HANDRAIL

PROPOSED
PLATFORM BEAM

GRAPHIC SCALE



1 INCH = 2 FEET

PROPOSED
PLATFORM BEAM

EXISTING
WALL VENT



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
280 S. MAIN STREET
ROCKY MOUNT, VA 24151

AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

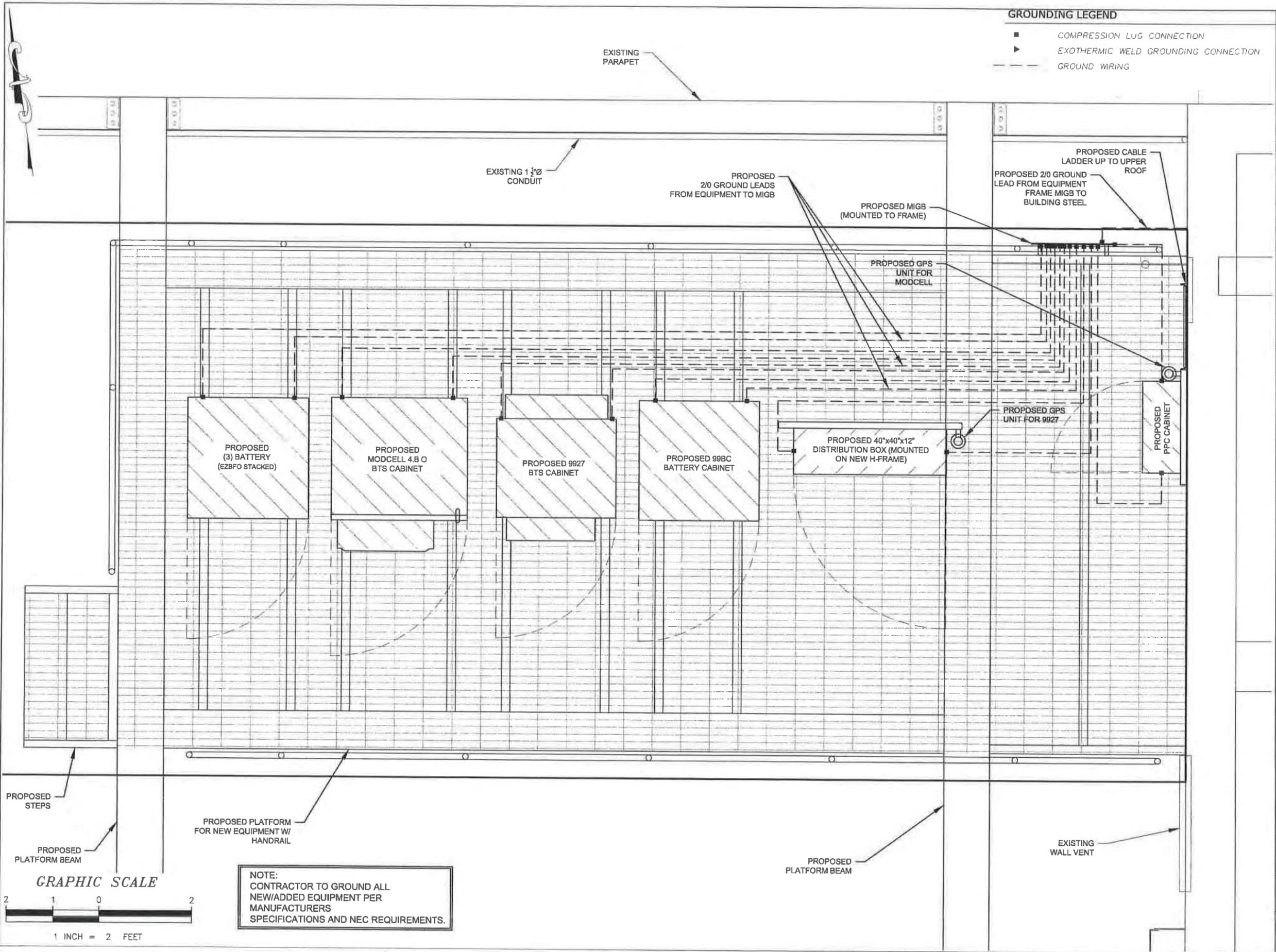
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400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

UTILITY SERVICE PLAN SHEET
E-1



GROUNDING LEGEND

- COMPRESSION LUG CONNECTION
- ▶ EXOTHERMIC WELD GROUNDING CONNECTION
- GROUND WIRING



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

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ROCKY MOUNT, VA 24151

AREA: LEASE AREA = 312 SQ. FT.

BUILDING OWNER: CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

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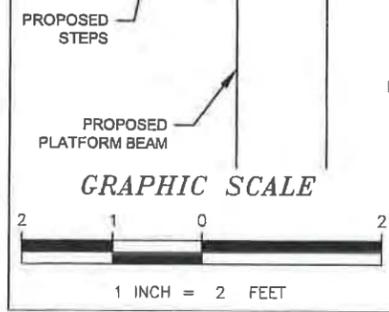


400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

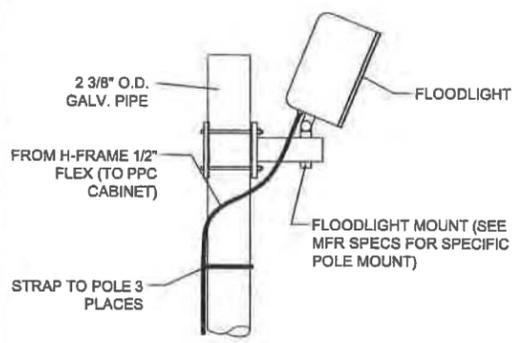
PROJECT # R4022100-141518.01

GROUNDING PLAN SHEET
G-1

NOTE:
CONTRACTOR TO GROUND ALL
NEW/ADDED EQUIPMENT PER
MANUFACTURERS
SPECIFICATIONS AND NEC REQUIREMENTS.

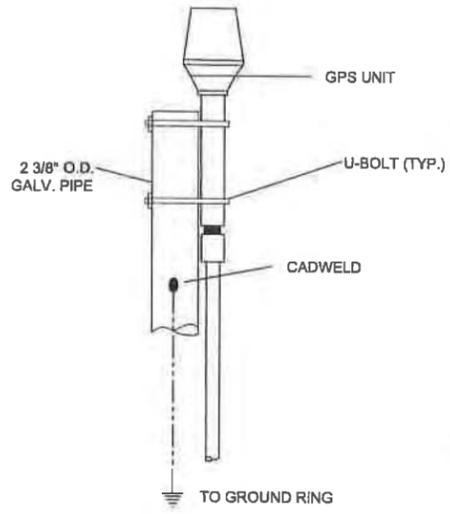


PROPOSED EQUIPMENT DATA								
COMPONENT	MANUFACTURER	MODEL	WIDTH (INCH)	DEPTH (INCH)	HEIGHT (INCH)	QTY	WT. EACH (LBS)	TOTAL WT. (LBS)
BTS CABINET	ALCATEL LUCENT	MOD4.B 0	35.4	40	72	1	1200	1200
BATTERY CABINET	ALCATEL LUCENT	EZBFD	31.5	31.5	23.6	3	832	2496
BTS CABINET	ALCATEL LUCENT	9927	32	38	63.6	1	634	634
BATTERY CABINET	ALCATEL LUCENT	99BC	31.5	31.2	63.6	1	2640	2640
RADIO HEADS	ALCATEL LUCENT	ALU 4x45	11.1	11.4	25.0	3	59.5	178.5
RADIO HEADS	ALCATEL LUCENT	ALU 8x20	17.5	5.9	25.4	3	66	198
RADIO HEADS	ALCATEL LUCENT	ALU 2x50	13	9.8	15.7	3	52	156
ANTENNA	COMMSCOPE	HBX-6517DS-A1M	6.5	3.3	74.9	3	13.7	41.1
ANTENNA	COMMSCOPE	CW65BSX-M	11.9	7.1	77.6	3	41.4	124.2
ANTENNA	COMMSCOPE	TTTT65AP-1XR	12.0	4.6	63.3	3	33.0	99.0

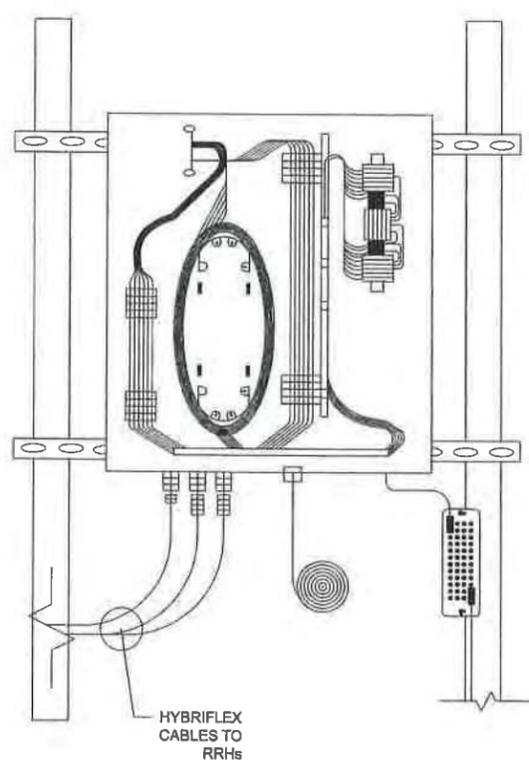


FLOODLIGHT DETAIL
NOT TO SCALE

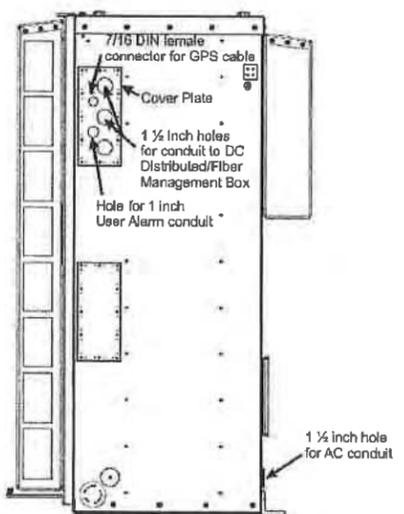
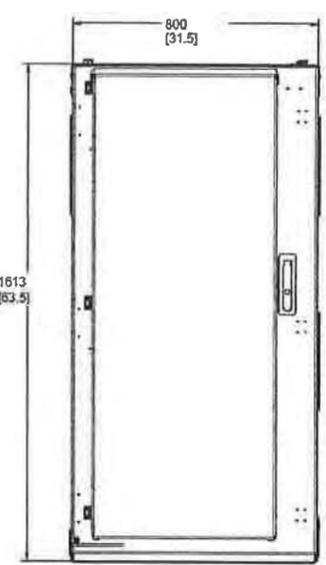
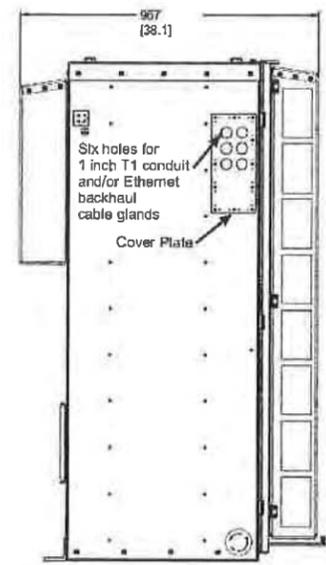
NOTE:
FLOODLIGHT MOUNTS TO FRAME NEAR LOAD CENTER. INSTALL SWITCH AND STUD FOR CONDUIT. LIGHT SHALL BE LOCATED 24" INCHES ABOVE CABINET



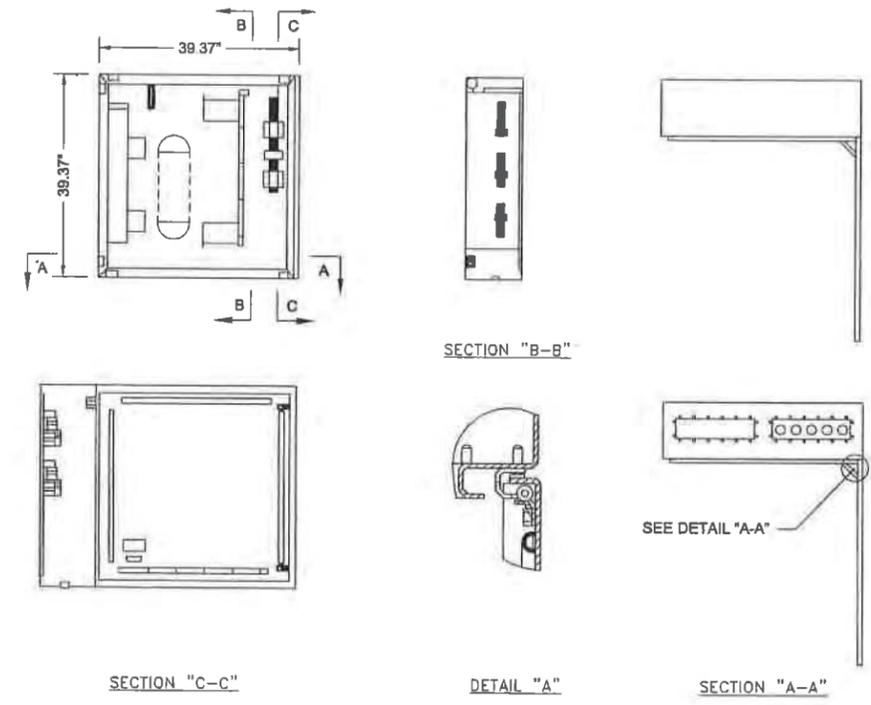
GPS UNIT DETAIL
NOT TO SCALE



DISTRIBUTION BOX ELEVATION VIEW
NO SCALE



9927 LTE CABINET DETAIL
NOT TO SCALE



DISTRIBUTION BOX PLAN VIEW
NO SCALE



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
280 S. MAIN STREET
ROCKY MOUNT, VA 24151

AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

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400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

MISCELLANEOUS DETAILS SHEET
D-1



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

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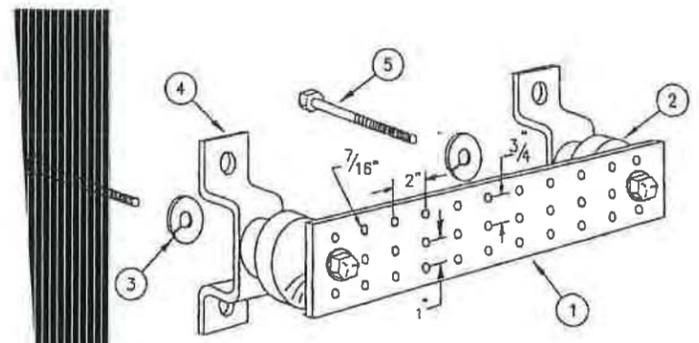
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CENTURYLINK
5454 W 110TH STREET
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- COPPER GROUND BAR, 1/4"x 4"x 20" MIN., NEWTON INSTRUMENT CO. CAT. No. 8-6142 OR EQUIVALENT. HOLE CENTERS TO MATCH NEMA DOUBLE LUG CONFIGURATION.
- INSULATORS, NEWTON INSTRUMENT CAT. NO. 3061-4 OR EQUIVALENT.
- 5/8" LOCKWASHERS, NEWTON INSTRUMENT CO. CAT. NO. 3015-8 OR EQUIVALENT.
- WALL MOUNTING BRACKET, NEWTON INSTRUMENT CO CAT NO. A-6056 OR EQUIVALENT
- 5/8-11 X 1" H.H.C.S.BOLTS, NEWTON INSTRUMENT CO. CAT NO. 3012-1 OR EQUIVALENT.
- GROUND BAR SHALL BE SIZED TO ACCOMODATE ALL GROUNDING CONNECTIONS REQUIRED PLUS PROVIDE 50% SPARE CAPACITY

GROUND BAR (MIGB)
SCALE: NOT TO SCALE

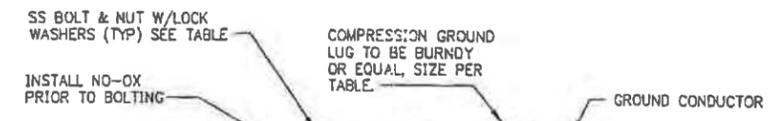
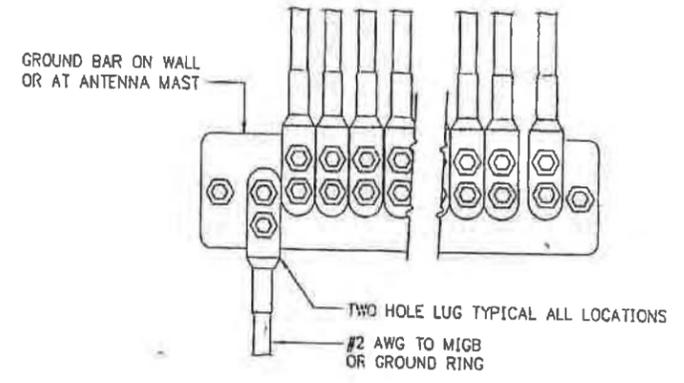
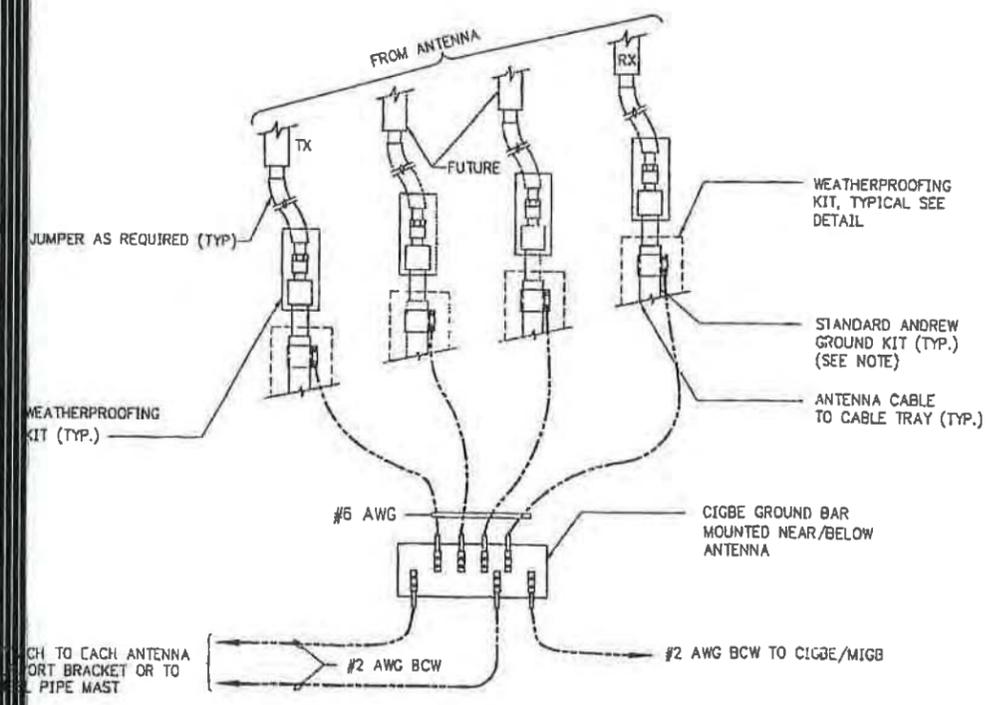


TABLE		
WIRE SIZE	LUG #	BOLT DIA.
#8	YAV-6CL	1/4"
#2	YA2C-2N	1/2"
#2/0	YA2B-2N	1/2"

COMPRESSION LUG CONNECTION
SCALE: NOT TO SCALE

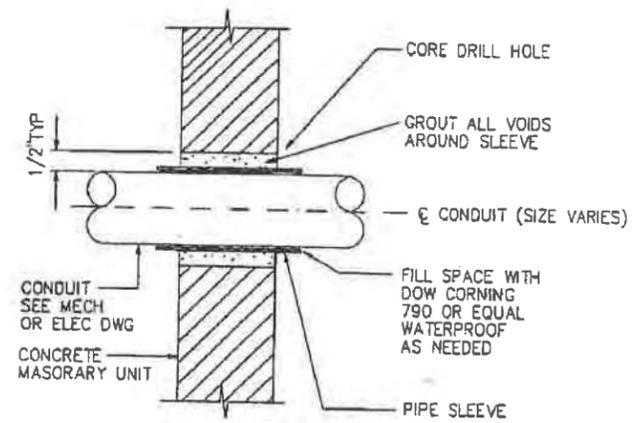


GROUND WIRE INSTALLATION TO GROUND BAR
SCALE: NOT TO SCALE



NOTE: DO NOT INSTALL CABLE GROUND KIT AT A BEND. ALWAYS DIRECT GROUND WIRE DOWN TO CIGBE

CONNECTION OF GROUND WIRES TO GROUNDING BAR @ ANTENNAS
SCALE: NOT TO SCALE



NOTE: PIPE ANCHORAGE IS REQUIRED NEARBY TO PREVENT PIPE MOVEMENT THRU PENETRATION

PIPE PENETRATION @ CMU WALL (BRICK WALL SIMILAR)
NO SCALE



400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

MISCELLANEOUS DETAILS SHEET D-2



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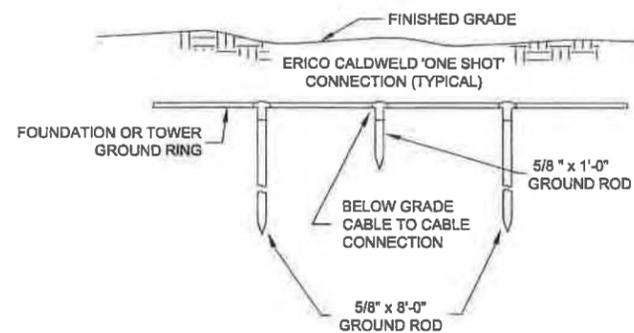
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5454 W 110TH STREET
OVERLAND PARK, KS

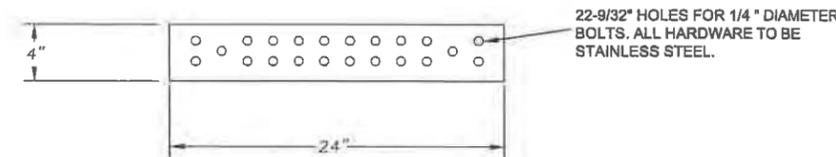
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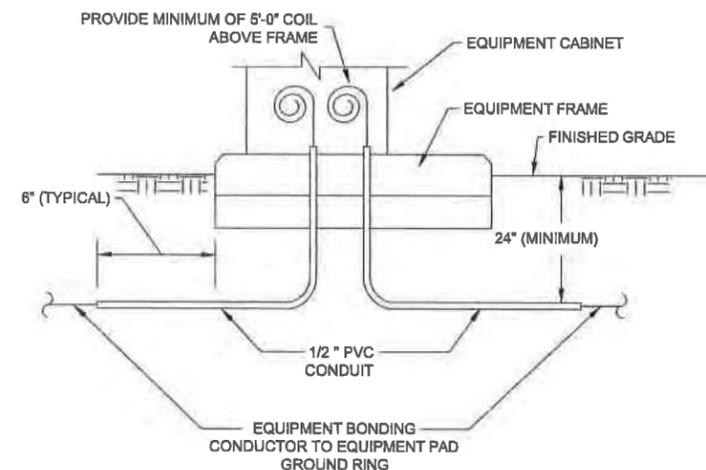
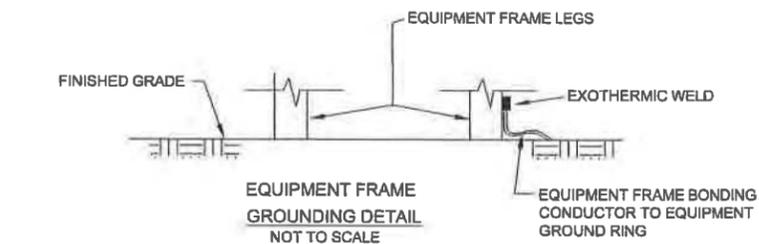


**BELOW GRADE
CABLE TO CABLE CONNECTION
DETAIL
NOT TO SCALE**

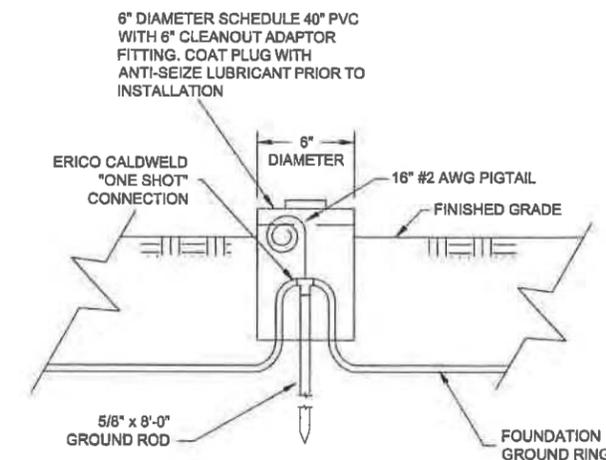


**GROUND BAR DETAIL
NOT TO SCALE**

NOTE:
THIS SHEET OF STANDARD DETAILS HAS BEEN PROVIDED AND IS FOR INFORMATION ONLY. THE INSTALLATION OF ALL ELECTRICAL GROUNDING CIRCUITS SHALL BE INSTALLED AS PER THE CURRENT NATIONAL CODE.

