

**TOWN OF ROCKY MOUNT,
VIRGINIA**

FY 2019 ADOPTED BUDGET

TOWN COUNCIL

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

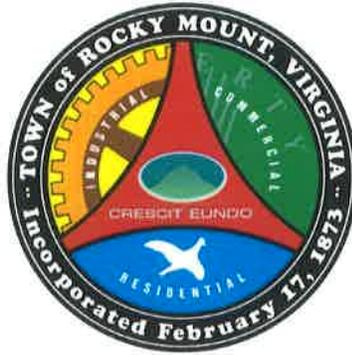
STAFF

C. James Ervin, Town Manager
Matthew C. Hankins, Assistant Town Manager
Linda P. Woody, Finance Director
Rebecca H. Dillon, Town Clerk

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

BOBBY M. CUNDIFF MARK H. NEWBILL
BOBBY L. MOYER JON W. SNEAD
BILLIE W. STOCKTON

C. JAMES ERVIN, TOWN MANAGER
LINDA P. WOODY, FINANCE DIRECTOR

MATTHEW C. HANKINS
ASSISTANT TOWN MANAGER
DIRECTOR, COMMUNITY DEVELOPMENT

April 2, 2018

Honorable Steven C. Angle, Mayor
Honorable Members of Town Council
Town of Rocky Mount, Virginia

Mayor and Members of Council:

Your staff presents for your review the proposed budget for the Town of Rocky Mount for the Fiscal Year of July 1, 2018-June 30, 2019 (Fiscal Year 2019) along with the Five-Year Capital Improvement Plan. As required by your Code and Virginia law, the budget is balanced. There are no proposed increases in tax rates or fees.

The local economy is finally and clearly rebounding, with stronger revenues, more economic activity and many fewer vacancies in Rocky Mount's storefronts and shopping centers. The labor market is tight, which is of concern both to the Town and to our major employers, who are having difficulty finding enough workers to meet demand for their products, and yet those employers are still looking to expand. In February, 147 insured unemployed individuals were looking for work – countywide. This will have an impact on Town hiring and employment practices, as we have seen few applications for recent job openings amid concern about municipal pay rates lagging behind the private sector.

Rocky Mount has been blessed with significant business growth in the past year, particularly in restaurants. Most shopping center spaces have been filled, but staff will be working with those owners on impending vacancies next year in Marketplace, Rocky Mount Plaza and Eagle Plaza. Staff is continuing to follow your Comprehensive Plan's direction to focus on North Main Street's growth and development, as well as on transportation solutions which can benefit both employees and employers.

Housing demand continues to rise, and new housing starts in town and in the county will rise as will base prices for that housing. Entry-level housing for low-to-moderate income individuals and families is becoming scarcer and more costly, so the Town will seek DHCD planning funds to help evaluate that need and opportunities to increase both access and availability to quality, affordable housing for LMI.

The Town continues to need additional hotel space, as demand will rise over the next two years both with Harvester traffic and with out-of-town contractors working on the Mountain Valley Pipeline. Staff will continue to try to identify hotel operators who are willing to make the investment in Rocky Mount, whether in a redevelopment setting or in the commercial corridors.

When combining the utility operating budget and the utility capital budget, the utility operations are coming closer to meeting their annual operation costs due to your diligence in working to correct utility rates over four of the past five years. That diligence must continue to prevent the gap between expenses and revenues from growing.

This budget's capital expenses do not address the structural and equipment needs of the Town, but rather focus on a complete changeover of all water meters and integrating new financial management software to increase operation efficiencies. The Town's water meter replacement program has fallen far short of meeting operational targets; meters fail faster than they can be replaced. Newer technology could reduce our meter reading to perhaps two days and reduce the manpower required to do so, freeing staff time for repairs, maintenance and other public works tasks. The current Finance software does not meet modern operational standards, requires a great deal of duplication and does not give your department heads and management access to records. Your staff proposes modernizing this software, eliminating the outdated server and increasing budget accountability for all departments.

Your departments continue to operate leanly. As always, the service your Town provides its residents is through two primary components: personnel and their tools, whether hammers, tractors, bulletproof vests, pencils, computers, or vehicles.

On the personnel side, the Town continues to work to provide the right level of benefits and compensation to its hardworking employees. Health insurance costs will rise a modest 1.6% over last year's costs, largely due to your employees' better loss ratios at their health care providers this past year. The budget we present to you today includes a 5.0% increase in pay: a 2.5% cost of living adjustment and a 2.5% one-step increase to recognize employees' progress and successes as well as to address the growing difficulty in finding potential employees as job openings arise.

Although converting the current part-time Lead Technician/Equipment Manager into a full-time position and adding two part-time staff support positions was proposed, only converting the currently budgeted part-time lead technician to full-time is presented for the Harvester in 2019. Council should be aware that these positions are not asked for lightly and the Harvester operations continue to be lean.

The general fund overall revenues, minus the use of fund balance and bond proceeds, is budgeted to increase 4% in FY 2019. The general fund's overall operating expenditures are budgeted to increase a modest 2.9%.

The rental income from two new cell towers provides new revenue for the utility operating fund during FY 2019. Without this additional \$67,200 (which will grow by two percent annually), a larger transfer from the utility capital fund would have been needed.

There is a budgeted \$1,000,000 revenue bond proposed in the utility capital fund to cover the cost of the meter replacement project and the utility billing portion of the Finance software upgrade.

Changes in the General Fund revenue for FY 2019 include:

- Property tax revenues are projected to see a 3% increase based on economic growth. Real estate re-assessments are done every four years and we are in our third year of the most recent re-assessment.
- Other local taxes are projecting a 9% increase mostly due to meals and lodging tax growth.
- Internet sales are affecting our local retailers. Therefore, business licenses are projected to see a 7% decrease.
- Although interest rates are increasing, our interest earned is predicting a decrease due to the use of fund balance for capital projects.
- In State categorical aid, we are showing the \$25,000 CDBG grant for the North Main Street master planning grant for which we are applying.

Changes in the General Fund expenditures for FY 2019 include:

- There is a 5% increase in the Town Attorney's monthly retainer (from \$1,750 to \$1,837).
- There is \$25,000 budgeted in the Finance Department to cover the software conversion costs (local consultants, software consultants, costs of converting data from the old software to the new software by the software vendor) and an additional \$17,000 in annual software maintenance fees from the current software maintenance fees. The general fund portion of the actual software purchase is \$345,000.
- There is no May 2019 election.
- There are no outright vehicle purchases planned for the Police Department for FY 2019. FY 2018 saw the last year for the Police to lease four vehicles. The budgeted leasing cost has been cut from 4 vehicles to 2 vehicles in FY 2019. The lease of the pick-up truck is in FY 2019 for the second year.
- The public works engineer position has been eliminated from the FY 2019 budget.
- At Council's directive, the \$600,000 VDOT grant for the Floyd / Franklin intersection has been moved to the Angle Bridge project.
- There is a proposed new full-time landscape technician position (\$56,711 for salary and fringe benefits) in the street maintenance account.
- Three new part-time summer grounds maintenance positions (\$28,651) are also included in the street maintenance account.
- There is a \$25,000 North Main Street planning grant from CDBG in the Economic and Community Development budget (with off-setting grant revenue). If the grant is not received, there will be no expenditures.
- There are reduced funds in FY 2019 for a Shop Local campaign.
- The monthly administrative fee is still in the Citizen Square's budget for FY 2019.
- There are no funds in the Economic Development Authority budget for land and building acquisition.
- There is a transfer to the Harvester Performance Center fund of \$394,982 to cover Town expenses related to payroll and building maintenance.