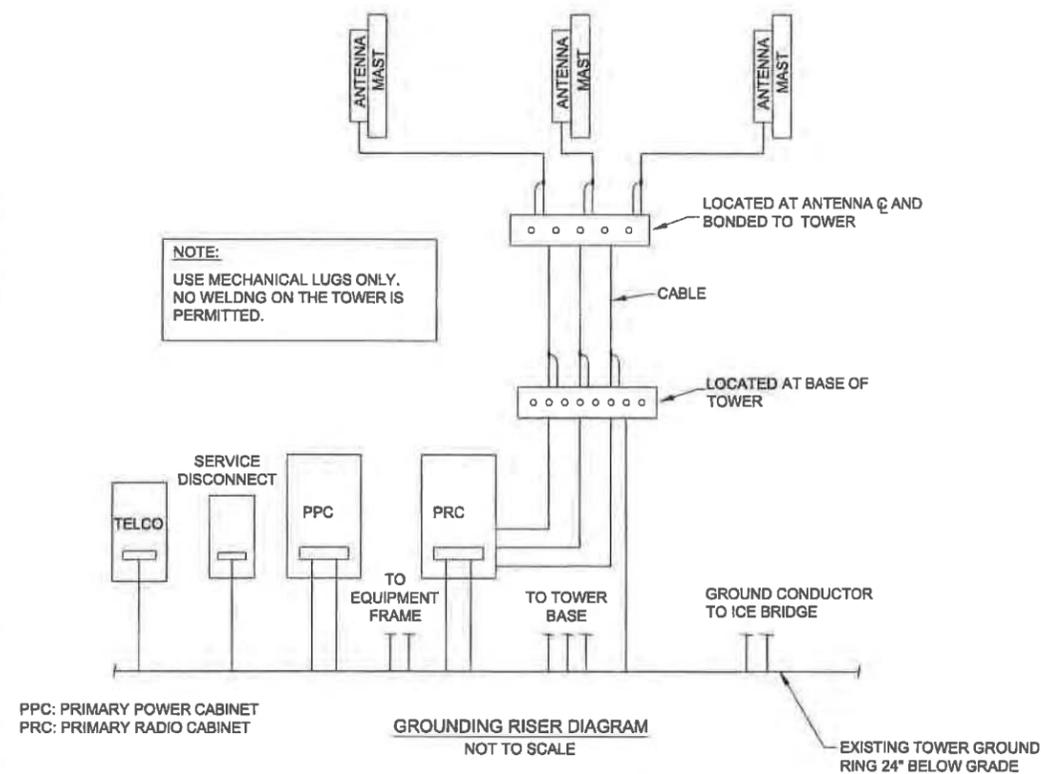


**EQUIPMENT BONDING CONDUCTOR
ROUTING DETAIL
NOT TO SCALE**



**INSPECTION WELL DETAIL
NOT TO SCALE**

NOTE:
USE MECHANICAL LUGS ONLY. NO WELDING ON THE TOWER IS PERMITTED.



**GROUNDING RISER DIAGRAM
NOT TO SCALE**

PPC: PRIMARY POWER CABINET
PRC: PRIMARY RADIO CABINET

Mead & Hunt

400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

MISCELLANEOUS
DETAILS

SHEET

D-3



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

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ROCKY MOUNT, VA 24151

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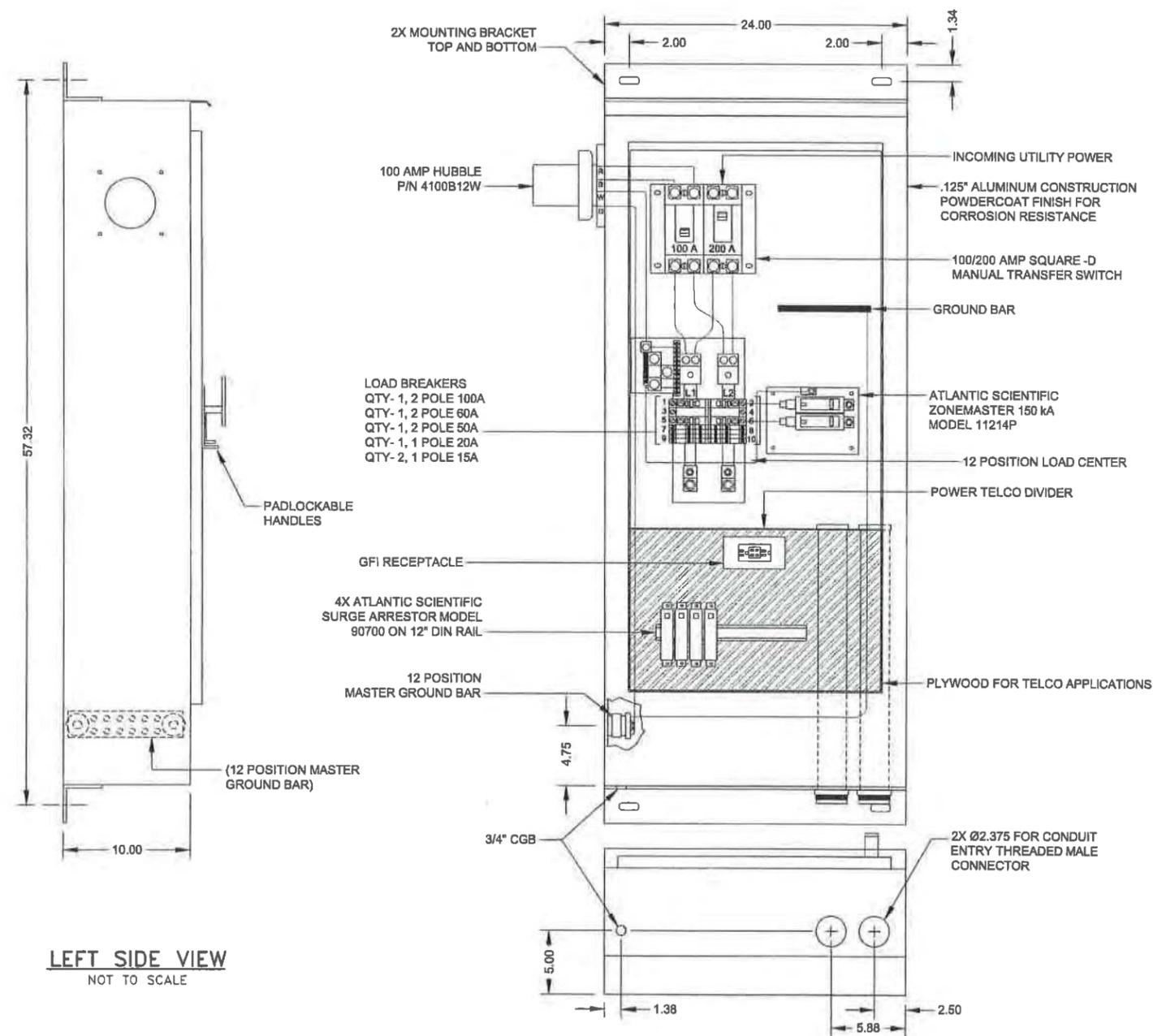


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(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

PPC CABINET
DETAILS

SHEET
D-4



NOTE:
DIAGRAM PROVIDED FOR GENERAL ILLUSTRATIVE PURPOSES ONLY. PPC CABINET AS PER MANUFACTURER'S SPECIFICATIONS BASED ON ELECTRICAL REQUIREMENT FOR THE PROJECT.

GENERAL NOTES - ELECTRIC WORK

A. WORK INCLUDED:

THIS SPECIFICATION AND ACCOMPANYING DRAWINGS CONTEMPLATES THE PROVISIONS AND INSTALLATION REQUIRED BY THE ELECTRICAL CONTRACTOR TO PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT REQUIRED TO COMPLETE THE INSTALLATION OF THE ELECTRICAL WORK IN CONNECTION WITH NTELOS' TOWER SITE AND SHALL INCLUDE, BUT MAY NOT BE LIMITED TO, THE FOLLOWING:

1. THE PROVISIONS FOR THE INSTALLATION AND CONNECTION OF A GROUNDING ELECTRODE SYSTEM COMPLETE WITH A EQUIPMENT CABINET AND SECONDARY GROUNDING, EXISTING TOWER GROUNDING, AND CONNECTIONS TO THE INCOMING ELECTRICAL DISTRIBUTION EQUIPMENT.
2. THE PROVISIONS FOR THE INSTALLATION OF AN ELECTRICAL SERVICE AND ALL ASSOCIATED CONDUIT AND WIRING AS REQUIRED.
3. ALL UNDERGROUND CONDUITS SHALL BE SCHEDULE 40 PVC. (UNLESS OTHERWISE NOTED)
4. ALL SPARE CONDUITS SHALL BE LEFT WITH A PULL WIRE FOR FUTURE USE. STUB BOTH ENDS OF SPARE CONDUIT 12 INCHES ABOVE FINISHED GRADE AND INSTALL PLUGS AT BOTH ENDS.
5. THE CONTRACTOR SHALL FURNISH AND INSTALL THE ELECTRICAL SERVICE ENTRANCE CONDUCTORS AND CONDUIT, AND MAKE THE CONNECTION TO THE SERVICE EQUIPMENT WITHIN THE EQUIPMENT CABINET.
6. THE CONTRACTOR SHALL FURNISH AND INSTALL A 200 lb TEST PULL LINE IN ALL SPARE CONDUIT.
7. THE CONTRACTOR SHALL NOTIFY THE ELECTRICAL AND TELEPHONE SERVICE CONTACTS AT THE START OF CONSTRUCTION.
8. THE ABOVE GRADE CONDUIT RISERS SHALL BE GALVANIZED STEEL WITH MATCHING FITTINGS.
9. THE CONTRACTOR SHALL PERFORM ALL WORK SHOWN ON THE EQUIPMENT DRAWINGS, NOTED FIELD WORK, AND/OR AS OTHERWISE NOTED TO BE COMPLETED IN THE FIELD.
10. ALL WIRE SHALL BE (COPPER, 600V THHW, 90°C) UNLESS NOTED OTHERWISE.
11. THE CONTRACTOR SHALL MAINTAIN A DISTANCE OF 12 INCHES BETWEEN EXISTING/NEW TELCO & ELECTRIC CONDUITS UNLESS NOTED OTHERWISE.
12. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF THE PROPOSED GROUNDING SYSTEM PRIOR TO TRENCHING.

B. CODES, PERMITS AND FEES:

1. ALL REQUIRED PERMITS, LICENSES, INSPECTIONS AND APPROVALS SHALL BE SECURED AND ALL ASSOCIATED FEES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
2. THE INSTALLATION SHALL COMPLY WITH ALL STATE, LOCAL, AND NATIONAL APPLICABLE CODES AND ORDINANCES RELATIVE TO THE DESIGN.
3. PERFORMANCE CHARACTERISTICS AND METHODS OF CONSTRUCTION OF ALL ITEMS AND EQUIPMENT, SHALL BE IN ACCORDANCE WITH THE LATEST ISSUE OF THE VARIOUS APPLICABLE STANDARDS SPECIFICATIONS OF THE FOLLOWING RECOGNIZED AUTHORITIES:
 A.N.S.I. - AMERICAN NATIONAL STANDARDS INSTITUTE
 I.E.E.E.- INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS
 N.E.C. - NATIONAL ELECTRIC CODE
 N.E.M.A. - NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
 N.F.P.A. - NATIONAL FIRE PROTECTION ASSOCIATION
 U.L. - UNDERWRITERS LABORATORIES, INC.
4. THE CONTRACTOR SHALL BE LICENSED TO PERFORM WORK IN THE STATE, CITY, OR COUNTY IN WHICH THE WORK IS TO BE PERFORMED.

C. GROUNDING ELECTRODE SYSTEM

1. CONNECTIONS

ALL GROUNDING CONNECTIONS SHALL BE MADE UTILIZING AN EXOTHERMIC WELDED PROCESS (CADWELD OR APPROVED EQUAL), UNLESS OTHERWISE SHOWN. CONNECTIONS SHALL INCLUDE ALL CABLE TO CABLE, SPLICES, TEE'S, X'S, ETC. ALL CABLE TO GROUND RODS, GROUND ROD SPLICES, AND LIGHTING PROTECTION SYSTEM AS INDICATED. ALL MATERIALS USED (MOLDS, WELDING METAL, TOOLS, ETC.) SHALL BE CADWELDED AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES.

2. GROUND RODS

ALL GROUND RODS SHALL BE 5/8" INCH STAINLESS STEEL OR COPPER CLAD STEEL COPPERWELD OR APPROVED EQUAL. THE MINIMUM NUMBER OF GROUNDING RODS REQUIRED SHALL BE THE NUMBER AS SHOWN AND AT THE LOCATIONS AS INDICATED ON THE PLANS. GROUNDING RODS SHALL BE DRIVEN VERTICALLY IN UNDISTURBED EARTH FOR ITS FULL LENGTH SO THAT THE TOP IS 24 INCHES BELOW FINISHED GRADE. ALL GROUND RODS SHALL BE AT LEAST 8 FEET APART UNLESS OTHERWISE NOTED.

3. GROUNDING LEADS

ALL GROUND LEADS CONNECTED TO BURIED GROUND RINGS SHALL BE #2 AWG TINNED SOLID COPPER. THE CONTRACTOR SHALL PROVIDE A MINIMUM OF 8 FEET OF #2 AWG TINNED SOLID COPPER COILED AT EACH EQUIPMENT CABINET, COAX ENTRY GROUND BAR, PIPE BRIDGE SUPPORT FOUNDATIONS, AND TOWER FOUNDATIONS FOR TERMINATION BY THE ELECTRICAL CONTRACTOR. AFTER CABINET INSTALLATION, THE ELECTRICAL CONTRACTOR SHALL SPLICE GROUND RING LEAD TO #2 AWG INSULATED STRANDED COPPER WIRE SUPPLIED WITH CABINET.

4. GROUND RING

THE GROUND RING REQUIRED TO GROUND THE EQUIPMENT FRAME SHALL BE #2 AWG TINNED SOLID COPPER CABLE IN DIRECT CONTACT WITH THE EARTH AT A DEPTH OF NOT LESS THAN 24 INCHES. CONDUCTOR BENDS SHALL HAVE A MINIMUM RADIUS OF 12 INCHES. A 2 FOOT CLEARANCE FROM ANY FOUNDATION OR SIDEWALK SHALL BE MAINTAINED.

5. BACKFILL

BACK FILL MATERIAL SHALL BE NON-CORROSIVE, LOW RESISTIVITY MATERIAL, FREE OF STONE, DEBRIS, ETC. AND TAMPED DOWN THOROUGHLY IN LAYERS NOT EXCEEDING SIX (6) INCHES IN DEPTH, AND COMPACTED TO AT LEAST 95% OF ITS ORIGINAL DENSITY BEFORE EXCAVATION.

6. MISCELLANEOUS

ALL EXTERIOR METAL SHALL BE CONNECTED TO THE GROUNDING SYSTEM WITH HIGH PRESSURE 2-BOLD LUG BY BURNDY OR BY THE EXOTHERMIC WELDED PROCESS (CADWELD OR APPROVED EQUAL) AS APPLICABLE. ALL OTHER CONNECTIONS FOR THE GROUND GRID SYSTEM SHALL BE MADE BY THE EXOTHERMIC WELDED PROCESS (CADWELD OR APPROVED EQUAL) AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES. ALL MECHANICAL FASTENER CONNECTIONS CONNECTED TO GROUND BARS SHALL BE LUBRICATED WITH A CORROSION INHIBITOR; THOMAS AND BETTS KOPR - SHIELD.

7. UTILITY COMPANY COORDINATION

ELECTRICAL CONTRACTOR SHALL COMPLETE ALL WORK IN ACCORDANCE WITH THE RULES AND GUIDELINES OF THE LOCAL UTILITY COMPANY. BEFORE SUBMITTING HIS BID, THE CONTRACTOR SHALL CHECK WITH THE UTILITY COMPANIES SUPPLYING SERVICE TO THE PROJECT AND SHALL DETERMINE ALL REQUIRED EQUIPMENT AND SERVICE CHARGES AND SHALL INCLUDE IT IN HIS BID COST.

8. GROUND TEST

GROUND TESTS SHALL BE PERFORMED UTILIZING A BIDDLE GROUND OHMER OR THE METHOD OF USING TWO AUXILIARY GROUND RODS MAY BE USED AS DESCRIBED IN I.E.E.E. STANDARD No. 550, PARAGRAPH 3.42. THE I.E.E.E. METHOD REQUIRES THE USE OF AN A.C. TEST CURRENT. THE AUXILIARY TEST RODS MUST BE AT A SUFFICIENT DISTANCE AWAY FROM THE ROD UNDER TEST SO THAT THE REGIONS IN WHICH THEIR RESISTANCE IS LOCATED DOES NOT OVERLAP. THE CONTRACTOR SHALL MAINTAIN CONTINUITY OF ANY EXISTING GROUND RING BY SPLICING (VIA CADWELD) ANY CUT OR BROKEN SECTIONS WITH #2 SOLID TINNED COPPER TO THE EXISTING OR NEW GROUNDING SYSTEM.

D. TESTING

1. ALL TEST SHALL BE PERFORMED BY AUTHORIZED AND QUALIFIED PERSONNEL.
2. THE CONTRACTOR SHALL CONDUCT GROUND RESISTANCE TEST IN THE FORMAT AS FOLLOWS: TESTS SHALL BE PERFORMED UNDER DRY SOIL CONDITIONS WITH THE GROUND RODS CONNECTED AND WHEN NO STANDING OR GROUND WATER HAS BEEN PRESENT FOR THE PAST TEN DAYS. IF THE RESISTANCE OF THE ENTIRE SYSTEM EXCEEDS 5 OHMS, THE ELECTRICAL CONTRACTOR AND OWNER'S REPRESENTATIVE SHOULD BE NOTIFIED SO THAT ADDITIONAL AND/OR DEEPER RODS CAN BE INSTALLED.
3. THE CONTRACTOR SHALL CALL AN NTELOS REPRESENTATIVE FOR INSPECTION OF THE GROUNDING SYSTEM 48 HOURS PRIOR TO ITS COMPLETION. THE SYSTEM SHALL BE LEFT UNCOVERED UNTIL APPROVED.
4. UPON COMPLETION OF THE GROUNDING SYSTEM, THE ELECTRICAL CONTRACTOR SHALL MEGGER TEST THE GROUND SYSTEM. THE TEST IS TO BE PERFORMED BEFORE CONNECTING IT TO THE TOWER RING AND THEN AGAIN THEREAFTER. MAXIMUM RESISTANCE LEVEL IS 5 OHMS. THE LOCATION, DATE, TIME, WEATHER CONDITIONS, AND SOIL MOISTURE CONTENT SHALL BE RECORDED. IF 5 OHMS IS EXCEEDED WITHIN THE CURRENT CONFIGURATION, THE ELECTRICAL CONTRACTOR SHALL SUBMIT A QUOTE TO THE OWNER TO LOWER THE RESISTANCE TO 5 OHMS OR LESS.

E. ELECTRICAL LOADS

1. THE EQUIPMENT IS SET UP FOR A 200 AMP, 120/240 VOLT, SINGLE PHASE, THREE WIRE ELECTRICAL SERVICE. THE TOTAL CONNECTED LOAD IS 10.1 KILOVOLT-AMPERES (KVA).

SPECIAL CONTRACTOR NOTES

NOTE 1:

1. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF ANY EXISTING GROUNDING GRID PRIOR TO TRENCHING.
2. CONTRACTOR SHALL MAINTAIN CONTINUITY OF EXISTING GROUND RING BY SPLICING (VIA CADWELD) ANY CUT OR BROKEN SECTIONS WITH #2 SOLID TINNED COPPER TO THE EXISTING OR NEW GROUNDING SYSTEM.

NOTE 2:

1. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING UNDERGROUND UTILITY LINES PRIOR TO ANY EXCAVATION. CONTRACTOR SHALL HAND DIG IN THE VICINITY OF ALL EXISTING LINES.

F. TELCO

1. PULL BOX (12" x 12") TO BE INSTALLED ON THE END OF THE TELCO CONDUIT AT METERBOARD AND PPC CABINET.

NOTES:

1. THE SUBCONTRACTOR SHALL VERIFY 200 AMP, SINGLE PHASE, 120/240 VAC 60HZ SERVICE IS AVAILABLE AT THE SITE.
2. THE SUBCONTRACTOR SHALL COORDINATE WITH UTILITY COMPANY BEFORE THE START OF CONSTRUCTION. POWER AND TELEPHONE CONDUIT SHALL BE PROVIDED AND INSTALLED PER UTILITY REQUIREMENTS.
3. FOR COMPLETE INTERNAL WIRING AND ARRANGEMENT, REFER TO DRAWINGS PROVIDED BY PANEL MANUFACTURER.
4. THE SUBCONTRACTOR SHALL INSTALL SUFFICIENT LENGTHS OF CONDUIT INCLUDING ALL CONDUIT FITTINGS (NUTS, REDUCING BUSHINGS, ELBOWS, COUPLINGS, ETC.) NECESSARY FOR CONNECTING FROM CONDUIT TO THE INTERIOR OF THE BTS CABINET.
5. THE SUBCONTRACTOR SHALL PROVIDE ELECTRICAL SERVICE EQUIPMENT WITH FAULT CURRENT RATINGS GREATER THAN THE AVAILABLE FAULT CURRENT FROM THE POWER UTILITY.
6. AT THE END OF THE CONDUIT, CUT COIL AND TAPE A 10' FOOT PIGTAIL FOR TERMINATING BY BTS EQUIPMENT MANUFACTURER.
7. THE SUBCONTRACTOR SHALL VERIFY THAT THE MAIN BONDING JUMPER AND GROUNDING ELECTRODE CONDUCTOR IS INSTALLED PROPERLY WHEN PANEL SERVICE ENTRANCE EQUIPMENT IS INSTALLED.
8. THE CONTRACTOR SHALL VERIFY THAT THE INSTALLATION PERFORMED BY HIS SUBCONTRACTOR CONFORMS TO THE CURRENT NATIONAL CODE.

CABLE COLOR CODE CHART

CAT-5 CABLE COLOR CODE CHART
(CABLE JACKET NEEDS TO BE APPROPRIATE COLOR, NOT COLORED TAPE)
 1) YELLOW
 2) WHITE
 3) BLUE
 4) GREEN
 5) YELLOW WITH ONE STRIPE BLACK TAPE
 6) WHITE WITH ONE STRIPE BLACK TAPE
 7) BLUE WITH ONE STRIPE BLACK TAPE
 8) GREEN WITH ONE STRIPE BLACK TAPE
 9) RED



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS: 280 S. MAIN STREET
ROCKY MOUNT, VA 24151

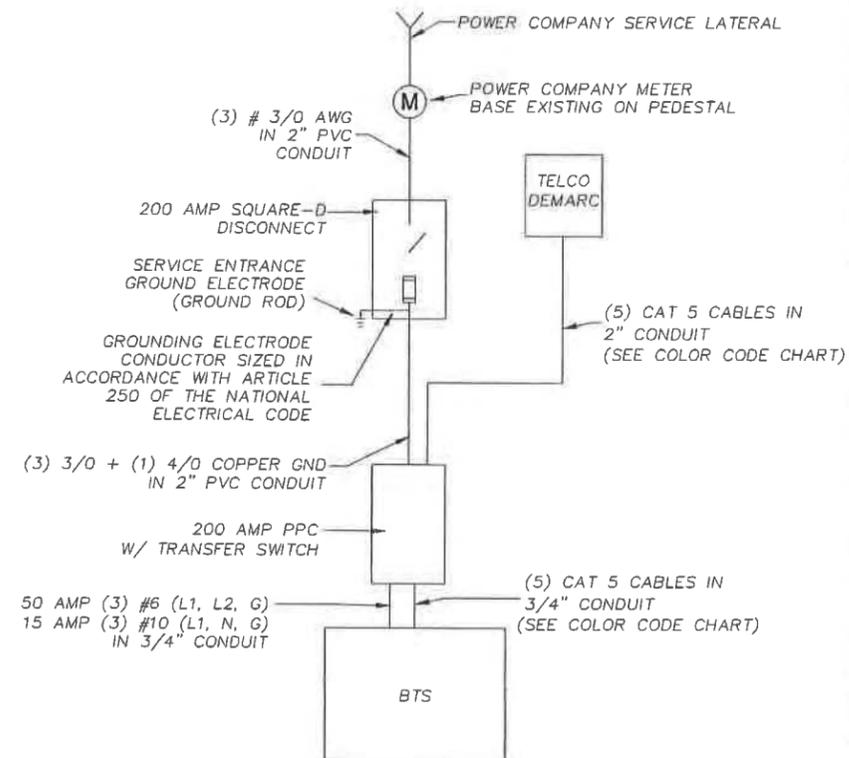
AREA: LEASE AREA = 312 SQ. FT.

BUILDING OWNER: CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	08/03/15
2	REISSUE FOR COMMENT	08/24/15



**ONE-LINE DIAGRAM
UNDERGROUND SERVICE TO PEDESTAL**

NOT TO SCALE

NOTE:
DIAGRAM PROVIDED FOR GENERAL ILLUSTRATIVE PURPOSES ONLY AND THAT ANY CHANGES OR MODIFICATIONS SHALL BE ADDRESSED WITH THE OWNER.