Changes in the Utility Operating fund for FY 2019:

- There is an increase of \$67,000 due to the rental revenue from two additional cell phone towers.
- A transfer from the utility capital fund continues. FY 2019's transfer is \$55,970 and is needed for the operating fund to break even. Council has raised utility rates but dedicated all of this new revenue to capital and some is needed to balance operations.
- As in the past, depreciation expense is covered by the operating fund balance and not current operating funds.
- There is an increase in lab testing in the Water Treatment Plant to cover the cost of required testing for cryptosporidium.
- The Utility portion of the implementation of the Finance software costs for consultants and converting from the old to the new software is \$20,000.
- Depreciation expense is projected to decrease in FY 2019 based on recent trends.

The Harvester Performance Center Fund shows expenses related to the upkeep and maintenance of the Town's facilities and for the payroll and fringe benefits of Harvester personnel. The part-time lead technician is proposed to go full-time (\$22,295) for FY 2019.

Key capital projects proposed during fiscal years 2019 through 2023 include the following:

- Software and supporting hardware for Finance
- Water meter replacement
- Police K-9 dog replacement
- Police vehicles and vehicle equipment
- Fire vehicles and fire equipment
- Equipment and vehicles for the Public Works Department
- Sidewalk maintenance
- Improvements and additions to Town facilities and parks
- Upgrades to existing water and sewer lines
- Upgrades and rebuilds to water distribution and storage infrastructure
- Replacements and upgrades to equipment at the Water Treatment Plant
- Replacement of sewer collection infrastructure
- Replacements and upgrades to equipment at the Wastewater Treatment Plant

The calendar to adopt the Fiscal Year 2019 budget and the Capital Improvement Plan for fiscal years 2019 through 2023 is:

Mon	4/09/18	Presentation of proposed Budget and 5 year CIP to Town Council at 7:00 p.m. at the regularly scheduled Council Meeting at the Municipal Building
Tues	4/10/18	Budget Work Session #1 at 5:00 p.m. in the Municipal Building
Thurs	4/12/18	Budget Work Session #2 at 5:00 p.m. in the Municipal Building

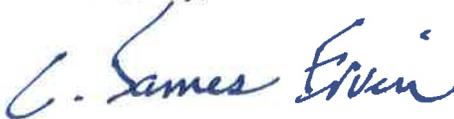
- Mon 4/16/18 Joint Work Session with the Planning Commission, if needed, at 6:00 p.m. in the Municipal Building; or Budget Work Session #3, if needed at 6:00 p.m. in the Municipal Building
- Mon 5/7/18 Public Hearing on the Proposed FY 2019 Budget and CIP at 7:00 at The Municipal Building (Special Council Meeting)
- Mon 5/14/18 Adoption of FY 2019 Budget and FY 2019 – 2023 CIP and Appropriation Resolution at the regularly scheduled Council Meeting at 7:00 p.m. at the Municipal Building

This proposed Fiscal Year 2019 budget presents a faithful pledge to continue the diligent care in the services provided our citizens.

The budget would be impossible without the guidance from the department heads during the preparation process. They continue to provide the highest quality service at the lowest cost to taxpayers. They inspire their employees to continue to provide dedicated service to the Town's citizens and customers. Hard decisions were made to balance the desired level of service with the ability to fund them.

This budget would also have been impossible without the guidance and assistance of Town Council. You provided a unified course of direction for the Town of Rocky Mount and a consistent vision for the development of this budget.

Sincerely,



C. James Ervin
Town Manager



Linda Woody
Finance Director



RESOLUTION NO.: **2018.009**

TOWN OF ROCKY MOUNT FY 2019 TAX RATES AND FEES RESOLUTION

WHEREAS, the Town Council of Rocky Mount has been presented a budget by its staff for the purpose of establishing revenues and expenditures necessary to carry out the operations of its general government and utility system, as well as major capital expenses for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, the Town Council of Rocky Mount met during open public sessions to conduct work sessions to analyze the proposed budget as presented by staff; and

WHEREAS, upon reaching a consensus upon alterations of the budget as proposed by staff after careful review during various work sessions open to the public, the Town Council duly advertised the proposed altered budget and related revenues and held an open public hearing on May 7, 2018 and

WHEREAS, after holding such hearing, on May 7, 2018 approved a budget for the fiscal year beginning July 1, 2018 through June 30, 2019, hereafter known as FY 2019;

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the following tax rates and or fees are effective beginning July 1, 2018, unless otherwise changed by ordinance:

General Property Taxes

There shall be a tax levy pursuant to the powers vested to the Town Council by the Code of Virginia, as amended, on the following:

Real Property Tax - \$0.13/\$100 of assessed value.

Personal Property Tax - \$0.51/\$100 of assessed value.

Public Service Real Property - \$0.13/\$100 of assessed value.

Public Service Personal Property - \$0.51/\$100 of assessed value.

Machinery & Tool Tax - \$0.17/\$100 of assessed value based on original cost and declining depreciation over a 7 year period, until the effective rate at year 7 is \$0.07/\$100 assessed value.

Interest at an annual rate of ten percent (10%) per annum shall be charged on any unpaid general property taxes commencing on the first day of the month following the due date of the unpaid taxes.

Other Local Taxes

Cellular Telephone Tax – 10% of monthly gross charge, not to exceed \$3.00.

Consumer Utility Tax – 10% of monthly gross charge, not to exceed \$2.00 for residential service; \$5.00 for commercial service; \$15.00 for industrial service

Meals Tax – 5.0% of prepared food sold.

Transient Occupancy Tax – 7.5% on charges for overnight lodging.

Cigarette Tax – 10 cents per pack.

Bank Franchise Tax – Maximum allowed by Code of Virginia.

Motor Vehicle Licenses - \$25.00 for autos, trucks & trailers; \$18.00 for motorcycles, trailers \$0 (less than 1,500 lbs.) \$20.00 (1,501 – 4,000 lbs); \$25.00 (over 4,000 lbs.).

Franchise License Tax – 5% of gross receipts from non-exclusive cable television franchise agreement.

Business Licenses

BPOL Retail - \$0.13/\$100 of gross receipts.

BPOL Professional - \$0.50/\$100 of gross receipts.

BPOL Contracting - \$0.16/\$100 of gross receipts.

BPOL Repairs & Personal Service - \$0.30/\$100 of gross receipts.

BPOL Direct Sales - \$0.13/\$100 of gross receipts.

BPOL Alcoholic Beverages - \$50 for on and off premises.

BPOL Wholesalers - \$0.05/\$100 of purchases.

BPOL Miscellaneous – as included in BPOL Ordinance adopted 1/1/97.

Fines and Fees

Overtime Parking - \$10.00.

Miscellaneous Illegal Parking - \$15.00.

Parking in Fire Lane or restricting Access to Fire Hydrant - \$40.00.

Illegal Parking in Handicapped Space - \$75.00.

Zoning Permit - \$40.00 (single family); \$100 (non-residential); other variations as noted on the Development Fee Schedule (adopted May 2015).

Sign Permit - \$50.00 (except street banners); \$40.00 (street banners).

Site Plan Review - \$600.00; and other variations as noted on the Development Fee Schedule (adopted May 2015).

Rezoning Permit - \$600.00 plus postage (up-zoning); \$350.00 plus postage (all other re-zonings).

Special Use Permit - \$350.00 plus postage (single family); \$500.00 plus postage (all others).

Variance Review - \$250.00 plus postage (single family); \$125.00 plus postage (post disaster replacement); \$350.00 plus postage (all others).

Appeal to BZA - \$350.00 plus postage.

Amendments to Proffers - \$500.00 plus postage.

Minor Subdivision Review - \$250.00 per plat plus \$25.00 per lot therein plus postage.

Major Subdivision Review - \$1,000.00 per plat plus \$25.00 per lot therein plus postage (both preliminary and final separately).

Vacating Subdivision or line adjustment - \$100.00.

Land Disturbance Permit - \$75.00 plus \$100.00 per acre or partial.