400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

ELECTRICAL NOTES SHEET D-5

GENERAL NOTES

1. THE CONTRACTOR SHALL SECURE ALL NECESSARY PERMITS FOR THIS PROJECT FROM ALL APPLICABLE GOVERNMENT AGENCIES.
2. ANY PERMITS WHICH MUST BE OBTAINED SHALL BE THE CONTRACTOR'S RESPONSIBILITY AND AT HIS EXPENSE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ABIDING BY ALL CONDITIONS AND REQUIREMENTS OF THE PERMITS.
3. CONTRACTOR SHALL NOTIFY THE COUNTY ENGINEER 24 HOURS PRIOR TO THE BEGINNING OF CONSTRUCTION.
4. LOCATION OF EXISTING SEWER, WATER OR GAS LINES, CONDUITS OR OTHER STRUCTURES ACROSS, UNDERNEATH, OR OTHERWISE ALONG THE LINE OF PROPOSED WORK ARE NOT NECESSARILY SHOWN ON THE PLANS, AND IF SHOWN, ARE ONLY APPROXIMATELY CORRECT. CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES (INCLUDING TEST PITS BY HAND IF NECESSARY) IN AREAS OF CONSTRUCTION PRIOR TO STARTING WORK. CONTACT THE OWNER'S ENGINEER IMMEDIATELY IF LOCATION OR ELEVATION IS DIFFERENT FROM THAT SHOWN ON PLANS. IF THERE APPEARS TO BE A CONFLICT, OR UPON THE DISCOVERY OF ANY UTILITY NOT SHOWN ON THE PLANS, CALL "MISS UTILITY" FOR ASSISTANCE.
5. EXISTING PAVEMENT AND OTHER SURFACES DISTURBED BY THE CONTRACTOR (WHICH ARE NOT TO BE REMOVED) SHALL BE REPAIRED OR REPLACED IN-KIND.
6. THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL DITCHES, PIPES, AND OTHER DRAINAGE STRUCTURES FREE FROM OBSTRUCTION UNTIL WORK IS ACCEPTED BY THE OWNER, THE CONTRACTOR IS RESPONSIBLE FOR ANY AND ALL DAMAGES DUE TO FAILURE TO MAINTAIN DRAINAGE STRUCTURES IN OPERABLE CONDITION.
7. THE CONTRACTOR SHALL COORDINATE THE REQUIREMENTS FOR AND LIMITS OF OVERHEAD AND/OR UNDERGROUND ELECTRICAL SERVICE WITH NTELOS.
8. ALL MATERIALS AND WORKMANSHIP SHALL BE WARRANTED FOR ONE (1) FULL YEAR FROM THE DATE OF ACCEPTANCE.
9. THE OWNER SHALL HAVE A SET OF APPROVED PLANS AVAILABLE AT THE SITE AT ALL TIMES WHEN WORK IS BEING PERFORMED. A DESIGNATED RESPONSIBLE CHARGED EMPLOYEE SHALL BE AVAILABLE FOR CONTACT BY COUNTY INSPECTORS.
10. ALL WORK PRESENTED ON THESE DRAWINGS MUST BE COMPLETED BY THE CONTRACTOR UNLESS NOTED OTHERWISE. THE CONTRACTOR MUST HAVE CONSIDERABLE EXPERIENCE IN THE PERFORMANCE OF WORK SIMILAR TO THAT DESCRIBED HEREIN. BY ACCEPTANCE OF THIS ASSIGNMENT, THE CONTRACTOR IS ATTESTING THAT HE DOES HAVE SUFFICIENT EXPERIENCE AND ABILITY, THAT HE IS KNOWLEDGEABLE OF THE WORK TO BE PERFORMED AND THAT HE IS PROPERLY LICENSED AND PROPERLY REGISTERED TO DO THIS WORK IN THE STATE IN WHICH THE WORK IS TO BE PERFORMED. UNLESS SHOWN OR NOTED OTHERWISE ON THE CONTRACT DRAWINGS OR IN THE SPECIFICATIONS, THE FOLLOWING NOTES SHALL APPLY TO THE MATERIALS LISTED HEREIN, AND TO THE PROCEDURES TO BE USED ON THIS PROJECT.
11. ALL MANUFACTURER'S HARDWARE ASSEMBLY INSTRUCTIONS SHALL BE FOLLOWED EXACTLY AND SHALL SUPERCEDE ANY CONFLICTING NOTES ENCLOSED HEREIN.
12. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE ERECTION PROCEDURE AND SEQUENCE AND ANY FIELD MODIFICATIONS THERETO, TO INSURE THE SAFETY OF THE STRUCTURE'S COMPONENT PARTS, AND EMPLOYEES DURING ERECTION. THIS INCLUDES, BUT IS NOT LIMITED TO, THE ADDITION OF WHATEVER TEMPORARY BRACING, GUYS OR TIE DOWNS THAT MAY BE NECESSARY. SUCH MATERIAL SHALL BE REMOVED AND SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AFTER THE COMPLETION OF THE PROJECT.
13. ALL DIMENSIONS, ELEVATIONS, AND EXISTING CONDITIONS SHOWN ON THE DRAWINGS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO THE BEGINNING OF ANY MATERIALS ORDERING, FABRICATION OR CONSTRUCTION WORK PERFORMED ON THIS PROJECT. ANY DISCREPANCIES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND THE OWNER'S ENGINEER. THE DISCREPANCIES MUST BE RESOLVED BEFORE THE CONTRACTOR IS TO PROCEED WITH THE WORK. THE CONTRACT DOCUMENTS DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY THE OWNER AND/OR THE OWNER'S ENGINEER SHALL NOT INCLUDE INSPECTION OF THE PROTECTIVE MEASURES OR THE CONSTRUCTION PROCEDURES.
14. ALL MATERIALS AND EQUIPMENT FURNISHED SHALL BE NEW AND OF GOOD WORKING QUALITY, FREE FROM FAULTS AND DEFECTS AND IN CONFORMANCE WITH THE CONTRACT DOCUMENTS. ANY AND ALL SUBSTITUTIONS MUST BE PROPERLY APPROVED AND AUTHORIZED IN WRITING BY THE OWNER AND THE OWNER'S ENGINEER PRIOR TO INSTALLATION. THE CONTRACTOR SHALL FURNISH SATISFACTORY EVIDENCE AS TO THE KIND AND QUALITY OF THE MATERIALS AND EQUIPMENT BEING SUBSTITUTED.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING, AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE CONTRACTOR IS RESPONSIBLE FOR INSURING THAT THIS PROJECT AND RELATED WORK COMPLIES WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL SAFETY CODES AND REGULATIONS GOVERNING THIS WORK.
16. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE LATEST EDITION OF THE LOCAL BUILDING CODE.
17. ACCESS TO THE PROPOSED WORK SITE MAY BE RESTRICTED. THE CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION ACTIVITIES, INCLUDING WORK SCHEDULE AND MATERIALS ACCESS, WITH THE RESIDENT LEASING AGENT FOR APPROVAL.
18. ALL WORK SHALL BE ACCOMPLISHED IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL CODES OR ORDINANCES. THE MOST STRINGENT CODE WILL APPLY IN THE CASE OF DISCREPANCIES OR DIFFERENCES IN THE CODE REQUIREMENTS.
19. ANY DAMAGE TO ADJACENT PROPERTIES WILL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.
20. CONTRACTOR SHALL VERIFY LOCATION OF ALL EXISTING UTILITIES WITHIN CONSTRUCTION LIMITS PRIOR TO CONSTRUCTION.
21. THE ELECTRICAL AND RF STANDARDS AND SPECIFICATIONS SHOWN ON THESE PLANS HAVE BEEN PROVIDED BY THE CLIENT. MEAD & HUNT, INC. HAS NOT DESIGNED NOR PREPARED ANY OF THE ELECTRICAL AND RF STANDARDS AND SPECIFICATIONS. THEY HAVE BEEN PROVIDED FOR INFORMATION ONLY.
22. RECORD DRAWINGS: MAINTAIN A RECORD OF ALL CHANGES, SUBSTITUTIONS BETWEEN WORK AS SPECIFIED AND INSTALLED. RECORD CHANGES ON A CLEAN SET OF CONTRACT DRAWINGS WHICH SHALL BE TURNED OVER TO THE CONSTRUCTION MANAGER UPON COMPLETION OF THE PROJECT.
23. COORDINATE THE CONSTRUCTION STAGING AREA WITH THE PROPERTY OWNER AND THE PROPERTY MANAGER WELL IN ADVANCE OF THE CONSTRUCTION START DATE.
24. THE CONTRACTOR IS TO FIELD VERIFY ALL EXISTING CONDITIONS AND PLAN DIMENSIONS, AND NOTIFY THE ARCHITECT AND ENGINEER IMMEDIATELY OF ANY DISCREPANCIES.
25. THE CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE WORK SITE ON A DAILY BASIS.



1150 SHENANDOAH VILLAGE DRIVE
WAYNESBORO, VA 22980

SITE NAME: ROCKY MOUNT

SITE NUMBER: RN951

SITE ADDRESS:
280 S. MAIN STREET
ROCKY MOUNT, VA 24151

AREA:
LEASE AREA = 312 SQ. FT.

BUILDING OWNER:
CENTURYLINK
5454 W 110TH STREET
OVERLAND PARK, KS

LATITUDE: N36° 59' 43.16"

LONGITUDE: W79° 53' 22.40"

NO.	REVISION/ISSUE	DATE
1	ISSUE FOR COMMENT	08/03/15
2	REISSUE FOR COMMENT	08/24/15



400 TRACY WAY
SUITE 200
CHARLESTON, WV 25311
(304) 345-6712 PHONE

PROJECT # R4022100-141518.01

GENERAL NOTES SHEET D-6



Mead & Hunt, Inc.
 M & H Architecture, Inc.
 400 Tracy Way, Suite 200
 Charleston, West Virginia 25311
 304-345-6712
 mead@hunt.com

August 20, 2015

Project No. R4022100-141518.01

Debbie Balsler
 nTelos
 1150 Shenandoah Village Drive
 Waynesboro, VA 22980

Subject: RN951 Rocky Mount

Dear Ms. Balsler,

Mead & Hunt, Inc. has performed a structural analysis and design, as requested by nTelos, for a proposed equipment installation at the Rocky Mount site located at 280 S. Main Street, Rocky Mount, Virginia. The analysis consisted of determining the adequacy of the existing structure to support the proposed installation. The analysis was performed in accordance with the following codes and standards:

- ANSI/TIA-222-G, December 2009
- 2012 International Building Code (IBC) , International Code Council
- Minimum Design Loads for Building and Other Structures, ASCE 7-10, American Society of Civil Engineers
- Proposed Equipment:
 - BTS and Battery Cabinets

Type	Weight LBS
9927	634
99BC	2640
MOD4.B 0	1200
EZBFO	2496

The analysis of the existing structure was based on theoretical component capacities. No condition assessment of the structure was performed.

The analysis was based on the information supplied to Mead & Hunt. Mead & Hunt has made no independent determination as to the accuracy of the supplied information. Therefore, the results of the analysis are as accurate as that of the supplied information. In addition, we are not responsible for conditions that were not within the scope of our services at the time of the investigation. The following assumptions were made for the analysis.

- The existing building is assumed to have been properly constructed and maintained.
- The existing building is assumed to have no structural defects and no deterioration of its structural members or building components.

- The provided drawings are accurate.
- The provided proposed loading information is accurate.

Based on the structural analysis, the existing structure **is adequate** for supporting the proposed equipment as shown in the locations depicted in the Mead & Hunt Construction Documents.

Please feel free to contact our office if you have any questions regarding this investigation and narrative. We appreciate this opportunity to be of service to you. Thank you for selecting Mead & Hunt, Inc.

Sincerely,

MEAD & HUNT, Inc.



Tiffany R. Long, PE





ENGINEERS • SCIENTISTS • SURVEYORS • CONSTRUCTION MANAGERS

Landmark Center II, Suite 220 4601 Six Forks Road Raleigh, NC 27609 (919) 783-9214 (919) 783-9266 Fax

August 11, 2015

Mr. Enrique Chacon
 KGP Logistics for CenturyLink
 500 B Summer Way
 New Century, Kansas 66031

Subject: **Rocky Mount Tower**
280 South Main Street, Rocky Mount, Franklin County, Virginia
KCI Job No.: 02144867 AR

Dear Mr. Chacon:

In accordance with your authorization to proceed, KCI Technologies Inc. has reviewed all relevant information associated with this site that was provided by KGP Logistics and NTELOS. The purpose of this review was to determine the structural impact of the additional appurtenances that NTELOS is proposing as shown in the application dated 29 May 2015.

The Rocky Mount tower is a 118-ft self supported tower situated on a rooftop. KCI was unable to obtain the original design manufacturer drawings. The rooftop elevation is approximately 28-ft above grade.

KCI recently analyzed the tower for NTELOS, as shown in the Existing Appurtenance table below and determined the tower to be at a maximum of 68.4% capacity. NTELOS is proposing a new model number for three of the antennas. The new antennas are slightly larger than the antennas that they are replacing by approximately 1 square foot each, but weigh almost exactly the same.

Existing/Future Appurtenances (Incorporated in Most Recent Analysis):

Number	*Elevation	Carrier	Mount	Antenna Information	Transmission Lines
1	118'	County of Franklin	Side Arm	(1)- SC488-SF1SNF omni antenna	(1)- 1 5/8"
2	118'	County of Franklin	Leg	(1)- PAR6-59W microwave	(1)- EW63
3	116'	NTELOS	Sector Mount (SF-QV12-B)	** (3)- HWX-6516DS1-VTM, (3)- CVV65BSX-M, & (3)- TTTT65AP-1XR panel antennas w/ (3)- RRH4 x 45-19 & (3)- RRH2 x 50-08 and (3)- RRH8 x 20 RRUs	(6)- 1 5/8" (3)- 38.2mm Hybriflex cables
**4	105'	Verizon	**Sector	** (3)- BXA-80063-6CF, ** (3)- BXA-185063/12CF, ** (3)- BXA-870080-8CF & ** (3)- BXA-171085-12CF panel antennas with	** (10)- 1 5/8" ** (2)- 1 5/8" Hybriflex

				** (1)- RRH2 x 40-07-L & ** (1)- RRH2 x 40 AWS RRUs and ** (2)- DB-B1 Distribution Boxes	
5	100'	County of Franklin	Leg	(1)- PAR6-59W microwave	(1)- EW63
6	93'	County of Franklin	Side Arms	(2)- SC488-SF1SNF omni antennas	(2)- 1 5/8"

*-All elevations from rooftop level.

** - Denotes appurtenances to be removed, so not considered in this analysis. Verizon has decided not to install their appurtenances, so all of Number 4 will be removed.

Proposed Appurtenances (in addition to the Existing/Future Appurtenances):

Number	*Elevation	Carrier	Mount	Antenna Information	Transmission Lines
7	116'	NTELOS	Sector Mount (SF-QV12-B)	(3)- HBX-6517DS-VTM	N/A

*- All elevations from rooftop level.

KCI performed this evaluation considering two loading cases for the tower. The first consisted of a 115-mph ultimate 3-second gust wind load with no ice, Exposure Category C, Topographic Category 1, and Structure Class II per the 2015 Virginia Uniform Statewide Building Code and ANSI/TIA-222-G for Franklin County, Virginia. The second consisted of a 30-mph 3-second gust wind load with 3/4" of radial ice, Exposure Category C, Topographic Category 1, and Structure Class II per the ANSI/TIA-222-G for Franklin County, Virginia.

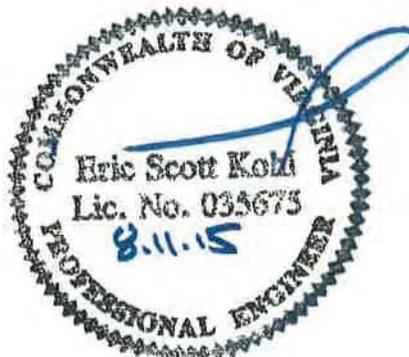
Given the reduced loading from the original analysis due to the removal of Verizon we have concluded that this structure is more than capable of supporting NTELOS' proposed loading without any further structural analysis or structural modifications even though the antennas are slightly larger.

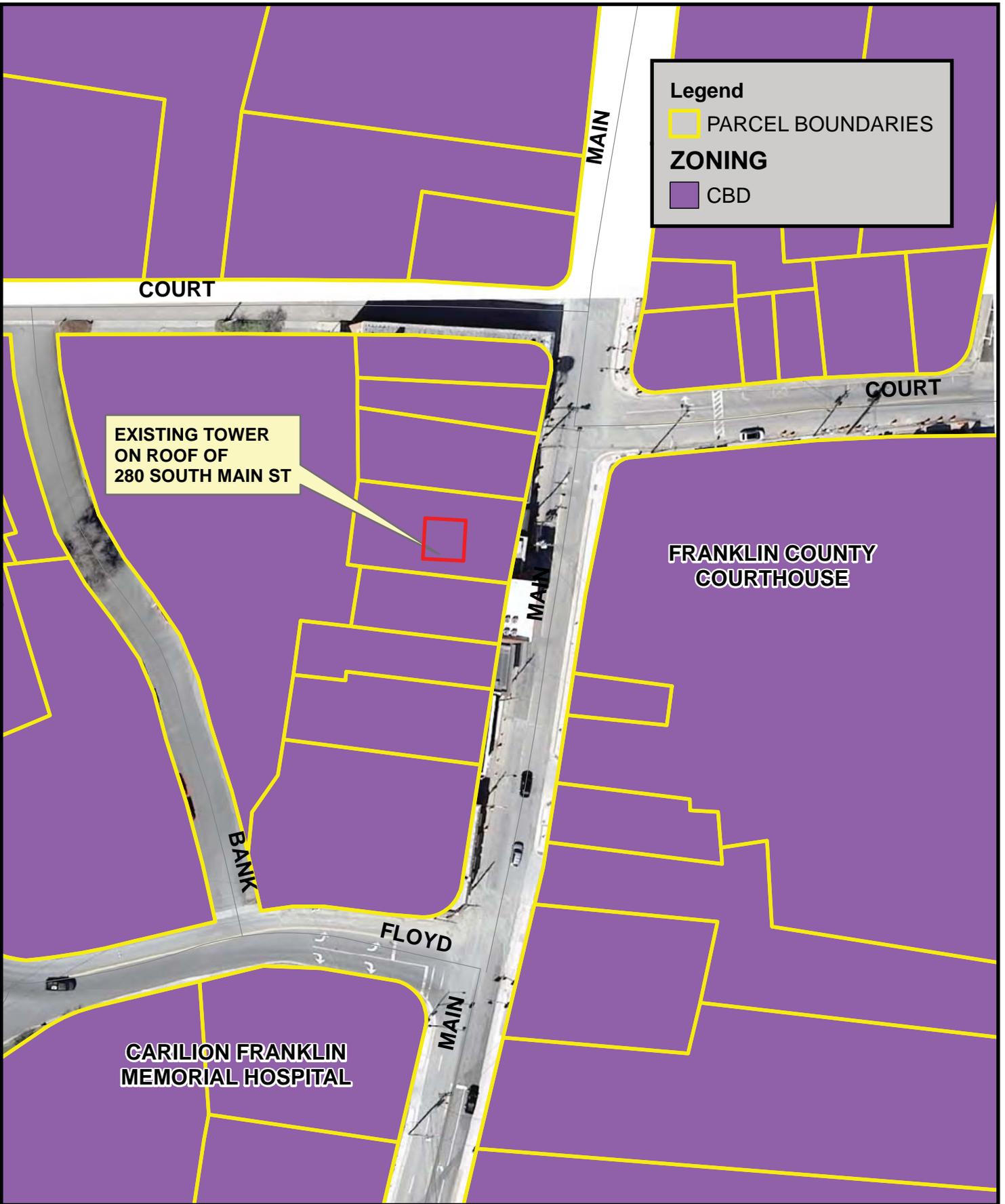
Our conclusions are based on the assumption that all information provided to KCI is accurate, that the manufacturer has properly designed and fabricated the tower, and that the tower has been properly erected and maintained. If you are unsure of any of these conditions, KCI can conduct a more comprehensive investigation.

If you have any questions or need additional information, please call me at (919) 278-2478.

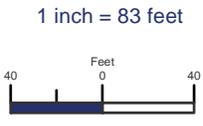
Sincerely,

Eric S. Kohl, P.E.
 Senior Associate
 Virginia License Number 35675



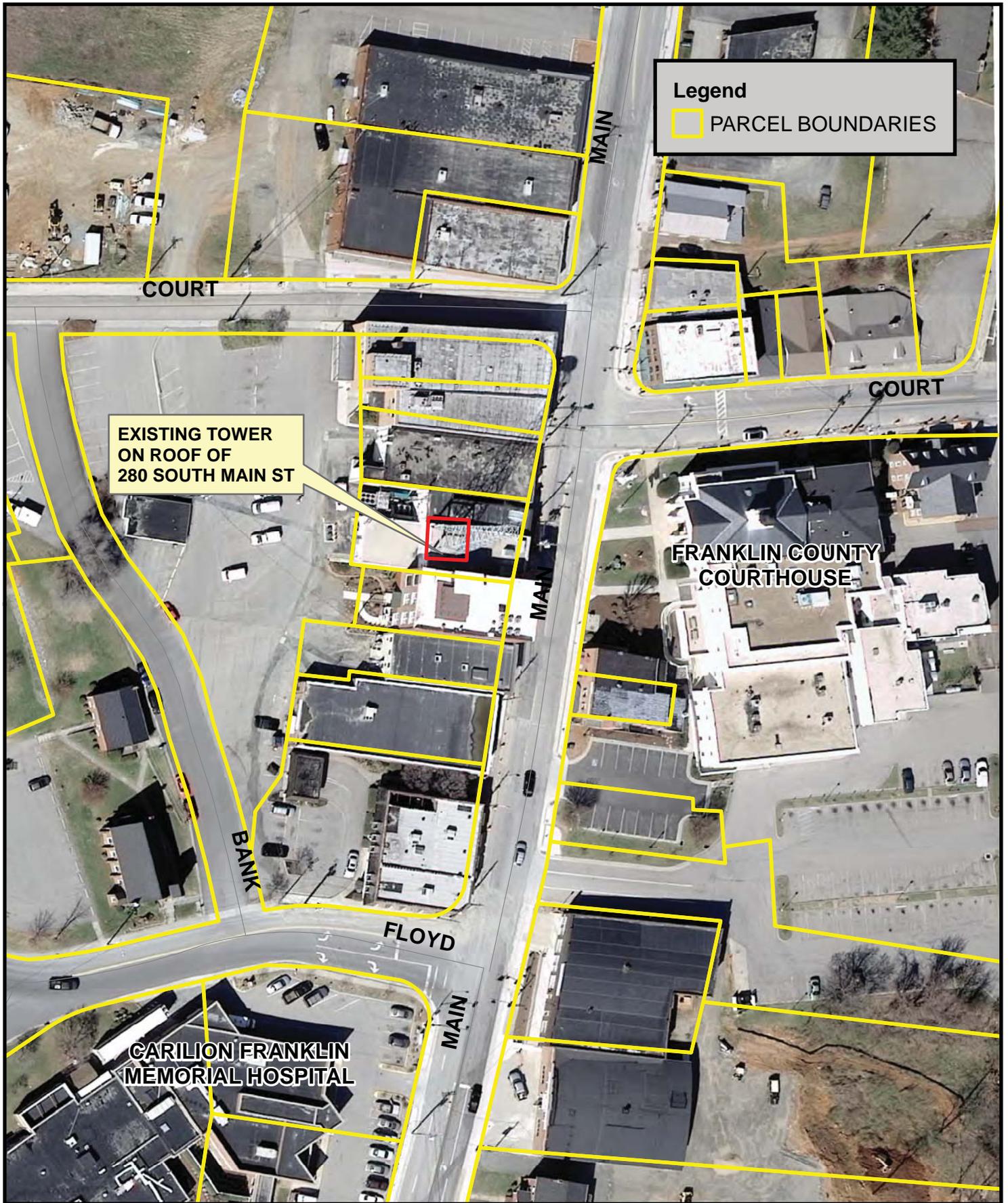


ZONING MAP
280 SOUTH MAIN ST
 DATE CREATED: 9/18/2015
 TOWN OF ROCKY MOUNT, VA



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.



Legend
 [Yellow Line] PARCEL BOUNDARIES

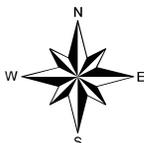
EXISTING TOWER
 ON ROOF OF
 280 SOUTH MAIN ST

FRANKLIN COUNTY
 COURTHOUSE

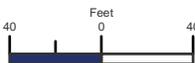
CARILION FRANKLIN
 MEMORIAL HOSPITAL



AERIAL MAP
280 SOUTH MAIN ST
 DATE CREATED: 9/18/2015
 TOWN OF ROCKY MOUNT, VA



1 inch = 83 feet



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.





ROCKY MOUNT RN951
280 S. Main Street, Rocky Mount, VA 24151
**LTE EQUIPMENT CO-LOCATION
SIMULATION**
View from west-northwest of site



Existing View



ROCKY MOUNT RN951
280 S. Main Street, Rocky Mount, VA 24151
**LTE EQUIPMENT CO-LOCATION
SIMULATION**
View from south of site

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 14, 2015**

The September 14, 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 Boitnott, Town Attorney
- Ken Criner, Chief of Police
- Bob Deitrich, Water Treatment Plant Superintendent
- Rebecca Dillon, Interim Executive Assistant
- C. James Ervin, Town Manager
- Josh Gibson, Town Planner
- Amy Gordon, Assistant Finance Director
- Matthew Hankins, Assistant Town Manager
- Mark Lovern, Lieutenant, Rocky Mount Police Department
- Cecil Mason, Public Works Director
- Jeff Rakes, Fire Chief
- Linda Woody, Finance Director

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

PLEDGE OF ALLEGIANCE

Mayor Angle led in saying the Pledge of Allegiance.