Other fees as noted on the Development Fee Schedule (adopted May 2015).

Charges for Services

Residential Garbage Collection Fees - \$4.98 per month per unit.

Commercial Garbage Collection Fees - \$10.00 per month per unit.

Copies of Police Reports - \$10.00 for offense reports, \$7.00 for accident reports.

Security Services - \$30.00 per hour.

Zoning Maps - \$3.00 black & white; \$5.00 color; \$15.00 poster.

Subdivision Ordinance - \$30.00 each.

Water and Sewer Use Ordinance - \$30.00 each.

Zoning & Development Ordinance - \$75.00 each.

Comprehensive Plan - \$45.00 each.

Water and Sewer Master Specifications - \$30.00.

Topographic Maps – Cost to produce plus 10%.

Digital Copies of Ordinances - \$10.00.

Miscellaneous Copier Fees - \$0.50 per page.

Curb and Gutter Cuts - \$60.00 per lineal foot.

Utility Charges:

Water Consumption Charges:

Inside corporate limits - \$5.67 per 1,000 gallons for the first 3,000 gallons of water metered, with \$17.01 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$3.35 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$3.25 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$3.15 per 1,000 gallons for 50,001 or more gallons of water metered.

Outside corporate limits - \$11.34 for the first 3,000 gallons of water metered, with \$34.02 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$6.70 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$6.50 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$6.30 per 1,000 gallons for 50,001 or more gallons of water metered.

Sewer Use Charges:

Inside corporate limits - \$5.67 per 1,000 gallons for first 3,000 gallons of water metered, with \$17.01 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$3.30 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$3.15 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$3.05 per 1,000 gallons for 50,001 or more gallons of water metered.

Outside corporate limits - \$11.34 per 1,000 gallons for first 3,000 gallons of water metered, with \$34.02 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$6.60 per 1,000 gallons for 3,001 to 10,000 gallons of water metered;

\$6.30 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$6.10 per 1,000 gallons for 50,001 or more gallons of water metered.

Elderly, Disabled, and Non-Profit Relief Plan – Inside Corporate Limits: \$3.75 per actual gallons per month for water and \$3.75 per actual gallons per month for sewer.
Outside Corporate Limits: \$7.50 per actual gallons per month for water and \$7.50 per actual gallons used per month for sewer.

Water Deposits for new customers will be charged as applicable at the time of service connection.

Capital Recovery Fees per month

	Water	Sewer
5/8 inch	\$ 0.00	\$ 0.00
1 inch	7.20	21.60
1-1/2 inch	14.40	43.20
2 inch	18.00	54.00
3 inch	36.00	72.00
4 inch	54.00	108.00
6 inch	108.00	216.00

Fire Suppression Connection Fee - \$25.00 per month for less than 10,000 square feet of protection; \$50.00 per month for greater than 10,000 square feet of protection.

Service Connection Fees

Meter Size	Inside Corporate Limits		Outside Corporate Limits	
	Water	Sewer	Water	Sewer
5/8 inch	\$1,000	\$1,000	\$2,000	\$2,000
1 inch	1,500	1,500	3,000	3,000
1-1/2 inch	2,000	2,000	4,000	4,000
2 inch	2,500	2,500	5,000	5,000
2-1/2 inch	3,000	3,000	6,000	6,000
3 inch	3,500	3,500	7,000	7,000

Meters and service connections larger than 3" will be charged at actual costs plus 10% inside the corporate limits, actual costs plus 25% outside the corporate limits. There will be a \$25 highway permit fee for each connection outside of Town.

Utility Impact Fees

A utility impact fee for water and sewer connections is established and is determined by water meter size:

Meter Size	Outside	Inside	Inside	Outside	
		Water	Sewer	Water	Sewer
5/8 inch 1,250		\$ 0	\$ 0	\$ 1,250	\$
1 inch 2,000		\$ 0	\$ 0	\$ 2,000	\$
1.5 inches 5,000		\$ 500	\$ 500	\$ 5,000	\$
2.0 inches 7,500		\$ 750	\$ 750	\$ 7,500	\$
2.5 inches 10,000		\$1,000	\$1,000	\$ 10,000	\$
3.0 inches 20,000		\$5,000	\$5,000	\$ 20,000	\$
Above 50,000		\$5,000	\$5,000	\$ 50,000	\$

Bulk Water Charges

Bulk water sales shall be at a rate of \$21.00 per 1,000 gallons.

Penalties and Reconnection Charges

Penalties for late utility payments are 10% of actual bill.

Reconnection charges are \$25.00 for first offense, \$50.00 for second offense within 12 months, and \$100 plus appropriate deposit for third offense within 12 months.

GIVEN UNDER MY HAND, THIS 14th DAY OF MAY, 2018:



Steven C. Angle, Mayor

ATTESTED:



Rebecca H. Dillon, Town Clerk



RESOLUTION NO.: **2018.008**

TOWN OF ROCKY MOUNT FY 2019 APPROPRIATION RESOLUTION

WHEREAS, the Town Council of Rocky Mount has been presented a budget by its staff for the purpose of establishing revenues and expenditures necessary to carry out the operations of its general government and utility system, as well as major capital expenses for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, the Town Council of Rocky Mount met during open public sessions to conduct work sessions to analyze the proposed budget as presented by staff; and

WHEREAS, upon reaching a consensus upon alterations of the budget as proposed by staff after careful review during various work sessions open to the public, the Town Council duly advertised the proposed altered budget and related revenues and held an open public hearing on May 7, 2018 and

WHEREAS, after holding such hearing, on May 7, 2018 approved a budget for the fiscal year beginning July 1, 2018 through June 30, 2019, hereafter known as FY 2019;

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate revenues sufficient to meet operating and capital expenditures in the following amounts:

GENERAL FUND:

REVENUES:

General Property Taxes	\$1,040,001
Other Local Taxes	2,908,664
Business Licenses	644,231
Permits, Fees, and Licenses	17,540
Fines and Forfeitures	46,999
Proceeds from Use of Assets	208,646
Charges for Services	127,687
Non-Categorical Aid from the Commonwealth	76,435
Categorical Aid from the Commonwealth	2,234,811

Use of Fund Balance 133,767

Miscellaneous Revenues 300

TOTAL GENERAL FUND REVENUES \$7,439,081

EXPENDITURES:

General Government and Administration \$1,125,462

Public Safety 2,291,790

Public Works 2,358,576

Buildings and Grounds 229,073

Community and Economic Development 487,654

Non-Departmental 946,526

TOTAL GENERAL FUND EXPENDITURES \$7,439,081

UTILITY OPERATING FUND:

REVENUES:

Water Use Charges \$1,252,658

Wastewater Collection Charges 813,267

Miscellaneous Revenue 107,898

Transfers from Other Funds 55,970

Appropriated Fund Balance 808,950

TOTAL UTILITY OPERATING FUND REVENUES \$3,038,743

EXPENSES:

Water Treatment and Distribution \$ 938,140

Wastewater Collection and Treatment 686,025

Utility Billing 188,004

Non-Departmental 1,226,574

TOTAL UTILITY OPERATING FUND EXPENSES \$3,038,743

UTILITY CAPITAL FUND:

REVENUES:

Water Fees \$ 283,504

Wastewater Fees 231,198

Garbage Fees 21,001

Proceeds from Use of Debt 1,000,000

Transfer from Other Funds 0

Use of Fund Balance 179,261

TOTAL UTILITY CAPITAL FUND REVENUES \$1,714,964

EXPENSES:

Water Distribution Capital \$1,140,000

Water Treatment Plant Capital 169,500

Wastewater Collection Capital 168,000

Wastewater Treatment Plant Capital 0

Public Works Capital 0

Transfers to Other Funds 55,970

Debt Service 121,494

Contingency 60,000

TOTAL UTILITY CAPITAL FUND EXPENSES \$1,714,964

HARVESTER PERFORMANCE VENUE OPERATIONS:

REVENUES:

Operating \$ 394,982

TOTAL HARVESTER REVENUES

\$ 394,982

EXPENSES:

Operating

\$ 394,982

TOTAL HARVESTRER EXPENSES

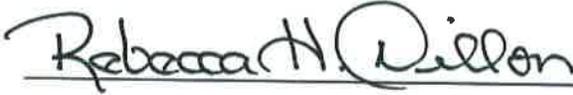
\$ 394,982

GIVEN UNDER MY HAND, THIS 14th DAY OF MAY, 2018:



Steven C. Angle, Mayor

ATTESTED:



Rebecca H. Dillon, Town Clerk

GENERAL FUND

OVERVIEW: GENERAL FUND

Most services that Town citizens expect are tracked in the General Fund. These services include administration, public safety, public works, buildings and grounds, community development, and non-departmental costs such as debt service and interfund transfers.