APPROVAL OF AGENDA

Additions or Corrections: Council Member Love requested to amend the agenda to include a work session after the regular meeting in order to receive Mr. Andy Turner's report for the Harvester Performance Center.

September 14, 2015 Town of Rocky Mount Council Meeting Minutes

Motion: To approve the agenda as amended
Motion By: Council Member Snead
Second: Vice Mayor Walker
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

Mayor Angle recessed the meeting to go into public hearing.

Public Hearing No. 1: Review and final determination of the rezoning application submitted by Dr. James Cornick of the Crooked Road Family Dentistry, located at 40 Tanyard Rd, known as Franklin County tax map and parcel number 2070016401 from R1(residential district) to RB (residential business district)

After being duly advertised, the staff of the Community Development Department presented for public hearing Dr. James Cornick's request to rezone the property located at 40 Tanyard Rd (parcel number 2070016401) from R1(residential district) to RB (residential business district).

Staff Report by Assistant Town Manager Hankins: 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 2070016401 from R1 (Residential District) to RB (Residential Business District). The building at this address currently houses his dental practice, Crooked Road Family Dentistry.

Dr. Cornick 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 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 that 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.

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. The Planning Commission of the

September 14, 2015 Town of Rocky Mount Council Meeting Minutes

Town of Rocky Mount held a public hearing on Tuesday, September 1, 2015, and made a motion to recommend the approval of the application request for rezoning to Town Council.

Comments from Council:

Council Member Love questioned if there were any concerns from Mr. Tuning or any other neighbors. Assistant Town Manager Hankins advised that Mr. Tuning as well as other adjoining property owners had no concerns.

Assistant Town Manager Hankins also stated that this rezoning request is in keeping with the Town's current comprehensive plan.

Mayor Angle opened the floor to any member of the public wishing to speak regarding the proposed rezoning.

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: Let the record show there was no discussion by Council.

Motion: To rezone the property located at 40 Tanyard Rd (parcel number 2070016401) from R1 (residential district) to RB (residential business district)

Motion By: Council Member Love

Second: Council Member Snead

Motion Discussion: None

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

Nays: None

Action: The rezone was approved by a unanimous vote

APPROVAL OF MINUTES

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

- August 10, 2015 Regular Meeting Minutes

Motion: To approve the draft minutes as presented

Motion By: Vice Mayor Walker

Second: Council Member Stockton

Motion Discussion: None

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

Nays: None

Action: The draft minutes presented were approved by a unanimous vote

APPROVAL OF CONSENT AGENDA

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

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

- Clarification of Council's action to include non-profit customers in the amended elderly and disabled relief utility rate, to consist of all water customers, in Town and out of Town

(2) **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 Walker

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, there was one person who requested to speak during the "Hearing of Citizens" segment of the meeting.

Mayor Angle called upon **Mr. Jim Currie, CEO of the Franklin County YMCA, located at 235 Technology Drive, Rocky Mount, VA** to come forward and address Council.

Discussion: Mr. Currie spoke to give Council an update on the YMCA's current financial status compared to two years ago. He also reviewed the various platforms that the YMCA offers the citizens of Franklin County, with emphasis on the Veterans Program, Childrens Substance Abuse Program, Franklin County High School Swim Team, Feeder Swim Team (Rip Tide), Teach Franklin County 2nd Graders to Swim Program, as well as the Senior Adults Aquatic Program. Mr. Currie provided Council with an Expense Analysis of the Aquatic Programs and a breakdown of scholarships given to children in the County, emphasizing the number of children in Rocky Mount only.

Mayor Angle asked if the Franklin County school system funded any of the swim programs. Mr. Currie replied that the schools did pay for the cost of transportation to bring the 2nd graders to and from the YMCA and elementary schools for lessons.

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Mr. Currie asked Council to consider funding a portion of the aquatic programs, or to contribute a dollar amount of their choosing. Mayor Angle referred this request to be reviewed by the Finance Committee and asked that Council Member Stockton give Council a report next month with the committee's recommendation.

Mayor Angle opened the floor to any other citizens wishing to speak. Let the record show no one came forward.

OLD BUSINESS

Old Business Item 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 the terms *bed and breakfast*, *bed and breakfast inn*, and *mixed-use inn*.

Staff Report by Assistant Town Manager Hankins: On August 10, 2015, 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).

The proposed amendments recommended by staff included:

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

Assistant Town Manager Hankins stated that the proposed amendments are part of Community Development’s attempt at modernizing the Town’s Zoning and Development Ordinance, and to achieve some clarity in this area.

General Discussion: None

Motion: To approve the proposed amendments as presented

Motion By: Council Member Snead

Second: Council Member Love

Motion Discussion: None

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

Nays: None

Action: The proposed amendments were approved as presented by a unanimous vote

NEW BUSINESS

New Business Item No. 1: Review and recommendation from Planning Commission to consider designating Urban Development Area for transportation funding.

Staff Report by Assistant Town Manager Hankins: 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.

Urban Development Areas (UDAs) may provide an opportunity for the Town to achieve additional project advancement under current transportation project categories. 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.

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. Town Council 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 the Commonwealth of Virginia Code: § 15.2-2223.1. The area designated 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 pass a resolution that designates the Mixed Use District on the Town's future land use map as an Urban Development Area.

General Discussion:

Assistant Town Manager Hankins stated that designating an Urban Development Area does not require the Town to change its current Zoning and Development Ordinance and is also not essential for this year's funding, but it could aid in future years as the Town seeks funding to realign Angle bridge intersection.

Mayor Angle commented that the proposed Urban Development Area seems to include a few residential parcels. Assistant Town Manager Hankins stated that one requirement for a UDA designation is that it must include residential and commercial areas with potential for growth.

Town Manager Ervin added that there is no guarantee that we will be competitive in our request for funding, especially in this first year.

Council Member Love inquired as to when the Town had to respond with a filing to VDOT on the Angle bridge project again. Assistant Town Manager Hankins stated the filing deadline is toward the end of October.

Vice Mayor Walker and Council Member Snead stated that UDAs have been discussed for several months at West Piedmont Planning District Commission, and that Southside Virginia is facing an uphill battle in relation to VDOT's planning and scoring process.

Town Manager Ervin stated that Town Council could consider the resolution in front of them even though it was not on the agenda, as it could be used to include in an application with all projects that the Town can score high on. Assistant Town Manager Hankins stated this is a

common process for applications to be completed, realizing that you might not receive the funding this year, but it produces benchmarks for future years.

Motion: To approve the designation of an Urban Development Area and proposed resolution

Motion By: Vice Mayor Walker

Second: Council Member Snead

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 the Community Partnership requests to Town Council on Street closings for the Come Home to Franklin County Christmas event on December 4, 2015

Staff Report by Town Manager Ervin: Community Partnership for Revitalization (CPR) requests that the street closing for Come Home to Franklin County Christmas being held on December 4, 2015, include from the intersection of Franklin Street and Floyd Avenue to the intersection of Franklin Street and Main Street. This modification in the street closure has been discussed at length with the Rocky Mount Police Department as well as businesses located in the area. Carter Bank and Hema's Restaurant are the only two businesses affected by this area that have not participated and/or remained open in previous years for the event. Both locations have been approached with the proposed street closure and have agreed to the modifications.

General Discussion:

Carolyn Johnson, President of CPR, stated that this will be the twelfth year for Come Home to Franklin County Christmas and that these modifications to extend the street route closure would aid in eliminating risk of people possibly getting hurt and would allow for the use Depot and surrounding area to be utilized safely for individuals walking and participating in the event. Ms. Johnson stated Hema's Restaurant was going place signs in its establishment to notify its customers of the upcoming event and closure to the street.

Lieutenant Lovern identified that the proposed street closure has been reviewed thoroughly and that the safety factor will increase dramatically and aid in decreasing risk to citizens.

With Vice Mayor Walker's concern as to the businesses affected by the closure, Mrs. Johnson responded by stating that Carter Bank is going to close at 5:00 p.m. that day, Hema's Restaurant will remain open during the event, and Cox's Fashions and Virginia Shoe & Lock close at 5:00 p.m.

Lieutenant Lovern stated that Kay's Corner (the dry cleaner) has not been approached, but the police department does have a plan of action to allow customers to access the facility for their last hour of operation as they close at 6:00 p.m.

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Motion: To approve the request as presented
Motion By: Council Member Stockton
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

COMMITTEE REPORTS

Let the record show there were none given at this time.

OTHER MATTERS & CONCERNS

Referrals from Council:

Assistant Town Manager Hankins requested a referral by Council to the Planning Commission. Planner Gibson has been studying other communities in their approach to accessory buildings in the Central Business District (CBD), particularly as it relates to residential. Community Development would like to study this with Planning Commission to see if there are any changes that need to be made to allow for the use of accessory buildings.

Mayor Angle approved the request.

Rise and Shine Franklin County Appearances:

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

Council Concerns:

Let the record show there were none at this time.

CLOSED MEETING & ACTION

Entering Closed Meeting:

Motion: To go into closed session under the Virginia Code Section cited below
Time: 7:38 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 employee of any public body (Economic Development Authority, Board of Zoning Appeals, Town Manager's Office).

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).

Motion By: Council Member Walker

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 open session

Time: 8:38 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

Certificate 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, and 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.

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, September 14, 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;

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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

WORK SESSION

Andy Turner presented Council with the quarterly financial statements for the Harvester Performance Center.

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: 9:32 p.m.

Steven C. Angle, Mayor

ATTEST:

Amy D. Gordon, Acting Town Clerk

**ROCKY MOUNT TOWN COUNCIL
SPECIAL COUNCIL MEETING MINUTES
SEPTEMBER 24, 2015**

The September 24, 2015 special 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 6:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

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

Let the record show that Council member P. Ann Love was not present.

The following staff members were present:

- Allan Arrington, Lieutenant, Rocky Mount Police Department
- John T. Boitnott, Town Attorney
- Ken Criner, Chief of Police
- C. James Ervin, Town Manager
- Matthew Hankins, Assistant Town Manager
- Josh Harris, Sergeant, Rocky Mount Police Department
- Andy Pendleton, Sergeant, Rocky Mount Police Department

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

APPROVAL OF AGENDA

Motion: To approve the agenda

Motion By: Council Member Snead

Second: Council Member Walker

Motion Discussion: None

Ayes: Cundiff, Moyer, Snead, Stockton, Walker

Nays: None

Action: The agenda was approved by a unanimous vote

CLOSED MEETING & ACTION

Entering Closed Meeting:

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

Time: 6:05 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 Clerk)

Motion By: Council Member Walker

Second: Council Member Stockton

Motion Discussion: None

Ayes: Cundiff, 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: 7:22 p.m.

Motion By: Council Member Snead

Second: Council Member Walker

Motion Discussion: None

Ayes: Cundiff, 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 Snead

Second: Council Member Stockton

Motion Discussion: None

Ayes: Cundiff, 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 Thursday, September 24, 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: Stockton

Second: Council Member Sneak

Motion Discussion: None

Ayes: Cundiff, Moyer, Snead, Stockton, Walker

Nays: None

Action: The meeting adjourned by a unanimous vote

Time of Adjournment: 7:24 p.m.

Steven C. Angle, Mayor

ATTEST:

Amy Gordon, Acting Town Clerk

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
JULY 13, 2015**

The July 13, 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
- Tim Burton, Waste Water Treatment Plant Superintendent
- Ken Criner, Chief of Police
- Bob Deitrich, Water Treatment Plant Superintendent
- C. James Ervin, Town Manager
- Josh Gibson, Town Planner
- Matthew C. Hankins, Assistant Town Manager
- Cecil Mason, Public Works Director
- 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: None

Motion: To approve the agenda as presented

Motion By: Vice Mayor Walker

Second: Council Member Snead

Motion Discussion: None

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

Nays: None

Action: The presented agenda was approved by a unanimous vote

SPECIAL ITEMS

Special Item No. 1: Recognition of VLGMA Assistant Manager of the Year Award Winner

Comments by Town Manager Ervin: Assistant Town Manager Hankins was recognized at the June meeting of the Virginia Local Government Management Association as the recipient of the Outstanding Assistant Manager of the Year award. This was recognition for a body of work here in Rocky Mount, over nearly eight years of service, which included very personal achievements such as helping to untangle the bureaucracy preventing the rehabilitation of the McBride house, to working to come up with a “right size” dilapidated housing demolition program that was not only effective but keeping with Rocky Mount’s property rights history, to broader community impacting projects such as the Uptown Revitalization and the Harvester. VLGMA strives to promote the value of service and to helping elected officials bring about the changes they desire in their communities and Mr. Hankins exemplifies this.

Mr. Hankins thanked Council and the citizens of the Town of Rocky Mount.

Special Item No. 2: Recognition of Town of Rocky Mount Finance Department for receipt of Government Finance Officers Association (GFOA) Award

Comments by Town Manager Ervin: The Town’s Finance Department has once again received an award from the Government Finance Officers Association for Excellence in Financial Reporting, indicating that the Town continues to provide accurate and detailed financial information to the public and elected officials, through not only its Comprehensive Annual Financial Report, but also through its budget and open budgeting process. This is the ninth year in a row that the Finance Department has received this award. This means that every year there is an audit and a budget development process that meets the highest level of accounting standards and is a testament to the high level of service that the finance director and staff try to give to the Town and its citizens. This shows that they take transparency in reporting seriously. Town Manager Ervin congratulated Finance Director Woody and her staff for helping the Town to continue to meet this high standard of excellence.

Mayor Angle thanked Finance Director Woody and asked that she extend Council’s appreciation to the Finance Department.

PUBLIC HEARINGS

Let the record show there were no public hearings held at this time.

APPROVAL OF MINUTES

Prior to the meeting, Council received the following draft minutes for review and consideration of approval: **June 8, 2015 – regular meeting minutes.**

Minutes Additions or Corrections: None

Motion: To approve the draft minutes as presented

Motion By: Council Member Love

Second: Council Member Moyer

Motion Discussion: None

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

Nays: None

Action: The presented draft minutes were approved by a unanimous vote

APPROVAL OF CONSENT AGENDA

This month's consent agenda consists of the following items: **Department Monthly Reports including: Community Development Department, Finance Department, Fire Department, Police Department, Public Works Department, Waste Water Department, and Water Department.**

Discussion: None

Motion: To approve the consent agenda 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 presented consent agenda were 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 noted that one person indicated on the *Hearing of Citizens Sign In Sheet* his desire to speak, being Derwin Hall.

Derwin Hall of 60 Steps Lane, Rocky Mount came forward thanking Council for a couple minutes to talk. He wants to talk about natural gas service and the resolution that he saw on Council's agenda. For years the Town and County has been trying to bring gas service to the area, but the closest transmission pipeline is too far away which made the interconnect too expensive. Mountain Valley Pipeline will be close to Rocky Mount and would finally make gas service possible. Roanoke Gas officials have said publicly that the Mountain Valley Pipeline will make local gas service economically attractive and they are interested in distributing that gas in Rocky Mount and elsewhere in Franklin County. Gas service could be an economic win for Rocky Mount and the surrounding area. It will make us more economically competitive and improve our ability to attract new industry and businesses. Most of our neighboring counties have natural gas service. Franklin County economic development officials have said in the past that that it has lost out on several prospective employers in recent years for this reason alone. Those are only the employers that have approached us. There have probably been employers that don't consider Franklin County or Rocky Mount because we do not have gas service. Homeowners would have the opportunity to switch over to natural gas which could lower home heating bills by competition with electricity. Roanoke, Lynchburg and Bedford have natural gas. Have we asked our neighbors that have it, are they glad they have it? If they were setting where we are and did not have it, would they rather not have it?

Mayor Angle addressed the first part of Mr. Hall's question, noting that happiness with gas service would depend on who you asked.

Town Manager Ervin addressed the second part of Mr. Hall's question, noting that to the extent that other areas have natural gas, they have it in the same capacity that the Town has requested it in the past ten years in its federal filing, listing natural gas as one of its priorities. It is still the consensus that the Town wants to obtain an interconnection with either Roanoke Gas or the gas company in Martinsville via a service line. The comingling of Mountain Valley does change the landscape. The issue with Mountain Valley is concerning whether or not adequate safeguards are in place, not that the Town is opposed to gas in and of itself.

Following Mr. Hall's comments, Mayor Angle opened the floor to comments by any other citizen who wished to speak.

Mike Carter of 210 Maple Avenue, Rocky Mount came forward, indicating that he had sent all of Council a letter and he hoped they received it. He is opposed to Mountain Valley Pipeline. He would like to have natural gas, but thinks this is not the way to get it. This will ruin the County and take peoples land. This is not the way to get it and he hopes Council will vote yes in support of this resolution.

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

OLD BUSINESS

Old Business Item No. 1: Review and consideration of authorizing the financing of various capital projects approved by Town Council in the Capital Improvement Plan for Fiscal Year 2016

Staff Report by Town Manager Ervin: The budget adopted for the current fiscal year included a variety of projects to be funded by debt service. Council's instrument of choice seemed to be a direct loan from a local bank at 1.9% interest. Included in the council packet is a copy of a loan commitment letter from Carter Bank and Trust for \$1,500,000 for ten years at 1.9% to finance capital projects as approved in the fiscal year 2016 Capital Improvement Plan. If accepted by Council, the first 12 months will be the drawdown period to expend the \$1,500,000 and the Town will pay semi-annual interest only for that period. Years two through ten will include semi-annual principal and interest payments. The loan may be pre-paid at any time without penalty. Carter Bank and Trust is not charging any initiation or administration fees. Staff is seeking approval from Council to authorize the town manager to sign the closing documents for the \$1,500,000 ten-year loan at 1.9%. Closing will occur before September 30, 2015. Tonight's request is to authorize the town manager to proceed with the loan agreement for the projects specifically outlined in the budget, including curb and gutter on Scuffling Hill, erosion repair and clean up at Veterans' Park, and a variety of other smaller capital projects earmarked in the budget as being funded by debt.

General Discussion:

- Mayor Angle noted that from previous discussion, there would be no loss of money in paying back a debt because of the interest earned on investments. Town Manager Ervin noted that Carter Bank negotiated further after Council's last discussion and staff believes that it is likely to be in Council's best interest to borrow at 1.9% interest and leave the investments.
- Council Member Cundiff: Does not see the benefit of borrowing when the money is already on-hand. Council Member Moyer agrees.

- Mayor Angle: Leans the other way. If there is no loss of money to the Town by having to pay back interest, and if the Fed does what it says it is going to do and raises rates which will affect the Town's reserve and investments, then it would be better to have more money in reserve to collect on those investments than taking \$1.5 million away. It will take awhile to replace that.
- Council Member Snead: There are no processing fees and no early payoff fees where this could be paid off at any point. There is also a 12-month drawdown period where the Town does not have to borrow the entire \$1.5 million and can stop at any point.
- Town Manager Ervin: Carter has made a great offer with this package and is a great banking partner.
- Council Member Snead noted that this is also a fixed rate.
- Vice Mayor Walker: Felt like Cundiff and Moyer in the past, due to the fees and charges that are normally attached to loans, but in this case, there are no fees, no penalties, and the worst the Town can do at the end of the day is break even. The Town is probably going to make money if the rates go up. He does not see a problem with it.
- Council Member Stockton: Only concern was that the money had to be used for the stated projects and that has already been covered. This money must be specifically used for these projects. Council Member Love agreed.
- Town Manager Ervin noted that this process is governed by law, and this is the instrument needed to get the projects approved by Council done.

Motion: To approve the financing of the capital projects by borrowing the money at 1.9% interest for \$1.5 million.

Motion By: Vice Mayor Walker

Second: Council Member Snead

Motion Discussion: None

Ayes: Love, Snead, Stockton, Walker, Angle

Nays: Cundiff, Moyer

Action: The request was approved as presented by a vote of five in favor and two in opposition

Ben Pinkard asked to address Council from the floor with a question, asking what the Town's current surplus is. The Town Manager advised that it depends on the time of year due to the collection of taxes, but \$8.0 million is generally a safe number when comingling the general fund and the utility capital fund.

NEW BUSINESS

New Business Item No. 1: Review and consideration of designation of Windy Lane cul-de-sac as approved for the streetplay of basketball and authorization for development of conceptual plan for a permanent basketball court on Windy Lane

Staff Report by Town Manager Ervin: The Town has received complaints regarding playing basketball in the street. The number of complaints has grown and the Police Department has attempted to deal with this through coaching and engagement, versus citation and summons. This approach has not worked and there are still periodic episodes of street basketball games that impede traffic and create a nuisance to residents. Due to the ongoing complaints, the Town Police Department will begin enforcing Virginia Code § 46.2-932 that

prohibits playing on roadways. A copy of the code section is included in the Council packet. At the same time, however, it is important to recognize the fact that outdoor play and sports are fantastic alternatives to video games or other potentially less desirable activities. The same code section does allow Town Council to designate an area where such play is allowed. Staff asks Council to designate the cul-de-sac at the end of Windy Lane as approved for street play and to authorize the installation of a quality, durable basketball goal there (the owner and management firm of Green Meadow Estates endorses this concept). The Town of Rocky Mount owns the three lots at the end of the street and can install a suitable basketball goal in that location. The combination of enforcing the ban on street play where it impedes traffic and allowing street play in a safe location, along with the installation of a real basketball goal should solve the nuisance problem and give the kids a safe place to play. This issue also points to a lack of available recreation for youth that want to play basketball. Given that the Town owns property at the end of Windy Lane, a proper basketball court could be constructed. Staff asks for approval to develop a conceptual plan for the placement of a court on the Town-owned property and to report back to Council on the feasibility of the concept.

General Discussion:

- Mayor Angle: If approved, will they be able to play without citations and will it be blocked off when they play?
- Town Manager Ervin advised that they would be able to play without citation in the designated area. As far as blocking it off, would play by ear. There is not a lot of traffic that goes down and turns around. He did not see a single car down there when he was there looking around. There are a lot of resources available. He can put up signs, paint the street, could get American Electric Power to put up a light. In the grand scheme of things, would rather give them a place to play.
- Council Member Love: How quickly can a basketball goal be installed?
- Town Manager Ervin: Within two weeks.
- Council Member Cundiff: Will kids be willing to go a half mile to get there?
- Town Manager Ervin: Does not know if the Town can give them anything else, so ultimately, staff hopes that they are.
- Council Member Moyer: It was his understanding that the Town was going to start doing something on Main Street where the police is coming back and forth and can keep an eye on the situation. He can not see this being monitored at the end of Windy Lane. He is concerned about the area.
- Town Manager Ervin: Noted that the Town has had a lot of success in the area with drug dog usage. He has consulted with the Police Department, which feels that it will be in a high visibility area, it is easy to get to and is adjacent to publicly owned land. Staff did look at other properties on North Main, like Goodwill and the auto parts store, but those are privately owned lots. This seems like a better fit since the Town is the landowner and there is already a high degree of enforcement.
- Council Member Snead: Does the Town have any land on North Main?
- Town Manager Ervin: No. Staff has looked at the corridor. Something more visible and more permanent may require the Town to acquire land. The Town owns the three lots at the back of Windy Lane, as it was taken in when the developer could not finish the development.

Motion: To approve the request as presented including the designation of the cul-de-sac as approved for streetplay for basketball and the conceptual plan work

Motion By: Council Member Love

Second: Council Member Stockton

Motion Discussion: Vice Mayor Walker noted that he thinks the Town should hold off on the engineering for a little while. Town Manager Ervin agreed, noting that he plans to put a goal up and see if the kids gravitate towards it before any funds are seriously committed to the engineering. He does plan to walk around the area with Public Works Director Mason. Mayor Angle clarified that the motion, as it stands, will allow the town manager to proceed in the future without coming back to Council. Council Member Love agreed that her motion stands.

Ayes: Cundiff, Love, Snead, Stockton, Walker

Nays: Moyer

Action: The request was approved as presented by vote of five in favor and one in opposition.

New Business Item No. 2: Review and discussion regarding Town's blight removal program

Staff Report by Assistant Town Manager Hankins: The Town sets aside \$20,000 in its annual budget to eliminate blight through the demolition of nuisance properties. To date, properties on Trail Drive and Old Franklin Turnpike have been burned, and properties on Byrd Lane (2), Buckner Street and Spring Street have been demolished. The Community Development staff keeps a list of nuisance properties, and is currently preparing to send a list of such properties to the building inspector for a nuisance determination. If Council wishes to add properties to that list, it must be done by the end of July so that staff can inspect and make determinations based on code. Current properties being reviewed include lots on Dent (2), Wilson (1), Anderson (1), Goodview (1), Woodlawn (1), Patterson (2) and West College (1). Demolition costs to date have ranged from \$4,000 on the low end, to nearly \$19,000 for 20 Spring Street. For properties demolished by force account, the average demolition price is approximately \$4,700, including disposal fees.

General Discussion: None

Let the record show this item was for informational purposes only. No action was taken by Council.