Revenues to fund these services include real estate and personal property taxes, as well as other local taxes such as meals tax, cigarette taxes, and business license taxes. Other revenues include permit fees, fines, proceeds from investments like interest income, charges for services like garbage collection, and assistance from the state and federal governments.

General government administration in the general fund includes the expenditure accounts for the Mayor and Council, Town Manager, Town Attorney, Finance, and the Electoral Board.

Public safety includes the accounts for the Police Department and the Volunteer Fire Department.

The Public Works Department provides services that include street lighting, traffic control, street maintenance, sidewalks, curbs, gutters, street cleaning, refuse collection, and snow removal. The vast majority of these expenses are reimbursed by the State's street maintenance program. Public Works also oversees buildings and grounds, cemetery maintenance, and parks maintenance.

The Community Development department provides the services of planning and zoning and economic development. This department also oversees Citizen's Square and the Community and Hospitality Center, as well as passport services, the remediation of blighted structures, and the Economic Development Authority.

The non-departmental account in the General Fund includes the payment of 75% of liability and property insurance premiums, inter-fund transfers, debt service related to general fund functions, and contributions to outside agencies.

GENERAL FUND REVENUES		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
1100	General Property Taxes							
0101	Real Property Taxes - Current	557,585	563,486	588,308	579,658	591,310	3,002	
0102	Real Property Taxes - Delinquent	16,670	9,814	14,000	14,479	14,000	0	
0201	Public Service Real Property Taxes	29,080	28,333	28,474	28,023	28,162	(312)	
0301	Personal Property Taxes - Current	228,086	251,112	232,980	250,826	251,012	18,032	
0302	Personal Property Taxes - Delinquent	20,958	19,369	5,000	11,400	8,000	3,000	
0401	Machinery & Tool Taxes	127,576	127,927	132,379	139,022	139,717	7,338	
0601	Penalties on Taxes	9,345	6,599	4,000	5,484	5,000	1,000	
0602	Interest on Taxes	1,896	3,996	1,700	3,067	2,800	1,100	
	Total General Property Taxes	991,197	1,010,635	1,006,841	1,031,959	1,040,001	33,160	3.3%
1200	Other Local Taxes							
0101	Local Sales and Use Tax	172,420	180,099	188,064	188,073	189,013	949	
0102	Meals Tax	1,400,096	1,476,870	1,489,112	1,637,178	1,719,037	229,925	
0201	Consumer Utility Tax	328,559	322,765	325,033	326,626	329,910	4,877	
0208	Communications Tax	189,595	184,942	186,119	181,055	179,245	(6,875)	
0601	Bank Franchise Tax	222,092	228,304	216,500	294,897	228,700	12,200	
0603	Delinquent Meals Tax - Penalty	2,955	2,215	2,000	1,917	2,000	0	
0604	Delinquent Meals Tax - Interest	237	3,998	700	1,121	700	0	
0605	Delinquent Lodging Tax - Penalty	0	0	0	0	0	0	
0606	Delinquent Lodging Tax - Interest	0	0	0	0	0	0	
0701	Transient Occupancy Tax (5% tourism)	123,292	122,820	109,318	123,468	124,514	15,196	
0701	Transient Occupancy Tax (2.5% branding)	0	61,410	54,659	61,734	62,257	7,598	
0702	Cigarette Tax	89,454	108,493	93,314	75,203	73,288	(20,026)	
	Total Other Local Taxes	2,528,700	2,691,917	2,664,819	2,891,272	2,908,664	243,844	9.2%
1250	Business & Occupational Licenses							
0302	BPOL-Retail	339,016	319,526	345,830	316,745	320,000	(25,830)	
0303	BPOL-Professional	169,292	155,241	176,131	153,084	154,897	(21,234)	
0304	BPOL-Contracting	15,609	21,058	15,923	21,482	21,696	5,773	
0305	BPOL-Repairs/Personal Services	129,711	121,898	132,319	120,679	120,679	(11,640)	
0306	BPOL-Alcoholic Beverages	700	800	700	700	700	0	
0307	BPOL-Penalties & Interest	8,898	2,174	3,000	3,856	3,000	0	
0308	BPOL-Amusement Tax	208	209	208	208	208	0	
0309	BPOL-Utilities	12,722	18,093	12,978	17,909	17,551	4,573	
0310	BPOL-Miscellaneous	5,948	5,220	5,500	5,500	5,500	0	
	Total Business & Occupational Licenses	682,104	644,218	692,589	640,163	644,231	(48,358)	-7.0%
1300	Permits, Licenses & Fees							
0327	Solicitors Permits	0	60	0	0	0	0	
0501	Farmers Market Fees	4,180	4,294	4,100	3,070	3,180	(920)	
0502	Welcome Center Fees	4,930	5,466	4,000	4,755	4,800	800	
0506	Farmers Market EBT's Deposits	0	1,778	0	814	460	460	
1000	Planning & Zoning Fees	7,897	8,560	7,300	10,248	9,100	1,800	
	Total Permits, Licenses & Fees	17,007	20,157	15,400	18,887	17,540	2,140	13.9%

GENERAL FUND REVENUES		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
1400	<u>Fines & Forfeitures</u>							
0101	Court Fines	50,375	48,408	52,500	39,753	46,799	(5,701)	
0102	Parking Fines	185	300	100	90	100	0	
0805	Garbage Fines	480	150	100	570	100	0	
	Total Fines & Forfeitures	51,040	48,858	52,700	40,413	46,999	(5,701)	-10.8%
1500	<u>Proceeds From the Use of Assets</u>							
0101	Interest on Money/Investments	71,167	90,011	73,007	109,161	96,507	23,500	
0105	Return Check Fee	405	550	400	520	400	0	
0201	Rental/Sale of General Property	420	420	420	450	450	30	
0206	Sale of Materials & Supplies	0	0	0	6,000	0	0	
0207	Sale of Property	0	2,000	0	52,000	0	0	
4051	Bond Proceeds	0	1,048,713	0	355,071	108,216	108,216	
4227	Mortgage Loan Payments Received	2,817	2,155	3,073	3,073	3,073	0	
4228	Paving Loan Payments Received	9,459	9,504	1,455	683	0	(1,455)	
	Total Proceeds From the Use of Assets	84,268	1,153,353	78,355	526,958	208,646	130,291	166.3%
1600	<u>Charges for Service</u>							
0101	Grave Preparation	2,625	3,375	1,500	1,875	0	(1,500)	
0400	Security Services	2,784	3,990	2,840	3,840	3,305	465	
0504	Passport Service Fees	9,461	12,776	10,000	13,315	13,500	3,500	
0704	Police Reports	1,167	1,070	1,100	1,217	1,260	160	
0705	Fingerprint Service Fees	490	480	490	390	400	(90)	
0706	CIT / PAC Room Staffing Reimbursement	2,450	11,900	8,400	12,600	10,800	2,400	
0802	Waste Collection Charges	93,420	93,563	90,792	93,582	93,592	2,800	
0804	Truck Rental Program	410	308	300	430	340	40	
0812	Credit Card Fees	1,812	2,243	1,919	3,268	3,340	1,421	
4102	Curb and Gutter	0	0	0	0	0	0	
4103	Weed Control / Mowing Fees	101	723	150	1,110	500	350	
9901	Administrative Charge - Service	152	618	300	1,284	250	(50)	
9907	Miscellaneous Services	0	125	0	978	400	400	
	Total Charges for Service	114,872	131,172	117,791	133,889	127,687	9,896	8.4%
1800	<u>Miscellaneous Revenues</u>							
3036	Transfer from Utility Operating Fund	0	0	0	0	0	0	
3038	Transfer from Cap Projects Fund	0	0	0	0	0	0	
0905	Transfer from Utility Capital Fund	0	0	0	0	0	0	
9903	Donations	79	34	0	20,003	0	0	
9904	Merchandise Sales	236	7	25	2	0	(25)	
9907	Misc. Other Revenue	554	339	300	515	300	0	
4105	Recoveries	4,286	(1,124)	0	0	0	0	
5000	Unrealized Gain on Investments	60,405	(48,690)	0	(45,673)	0	0	
	Total Miscellaneous Revenues	70,760	(49,430)	325	(25,153)	300	(25)	-7.7%