New Business Item No. 3: Review and consideration of approval of appointment of new fire chief

Staff Report by Assistant Town Manager Hankins: After five years as the chief of the Rocky Mount Volunteer Fire Department, Charlie Robertson has declined to seek reappointment to the position, choosing instead to remain as the Town's fire marshal. Members of the department nominated a slate of officers at its May meeting and held its election in June the night after Council's regular business meeting. Council's approval of the fire chief is not required by Code or Charter. However, in previous instances of changes in the chief's position, the Department has believed the matter to be worthy of Council's consideration. It continues to do so, and asks that Council confirm the appointment of Jeff Rakes as the new fire chief. Jeff is a small business owner and has served as assistant chief under Charlie Robertson. The assistant town manager accompanied Jeff, Charlie and David Young on the department's most recent inspection trip, and was impressed by Jeff's mechanical and fire knowledge. The leadership he has demonstrated in the times when he has had to fill in for Charlie has earned him the respect of the members he is now elected to lead. Staff recommends that Council confirms the

appointment of Jeff Rakes as chief of the Rocky Mount Volunteer Fire Department. Also, to assist in leadership, the department has elected Justin Woodrow as assistant chief, Theodore Hodges as captain, Jody Whitt as first lieutenant and Matthew Overfelt as second lieutenant.

Let the record show that Jeff Rakes was present for the meeting and thanked Council for the opportunity to serve the community as Fire Chief.

General Discussion: None

Motion: To approve the Rocky Mount Fire Department's election of Jeff Rakes as Fire Chief

Motion By: Council Member Cundiff

Second: Council Member Snead

Motion Discussion: None

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

Nays: None

Action: Motion to approve Jeff Rakes as the new Fire Chief was approved by a unanimous vote

New Business Item No. 4: Review and consideration of approval of "Resolution Regarding the Proposed Mountain Valley Pipeline"

Staff Report by Town Manager Ervin: The Town has had a great deal of input from citizens regarding the proposed Mountain Valley Pipeline. The concerns raised focus on the preservation of the area's natural environment and the potential risks to the area's water shed and drinking water supply for the Town. The attached draft resolution, requested by a Member of Council, outlines these concerns and expresses the Town's objection to the pipeline pending a determination that the pipeline is not a threat to the health, safety and welfare of the Town. The draft attempts to embrace the fact that the Town seeks natural gas for its industry and residents, but desires that this resource be made available in a safe and non-economically destructive way, and that the Town has, thus far, not been given clear assurances that risks to the Town have been addressed.

Town Manager Ervin read aloud the *Resolution Regarding the Proposed Mountain Valley Pipeline*.

General Discussion: None

Motion: To approve the proposed resolution as presented

Motion By: Council Member Snead

Second: Council Member Love

Motion Discussion: None

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

Nays: None

Action: The proposed resolution was approved by a unanimous vote.

New Business Item No. 5: Review and discussion regarding Water Treatment Plant Disinfection Byproducts (DBPs) issues

Staff Report by Town Manager Ervin: Included in the packet is a detailed report on disinfection byproducts (DBP) in drinking water, where they come from, why they matter, and what the Water Department is doing to manage them in the Town's water supply. Recent changes to the regulations have brought DBPs to the forefront of the Water Department's efforts to make the best drinking water possible. Due to the regulatory changes in allowable DBPs, the Town is in danger of falling out of compliance with Virginia's drinking water standards. The Town's biggest source of DBPs is the slow turnover in the water stored in its one million gallon tank on 220 South, and staff recommends addressing the accumulation of DBPs at that point. The Town's current efforts to address this involve manually flushing large amounts of water. After considerable investigation, water plant staff recommends that the 220 South water tank be fitted with a water mixing and aeration system. It is estimated that this mixing and aeration system will cost approximately \$135,000. This is a significant expense that was not included in the capital improvement plan because functional solutions were still being investigated at the time the budget was being developed. Staff requests that the Public Utilities Committee be asked to meet and consider the DBP issue in detail and recommend to Council a solution to keep the Town's DBP numbers within the limits set by the State.

Water Plant Superintendent Deitrich noted that the government has moved the target regarding DBPs and this is what is causing the problem.

General Discussion:

Vice Mayor Walker: questioned how full the tank usually is, with Superintendent Deitrich confirming that it is usually filled to the top as it represents 45% of the Town's bulk storage.

It was the consensus of Council that the issue would be referred to the Public Utilities Committee for review, as requested.

New Business Item No. 6: Review and consideration of request for funding and authorization to begin a shop local campaign

Staff Report by Town Manager Ervin: At the start of the recession the Town initiated a shop in Rocky Mount campaign. This was the "5 on us" campaign and it was very successful. The Town leveraged approximately \$35,000 to stimulate local shopping. Though the Town and the nation has come a long way economically since then, the concept of encouraging shoppers to stay local during the holiday season still offers a great return on any investment the Town cares to make. Town Manager Ervin proposes the initiation of another shop local event this year and that the Town leverages the Harvester Performance Center as well. The proposed plan is to have the Town underwrite and advertise a significant show with a recognized artist, but that the tickets to this event are only available at local retailers. The Town's merchants and retailers would have the option of giving out tickets for a certain volume of sales or through drawings or other giveaway mechanisms that they felt drew customers to their retail location. With enough advance notice and planning, it could be a strong regional draw to shoppers for local businesses. To underwrite and market the campaign would cost an estimated \$10,000. If Council supports the idea, the funds would be used from contingency. This would cover branding of the campaign, advertising the opportunity to see a great show only if you shopped in Rocky Mount and funding the underwriting of the artist hired.

General Discussion:

- Mayor Angle: Thinks this is a good idea. The “5 on Us” campaign was very successful and was more money than what this project is asking for. This will go a long way to keep people shopping in Rocky Mount.
- Assistant Manager Hankins: Did a precursor with the Mountains of Music festival. He picked five businesses, gave each two tickets and asked them to give the tickets to the next person in their store that spent \$100 or more. He is pleased to report that at least eight of the tickets were used. The businesses were pleased with the gift and he thinks they would be receptive to this sort of thing and it does get it in mind, particularly if done in November, to shop local.
- Council Member Cundiff: Will this be carried out by staff of the Harvester or will someone else be handling it?
- Assistant Manager Hankins noted that it will be Harvester staff as well as Community Development staff. Town Manager Ervin noted that it will also require Finance staff.
- Council Member Moyer: Can this be tabled to the next Council meeting?
- Town Manager Ervin: Yes, this can be tabled for a month. However, that would probably be the end for staff to be able to effectively plan such an event. The Town has all the players, all the tools, and all the talent. An event like this will need to be kicked off no later than August.
- Mayor Angle: suggested that the Public Facilities & Special Events Committee look at the request and report back to Council at the next meeting.

Let the record show that no action was taken at this time.

New Business Item No. 7: Review of pro forma budget for Harvester operations

Staff Report by Assistant Town Manager Hankins: As Council is aware, the accounting and reporting processes changed for the Harvester Performance Center on July 1. The Town is underwriting the building costs (maintenance, personnel, communications, custodial, utilities and other building-related costs) with a budget of \$289,310, much of that recouped through increased meals, lodging and sales tax revenues resulting from Harvester-driven activity. Staff expects the operational side of the equation (show expenses and revenues, less personnel and building costs) to carry its own weight in the coming year. Staff is using the pro forma budget included in the Council packet to guide spending for the next 12 months as Harvester Performance Center LLC enters tax year 2016. This budget is provided for Council’s information. The staff will adjust the budget as necessary to take into account market conditions, budget, major donations and sponsorships, and overall business performance. Council will continue to receive periodic updates from the Harvester’s independent accountant regarding overall performance.

General Discussion:

- Mayor Angle: Clarified that the breakdown given in the pro forma budget is not set in stone.
- Assistant Manager Hankins: Agreed, advising that some of the numbers are based on projections.

Let the record show this item was for informational purposes only and no action was taken.

COMMITTEE REPORTS

Committee Report No. 1: Public Safety Committee Report for June 18, 2015

Report by Town Manager Ervin: The Public Safety Committee met on June 18, 2015 to receive an update from the Police Chief Criner on law enforcement issues throughout the community. Specifically, the frequency of complaints regarding the playing of basketball in the street was discussed. This item has already been covered under new business.

General Discussion: None

Committee Report No. 2: Streets, Sidewalks and Streetlights Committee Report for June 29, 2015

Report by Assistant Town Manager Hankins: The Streets and Sidewalks Committee met with staff on June 29, 2015 and discussed the following:

- The street paving list submitted by the public works director was approved to proceed to bid, with an expectation that work will be completed in the fall. The committee had no additions, and the major work to be completed in this round of paving is South Main Street from the recently completed bridge work to the Floyd intersection. The committee made no additions to the list, but the Town has approximately \$400,000 in unexpended VDOT maintenance funds to spend on paving, signal coordination, sidewalk replacement or other projects. Staff will work to come up with projects for consideration.
- The Wayfinding Signage Project bids came in higher than expected. Staff will reduce the scope of the project and rebid the work using force account for installation. Staff expects to report back to Council in September with alternatives. Committee members agreed that the project should be done as a single package rather than over time.

General Discussion: None

OTHER MATTERS & CONCERNS

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

1. Study to recommend areas for Urban Development Area authorizations for transportation funding:

Comments from Town Planner Gibson: Noted that basically the need for Urban Development Areas (UDAs) is another layer of House Bill 2 (HB2) that helps facilitate and make funding more efficient for VDOT and for citizens of the Commonwealth. (HB2 is the radical revamping of how the 6-year plan is formulated which will require the Town to resubmit all of its projects.) Staff believes that layering as much as possible onto the project categories is the best way to get a project funded. The Town is located in a *corridor of statewide significance* already, so there are a lot of projects that can be proposed in that category. But, the General Assembly enacted UDAs as a second category which seems to fit in some areas of the Town already, such as the Central Business District, so staff feels that UDAs are worth taking a look at.

General Discussion: Council voiced no objections to this request

2. Study language to regulate yard/garage sales:

Comments from Assistant Manager Hankins: He has been under the impression for a while that there is language in the Town Code which allows staff to regulate yard and garage sales, but he has not been able to find any such code. Staff is asking that this be referred to Planning Commission for discussion, as staff gets a fair number of complaints about ongoing yard sales or the frequency of yard sales and the associated traffic.

General Discussion: Council voiced no objections to this request

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: Congratulated Water Plant Superintendent Deitrich for the accountability of the water, and Waste Water Plant Superintendent Burton for running a tight ship, and Public Works Director Mason for all the help that he has given.

Love: Had a citizen visit about trash collection. Concerned for Town to consider removing \$4 fee and allowing them to take off their own trash. They said it had been done previously and they would like to have that option now. Mayor Angle recalled that the town did do that once, then it happened where Town employees were picking up trash for people that were not paying fees. This is when the decision was made to just include it for everybody. It is a small amount now, and already being subsidized, and if cut back, then would be subsidized more. Town Manager Ervin noted that localities across Virginia fund refuse collection in a lot of ways. The way the Town does it right now is called a *universal charge*, which is lowest charge. Some use a bag tag, some do it a la carte, which means that people can reject the service and this usually results in higher prices. Right now, the Town operates with about a \$200,000 per year subsidy for picking up trash. If the Town were to let people reject, 10% might flee and prices would need to be adjusted accordingly. Ultimately, what the Town has now is the lowest price model. It is an availability fee, not a collection fee. Even the homeowner who wants to opt out, once a year, probably needs storm clean up. Staff can give Council some options as far as an opt out option. Council Member Love noted that she will have the citizen call the office. Town Manager Ervin noted that another argument for universal charge, is that staff wants the trash to be picked up, not piled up on the carport until it is hauled to the dump.

Moyer: Questioned where staff is with the 'no parking' signs at the Farmers' Market? Six months ago signs were approved to go there. Three months ago he asked why it had not been done on the Cox's side. As of today, they are still not there. Town Manager Ervin noted that he has ordered appropriate signs, and asked to meet with Public Works Director to go out and look at putting up additional signs. He thought the first signs solved the problem, but will put up more signs if not.

Snead: None.

Stockton: None.

Walker: None.

CLOSED MEETING & ACTION

Entering Closed Meeting:

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

Time: 8:03 p.m.

Virginia Code Sections:

1. Section 2.2-3711(A).3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body (Downtown)
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's or industry's interest in locating or expanding its facilities in the community (manufacturing)
3. Section 2.2-3711(A).7 - Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel (SCC filing by Roanoke Gas)

Motion By: Council Member Moyer

Second: Council Member Stockton

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: 8:52 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 Stockton

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 Stockton 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, February 18, 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 Love
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: The meeting adjourned by a unanimous vote
Time of Adjournment: 8:57 p.m.

Steven C. Angle, Mayor

ATTEST:

Stacey B. Sink, Town Clerk

SBS/

**ROCKY MOUNT TOWN COUNCIL
SPECIAL MEETING MINUTES
JULY 13, 2015**

The July 13, 2015 special 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 6:30 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:

- Sgt. David Bowles, Rocky Mount Police Department
- Ken Criner, Chief of Police
- C. James Ervin, Town Manager
- Matthew C. Hankins, Assistant Town Manager
- Stacey Sink, Town Clerk

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

APPROVAL OF AGENDA

The presented agenda was approved by consensus.

WORK SESSION

Police Department Vehicle Maintenance

General Discussion:

- Chief Criner noted that he asked the finance director to run the maintenance budget numbers back to 2012. All of the numbers are in line with previous years, in the \$14,000-\$15,000 range. In 2013, the Department went over a little to \$16,000. The Police Department has a contract with Nelson regarding its fleet vehicles for any work that needs to be done. Nelson picks up the vehicles, fixes them, and brings them back. The Department has twelve vehicles that go to Nelson for repair and ten that are kept in town and sent to local repair shops. The Department spends half of its budget in town (\$7,500) and half at Nelson. Nelson gives the Department a loaner vehicle free of charge, and right now, the Department gets a new vehicle about every oil change. This arrangement has helped the Police Department greatly. When going to Guslers, the mechanics would not check the car out for any other issues, but would only fix what was stated. Nelson checks out the vehicle

from top to bottom and will let the Department know if there are any issues which may show up in the near future.

- Mayor Angle questioned why the Police Department started going to Nelson instead of staying with local vendors. Chief Criner advised that it used to be if there were any problems with the fleet vehicles they went to Duncan or Guslers. However, there were a lot of problems with Guslers. Bolts were left out of a brake system almost causing an accident. There was an antifreeze leak on an Explorer and Guslers replaced the radiator, but it turned out to be the water pump. Once, they left a drain plug out after an oil change.
- Sgt. Bowles confirmed that regarding Duncan, the Police Department was taking fleet vehicles to Duncan, but Duncan was then farming the work out to Nelson Ford in Martinsville. Nelson has runners that do the vehicle exchange without having to pull an officer off the job, and they always try to pre-approve work.
- Mayor Angle questioned if Guslers does any work for the Town, with Assistant Manager Hankins noting that Guslers still does work for some of the other departments. Chief Criner noted all of the local businesses which continue to do work for the Police Department, though not on the fleet vehicles.
- Sgt. Bowles noted that Nelson has also been doing oil changes and giving a rebate through Castrol. The oil changes were \$40-\$50 each at Guslers and right now are half of that at Nelson. With better, full synthetic oil and an oil change at the same time, vehicles are now going from 3000 miles to 5000 miles.
- The town manager noted that this started with the prior chief, who came to him on several occasions frustrated about quality and price. Chief Cundiff was able to negotiate this including a free vehicle. He thinks the cars are more mission ready.
- Sgt. Bowles noted that he has never had to return a vehicle for anything since starting with Nelson. He also confirmed that currently, only the marked units are sent to Nelson.
- Town Manager Ervin advised that unless there is different direction from Council, the plan is to finish out the year with Nelson, and then evaluate how well the system is working. Currently, the Police Department is taking the ten unmarked vehicles to Foleys Automotive, but Foleys needs to win the business on quality and price, not by lobbying.
- Sgt. Bowles noted that Gusler has always been dependable, as well, and he believes he is suffering from some personnel issues regarding the unsatisfactory work.
- Council Member Love noted that she thinks the current system is fine and the Police Department should keep doing what it is doing.
- Vice Mayor Walker noted that Nelson keeps good records and notes what all was checked and what will be needed such as new brakes in a few weeks, etc.
- Town Manager Ervin pointed out that police vehicles are subject to be driven at high speed, with high turning radii, and in awkward situations. There is a need to know that the vehicles are in good shape.
- Chief Criner pointed out that Duncan, Berglund, and Midpoint are not interested in donating a vehicle. Mr. Nelson lives near Rocky Mount and he feels like he is part of the community. He participates in the Come Home to a Franklin County Christmas event. Confirmed that the contract with Nelson started January 1.
- Council Member Moyer questioned the insurance for the loaner vehicle with Chief Criner confirming that the Town's policy covers the loaned vehicle, and also noting that Nelson's insurance covers the Town's car if wrecked during transit.
- The town manager noted that the Town's insurance is based on number of employees not number of vehicles.
- It was the consensus of Council to allow the arrangement to proceed as discussed.

ADJOURNMENT

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

Motion to Adjourn By: Love
Second: Snead
Motion Discussion: None
Ayes: Cundiff, Love, Moyer, Snead, Stockton, Walker
Nays: None
Action: The meeting adjourned by a unanimous vote
Time of Adjournment: 6:47 p.m.

Steven C. Angle, Mayor

ATTEST:

Stacey B. Sink, Town Clerk

SBS/

DRAFT

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DRAFT

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 12, 2015
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STAFF MAKING REQUEST:	Community Development
BRIEF SUMMARY OF REQUEST:	Lynda Spence's term on the Economic Development Authority has expired. She is eligible to be reappointed, and has indicated to staff that she is willing to continue to serve. Staff respectfully requests that Council reappoint her to serve a full four-year term expiring September 30, 2019.
ACTION NEEDED:	Consent agenda approval reappoints Mrs. Spence to the EDA.

Attachment(s):

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: DALEXANDER@ROCKYMOUNTVA.ORG
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TOWN COUNCIL
STEVEN C. ANGLE, MAYOR
GREGORY B. WALKER, VICE MAYOR

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

DEANNA ALEXANDER
Deputy Clerk
Community Development & Planning

MEMORANDUM

TO: MATTHEW HANKINS, ASSISTANT TOWN MANAGER

FROM: DEANNA ALEXANDER, DEPUTY CLERK *DA*

DATE: SEPTEMBER 8, 2015

RE: LYNDA SPENCE RE-APPOINTMENT TO ECONOMIC DEVELOPMENT AUTHORITY

Lynda Spence Economic Development Authority (EDA) term expiration on September 30, 2015;

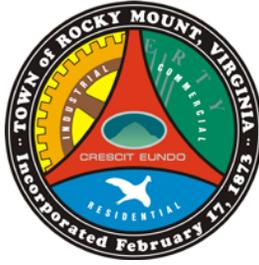
I am please to submit a request from Ms. Lynda Spence for re-appointment to the Economic Development Authority (EDA) for a term of four (4) years.

Ms. Spence is currently serving as an active member of the Economic Development Authority (EDA) and has been a member of the board from the inauguration on February, 19, 2013.

The Economic Development Authority (EDA) was tasked with serving as the lead financial agency and corporate body in development of the Harvester Performance Center. With the Harvester Performance Center project complete the Economic Development Authority (EDA) now serves as a launching point for future economic development and restructuring for the Town of Rocky Mount, Virginia.

Ms. Spence is a valuable and intricate member of the Economic Development Authority (EDA).

cc: John Boitnott, Town Attorney
Rebecca Dillon, Accounting
Amy Gordon, Finance



**PROCLAMATION BY THE ROCKY MOUNT TOWN COUNCIL
FOR NATIONAL BUSINESS WOMEN'S WEEK
OCTOBER 19-23, 2015**

WHEREAS, working women constitute 72 million, or just about half, of the nation's workforce and they strive to serve their communities, their states and their nation in professional, civic and cultural capacities; and

WHEREAS, businesses that are owned by women account for 30% percent of all U.S. business, generating \$1.9 trillion in sales and employing \$9.2 million people; and

WHEREAS, women that are working should be applauded for their contributions to the workplace and the stability financially that they bring to their families especially during the economic downturn when more women have become their family's breadwinner; and

WHEREAS, the major goal of the Business and Professional Women's Foundation is to promote equity for all women and to help create better conditions for working women through the study and advocacy of social, educational and economic issues impacting women in the workplace; and

WHEREAS, National Business Women's Week, since 1928, has honored the contributions of working women and employers who support working women and their families.

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of Rocky Mount hereby proclaims October 19 thru October 23 as National Business Women's Week.

Given under my hand the 12th day of October 2015.

TOWN OF ROCKY MOUNT, VIRGINIA

By: _____
Steven C. Angle, Mayor

MONTHLY STAFF REPORT

DATE:	October 6, 2015
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director
DEPARTMENT:	Finance Department
MONTH:	October meeting

This report contains the following monthly information for September 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:

262 walk-in transactions

1554 drive-thru transactions

978 mail transactions

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

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

NONE

TOWN OF ROCKY MOUNT
Investment Portfolio
at August 31, 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	99.433	228,695.90	1.44%	1.44%	3133EAD62	3,312.00
FNMA	12/26/2013	12/26/2017	500,000	100.027	500,135.00	0.99%	1.00%	3135G0SJ3	5,000.00
Bond Totals			<u>730,000</u>		<u>728,830.90</u>	1.22% avg. return			<u>8,312.00</u>
Certificates of Deposits:									
Ally BK Midvale UT		12/31/2014	230,000	99.702	229,314.60	1.50%	1.50%	02006LNA7	3,450.00
Am Express Centurion		5/28/2020	245,000	98.726	241,878.70	2.07%	2.05%	02587DYH5	5,022.50
BMW Salt Lake City UT		10/11/2018	245,000	100.765	246,874.25	2.03%	2.05%	05568P5S2	5,022.50
Bank Hampton Rds. VA		9/27/2017	245,000	99.922	244,808.90	1.00%	1.00%	062492BH5	2,450.00
Bank of Perry Co. Tenn		2/20/2018	248,000	100.322	248,798.56	1.24%	1.25%	06425KBN8	3,100.00
Barclays BK Del Retail		8/20/2019	225,000	99.845	224,651.25	2.10%	2.10%	06740LHV2	4,725.00
CIT BK Salt Lake UT		10/13/2016	190,000	100.052	190,098.80	0.99%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN		8/25/2016	245,000	100.047	245,115.15	0.99%	1.00%	20143PCV0	2,450.00
Discover Bk Greenwood I		9/4/2018	245,000	99.663	244,174.35	2.30%	2.30%	254671VH0	5,022.50
Essa BK Stroudsburg PA		11/30/2016	245,000	100.176	245,431.20	0.99%	1.00%	29667RGE7	2,450.00
Everbank Jacksonville FL		3/29/2019	245,000	99.611	244,046.95	1.50%	1.50%	29976DW3	3,675.00
First Merchants BK N A		9/30/2019	245,000	99.725	244,326.25	2.00%	2.00%	32082BDS5	4,900.00
State BK India NY NY		12/5/2014	245,000	100.340	245,833.00	2.19%	2.20%	8562843E2	5,390.00
Synchrony Bk Retail CTF		6/13/2019	230,000	100.017	230,039.10	1.99%	0.99%	87164YAP9	4,600.00
Whitney BK Gulfport MS C		8/18/2016	245,000	100.019	245,046.55	0.59%	0.60%	966594AF0	1,470.00
CD Totals			<u>3,573,000</u>		<u>3,570,437.61</u>	1.57% avg. return			<u>55,627.50</u>
Total Investments			<u>4,303,000</u>		<u>4,299,268.51</u>	1.52% avg. return			<u>63,939.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
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%
Aug-15	1,427,079.03	0.17%

TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF SEPTEMBER 30, 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	8,287	7,525	10,279	11,882	567,382	1.81%
Public Service Tax	-	-	-	-	28,605	0.00%
Personal Property Tax	2,332	2,248	6,874	6,368	222,044	3.10%
Machinery & Tools Tax	-	-	-	-	105,563	0.00%
Penalties on Tax	734	771	3,756	1,972	3,500	107.31%
Interest on Tax	156	1,523	589	1,734	1,700	34.62%
Local Sales Tax	15,428	15,111	15,428	15,111	173,368	8.90%
Meals Tax	130,219	116,643	222,767	200,587	1,386,000	16.07%
Utility Tax	31,534	27,166	62,006	54,889	330,000	18.79%
Communications Tax	15,958	16,353	31,542	33,011	223,200	14.13%
Decals	-	-	-	-	-	0.00%
Bank Stock Tax	-	-	-	-	213,000	0.00%
Penalty-Meals Tax	442	213	634	463	2,000	31.68%
Interest-Meals Tax	24	55	50	130	800	6.29%
Lodging Tax	10,038	11,789	17,226	22,155	113,388	15.19%
Cigarette Tax	8,846	11,906	20,643	30,949	101,400	20.36%
BPOL-Retail	-	23	3,474	1,313	350,000	0.99%
BPOL-Professional	9,915	281	15,234	8,326	142,000	10.73%
BPOL-Contractor	103	372	1,563	1,067	13,750	11.37%
BPOL-Repairs/Services	-	4	4,117	2,018	131,000	3.14%
BPOL-Alcoholic Beverages	-	-	-	-	650	0.00%
BPOL-Penalty/Interest	1,080	40	2,777	1,560	2,000	138.86%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	12,000	0.00%
BPOL-Miscellaneous	-	53	100	53	2,500	4.00%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	65	120	445	633	3,000	14.83%
Welcome Center Fees	520	750	1,160	1,420	3,500	33.14%
Planning/Zoning Fees	866	800	2,748	3,280	8,000	34.35%
Court Fines	2,428	2,997	2,548	4,206	48,000	5.31%
Parking Fines	25	15	45	15	100	45.00%
Garbage Violation Fines	-	-	-	-	-	0.00%
Interest Earnings	-	8,712	1,027	10,702	42,576	2.41%
Return Check Fees	60	40	185	220	450	41.11%
Rental of Property	-	-	-	-	420	0.00%
Bond Proceeds	-	-	-	-	1,500,000	0.00%
Mortgage Payments	256	256	768	768	3,073	25.00%
Loan Repayment - Paving	728	-	2,911	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	-	-	0.00%
Grave Preparation	-	-	-	750	1,500	0.00%
Security Services	75	-	75	-	3,660	2.05%
Passport Service Fees	812	415	2,356	1,534	10,000	23.56%
Police Reports	118	96	198	236	1,000	19.80%
Fingerprint Service Fees	50	55	85	120	400	21.25%
Garbage Collection Fees	7,837	7,774	14,013	13,869	89,400	15.67%
Truck Rental Program	40	-	110	-	100	110.00%
Credit Card Fees	219	-	605	-	1,800	33.58%
Miscellaneous Services	-	-	23	-	100	23.21%
Transfer from Utility Fund	-	-	-	-	-	0.00%
Donations	1	1	9	28	-	0.00%
Merchandise Sales	134	42	201	99	-	0.00%
Miscellaneous	-	-	213	-	-	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	200	2	200	(0)	-	0.00%
Unrealized Gain on Investments	-	(10,786)	(5,447)	(8,332)	-	0.00%
Appropriated Fund Balance	-	-	-	-	846,822	0.00%
Total Local Revenues	249,528	223,363	443,535	423,139	6,689,951	6.63%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF SEPTEMBER 30, 2015**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	3,618	3,716	3,645	3,600	103.23%
Litter Tax	-	2,611	-	2,611	2,500	0.00%
Other Categorical Aid	-	11	15	25	-	0.00%
Fire Programs	13,689	12,972	13,689	12,972	12,972	105.53%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
DMV Grants	-	-	-	-	-	0.00%
DMV Mini Grants	-	-	-	-	-	0.00%
Street Maintenance	335,840	320,971	335,840	320,971	1,309,366	25.65%
Volunteer Fire Dept.	7,500	7,500	7,500	7,500	30,000	25.00%
Law Enforcement-599 Funds	27,115	27,115	27,115	27,115	108,460	25.00%
Police Grants	-	-	-	-	-	0.00%
FEMA Grants	-	-	-	-	473,400	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Other Categorical Aid-County	100,000	-	100,000	-	-	0.00%
Other Categorical Aid-Schools	-	29,632	-	29,632	29,632	0.00%
Total State Revenues	484,144	404,430	541,736	458,331	2,023,791	26.77%
TOTAL GENERAL FUND REVENUES	733,672	627,794	985,270	881,471	8,713,742	11.31%
UTILITY FUND REVENUES:						
Water Sales	99,492	92,322	175,073	145,352	1,070,400	16.36%
gallons billed	21,094,105	20,443,709	42,180,547	43,099,251		
Water Connections	-	3,275	11,275	15,905	22,440	50.25%
Reconnect Fees	475	825	1,150	2,125	4,500	25.56%
Penalties	2,143	1,767	6,482	5,887	17,000	38.13%
Bulk Water Purchases	1,218	359	1,283	2,293	5,000	25.65%
Sewer Collection Charges	61,139	57,554	111,126	88,964	680,040	16.34%
gallons billed	15,263,589	15,070,019	30,505,521	31,655,751		
Sewer Connections	-	-	8,000	3,500	9,500	84.21%
Cell Tower Rent	-	5,710	7,826	11,731	47,052	16.63%
Recoveries	-	163	232	163	-	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	164,467	161,976	322,447	275,921	2,711,820	11.89%
CAPITAL PROJECTS REVENUES:						
Microenterprise Loan Payments	77	180	194	809	-	0.00%
Historic Tax Credits	-	-	-	-	-	0.00%
Bonds / Loans	-	-	-	-	-	0.00%
EDA Loan Repayment	544,829	-	544,829	-	-	0.00%
Transfers from General Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	544,906	180	545,022	809	-	0.00%

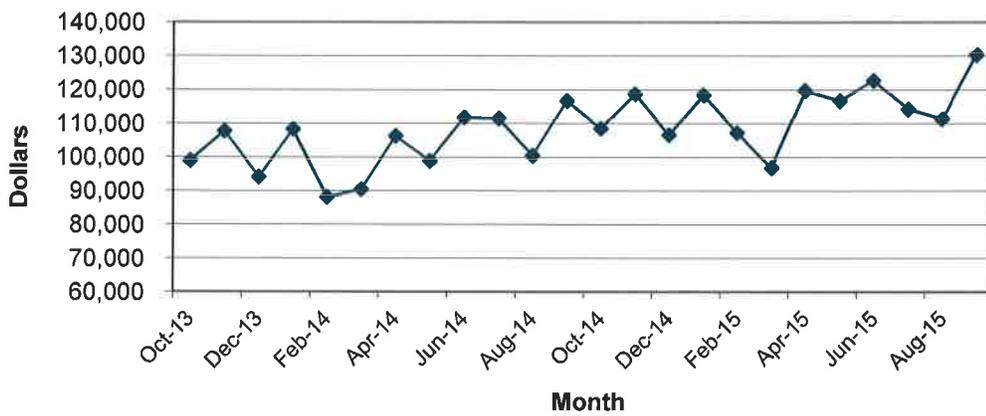
TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF SEPTEMBER 30, 2015

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	18,194	12,686	51,400	35,053	201,696	25.48%
Capital Recovery Fees-Sewer	15,580	12,085	40,107	29,954	195,350	20.53%
Capital Recovery Fees-Garbage	1,666	1,662	4,992	4,986	19,945	25.03%
Appropriated Fund Balance	-	-	-	-	47,803	0.00%
Meals Tax Transfer (in fund 02 for fy 14)	-	116,710	-	217,232	-	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
TOTAL UTILITY CAPITAL REVENUES	35,440	143,143	96,499	287,226	529,794	18.21%
PERFORMANCE VENUE REVENUES:						
Transfers from General Fund	-	-	-	-	289,310	0.00%
TOTAL PERFORMANCE VENUE REVENUES	-	-	-	-	289,310	0.00%
3 months of the 12 months of the fiscal year						25.00%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
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
Sep-15	130,219

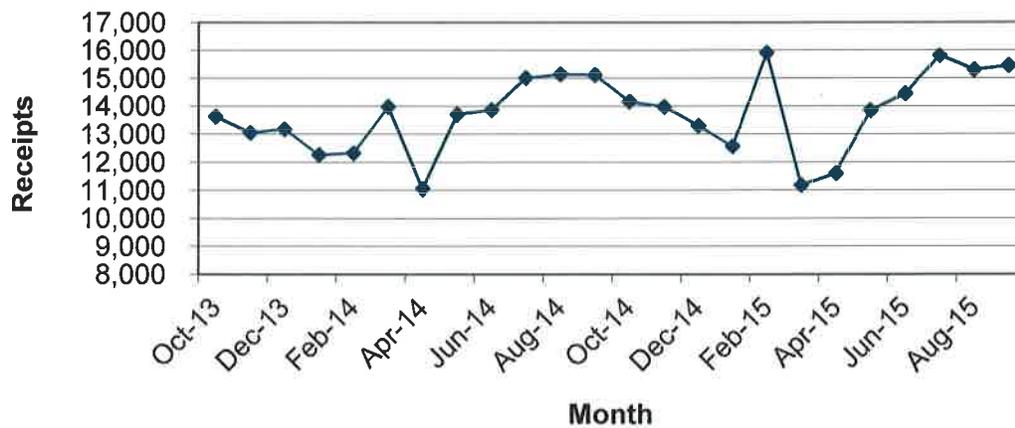
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

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
Sep-15	15,428

Local Sales Tax



TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF SEPTEMBER 30, 2015

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND:						
Mayor & Council	3,400	4,921	19,553	26,937	87,008	22.47%
Town Manager	17,020	17,767	44,706	45,996	223,142	20.03%
Town Attorney	-	-	2,218	4,030	36,240	6.12%
Finance Department	21,824	20,119	89,222	87,950	331,039	26.95%
Electorial Board	-	-	-	-	2,800	0.00%
Police Department	123,486	148,016	381,565	429,404	1,968,333	19.39%
Volunteer Fire Dept.	10,930	5,049	30,974	31,896	745,978	4.15%
Public Works Admin.	665	26,697	2,105	29,058	17,133	12.28%
Street Lights	8,473	8,637	17,095	17,433	111,178	15.38%
Traffic Control & Parking	1,915	28,979	4,668	36,163	72,686	6.42%
Streets	34,624	350,826	125,798	444,607	990,287	12.70%
Sidewalks & Curbs	2,617	195	2,982	4,620	13,181	22.62%
40 East Sidewalks/Crosswalks	-	661	-	1,463	-	0.00%
Scuffling Hill Drainage	14,565	-	14,565	-	462,500	3.15%
Bernard Rd Drainage	-	-	-	-	120,000	0.00%
Street Cleaning	744	294	2,956	4,543	20,953	14.11%
Refuse Collection	10,533	10,920	41,624	38,810	202,748	20.53%
Snow Removal	-	-	341	449	29,408	1.16%
Municipal Building	2,238	7,415	11,206	16,048	137,850	8.13%
Emergency Services Bldg.	4,213	2,700	10,014	5,933	65,650	15.25%
Public Works Building	1,015	885	1,816	1,529	22,800	7.96%
Cemetery	1,959	1,521	5,414	4,916	21,023	25.75%
Playgrounds	13,961	1,669	25,552	8,823	35,670	71.63%
Gilley's Park	-	-	-	-	25,000	0.00%
Veterans Memorial Park erosion	-	473	-	473	900,000	0.00%
Planning & Zoning	10,121	8,298	27,299	24,913	134,567	20.29%
Community Development	13,205	13,836	39,860	33,441	224,705	17.74%
Citizen's Square	885	1,816	3,067	3,311	14,035	21.86%
Hospitality Center	5,323	1,785	12,455	5,138	32,362	38.49%
Passport Services Expenses	-	-	571	-	2,070	27.58%
Economic Development Authority	123	-	123	-	2,000	6.16%
Remediation of Blighted Structures	-	-	-	18,125	20,000	0.00%
Non-Departmental:						
Wages & Fringes	2,450	1,907	10,156	7,004	61,852	16.42%
Employee Wellness Program	-	-	-	-	2,381	0.00%
Employee Drug Testing	-	219	-	219	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	-	116,710	-	217,232	-	0.00%
Transfer to Capital Proj. Fund	-	-	-	-	-	0.00%
Transfer to Performance Operations	-	-	-	-	289,310	0.00%
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	306,287	782,314	1,037,348	1,680,508	8,713,742	11.90%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF SEPTEMBER 30, 2015

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
WATER & SEWER FUND:						
Water System Operation	10,485	17,416	28,232	47,872	150,486	18.76%
Meter Reading	2,479	2,612	7,861	8,848	42,490	18.50%
Water Plant	49,556	53,345	101,970	111,976	605,080	16.85%
Belmont Dr. Water Line Replacement	-	6,742	-	30,268	-	0.00%
Wastewater System Operation	10,766	7,383	19,226	9,300	145,936	13.17%
Wastewater Treatment Plant	47,611	29,164	72,670	70,148	475,819	15.27%
Utility Billing & Administration	13,427	10,553	26,012	29,263	162,303	16.03%
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	-	-	7,669	6,683	91,078	8.42%
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	134,324	127,215	389,149	436,976	2,711,820	14.35%
CAPITAL IMPROVEMENTS FUND:						
Performance Venue Renovations	-	800	-	28,189	-	0.00%
Transfer to General Fund	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	-	800	-	28,189	-	0.00%
UTILITY CAPITAL FUND:						
Water Distribution Capital	751	-	2,251	313	20,000	11.26%
Water Treatment Plant Small Capital	-	4,392	-	4,824	-	0.00%
Orchard Ave. Water Line Replacement	190	-	190	-	-	0.00%
Pendleton Water Tanks Removal	-	-	-	-	-	0.00%
Water Treatment Plant Chlorine Conversion	61,319	-	121,339	-	-	0.00%
Water Treatment Plant Pump Impeller	-	-	-	-	10,000	0.00%
Water Treatment Plant Parking Lot Repaving	-	-	-	-	18,000	0.00%
Lee Waid Water Line Replacement	-	-	17,189	-	-	0.00%
220 South Water Tank Mixer	-	-	-	-	135,000	0.00%
Scuffing Hill Sewer Line	-	-	-	-	65,000	0.00%
Wastewater Plant Small Capital	-	5,200	-	5,200	6,000	0.00%
Hillcrest Sewer Replacement	-	-	-	-	48,000	0.00%
Wastewater Plant Clarifier Brushes	-	-	-	-	30,000	0.00%
Wastewater Plant PH Monitoring Equipment	-	-	-	-	12,000	0.00%
Non-Departmental - Utility Capital	-	-	-	-	-	0.00%
New Debt Service - Principal & Interest	-	-	-	-	7,177	0.00%
Contingency	-	-	-	-	(75,000)	0.00%
Reserved Fund Balance Transfer	-	-	-	-	-	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	62,261	9,592	140,970	10,337	276,177	51.04%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2016

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY - GENERAL PURPOSES	50,000	12,500	60,000
COMMITTED:			
220S water tank mixer (+ \$75,000 from fund balance)			(60,000)
AVAILABLE CONTINGENCY - GENERAL PURPOSES	<u>50,000</u>	<u>12,500</u>	<u>-</u>
<hr/>			
BUDGETED FOR SPECIAL EVENTS & CONTRIBUTIONS	10,550		
COMMITTED:			
AVAILABLE FOR SPECIAL EVENTS/CONTRIBUTIONS	<u>10,550</u>		
<hr/>			
BUDGETED FOR HARVESTER PERFORMANCE CENTER	60,000		
COMMITTED:			
AVAILABLE FOR HARVESTER PERFORMANCE CENTER	<u>60,000</u>		

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

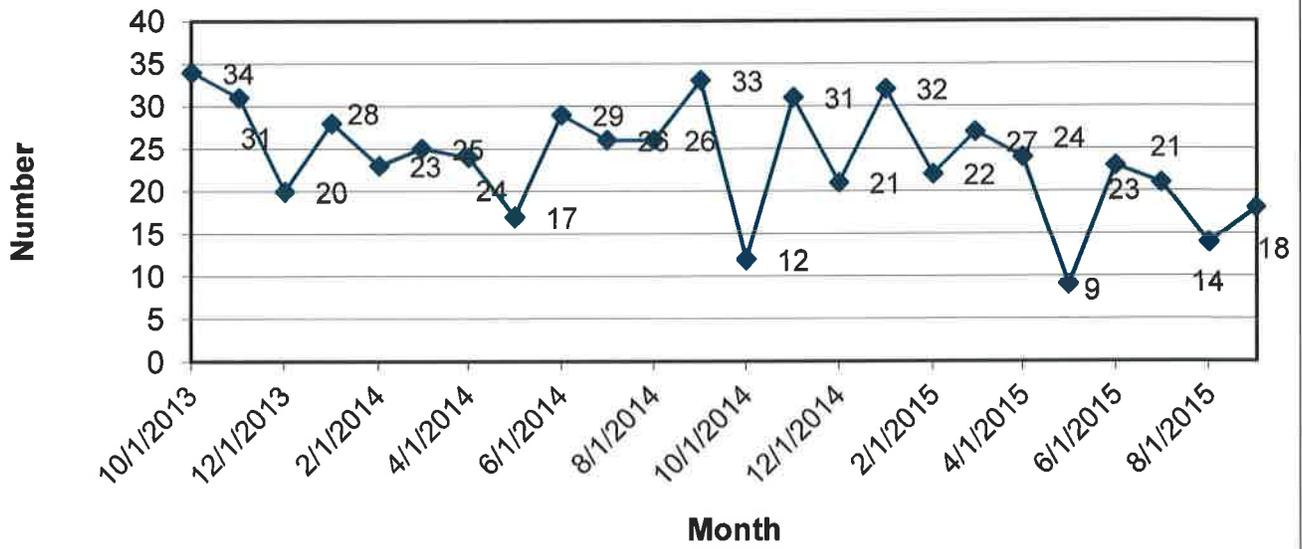
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,765	7,181,909	\$ 40,617	61%	34%	34%
COMMERCIAL	346	7,231,850	\$ 29,785	12%	34%	25%
INDUSTRIAL	48	2,939,990	\$ 10,434	2%	14%	9%
TOTAL	2,159	17,353,749	\$ 80,837	74%	82%	67%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	665	2,453,680	\$ 28,532	23%	12%	24%
COMMERCIAL	74	1,281,676	\$ 11,415	3%	6%	9%
INDUSTRIAL	2	5,000	\$ 75	0%	0%	0%
TOTAL	741	3,740,356	\$ 40,022	26%	18%	33%
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,430	9,635,589	\$ 69,149	84%	46%	57%
COMMERCIAL	420	8,513,526	\$ 41,200	14%	40%	34%
INDUSTRIAL	50	2,944,990	\$ 10,510	2%	14%	9%
TOTAL	2,900	21,094,105	\$ 120,859	100%	100%	100%

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	34%	34%	34%	25%	14%	9%	82%	67%	12%	24%	6%	9%	0%	0%	18%	33%
Oct-15																
Nov-15																
Dec-15																
Jan-16																
Feb-16																
Mar-16																
Apr-16																
May-16																
Jun-16																
Average	34%	33%	32%	23%	15%	9%	81%	66%	12%	24%	7%	10%	0%	0%	19%	34%

***NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, commercial, and industrial customers for FY 2016 (year ended 6/30/16).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
 WATER ACCOUNTABILITY
 August-15

Water Plant Finished Water Pumped		<u>25,140,000</u>
Water Consumption Billed	21,094,105	
Meters Read and Not Billed	981,430	
Water Obtained from Water Plant (to bill)	-	
Water Obtained from Public Works Hydrant (to bill)	-	
Flushing Water Lines Reported to WTP or PW	1,150,000	
Flow Meter Checks at Hydrants	-	
 Grand Total of Water Metered / Consumed / Tracked		 <u>23,225,535</u>
 Percent Finished Water Accounted		 92.38%

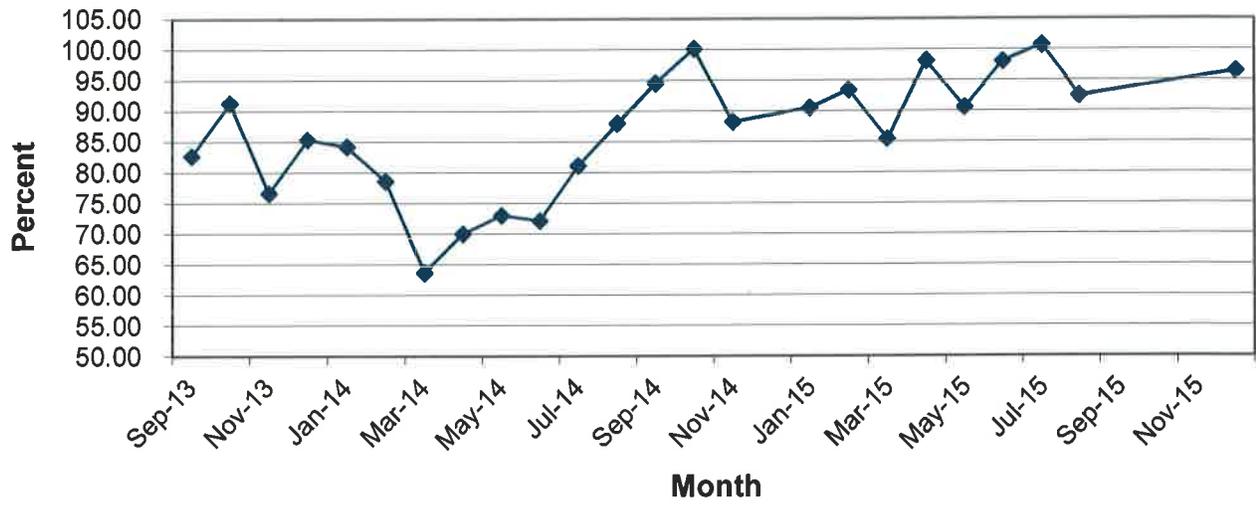
Meters Read and Not Billed		
001-0122-10-01	Mary Bethune Park	200
001-0188-00-01	Impound Lot	-
002-0317-20-01	Public Works Bldg	30
002-0317-30-01	Public Works Bldg-new bldg	3,000
004-1067-00-01	Veteran's Memorial Park	7,900
005-1300-00-01	Mary Elizabeth Park	300
005-1343-10-01	Harvester Performance Center	5,000
005-1384-00-01	Farmer's Market	3,200
005-1457-00-01	Municipal Bldg.	2,000
006-1710-00-01	Welcome Center / Depot	6,500
009-2523-50-01	Emergency Services Bldg.	5,000
011-0050-90-01	Rt 122 Pump Station	88,300 (flushing)
041-0034-00-01	WasteWater Treatment Plant	217,000
	Water Plant Process	643,000
 TOTAL Meters Not Billed		 <u>981,430</u>

Water Line Repairs by Public Works during the month:
 2" line on Knob Hill
 6" line on Pell Ave.

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	25,140,000	23,225,535	92.38%	1,914,465		
Sep-15				-	96.53%	882,421.50
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.	23,620,000	22,737,579	96.53%	882,422	96.53%	882,422
TOTAL	47,240,000	45,475,157		1,764,843		
Monthly Avg. Percent Unaccounted =			3.47%			
Monthly Avg. Percent Accounted =			96.53%			
2 out of 2 months this fiscal year > 80% accountability						

Water 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. Accounted
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%	23,225,535	92.38%	2,900	16,523,000	26.65%	15,263,589	92.38%
Sep-15	312.00	25,830,000	43.05%	24,600,000	41.00%		0.00%		23,790,000	39.65%		0.00%
Oct-15			0.00%		0.00%					0.00%		
Nov-15			0.00%		0.00%					0.00%		
Dec-15			0.00%		0.00%					0.00%		
Jan-16			0.00%		0.00%					0.00%		
Feb-16			0.00%		0.00%					0.00%		
Mar-16			0.00%		0.00%					0.00%		
Apr-16			0.00%		0.00%					0.00%		
May-16			0.00%		0.00%					0.00%		
Jun-16			0.00%		0.00%					0.00%		
AVG.	306.53	25,000,000	40.79%	23,946,667	39.06%	22,737,579	96.53%	2,900	19,100,333	31.23%	15,252,761	91.05%

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

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

MONTHLY STAFF REPORT

DATE:	September 30, 2015
TO:	Rocky Mount Town Council
FROM:	Fire Chief Jeff Rakes
DEPARTMENT:	Fire
MONTH:	August 2015

The Rocky Mount Fire Dept had a normal amount of calls for the month of August 2015. The total call amount was 37. There were 15 calls answered inside the town limits and 22 calls answered in the county.

There were a total of 1430 miles traveled on all town vehicles for the month. A total of 39.1 gallons of gasoline and 135.1 gallons of diesel fuel were used for these calls.

There was 4 structure fires - 1 motor vehicle fire - 1 woods & grass fires – 1 gasoline leak/spill – 18 motor vehicle accidents – 9 false alarms – 1 smoke/odor removal - 1 electrical/pole fire – 1 assist rescue squad.

The Rocky Mount Fire Dept. ordered 8 new SCBA (Self Contained Breathing Apparatus) bottles to replace 8 older ones that are about ready to expire. The cost of these bottles was \$806.34 each and a total of \$6450.72 for all 8. I will do this again next year because we will have another 8 bottles expiring at that time.

The Fire Hydrants at Lee M Waid School are back on line and are all pushing about 1000 gallons a minute. I have notified all of my firemen and everyone seems to be very happy with the volume of water coming from these hydrants.

The Rocky Mount Fire Dept. plans to hold a Fall Festival/Open House at the North Main Station on Oct 10 2015 from 9:00 am- 2:00 pm. We will be demonstrating the Fire Safety House & teaching Fire Safety and will be giving station tours. There will also be face painting and games as well as a Bounce House for the children. This will be a free event and will be hosted by all of the Rocky Mount Firefighters. We just want to say Thank You to the community for supporting their Fire Department.

MONTHLY STAFF REPORT

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

Rocky Mount Police Department would like to welcome Edward Lavado to our department. Edward Lavado was formerly employed with the Franklin County Sheriff's Office. He started his employment with the Rocky Mount Police Department on September 7th, 2015.

RMPD participated in the "Drug Take Back" on September 26th, 2015.

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: September 2015

JULY

AUGUST

SEPT.