GENERAL FUND REVENUES		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
2200	Non-Categorical Aid							
0103	Rolling Stock Tax	3,748	3,357	3,250	3,340	3,340	90	
0104	Litter Grant	2,640	2,543	2,475	2,480	2,480	5	
0107	Rental Tax	205	537	200	774	710	510	
0108	Other Non-Categorical Aid	500	0	0	0	0	0	
0110	Fire Program Funds	15,210	16,273	15,210	16,044	16,044	834	
0315	PPTRA from the State	53,861	53,861	53,861	53,861	53,861	0	
	Total Non-Categorical Aid	76,164	76,571	74,996	76,499	76,435	1,439	1.9%
2400	Categorical Aid							
0101	CDBG Grant (N. Main St. master plan)	0	0	0	0	25,000	25,000	
0106	VDOT Grant (moved to Angle Bridge)	73,720	7,409	600,000	0	600,000	0	
0109	DMV Mini-Grants	13,877	8,779	0	0	0	0	
0406	State Street Maintenance	1,343,358	1,386,866	1,421,537	1,410,026	1,438,227	16,690	
0407	VML Safety Grant	4,000	0	0	4,000	0	0	
0408	Volunteer Fire Dept.	30,000	30,000	30,000	30,000	30,000	0	
0410	Law Enforcement Aid - 599 Funds	108,460	111,952	108,460	111,952	111,952	3,492	
0411	Police Grant - Categorical Aid	5,413	0	0	4,795	0	0	
0417	Virginia Commission of the Arts Grant	1,360	1,490	0	0	0	0	
0420	County Categorical Aid	100,000	10,000	0	0	0	0	
0421	Dept Conservation & Recreation	0	0	0	0	0	0	
0422	Other Categorical Aid - Schools	29,632	29,632	29,632	29,632	29,632	0	
0423	USDA Grant	0	0	0	25,000	0	0	
	Total Categorical Aid	1,709,819	1,586,127	2,189,629	1,615,405	2,234,811	20,182	0.9%
4100	Use of Fund Balance							
9999	Appropriated Fund Balance	0	0	0	0	0	0	
9999	Appropriated Fund Balance-capital items	0	0	0	0	133,767	133,767	
	Total Use of Fund Balance	0	0	0	0	133,767	133,767	100.0%
	TOTAL GENERAL FUND REVENUES	6,325,931	7,313,580	6,893,445	6,950,292	7,439,081	520,635	7.6%

7.6%

GENERAL FUND EXPENDITURES		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)	%
Account	Description	Actual	Actual	Budget	Estimated	Proposed	Budget	change
	General Government Administration							
1101	Mayor & Council	73,482	71,955	78,832	71,429	77,311	(1,521)	
1202	Town Manager	251,214	256,846	251,240	242,834	264,739	13,500	
1204	Town Attorney	32,196	26,023	36,745	32,026	37,799	1,054	
1213	Finance	320,235	334,854	353,287	359,399	745,613	392,326	
1301	Electoral Board	2,645	0	2,900	2,900	0	(2,900)	
	Total General Government Admin.	679,773	689,678	723,003	708,588	1,125,462	402,459	55.7%
	Public Safety							
3101	Police Department	1,793,284	2,048,632	2,100,338	2,056,341	2,120,686	20,348	
3202	Volunteer Fire Department	119,840	129,643	179,871	143,165	171,104	(8,767)	
	Total Public Safety	1,913,124	2,178,275	2,280,209	2,199,506	2,291,790	11,580	0.5%
	Public Works							
4100	Public Works Administration	13,029	130,061	111,722	113,270	94,237	(17,485)	
4104	Street Lighting	114,062	111,004	112,633	96,059	113,436	803	
4107	Parking and Traffic Control	86,494	181,514	676,999	78,739	106,033	(570,966)	
4108	Street Maintenance	1,156,738	930,191	938,360	1,116,817	1,809,349	870,989	
4109	Sidewalk, Curb & Gutters	179,782	61,959	50,869	51,711	51,456	587	
4202	Street Cleaning	18,811	4,067	19,388	7,776	7,386	(12,002)	
4203	Refuse Collection	198,673	105,554	159,751	151,299	132,440	(27,312)	
4204	Snow Removal	42,394	19,642	74,586	55,629	44,239	(30,347)	
	Total Public Works	1,809,983	1,543,991	2,144,309	1,671,300	2,358,576	214,268	10.0%
	Buildings & Grounds							
4304	Municipal Building Maintenance	99,136	133,788	72,012	122,530	46,080	(25,932)	
4305	Emergency Services Bldg. Maint.	93,666	113,933	62,412	183,617	67,725	5,313	
4306	Public Works Complex Maintenance	14,876	25,322	28,305	35,619	29,354	1,049	
4307	Cemetery Maintenance	16,776	56,589	19,198	14,233	18,833	(365)	
4308	Parks & Playground Maintenance	57,427	1,134,768	77,874	268,025	67,080	(10,794)	
	Total Buildings & Grounds	281,880	1,464,400	259,801	624,024	229,073	(30,729)	-11.8%
	Community Development							
8101	Planning & Zoning	135,060	128,153	140,396	130,614	123,667	(16,729)	
8102	Economic & Community Development	219,597	240,466	288,223	231,695	298,729	10,506	
8103	Citizens' Square	15,646	26,767	20,351	15,664	22,091	1,740	
8104	Community & Hospitality Center	30,859	22,785	31,013	32,659	27,312	(3,701)	
8106	Passport Services Expenses	1,511	2,340	2,210	2,853	3,000	790	
8130	Economic Development Authority	247	2,017	15,958	1,162	2,855	(13,103)	
8500	Remediation of Blighted Structures	0	18,574	15,000	1,440	10,000	(5,000)	
	Total Community Development	402,920	441,102	513,151	416,086	487,654	(25,497)	-5.0%
	Miscellaneous							
9102	General Fund Nondepartmental	647,274	696,445	973,065	883,943	946,526	(26,539)	
	Total Miscellaneous	647,274	696,445	973,065	883,943	946,526	(26,539)	-2.7%
	TOTAL GENERAL FUND EXPENSES	5,734,954	7,013,890	6,893,538	6,503,446	7,439,081	545,543	7.9%

Total General Fund Revenues	6,325,931	7,313,580	6,893,445	6,950,292	7,439,081
Surplus/(Deficit)	590,978	299,690	(93)	446,846	(0)

7.9%

MAYOR & COUNCIL
ACCT. 01-1101

The Town Council of Rocky Mount is the legislative policy making body of the Town government. The Council is composed of six members, elected at large, every two years in four year staggered terms. The Mayor is the chief presiding officer of Town Council and is elected separately by the citizens, and serves a term of four years.

The responsibilities of the Town Council include:

- Enacting ordinances, resolutions and orders necessary for the proper governing of the Town's affairs;
- Reviews and adopts the annual budget;
- Appoints citizens to serve on various boards and commissions and reviews and decides on recommendations from these bodies;
- Appoints a Town Manager, Town Attorney, Town Clerk and Fire Marshall to serve at the pleasure of Council;
- Establishes policies and procedures to promote the general welfare of the Town and the health and safety of its residents;
- Represents the Town at official functions; and
- Other duties and responsibilities as authorized in the Town Charter and Code.

The Rocky Mount Town Council currently meets the second Monday of each month at 7:00 p.m. in public session, although the dates and time for regularly monthly meetings may be changed by resolution. The Council may choose to hold formal work sessions or special meetings as it deems necessary at other times during the month with adequate public notification.

Funds are allocated for pay of Council members for regular monthly meetings and special meetings as needed. Current rates for members are:

	<u>Mayor</u>	<u>Council</u>
Regular Monthly Meetings	\$450	\$250
Special Council Meetings	75	75
Special Planning Retreat	450	250
Initial Budget Work Session	450	250
Reorganization Meeting	450	250
Follow-up Budget Work Sessions	75	75
WPPDC Meetings **	50	50
RVARPC	50	50
Committee Meetings	0	0
Training Seminars/Conferences	50	50

** Includes citizen representative to WPPDC

Council members are paid a monthly stipend regardless of attendance to regular meetings, but only paid for attendance to other meetings. They receive no compensation for committee meetings. The Town Clerk receives a \$150 per month stipend for attending, recording, and submitting minutes of the Town

Council meetings. Other stipends are paid to Town representatives who attend the West Piedmont Planning District Commission and to the Roanoke Valley-Alleghany Regional Planning Commission.

The Town has memberships in the Virginia Municipal League, West Piedmont Planning District Commission, Roanoke Valley-Alleghany Regional Planning Commission, Virginia Institute of Government, and the Virginia Municipal Clerks Association.

Miscellaneous community outreach provides for various acknowledgments including illnesses, funerals, and employment milestones like years of service events and retirements. Funds are also provided for the annual employee Christmas dinner.

1101 MAYOR & COUNCIL		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1004	Wages - Contractual	1,750	2,050	2,200	2,050	2,200	0
1005	Wages - Elected Officials	27,300	29,925	30,450	28,425	30,450	0
2001	FICA	2,291	2,408	2,498	2,331	2,498	0
2002	Retirement/Life Insurance	279	318	341	318	379	38
3000	Contractual Services	1,443	2,552	2,704	2,038	2,740	36
3600	Advertising	1,120	1,489	1,325	1,207	1,250	(75)
3700	Printing & Binding	2,129	2,006	2,200	2,050	2,200	0
3800	Postage & Delivery Services	115	117	115	102	115	0
5200	Communications	3,361	3,409	3,561	3,131	3,561	0
5500	Travel & Training/Education	3,693	1,814	3,500	2,260	3,200	(300)
5501	Meeting Expenses	909	752	850	665	700	(150)
5502	Stipends - WPPD	550	650	900	550	900	0
5650	Dues & Professional Memberships	9,919	10,219	10,488	10,673	10,588	100
5700	Books & Subscriptions	0	0	100	0	60	(40)
5800	Miscellaneous Community Outreach	14,049	10,753	14,000	12,861	13,200	(800)
6001	Office Supplies	2,480	1,919	3,000	2,768	2,870	(130)
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	2,096	395	600	0	400	(200)
7007	Audio & Video Equipment	0	1,178	0	0	0	0
	TOTAL	73,482	71,955	78,832	71,429	77,311	(1,521)

-1.93%

**TOWN MANAGER
ACCT. 01-1202**

The Town Manager serves as the chief administrative officer of the Town of Rocky Mount. The Town Manager is appointed by the Town Council and serves at their pleasure. He is responsible for the planning, organizing, directing and evaluation of the activities of all departments, through the supervision of department heads under his authority. The Town Manager is responsible for carrying out the policies and directives of the Town Council.

In performing these duties, the Manager interprets and implements policy determined by Council; oversees the enforcement of all laws and ordinances; appoints, directs, and evaluates all department heads and employees on the basis of merit and job performance; oversees and recommends annual operating and capital budgets; prepares agenda materials for meetings; keeps the Council advised of present financial conditions and future needs of the government through regular reports to Council; represents the Town in daily routine relations with the public, the media, other governmental entities, and private agencies; serves on various boards and committees; and other duties as may be described by the Town Charter or required of him by ordinance or mandate of the Council.

Personnel costs in this account are for the Town Manager, Executive Assistant, and Receptionist. The Receptionist position is part-time. This account also funds operating costs related to this office.

Anticipated travel for Town Manager may include: the Virginia Municipal League Annual Conference; VML Conference for Newly Elected Officials, Virginia Local Government Management Association Conferences; VML Town Section Meetings, VML Policy Committee meetings; Virginia Rural Water Association Annual Conference, Virginia Economic Development Association annual meeting, ICMA conferences, and various other training opportunities as available.

Dues are for professional memberships for the Town Manager for International City/County Management Association; Virginia Local Government Management Association; Virginia Economic Development Association and the Virginia Municipal League.

1202 TOWN MANAGER		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	133,752	134,815	138,737	132,441	145,761	7,024
1002	Wages - Part Time	9,096	20,821	22,995	16,092	21,136	(1,859)
1003	Wages - Overtime	0	277	0	0	0	0
2000	Mgr's Disability Insurance	792	792	792	792	792	0
2001	FICA	10,382	11,300	12,355	10,136	12,768	413
2002	Retirement/Life Insurance	21,445	21,118	21,518	21,081	25,115	3,597
2005	Medical/Dental Insurance	23,478	23,611	30,284	29,284	30,932	648
2011	Workers' Compensation Insurance	150	207	97	95	32	(65)
2103	Employment Physicals / Testing	244	0	140	176	180	40
3000	Contractual Services	24,829	10,045	1,294	6,378	1,340	46
3600	Advertising	455	771	0	1,176	400	400
3700	Printing & Binding	0	0	40	0	40	0
3800	Postage & Delivery Services	314	109	140	140	140	0
5155	Motor Fuel	223	614	500	500	500	0
5157	Motor Vehicle Expense	253	837	275	396	400	125
5200	Communications	5,758	5,957	5,868	5,585	5,868	0
5500	Travel & Training/Education	9,512	8,193	6,900	8,384	9,000	2,100
5650	Dues & Professional Memberships	1,123	1,135	1,100	1,225	1,235	135
5700	Books & Subscriptions	696	1,846	704	530	600	(104)
6001	Office Supplies	4,902	9,203	6,000	6,924	7,000	1,000
7002	Furniture & Fixtures	2,099	1,969	0	0	0	0
7003	Data Processing Equipment	1,703	3,227	1,500	1,500	1,500	0
	TOTAL	251,214	256,846	251,240	242,834	264,739	13,500

5.37%

**TOWN ATTORNEY
ACCT. 01-1204**

The Town Attorney is appointed by the Town Council and serves at their pleasure. He is responsible for representing the Council and staff in all legal matters concerning the Town. The Town Attorney prosecutes all violations of the Town Code for misdemeanor offenses. He is required to attend all regular and special meetings of Town Council, Planning Commission, and Board of Zoning Appeals and prepares all ordinances, contracts, deeds, property matters, bonds, and other official documents of legal matters for the Town. The Town Attorney is paid a monthly stipend (currently \$1,750 but proposed at \$1,837) as a retainer for his services, plus additional fees for legal work outside his regular duties.