	JULY	AUGUST	SEPT.
UNIFORM TRAFFIC SUMMONS ISSUED	121	145	123
TRAFFIC STOPS	222	249	198
SPEEDING TICKETS ISSUED	41	69	40
DUI	6	5	6
COLLISIONS INVESTIGATED (TREDS)	16	11	21
MOTORIST AIDES	43	44	60
CRIMINAL ARRESTS "MISDEMEANOR"	27	36	48
CRIMINAL ARRESTS "FELONY"	40	23	9
INCIDENTS ADDRESSED	2268	2534	2154
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	67	85	97
GRAND LARCENY WARRANTS	0	0	0
BREAKING & ENTERING REPORTS	1	1	1
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	81	52	61
FOLLOW-UP'S	76	55	51
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1388	1571	1265
SCHOOL CHECKS	94	178	106
ALARM RESPONSES	27	42	31
OPEN DOORS, WINDOWS, ETC. UNSECURED	5	3	18
COURT HOURS	23.25	10	27.5
TRAINING HOURS:	253	199.25	189.5
SPECIAL ASSIGNMENT HOURS:	47.75	104	74.25
HARVESTER HOURS WORKED:	42	86.5	38.5
ECO/TDO	6	6	7
ECO/TDO Hours:	48	14.5	18.25

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 21 reportable accidents with 19 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:

- ◇ September 2nd, 2015 - Open Door at "Bootlegger's Café"
- ◇ September 6th, 2015 - Open Door at "Downtown Music"
- ◇ September 6th, 2015 - Open Door at "Gina's Place"
- ◇ September 9th, 2015 - K9 Demonstration @ Sunshine School
- ◇ September 9th, 2015 - K9 Demonstration @ Rocky Mount Elementary School
- ◇ September 12th, 2015 - The Eagle Pride Run
- ◇ September 12th, 2015 - Ferrum Panthers @ FCHS
- ◇ September 13th, 2015 - Open Door at "Bernard's Road"
- ◇ September 13th, 2015 - Open Door at "540 Bernard's Road"
- ◇ September 14th, 2015 - Open Door at "230 Franklin Street"
- ◇ September 14th, 2015 - Two Open Doors at "Franklin County High School"
- ◇ September 18th, 2015 - Franklin County High School Football Game
- ◇ September 18th, 2015 - Open Door at "230 Franklin Street"
- ◇ September 20th, 2015 - Open Door at "20 West Court Street"
- ◇ September 20th, 2015 - Open Door at "Southern Virginia Child Advocacy Center" South Main Street
- ◇ September 20th, 2015 - Open Door at "Ameristaff" Old Franklin Turnpike
- ◇ September 20th, 2015 - Open Door at "Clyde Perdue's Office" South Main Street
- ◇ September 22nd, 2015 - Open Door "FCHS"
- ◇ September 23rd, 2015 - Open Door "Subway"
- ◇ September 24th, 2015 - Open Door "Exchange Milling"
- ◇ September 24th, 2015 - Open Door "Rocky Mount United Methodist Church"
- ◇ September 25th, 2015 - Franklin County High School Football Game
- ◇ September 26th, 2015 - Drug Take Back
- ◇ September 26th, 2015 - Franklin County High School Homecoming Dance
- ◇ September 28th, 2015 - FRESH Day at Farmer's Market
- ◇ September 29th, 2015 - Open Door "435 Pell Avenue"

CRIMINAL ARRESTS & LOCATIONS:

Felony Possession of Crack Cocaine	Oak Street
Possession of Marijuana	Perdue Lane (x 2)
Possession of Marijuana	Pell Avenue (x 2)
Possession of Marijuana	Bernard Road
Possession of Marijuana	South Main Street
Possession of Marijuana	North Main Street
Possession of Marijuana	Old Franklin Turnpike
Possession of Drug Paraphernalia	South Main Street
Possession of Drug Paraphernalia	Oak Street
Driving Under the Influence – 3 rd Offense	Diamond Avenue
Driving Under the Influence	Diamond Avenue
Driving Under the Influence	Donald Avenue
Driving Under the Influence	Dent Street
Driving Under the Influence	Circle Drive
Driving Under the Influence	Tanyard Road
Drunk In Public	Tanyard Road (x 2)
Drunk In Public	Old Furnace Road
Drunk In Public	South Main Street
Refusal of Blood/Breath Test	Diamond Avenue
Refusal of Blood/Breath Test	Diamond Avenue
Possession of Alcohol Underage	Pell Avenue
Possession of Tobacco Underage	South Main Street
Felony Child Endangerment	Scuffling Hill Road (x 2)
Strangle Someone Resulting in Injury	Dent Street
Simple Assault	Dent Street

Simple Assault	Tanyard Road
Simple Assault	Windy Lane
Simple Assault	Oak Street
Domestic Assault	East Court Street
Domestic Assault	Old Furnace Road
Domestic Assault	South Main Street
Felony Domestic Assault	Windy Lane
Destruction of Property	Claiborne Avenue
Destruction of Property	East Court Street
Disorderly Conduct	Tanyard Road
Shoplifting	Old Franklin Turnpike (x 5)
Felony Shoplifting	Old Franklin Turnpike
Credit Card Fraud	Pell Avenue
Larceny of a Credit Card	Pell Avenue
Eluding Police	Diamond Avenue (x 2)
Threaten a Police Officer	Diamond Avenue
Trespassing	East Court Street
Warrant Service (Misdemeanor)	Oak Street
Warrant Service (Parole Violation)	Circle Drive
Warrant Service (Fail to Appear)	Muse Field Road
Warrant Service (Failure to Appear)	School Board Road
Warrant Service (Felony Probation Violation)	Circle Drive
Failure to Obey Stop Sign	Diamond Avenue
Temporary Detaining Order	Floyd Avenue (x 3)
Emergency Custody Order	Floyd Avenue (x 2)
Emergency Custody Order	Technology Drive
Emergency Custody Order	Windy Lane

SPEEDING TICKETS ISSUED

Donald Avenue (x 11)

Pell Avenue (x 9)

North Main Street (x 9)

Tanyard Road (x 6)

Old Franklin Turnpike (x 2)

Bernard Road

Grassy Hill Road

South Main Street

Booker T. Washington Highway

MONTHLY STAFF REPORT

DATE:	October 2, 2015
TO:	Rocky Mount Town Council
FROM:	Cecil Mason, Public Works Director
DEPARTMENT:	Public Works
MONTH:	September 2015

1. Swept streets 8, 9, 10, 11, 18
2. Read meters 3 days
3. Repaired water lines
4. Old Furnace Road – goose neck split
5. Green Meadow 6” break
6. Scuffling Hill 8” break
7. Replaced three, 5/8” meters
8. Finished replacing 2” water line in Orchard Ave
9. Finished sealing at Veterans Park
10. Clean-up 4 days
11. Worked on parks - mulch
12. Replace pipes at Gilley’s Park
13. Removed stumps at Mary Elizabeth Park
14. Sowed grass at Mary Bethune Park
15. Removed trees from streets on the 26-28
16. Checking and cleaning storm drains

MONTHLY STAFF REPORT

DATE:	October 5, 2015
TO:	Rocky Mount Town Council
FROM:	Tim Burton
DEPARTMENT:	WWTP
MONTH:	September

Average Daily Flow	0.793 MGD		
TSS Reduction	99.0 %		
BOD Reduction	98.7 %		
Leachate (F.C. Landfill)	164,508 gallons		
VPDES Violations	None		
Sludge (Land filled @ F.C.)	67.63 tons		
Rain Total	8.47 inches	Snow Total	0 inches

SCADA Alarms: 3 after hours alarms for September, all due to high flows

The Wastewater Plant came through the heavy rains with no problems. The high flows seemed to flush the sewer lines and temporarily corrected the pH issue at the plant. We expect to see the low pH issue come back when flows return back to normal.

We have received our new sewer line push camera. Training on it will be 10/5/15.

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	October 2, 2015
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Water Plant Superintendent
DEPARTMENT:	Water
MONTH:	September 2015

Operation and Production Summary:

For September, the actual water production time (filtering of water) for the entire month averaged 10.4 hours per day which yielded approximately 820,000 gallons of water per day.

Total Raw Water Pumped:	25.83 million gallons
Total Drinking Water Produced:	24.60 million gallons (800,000 gal to refill 220 South after paint)
Average Daily Production:	820,000 gallons per day
Ave Percent of Production Capacity:	41%
Flushing of Hydrants/Tanks/FD Use:	123,000 gallons
Plant Process Water:	689,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	2,200 gallons

Testing:

- All routine monthly bacteria samples were good. Haloacetic Acid samples have been below maximum allowable limits now for two consecutive months. As the weather cools the trend should continue. Our next official samples are due in November.

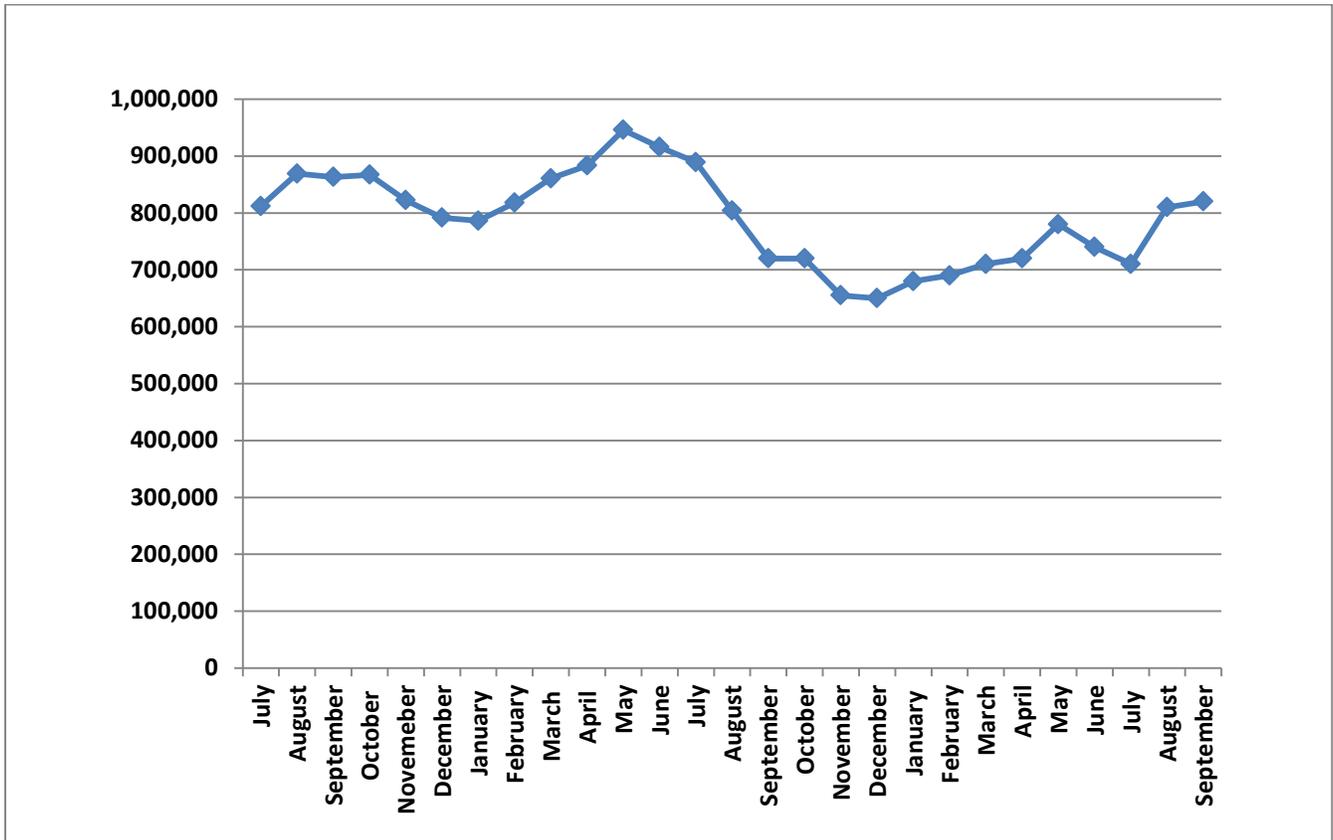
Activities / Maintenance / Improvements

- September included some minor flooding, refilling our recently painted one million gallon water tank, substantial completion of our chlorine bleach conversion, beavers clogging up our intake pipe, and semiannual drain and cleaning of the settling basins.
- Treatment changes associated with the bleach conversion have given us more ways to improve finished water quality specifically with respect to disinfection by-products. We have been fine tuning the treatment and finally had a chance to see how the new equipment and chemicals performed under less than optimal river conditions. (see photo page 2). So far the plant is performing well.

Upcoming:

- Aftermath or Hurricane Joaquin, TBD

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



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 12, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>With the recent incident at Bridgewater and HR actions by the Town, we have had an assessment of our building security performed. In addition we are to a point where it is time to re-key the municipal building as we have been using the same key system for a decade.</p> <p>Attached are two proposals that staff requests Council's approval of related to these issues.</p> <p>The first is a proposal for Architectural Services from Spectrum Design to design, bid and manage the installation of the majority of the improvements recommended by the security review. This includes:</p> <ul style="list-style-type: none"> • New interior storefront with secure entry at Main Reception • Bullet resistant glass screen at the service counter for Finance suite • Addition of bullet resistant barrier at existing Finance Counter • Modifications to existing vault for use as "safe room", including door hardware and additional ventilation. • Addition of secure door to Corridor 110 • Door modifications or replacement at existing Board Room, Board Conference, Finance and Vestibule 115 to narrow vision unbreakable glass. • Rough-In for access control readers and controllers. Access control equipment is to be provided by the Owner under a separate contract. • Engineering design services are to include minor modifications of existing HVAC, power and data systems, but do not include new Power Services or HVAC Systems. • Bidding Assistance and Construction Administration services including four (4) site visits during construction.

	<p>The estimate for the design work quoted is \$14,800. Funding for the actual work will be addressed once the project is bid, but should be within the funds currently allocated for Municipal Building repairs.</p> <p>The second proposal is to migrate away from a standard key system and to an electronic door lock system. The attached proposal is from our current security system vendor to migrate to an electronic access control system used in most public buildings whereby a user is assigned an electronic key card that can be programed to access individual doors as needed and revoked if lost or stolen without the need to re-key the entire building. The estimate for this is \$19,973.53.</p> <p>This system will replace all mechanical locks and make keys and the tracking of keys obsolete as well as track access to the building.</p> <p>Funding for these items, if approved, as well as the construction costs for the security improvements to be designed, will be from the proceeds of the borrowing already committed to by the Town as it is currently estimated that there is over \$100,000 of proceeds from that debt that will not be needed for the Veteran's Memorial Park due to the County's contributions.</p> <p>Conflict: I have a conflict of interest in this agenda item as my spouse is a partner in the Spectrum Design. They are the firm that did the architectural work on the building and are the logical choice for these additions. As such, Mr. Hankins will be the local point of Contact and if hired by the Town, Spectrum will assign personnel as needed to avoid a conflict of interest.</p>
<p>ACTION NEEDED:</p>	<p>Approve or Deny the request to add this scope of work to the already funded Municipal Building repair schedule for the current fiscal year.</p>

Attachment(s):

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



October 7, 2015

James Ervin, Town Manager
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, VA 24151

Telephone No.: (540) 483-7660
jervin@rockymountva.org

Re: Municipal Building Security Modifications
Project No. 15115

Dear Mr. Ervin:

This correspondence serves as our letter agreement between the Town of Rocky Mount and Spectrum Design, P.C. for professional services related to the Municipal Building Security Modifications project. This agreement outlines the intended "Scope of Services" and the associated professional fee.

SCOPE OF SERVICES:

Spectrum Design P.C. will provide design services for the Municipal Building Security Modifications project. Our scope of services will include: Architecture and Engineering design services related to the construction of the following:

- New interior storefront with secure entry at Main Reception
- Bullet resistant glass screen at the service counter for Finance Dept suite
- Addition of bullet resistant barrier at existing Finance Dept Counter
- Modifications to existing vault for use as "safe room", including door hardware and additional ventilation.
- Addition of secure door to Corridor 110
- Door modifications or replacement at existing Board Room, Board Conference, Finance Dept, and Vestibule 115 to narrow vision unbreakable glass.
- Rough-In for access control readers and controllers. Access control equipment is to be provided by the Owner under a separate contract.
- Engineering design services are to include minor modifications of existing HVAC, power and data systems, but do not include new Power Services or HVAC Systems.
- Bidding Assistance and Construction Administration services including four (4) site visits during construction.

FEE STRUCTURE AND TERMS OF AGREEMENT:

1. Lump Sum Fee as follows:

a. Construction Documents	\$ 8,850
b. Bidding Assistance	\$ 950
c. <u>Construction Administration</u>	<u>\$ 5,000</u>
Total	\$14,800
2. Additional Reimbursable Expenses: Including printing/reproduction, postage, etc. at actual cost plus 15% mark-up.



Municipal Building Security Modifications
Project No.: 15115

10/7/15
Page 2 of 2

3. Additional Services: Provided at scheduled Hourly Rates or by a Lump Sum proposal if requested by Owner.

Thank you for selecting Spectrum Design, P.C. for the Municipal Building Security Modifications project. We look forward to working with you. Please acknowledge acceptance of this agreement by signing this letter and returning one copy to our office. Feel free to contact me with any questions.

Sincerely,
SPECTRUM DESIGN, P.C.

A handwritten signature in blue ink, appearing to read "Chris Venable".

Chris Venable, AIA
Principal

Accepted by the Town of Rocky Mount:

Name

Title

Date

cc: JAM, File



2015 RATE SCHEDULE

PRINCIPAL	\$ 185.00 PER HOUR
PROJECT MANAGER	\$ 145.00 PER HOUR
SENIOR ARCHITECT	\$ 145.00 PER HOUR
ARCHITECT	\$ 115.00 PER HOUR
INTERN ARCHITECT	\$ 90.00 PER HOUR
SENIOR ENGINEER	\$ 145.00 PER HOUR
ENGINEER	\$ 115.00 PER HOUR
SENIOR TECHNICIAN	\$ 100.00 PER HOUR
TECHNICIAN	\$ 90.00 PER HOUR
INTERIOR DESIGNER	\$ 115.00 PER HOUR
CLERICAL	\$ 50.00 PER HOUR
ASSISTANT PROJECT MANAGER	\$ 85.00 PER HOUR
INSURANCE INVESTIGATION & EXPERT WITNESS	\$ 250.00 PER HOUR
SUBCONTRACTORS	ACTUAL COST + 15%

REIMBURSABLE EXPENSES

REPRODUCTIONS	COST PLUS 15%
PLOTS	\$2.00 PER SQUARE FOOT
TRAVEL & LODGING	IRS mileage reimbursement rate PLUS ACTUAL EXPENSES FOR MEALS AND LODGING
DELIVERIES	ACTUAL COST



TERMS AND CONDITIONS

1. CONTRACT: The following Terms and Conditions apply to all work Spectrum Design, P.C. ("Spectrum") performs pursuant to its letter agreement. The letter agreement and these Terms and Conditions comprise the entire and sole contract between Spectrum and the entity accepting Spectrum's proposal the ("Contracting Party") and shall supersede any terms or conditions of subsequent agreements.

2. INDEPENDENT CONSULTANT: Spectrum shall serve as an independent consultant for the services requested by the Contracting Party and shall retain control over the means and methods used in performing those services and may retain at its sole discretion sub consultants to perform certain services as determined appropriate.

3. OBLIGED ONLY TO CONTRACTING PARTY: Spectrum's contract is only with the Contracting Party. Spectrum assumes no contractual duties in favor of, and disclaims any liability to, any other person or entity for services performed under this contract.

4. CONTRACTOR METHODS AND PROGRAMS: Spectrum will not be responsible for the means, methods, techniques, sequences or procedures of construction employed by the contractor, or the safety precautions and programs incident thereto, nor shall Spectrum be responsible for the contractor's failure to perform or furnish the work in accordance with the project's plans and specifications.

5. CONSTRUCTION OBSERVATION: If Spectrum has agreed in this contract to make site visits during construction, then Spectrum's obligation shall consist of making visits to the site at intervals appropriate to the stage of construction or as otherwise specified to determine, to the extent practicable, if the work is proceeding in accordance with the plans and specifications. Spectrum will not be required to

make exhaustive or continuous on-site inspections to check the quality or quantity of the work but will endeavor to detect and report defects in the work, which are visible to Spectrum during such site visits.

6. OPINIONS OF PROBABLE COSTS: If included in a particular project scope Spectrum shall prepare cost opinions based on historic data and the judgment of qualified professionals. The Contracting Party acknowledges that actual costs, tested in the open competitive bidding market, may vary from cost opinions and that Spectrum cannot offer any guarantees related to the actual cost of a project.

7. GOVERNMENT POLICY CHANGES: If any governmental agency or applicable code after the date of this contract should require changes in the plans, specifications and/or field work as a result of a change in that agency's policy or past practice, then the Contracting Party agrees to pay Spectrum for any extra work on its part resulting from such change at Spectrum's prevailing hourly rate plus its expenses.

8. OWNER PROVIDED INFORMATION: The Contracting Party agrees to provide Spectrum all information necessary for Spectrum to perform its services, including where applicable, surveys, legal descriptions, geotechnical reports, existing plans and designs. The Contracting Party warrants to Spectrum the adequacy and accuracy of the information provided and Spectrum shall be entitled to rely on the accuracy thereof in performing its services under this contract. If Spectrum believes the information provided is inadequate or inaccurate, the Contracting Party can contract with Spectrum to evaluate and verify any outstanding information Spectrum deems necessary for the successful execution of the project. Under no circumstances is Spectrum responsible for the correctness or completeness



TERMS AND CONDITIONS

of information prepared or provided by another entity including the Contracting Party.

9. VIRGINIA LAW GOVERNS: The parties agree that Virginia law will govern the interpretation of this contract and resolution of any alleged breach thereof.

10. REUSE OF DESIGN WORK: All tracings, survey notes, CADD information, and all other design documents prepared by Spectrum pursuant to this contract, whether in writing or in electronic format are instruments of our services for use solely for this project and shall remain the property of Spectrum and shall not be modified by any party other than Spectrum or used for any other project, unless a limited licensing is agreed to by Spectrum in writing. The Contracting Party acknowledges and agrees that any unauthorized change or reuse of Spectrum's work shall be in violation of this contract and Spectrum's copyright and shall subject the Contracting Party to liability for breach of contract and for copyright infringement. The Contracting Party further agrees to defend, indemnify, and hold Spectrum harmless from all claims, injuries, damages, losses, expenses, and attorney's fees arising out of the unauthorized change or reuse of these materials.

11. CHANGES TO WORK BY OTHERS: In the event that any changes are made in Spectrum's plans, specifications or other design documents, whether in written or electronic form, by the Contracting Party or entities other than Spectrum which affect Spectrum's work, the Contracting Party assumes full responsibility and waives any claim against Spectrum for breach of contract, negligence or indemnity, unless the Contracting Party has given Spectrum notice of the proposed change by formal change order prior to its implementation and Spectrum has agreed in writing to such change.

12. ADDITIONAL SERVICES: The Contracting Party acknowledges that additional services may be necessary at times to address issues that may not have been known at a project's inception or that may be required for circumstances that were unforeseen. Spectrum shall notify the Contracting Party when such circumstances occur; additional services compensation will be based on attached rate schedule. This schedule is subject to periodic revision each year at our sole discretion.

13. SHOP DRAWINGS: Should review of contractor provided shop drawings be incorporated into the scope of services, Spectrum will conduct a review within 14 days of receipt of the documents absent an official and formally agreed to shop drawing schedule issued at the inception of the construction phase of the project. Checking shop drawings, after the contractor has officially reviewed and submitted the shop drawing documents, will be for the expressed purpose of conformance within the design concept of the project to which this agreement relates. This review will not include quantities, detailed dimensioning nor adjustments of dimensions to actual field conditions. "No Exceptions Taken (NET)" to the shop drawing shall not be construed as permitting deviations from the contract requirements or relieving the contractor of ultimate responsibility for any errors. After two reviews of an individual shop drawing, Spectrum and the Contracting Party agree that the shop drawings are non-compliant and Spectrum will be entitled to additional compensation to remedy the relevant issues per the attached rate schedule.

14. SUBSTITUTION COSTS: In the event that Spectrum or its consultants are required to provide substantial additional architectural or engineering services as a result of substitution of materials or equipment by the contractor, or to evaluate any substantive changes proposed by



TERMS AND CONDITIONS

the contractor for the convenience of the contractor, then the Contracting Party shall reimburse Spectrum and its consultants for fees and expenses incurred in evaluating the proposed substitution or changes. Reimbursement for that work is not dependent on the acceptance of the proposed contract change. Spectrum will notify the contractor and owner in writing when any of the above stated items will result in additional architectural or engineering services and will obtain the Contracting Party's authority to proceed prior to performing the review. Expenses will be based in accordance with Spectrum's attached rate schedule.

15. CONTINGENCY FUND: The Contracting Party acknowledges the potential for changes in the work during a construction project and agrees to include a contingency fund in the project budget appropriate to the potential risk and uncertainties associated with a project. Spectrum shall advise as to the value of a contingency fund and preliminary budgeting shall illustrate these recommendations.

16. HOLD HARMLESS FROM HAZMAT: Spectrum shall not be responsible for, and Contracting Party will hold Spectrum harmless from, any claims resulting from the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos, lead paint or other toxic substances.

17. HOLD HARMLESS FROM THIRD PARTIES: Spectrum shall not be responsible for, and Contracting Party will hold Spectrum harmless from, any claims resulting from the acts or omissions of any person or entity associated with the construction project not directly employed by Spectrum including the owner, other design professional, contractors, subcontractors, material suppliers, and their

employees. In the event the Contracting Party institutes suit or arbitration against Spectrum for any alleged failure to perform, for any alleged errors or omissions in the work, or for any other claims of negligence or indemnity, and if such suit or arbitration is thereafter nonsuited, dismissed, or results in a verdict or award in favor of Spectrum, the Contracting Party agrees to reimburse Spectrum all of its costs of defense, including attorney's fees and expenses, expert witness fees and expenses, court or arbitration costs, and all other related litigation or arbitration costs within 30 days after such nonsuit, dismissal, verdict or award in favor of Spectrum occurs.

18. GEOTECHNICAL ENGINEER: Spectrum does not provide geotechnical engineering or land surveying services. If such services are required for Spectrum to perform its services properly, the Contracting Party will retain a qualified professional at their expense. Such professional will be an independent contractor and not Spectrum's consultant or sub-contractor, or otherwise be a party to any contract with Spectrum.

19. TIME LIMIT: Neither party may bring any action for breach of this contract after five years from the earliest of the following occurrences: (1) the date the breach occurs, (2) the date Spectrum last provides services pursuant to this contract, or (3) the date of substantial completion. For purposes of this provision, substantial completion is defined as the date designated as such on any certificate of substantial completion issued for the project or the Owner's beneficial use, whichever first occurs.

20. COMPENSATION: The Contracting Party agrees to compensate Spectrum for the agreed scope of services under the Terms and Conditions of the contract. The Contracting Party agrees to pay Spectrum's invoices within



TERMS AND CONDITIONS

30 days of receipt. Payment of Spectrum's invoices will not be predicated on the Contracting Party receiving prior payments from the owner or any other third party. Spectrum reserves the right to contact the owner directly to verify billings and payments. The Contracting Party agrees to pay Spectrum 1% interest per month on all invoices not paid within the 30-day period. Interest will be added to the delinquent amount at the 60-day point. The Contracting Party agrees that the balance stated on each invoice from Spectrum is correct and binding on the Contracting Party, unless the Contracting Party notifies Spectrum in writing of any contended errors within 10 days of receipt of the invoice in question. The Contracting Party also agrees that the interest rate set out in this paragraph shall continue to run, and be owing, during the pendency of any litigation or arbitration that delays final payment by the Contracting Party to Spectrum. Invoices that have aged past 120 days are subject to collection procedures. Collection procedures will be paid by the debtor.

21. PAYMENT FOR WORK UNTIL TERMINATION: In the event that this contract is suspended, abandoned, or terminated before completion for any reason, the Contracting Party agrees to pay Spectrum for all work performed, from the date of the last bill to the date Spectrum receives written notice of such suspension, abandonment or termination at Spectrum's prevailing hourly rate plus expenses. If the Contracting Party terminates the contract and thereafter continues with the Project with another design professional firm, Spectrum shall also be entitled to compensation for lost profit.

22. COLLECTION COSTS: In the event Spectrum must initiate court or arbitration proceedings to collect monies due from the Contracting Party pursuant to this contract, the Contracting Party agrees to pay all Spectrum's court costs, including attorney's fees and

expenses, associated with such litigation or arbitration.

23. STOP WORK & BREACH: Spectrum is entitled to stop work under this contract without incurring any liability to the Contracting Party or any other third party if any outstanding bill has not been paid in full within 30 days of receipt. In the event the Contracting Party fails to pay Spectrum within 90 days after receipt of a bill, the Contracting Party agrees that Spectrum may, at its sole election, declare such a failure to pay a material breach of this contract. Upon such declaration, Spectrum's duties under the contract will cease and the Contracting Party shall promptly pay Spectrum the balance due on the outstanding bill and for all work performed subsequent to the last bill through the date of the declaration of breach at Spectrum's prevailing hourly rate plus expenses. In addition, Spectrum will be entitled to recovery of lost profit as a result of such termination for non-payment equal to ten (10) percent of the total unpaid fee that would have been paid to complete the Project but for the Contracting Party's breach.

24. ARBITRATION: Claims, disputes or other matters in question between the parties to this contract arising out of or relating to this contract or breach thereof shall be subject to and decided by arbitration in accordance with the construction industry arbitration rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. In no event shall a demand for arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question will be barred by the applicable statute of limitations. Any award rendered by the arbitrator shall be final and judgment will be entered upon in accordance with Virginia law.



TERMS AND CONDITIONS

25. STANDARD OF CARE CLAIMS: The Contracting Party shall make no claim in the context of mediation, arbitration, or litigation (whether directly, in the form of a third-party claim, or for indemnity) against Spectrum unless the Contracting Party shall have first provided Spectrum with a written correspondence specifying those acts which the Contracting Party contends constitute a violation of the standard of care. Services provided by Spectrum under this agreement will be performed with the care and skill ordinarily exercised by members of the profession practicing under similar circumstances. There is no other expressed or implied warranty. Omissions that add value to a project will not be liable to the Architect except if the Contracting Party can establish/prove an escalation in the cost of the work from the time of initiation of the construction contract. Such correspondence shall be provided to Spectrum thirty (30) days prior to the presentation of, and shall be a precondition to, any such claim or the institution of any arbitration or judicial proceeding.

26. LIMITS OF LIABILITY: Spectrum Design PC sets forth and the "The Contracting Party" agrees that the full limit of liability for errors and professional negligence to apply to all claims is limited in aggregate to the limits of the firm's professional fees for the project.

END OF TERMS AND CONDITIONS



2311 Sanford Ave., Roanoke, VA 24014
 540-985-0797 DCJS 11-1406 Fax 540-985-0799
 www.statesecurity.com

PROPOSAL

Proposal Number: 475
 Proposal Date: Sep 15, 2015
 Page: 1

Proposed To:
Town of Rocky Mount Municipal 345 Donald Ave Rocky Mount, VA 24151 USA

Ship To:
Town of Rocky Mount Municipal 345 Donald Ave Rocky Mount, VA 24151 USA

Customer ID	Proposal Good Thru	Payment Terms	Sales Rep
TOW106	10/15/15	Net 10 Days	Eakin Rick
Bill To Email	Contact Name	Contact Email	Contact Phone Number
	Matt Hankins	mhankins@roackymountva.org	540-483-0907
Customer Tax Exempt Number	Tax Exempt Expiration Date	Account Balance	
54-6001585			

NOTE: Installation of proposed equipment will begin when conformation of correct network settings has been established which can include but is not limited to IP address, switch name and port number. This includes anything that would delay start of job ex. power, computer issues, etc. If this is not correct and State Security is not notified before the day of install, and changes cannot be made at time of install within a reasonable amount of time, customer is subject to additional charges.

Quantity	Item	Description
		<p>Materials and labor to install Galaxy Access Control system, in Town of Rocky Mount, Municipal Building, providing access control of fourteen (14) passage doors: (Front Main Entrance, Right side entrance door, Left side entrance door, Right side door to corridor #139, Door from corridor #139 to Finance Offices, Door from Waiting area #123 to Teller stations area, Door to Accounting Office #132, Door to HR office #133, Door to Finance Director #130, Town Clerk Office #125, Town Manager's Office #119, Assistant Town Manager's Office #117, Telephone/Server Room #109, File Storage Room #113), to include: Galaxy Professional 16 Software (Covering the Fourteen (14) doors and spare for two(2) future doors) (2) Galaxy eight (8) Door Controller panels:(Covering the 14 doors with two spare ports) (14) proximity readers(One per door)(Replace existing at Main Front Entrance Door) (13) door switches(One per door), (13) Request to exit devices, (13) Electric door rim strikes Connect existing main front entrance auto door to system. (2) Power Supply panels for electric door strikes. Training of system operation to designated personnel. Additional Add(Not included in proposal): Proximity Access Cards @ 3.09ea., Proximity Access Keyfobs @ 5.98ea Galaxy Access Control System is fully expandible for future door/reader additions. Software includes all system capabilities for access time of day/holiday scheduling, event log database, authority level control, etc.Computer for software, source of AC power for controller panel and Ethernet TCP/IP(LAN/WAN) connection port to be provided by owner.</p>

Sales Tax	Continued
TOTAL	Continued



2311 Sanford Ave., Roanoke, VA 24014
 540-985-0797 DCJS 11-1406 Fax 540-985-0799
 www.statesecurity.com

PROPOSAL

Proposal Number: 475
 Proposal Date: Sep 15, 2015
 Page: 2

Proposed To:
Town of Rocky Mount Municipal 345 Donald Ave Rocky Mount, VA 24151 USA

Ship To:
Town of Rocky Mount Municipal 345 Donald Ave Rocky Mount, VA 24151 USA

Customer ID	Proposal Good Thru	Payment Terms	Sales Rep
TOW106	10/15/15	Net 10 Days	Eakin Rick
Bill To Email	Contact Name	Contact Email	Contact Phone Number
	Matt Hankins	mhankins@roackymountva.org	540-483-0907
Customer Tax Exempt Number	Tax Exempt Expiration Date	Account Balance	
54-6001585			

NOTE: Installation of proposed equipment will begin when conformation of correct network settings has been established which can include but is not limited to IP address, switch name and port number. This includes anything that would delay start of job ex. power, computer issues, etc. If this is not correct and State Security is not notified before the day of install, and changes cannot be made at time of install within a reasonable amount of time, customer is subject to additional charges.

Quantity	Item	Description
		Equipment & Labor:
1.00	ASW 90-0600-70/16F	Galaxy Professional 16 Reader Software 2 Clients
2.00	ACO 635PACK8PS	Galaxy 635 Series 8 Door Controller with Cabinet, CPU, 4 DPI Boards and Additional Power Supply
7.00	ARE FP P-500-H	Farpoint P-500-H Reader
7.00	ARE 90-7300-00	Farpoint P-300H Proximity Reader
13.00	ARX CK-IS310WH	Request to Exit Sensor
13.00	SWI 947-75 TWH	Ademco 3/4 press fit switch with 3/4 magnet
3.00	LST HE940010401	HES 9400 Series Rim Strike 1/2 inch Thick 12/24 Volt
10.00	LST HE800010403	Hes 8000 Series Strike 12/24 Volt
2.00	PAC AX600ULACM	12/24v Power Supply C/W Enclosure and ACM8
1.00	Z Installation Sup	Miscellaneous Installation and Cabling Supplies
96.00	Z Labor to Install	Labor for installation of equipment
6.00	Z Travel Time	Time traveled to and from site
270.00	Z Mileage	Mileage from State Security to site and back

Sales Tax	
TOTAL	19,973.53



2311 Sanford Ave., Roanoke, VA 24014

(540) 985-0797 DCJS 11-1406 Fax (540) 985-0799

www.statesecurity.com

INSTALLED SYSTEM WARRANTY

Equipment and products are warranted to be free from defects in material and workmanship for 12 months from date of final completion of the proposed project installation.

State Security shall not be liable for any losses, consequential or incidental damages, or expenses directly or indirectly arising out of or in connection with the use or performance of these products with respect to loss of property, revenue, bodily injury, or loss of life.

The foregoing limited warranty is in lieu of all other warranties, express or implied, including, but not limited to any implied warranties of merchantability or fitness for a particular purpose.

All prewired systems will be billed for 1/3 of the total price of the system at the time the prewire is finished and is due within 10 days.

The above described equipment is and until buyer has paid the agreed purchase price shall remain the property of seller not withstanding its installation in the premises or its attachment to real property.

Buyer _____
Title _____

Seller Rick Eakin
Title Sales Manager

Upon acceptance of our proposal, please fill out the following information along with the signed proposal (contract).

Business Credit Information

Legal Name _____

DBA Name _____

Corporation ___ Partnership ___ LTD ___ Sole Proprietor ___ Other _____

FEIN _____ Sales Tax Exempt # _____ Expiration Date _____

Name, address and phone no. of Corporate President., or responsible person. _____

Credit References:

- 1. _____
2. _____

I am duly authorized to make purchases for _____

By _____ Company Name _____

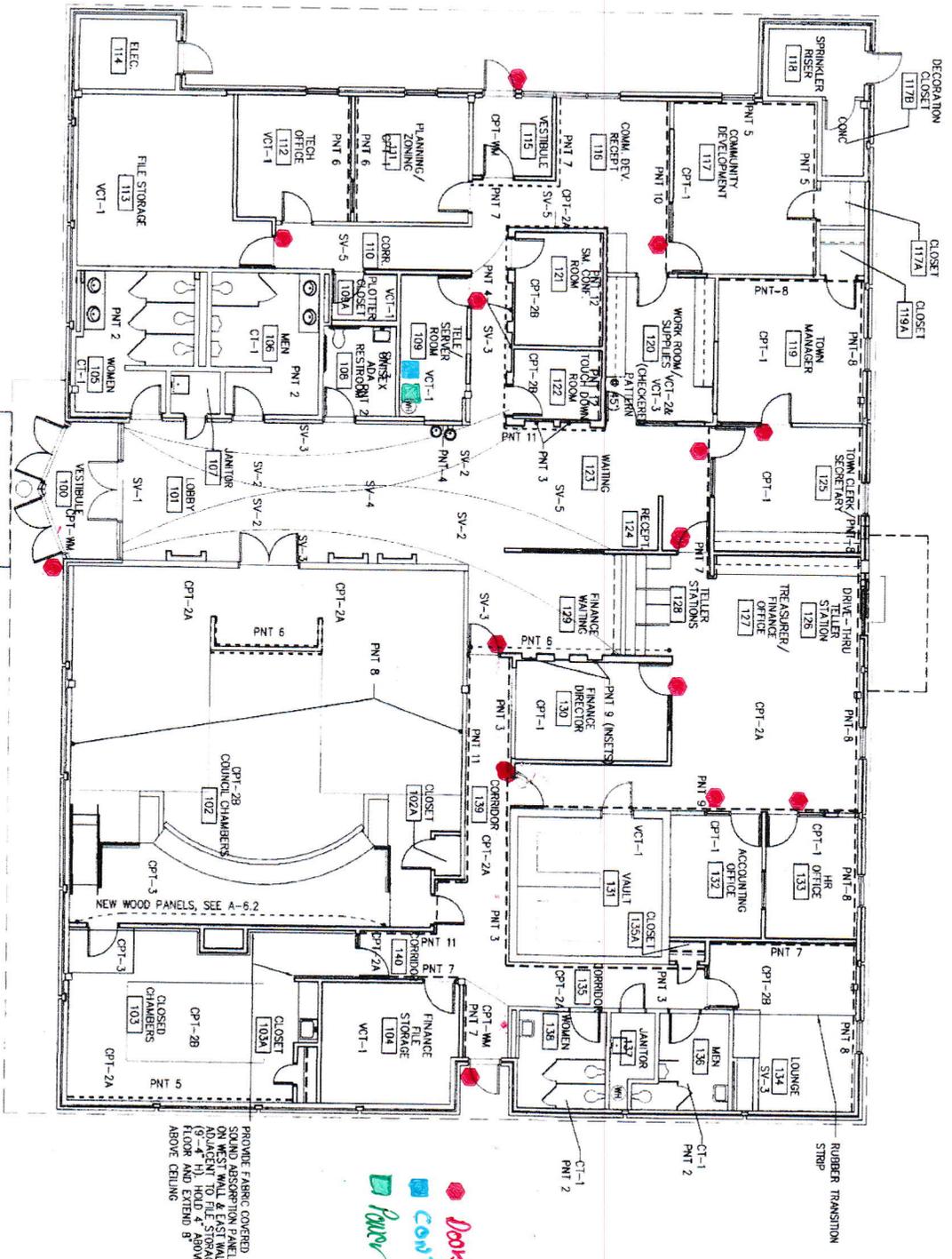
Signature _____ Title _____ Date _____

Town of Rocky Mount Municipal Bldg.

FLOOR FINISH PLAN
1/8" = 1'-0"



NORTH



● Doors of Access Control
■ Controller Panels
■ Power Supply Panels

PROVIDE FABRIC COVERED
SOUND ABSORPTION PANELS
ON WEST WALL & EAST WALL
ADJACENT TO FILE STORAGE
FLOOR AND EXTEND 8'
ABOVE CEILING.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 12, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Attached is a request from Linda Stanley from the Franklin County Historical Society. She seeks a \$600.00 sponsorship for her Ghost's and More Event. This amount is in keeping with prior years and is included in the budget.
ACTION NEEDED:	Approval or denial of request.

Attachment(s):

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



Franklin County Historical Society

The Flora Morris House – Circa 1925

460 S. Main St. – PO Box 905, Rocky Mount, VA 24151

fchistorical@yahoo.com

Tax ID #54-1045631

Web address: www.franklincountyhistoricalsoc.org

President – Frank Chrzanowski
Vice President – Johnny Bowman
Secretary – Doris Eames
Treasurer – Zachary Wimmer

Carolyn Blanchard – Director
Adam Lynch – Director
Jon Snead – Director
Marsha Fay – Director
Peggie Foster – Director Emeritus

Billy Kingery – Director
Henry Fulcher – Director
Charles Wagner – Director
Ben Pinckard – Director

This is our 47th Anniversary Year!

April 20, 2015

Mayor Steve Angle
345 Donald Avenue
Rocky Mount, VA 24151

Dear Mayor Angle,

I am writing to ask if the town will make the usual donation of two bus sponsorships - \$600 - for our 13th annual "Ghosts & More" fund raising event. Tour dates are Saturdays, Oct. 17 & 24.

We appreciate the previous approval to use the municipal building and parking area for this event. And, of course, the run of the town itself. I will be taking the Police Chief a list of our bus stops as usual.

We also appreciate the town's previous sponsorships and support for all our events. As in the past, a full bus sponsorship of \$300 comes with a full page "ad" in our souvenir tour booklet (two for two buses, of course) plus a booklet and mentions on our website and in all the media we use for promoting the event. This booklet is given to each of our 70 plus volunteers and is sold to tour passengers and others for years beyond the event itself.

Should you need more information, please contact me. Thank you and Council members for your consideration.

Sincerely,

Linda Stanley, Special Projects Coordinator

Franklin County Historical Society is chartered by the Commonwealth of Virginia for the purpose of collecting, preserving and sharing the history of Franklin County, Virginia. To that end, we operate a research library and history museum and stage periodic educational events.

We also present meetings for the general public with speakers on topics pertaining to our history, and we publish a newsletter six times a year for members.

Ghosts & More



See Rocky Mount in a different light

October 17 & 24, 2015

**Tales of the long-dead
Recently seen, heard, felt & smelled**

\$14 ticket

*Based on fact, tradition
& personal experiences*

Our 13th year



Tour rated 'G'
for ghostly



Sponsored by
Franklin County Historical Society
in cooperation with
Commonwealth Coach & Trolley Museum

(540) 483-1890 or fhistorical@yahoo.com

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 12, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	Community Development Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	Regional tourism marketing will be considered by the Virginia Tourism Corporation after a December 1 deadline for regions to submit their affiliations. The assistant town manager provides an overview of an important question council should consider prior to the approaching deadline.
ACTION NEEDED:	Consider action after briefing from assistant town manager.

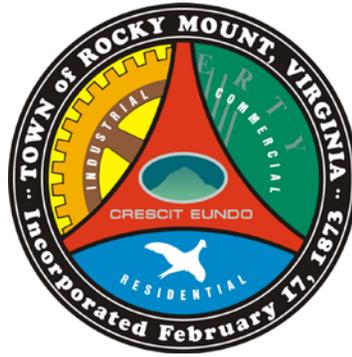
Attachment(s):

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

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

540.483.7660
FAX : 540.483.8830

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



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

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

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins
Assistant Town Manager

Date: October 8, 2015

Re: Southwest Virginia Tourism and Mountain Region Tourism Initiatives

Council:

The past two years have presented some interesting developments in the marketing of our region by the Virginia Tourism Corporation. For many years, the Roanoke Region has been lumped in with the Shenandoah Valley, the Central Virginia Region or other regions which do not necessarily share the tourism assets or appeal that Roanoke and its contiguous counties have.

With that in mind, the Roanoke Convention & Visitors Bureau, of which Franklin County is a part (and by virtue of that membership, so is the Town of Rocky Mount), has undertaken an effort to brand the Roanoke region as the Mountain Region of Virginia in VTC's marketing materials, including its website and the Virginia Visitors Guide. As part of that effort, the CVB approached regional counties as including Giles, Montgomery, Floyd, Franklin and others to join the effort. Franklin did so, by letter from then-county administrator Rick Huff. To my knowledge and information, the Board of Supervisors never publicly gave its direction. This effort will become finalized in December, barring further action.

Simultaneously, the Friends of Southwest Virginia organization (umbrella for Crooked Road, 'Round the Mountain and Appalachian Spring) has started an effort to classify and brand its 19 county and city service territory - including Franklin County - as the Southwest Virginia tourism region. You have probably seen coverage of this issue in both the Roanoke Times and the Franklin News-Post.

We - and our tourism assets - are being competed over by these two organizations. The areas from 220 to the east would probably be better served by the Roanoke-led effort; from 220 to the west has more in common with Southwest Virginia and would likely be better served by that group.

There are merits to being in one region or being split between two, but there are also potential negative impacts. Virginia Tourism has indicated to the Southwest Virginia folks that it would consider splitting Franklin County between two regions if

all interests are served by such an unusual split, which is not without precedent in Virginia tourism marketing.

The Town Council has never had the opportunity to express a preference.

We have significant investments in the Southwest Virginia initiatives over the years, but our membership in the Crooked Road and 'Round The Mountain would not be affected by the tourism region designation. We also receive significant and timely help from the Roanoke CVB, particularly in developing travel writers visits, directing customers to local venues and supporting our social media presence by spreading Town tourism-related social media posts to a much broader audience. Both are valuable and appreciated partners in our efforts to make Rocky Mount a destination.

The question staff has for council is: Where should we be marketed for tourism purposes?

I suggest you have three courses of action in this matter.

If you believe Rocky Mount and Franklin County should be marketed *exclusively with Roanoke*, Smith Mountain Lake and other Roanoke-region entities, you should take no action.

If you believe we should be marketed *exclusively with the Southwest Virginia* group, you should indicate that preference by a vote and direct me to express that preference to the Board of Supervisors, the Southwest Virginia group and the Virginia Tourism Corporation.

If you believe Franklin County and Rocky Mount should be marketed partially by one group and partially by another - *effectively putting Rocky Mount in both tourism regions* - you should indicate that preference by a vote and direct me to express that preference to the Board of Supervisors, the Southwest Virginia group and the Virginia Tourism Corporation.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 12, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	Community Development
BRIEF SUMMARY OF REQUEST:	<p>Town Council has asked whether the Town staff can enforce overgrowth of kudzu using existing Town Code. Unlike species like paradise trees, kudzu is not specifically mentioned as a prohibited species, limiting what we are able to do to prevent its spread to public streets and rights-of-way.</p> <p>Town Staff has no code to enforce regarding the spread of kudzu. No surrounding localities have ordinances related to controlling the spread of kudzu. Problems created between neighbors by kudzu are currently civil matters – like overhanging tree limbs and leaf litter - and should remain so.</p> <p>Staff has included a memo for your review and information provided by the state regarding the species. Staff recommends that you do not change the ordinance. If you do change the ordinance, you should be prepared to hire an additional staff person to conduct code enforcement.</p>
ACTION NEEDED:	None at this time.

Attachment(s):

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

MEMORANDUM

To: Town Council
From: Matthew Hankins, Community Development Director
 Josh Gibson, Town Planner
Date: October 8, 2015
Re: **Kudzu in Relation to Town Code**

Kudzu is a perennial, trailing or climbing vine which is invasive in Virginia. It was brought to the United States from its native Japan in the early 20th century to be used as a soil stabilizer. Within a few decades, the plant had become a nuisance species and for the past half century has spread beyond hillsides and roadways onto private property.

Town staff received an inquiry into whether kudzu growth could be addressed under the Town zoning ordinance and if so, options for removal by either private landowners or the Town.

Staff strongly believes that the intent and spirit of the weed and trash ordinance does not include control for kudzu on private property. Town Code §22-58 defines “weeds” as *any plant, grass, or other vegetation over ten (10) inches high growing upon a parcel in the town, excluding trees, ornamental shrubbery, vegetable and flower gardens purposefully planted and maintained by the property owner or occupant free of weed hazard or nuisance, hayfields, cultivated crops, or undisturbed woodland not otherwise in violation*. Kudzu rarely exceeds 10” on bare ground, but can climb to unconstrained heights when attached to trees, poles and other vertical structures.

Unlike normal yard grasses, however, Kudzu is an aggressive vine which is not easily addressed by mowing, trimming, spraying or other general property maintenance. The standard seven-day period allowed by Town Code for abatement is virtually impossible to apply to kudzu removal. The roots can reach more than 12 feet underground and a single acre can include tens of thousands of plants. Large patches of the vine are present in dozens of places in and around Town and the costs involved in controlling and removing the plant by either Town or private landowners would be substantial. Instances where a kudzu patch crosses property lines should be considered a civil matter to be addressed amongst landowners, much like disagreements about overhanging limbs or leaf litter falling into neighbors’ yards.

Staff questioned all adjacent localities about their handling of kudzu and its application to their weed and grass ordinance, and each stated unequivocally that the matter was not the purview of the locality and that the rare calls which came in were categorized as civil matters. No locality with an enacted weed maintenance ordinance considered kudzu a regulated vegetation type and none had received complaints related to its removal. Staff has been responding to kudzu complaints by informing residents and landowners that the matter is civil and must be addressed amongst neighboring property owners. Staff also recommends directing future landowners to the attached information sheet from the Department of Conservation and Recreation, which provides some guidance on the difficult task of kudzu control.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 12, 2015
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STAFF MAKING REQUEST:	C. James Ervin Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Finance and Human Services Committee met on September 24, 2015 to consider:</p> <p>The YMCA's request for financial assistance at the September Council Meeting. The history of financial contributions to the YMCA was discussed, specifically the Town's funding of Technology Drive and the associated utilities and the land upon which the YMCA sits. The Committee asked that the Town Manger meet with Mr. Currie and review this history so that he would understand the Town's existing level of financial commitment to the YMCA. Additionally, the committee expressed that the Town citizens were also County citizens and that the funding given by the County was already subsidized by the Town.</p> <p>A meeting has been setup with Mr. Currie for Friday October 8, 2015.</p>
ACTION NEEDED:	

Attachment(s):

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