The proposed budget includes legal fees in connection with special outside legal services provided by either the Town Attorney or other professional services related to legal actions, such as surveying for deeds, special legal counsel, property recordation charges, and prosecuting Town Code offenses.

1204 TOWN ATTORNEY		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	6,300	254	5,000	2,595	5,000	0
3100	Retainer	18,600	21,000	21,000	21,000	22,044	1,044
3150	Professional Legal Services	6,665	4,156	10,000	7,841	10,000	0
5500	Travel & Training	0	37	100	0	100	0
5650	Dues & Professional Membership	240	240	250	250	260	10
5700	Books and Subscriptions	392	336	395	340	395	0
5800	Miscellaneous	0	0	0	0	0	0
	TOTAL	32,196	26,023	36,745	32,026	37,799	1,054

2.87%

retainer from \$1750 to \$1837/mo.

**FINANCE DEPARTMENT
ACCT. 01-1213**

The Finance Director serves as the chief financial officer of the Town of Rocky Mount. She is responsible for maintaining accurate financial data in accordance with generally accepted accounting principals. The Finance Director also acts as the Town Treasurer. The responsibilities of the staff of the Finance Department include receiving all revenues, maintaining a chart of accounts and general ledger, properly coding all expenditures and revenues to the applicable account codes, processing payroll, human resource management, administration of employee benefits, risk management, procurement, accounts receivable, accounts payable, investments and cash management, coordinating an annual independent audit, maintaining an accountability of general fixed assets, and providing monthly financial reports to Town Council, the Town Manager, and all department heads.

The Finance Department includes the Finance Director, Assistant Finance Director, Accounting Technician, and two Account Clerks. The Assistant Finance Director handles human resources management, fringe benefits administration, general liability insurance, and risk management. The Accounting Technician processes payroll, accounts payable, coordinates procurement, and administers accounts receivable. The two account clerks serve primarily as customer service representatives, cash collectors, utility billers, and clerical support.

To more accurately reflect services provided by the Finance Department and its staff to the Utility Fund, only 75% of the salaries and fringe benefit costs for the Finance Director, the Assistant Finance Director, and the Accounting Technician are appropriated to this account, and only 50% of the salaries and fringe benefits for the two Account Clerk positions are budgeted here in the General Fund. The remainder of these costs has been allocated to the Utility Fund under an account entitled Utility Billing (02.6200). In addition, the Finance Department account only reflects 75% of the costs for all contractual services and office supplies needed to support the Finance Department, with the Utility Fund budgeting the remaining 25%.

Contractual services include financial software maintenance, auditing services, AS/400 mainframe maintenance, financial hardware maintenance, direct deposit banking services, credit card processing fees, postage machine leasing, security maintenance, and miscellaneous office equipment maintenance. Only 75% of these costs are budgeted in the Finance Department account, with the remaining 25% in the Utility Billing account.

Printing & Binding costs include printing personal property and real estate tax tickets, business license decals, cigarette tax stamps, checks, and envelopes.

Possible training opportunities for professional development may include expenses for training sessions and professional seminars sponsored by the Treasurers' Association of Virginia, Virginia Government Finance Officers Association, Virginia Society of Certified Public Accountants, Virginia Municipal League Insurance Programs, Virginia Association of Human Resource Management, Virginia Association of Government Purchasers, and various miscellaneous training providers in the fields of accounting, bookkeeping, insurance, personnel, computer information services, and procurement.

1213 FINANCE DEPARTMENT		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	150,924	167,382	168,592	165,909	174,216	5,624
1003	Overtime	65	192	0	23	0	0
2001	FICA	11,278	12,118	12,897	11,570	13,328	431
2002	Retirement/Life Insurance	24,204	25,805	26,245	25,084	30,270	4,025
2005	Medical/Dental Insurance	23,642	25,519	33,196	47,076	36,149	2,953
2008	ICMA -1% employer contribution	0	169	221	303	411	190
2011	Workers' Compensation Insurance	179	155	101	99	34	(67)
2103	Employment Physicals	274	22	0	159	160	160
3000	Contractual Services	71,631	62,595	68,500	67,834	102,200	33,700
3600	Advertising	355	242	650	1,299	320	(330)
3700	Printing & Binding	7,592	10,801	7,750	10,013	10,200	2,450
3800	Postage & Delivery Services	8,129	5,250	6,700	4,451	5,200	(1,500)
4603	Credit Card Transaction Fees	2,436	3,537	3,250	4,694	4,850	1,600
5200	Communications	5,329	5,797	6,200	5,752	7,306	1,106
5500	Travel & Training/Education	3,715	6,203	5,500	5,714	6,400	900
5650	Dues & Professional Memberships	1,524	1,046	1,470	859	1,254	(216)
5700	Books & Subscriptions	115	232	115	0	115	0
5800	Miscellaneous	11	(4)	0	0	0	0
6001	Office Supplies	8,362	7,220	8,900	7,142	7,500	(1,400)
7002	Furniture & Fixtures	0	0	0	253	700	700
7003	Data Processing	470	573	3,000	1,164	0	(3,000)
7003	Data Processing (software)	0	0	0	0	345,000	345,000
	TOTAL	320,235	334,854	353,287	359,399	745,613	392,326

111.05%

**BOARD OF ELECTIONS
ACCT. 01-1301**

This account provides costs for poll workers and other costs of the Franklin County Registrar's Office in connection to local May municipal elections.

Regular bi-annual elections for three (3) Town Council seats will be held in May 2018. The election of Mayor will be held in May 2018. The next election for the remaining three (3) Council seats will be in May 2020.

1301 ELECTORAL BOARD		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	2,645	0	2,900	2,900	0	(2,900)
3700	Printing & Binding	0	0	0	0	0	0
	TOTAL	2,645	0	2,900	2,900	0	(2,900)

-100.00%

**POLICE DEPARTMENT
ACCT. 01-3101**

The Rocky Mount Police Department roster for this fiscal year will be made up of 22 full-time sworn officers including one (1) Chief of Police, one (1) Investigations Lieutenant, one (1) Patrol Lieutenant, four (4) Patrol Sergeants, one (1) Investigations Sergeant, eleven (11) Police Officers, one (1) Investigator, one (1) part-time Community Resource Officer, and one (1) full-time School Resource Officer. Personnel also include one (1) civilian Records Manager, one (1) civilian Records Clerk / Receptionist, and three (3) part-time sworn Officers.

The Police Department is responsible for patrol duties throughout the corporate limits, working with citizens in neighborhood watch programs, investigations of criminal activities, arresting criminal offenders, providing testimony in criminal trials, issuing citations, code enforcement, parking enforcement on public streets and parking lots, traffic control and signalization, education and crime prevention, and other matters related to public safety. The Police Department also assists other area law enforcement agencies by participating in truancy prevention and intervention programs with the Franklin County Public Schools, participation in a regional drug task force and Special Weapons and Tactics Team (S.W.A.T.) with the Franklin County Sheriff's Office, and various safety and crime prevention programs with the Virginia State Police. The Rocky Mount Police Department is devoted to the concept of community policing and encourages its officers to become involved in community activities and creating a forum of trust with our business persons and neighborhood residents. There are four (4) K-9 units.

Overtime funds are used to pay for overtime beyond 160 hours in a 28 day pay cycle for law enforcement officers. The work shift schedule for uniformed officers is 88 hours for a two week period. This does not include off duty court appearances, special work or many other routine needs for extra hours. Aside from town general funds, other overtime may be covered by various mini-grants that the department is fortunate to receive during the year. Each sworn officer receives \$35 or \$65 per month for cell phones and \$50 per month as a clothing cleaning allowance. Plain clothes officers receive \$400 per year as a clothing purchase allowance.

Contractual expenses include the incident report software maintenance, investigative internet maintenance, and office equipment maintenance.

Various capital needs for police work are also funded in this account.

3101 POLICE DEPARTMENT		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	973,154	1,013,252	1,063,130	1,070,356	1,094,151	31,021
1002	Wages - Part Time	9,650	3,180	21,320	18,552	70,762	49,442
1003	Wages - Overtime	38,002	36,686	37,339	40,962	30,000	(7,339)
1004	Wages - Contractual Services	5,580	5,985	8,010	8,870	8,900	890
1006	Wages - OT Court	5,288	3,602	3,701	4,725	3,900	199
1009	Wages - OT Other	28,735	32,075	30,829	35,269	30,000	(829)
1010	Wages - OT Traffic/DMV Grant	9,902	6,007	0	8,867	0	0
1011	Wages - OT SWAT/Tactical	410	0	750	0	0	(750)
1013	Wages - OT Other Training/Seminars	964	1,544	1,582	102	150	(1,432)
1014	Wages - OT Crisis Intervention	1,050	12,950	12,600	10,850	12,600	0
2001	FICA	78,350	79,941	90,208	75,901	88,055	(2,153)
2002	Retirement/Life Insurance	173,334	157,909	179,585	163,323	186,133	6,547
2005	Medical/Dental Insurance	242,194	222,267	300,495	260,950	289,306	(11,189)
2007	Line of Duty Act premium (22 officers)	9,583	12,932	13,134	15,063	16,193	3,059
2111	Workers' Compensation Insurance	28,123	23,103	26,148	25,321	22,602	(3,546)
2103	Employment Physicals / Testing	585	1,644	1,300	2,282	1,390	90
3000	Contractual Services	17,668	24,633	16,000	14,803	16,000	0
3300	Repairs & Maintenance	618	324	900	381	500	(400)
3600	Advertising	401	665	520	959	600	80
3700	Printing & Binding	789	698	880	880	880	0
3800	Postage & Delivery Services	1,090	481	700	667	700	0
5155	Motor Fuel	35,681	38,679	36,250	38,496	38,900	2,650
5157	Motor Vehicle Expense	22,030	24,895	30,000	31,611	30,000	0
5200	Communications	23,614	27,030	26,236	21,376	24,292	(1,945)
5350	Grant Expenses	0	0	0	0	0	0
5405	Block Grant Expenses	0	0	0	0	0	0
5408	DMV Mini Grant Expenses	5,264	0	0	233	0	0
5410	Community Grant Expenses	64	1,750	1,000	3,220	1,220	220
5411	Asset Forfeiture Expenses	0	178	0	0	0	0
5417	K-9 Unit Expenses	6,033	6,603	9,500	3,586	9,500	0
5418	SWAT/Search Warrant Expenses	0	0	100	0	100	0
5423	"Fresh" Grant Expenses	0	454	0	0	0	0
5445	Uniforms	5,347	4,412	5,700	6,845	5,700	0
5500	Travel & Training/Education	10,025	4,808	9,200	3,015	5,500	(3,700)
5501	Transports & Extraditions	0	0	100	0	100	0
5502	Uniform Stipends	12,400	12,535	12,600	12,700	13,600	1,000
5650	Dues & Professional Memberships	9,260	10,404	10,600	9,355	10,600	0
5700	Books & Subscriptions	0	0	100	0	0	(100)
5800	Miscellaneous	0	0	100	0	0	(100)
6001	Office Supplies	3,022	1,896	2,630	2,295	2,400	(230)
6010	Police Supplies	14,554	38,061	26,377	26,457	26,700	323
7001	Land & Buildings	1,132	750	0	5,507	0	0
7002	Furniture & Fixtures	0	324	0	95	1,000	1,000
7003	Data Processing (mobile data terminals)	60	10,814	9,000	9,883	13,000	4,000
7003	Data Processing (office desktops 5)	0	0	4,000	2,039	4,000	0
7005	Motor Vehicles and Equipment	0	74,592	38,000	67,500	0	(38,000)
7006	Motor Vehicle Lease Expense (yr 1 of 4)	16,879	19,792	19,792	19,792	10,000	(9,792)
7006	Motor Vehicle Lease Expense (truck)	0	0	7,320	7,200	7,300	(20)
7007	Audio & Video Equipment (in-car)	2,446	0	10,000	0	11,000	1,000
7007	Audio & Video Equip (body cameras)	0	7,657	4,000	0	4,000	0
7007	Audio & Video Equip (phone system)	0	0	13,000	7,100	0	(13,000)
7009	Police Equip (new Radios-Co. system)	0	114,950	0	0	0	0
7009	Police Equip (surveillance equipment)	0	8,171	0	0	3,500	3,500
7009	Police Equipment (K-9)	0	0	0	3,500	10,000	10,000
7012	Lease Expense-County Radios	0	0	15,600	15,451	15,452	(148)
	TOTAL	1,793,284	2,048,632	2,100,338	2,056,341	2,120,686	20,348

0.97%

w/o capital = 3.09%

**VOLUNTEER FIRE DEPARTMENT
ACCT. 01-3202**

The Rocky Mount Volunteer Fire Department is authorized by Town Council to have up to 35 volunteer members. The Rocky Mount Fire Department provides fire and emergency services within the corporate limits of town and within a designated first run area in Franklin County.

Officers of the department are paid a monthly stipend for their duties in the department. The officers are elected annually by the members of the department, and must be approved by Town Council. Currently, the monthly stipends are \$600 for the Chief, \$300 for the Assistant Chief, \$200 for the Captain, \$100 for the First Lieutenant, and \$100 for the Second Lieutenant. In addition to overall management of the Fire Department, the Fire Chief also serves the Town in reviewing site plans and acting as Fire Marshal. Volunteers do not receive a salary, but are currently paid a quarterly stipend of \$12.50 for each emergency call answered. The volunteers must also maintain state required training and certification, which must be obtained in their leisure time.

Since its inception, the Rocky Mount Volunteer Fire Department has been supported by community volunteers. The department started as a bucket brigade in the early 1900's and was given its first piece of fire fighting equipment by the Rocky Mount Town Council in 1929.

The department responds to emergency calls from two locations, the main station at 1250 North Main Street (the Emergency Services Building) and the downtown station, located at the intersection of Floyd Avenue and Franklin Street (the Floyd Avenue station).

The department often submits grant requests to FEMA for additional equipment and may purchase additional equipment only upon availability of grant funds. The department applies to various State agencies annually for grants to help fund equipment, supplies, and training.

3202 VOLUNTEER FIRE DEPARTMENT

	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
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2007	Line of Duty Act premium (26 volunteers)	5,056	5,807	6,006	6,813	7,324	1,318
2103	Physicals / Testing	310	503	320	175	175	(145)
3000	Contractual Services	1,593	1,726	1,500	6,393	2,360	860
3300	Repairs & Maintenance	3,158	1,436	3,000	2,615	3,000	0
3600	Advertising	594	0	500	451	500	0
3700	Printing & Binding	105	0	100	0	100	0
3800	Postage & Delivery Services	0	0	30	0	0	(30)
4400	Permits	0	0	100	0	100	0
5155	Motor Fuel	4,734	4,986	4,800	5,822	5,800	1,000
5157	Motor Vehicle Expense	21,501	11,582	11,000	17,210	13,000	2,000
5158	Small Equipment Expense	0	55	100	50	100	0
5200	Communications	2,761	2,700	2,705	3,014	2,705	0
5300	Insurance	13,662	9,980	11,250	9,551	9,694	(1,556)
5409	Purchases - DOFP Grant	0	600	0	4,855	0	0
5410	Purchases - FEMA Grant	0	0	0	0	0	0
5445	Uniforms	7,670	3,832	11,000	2,986	10,000	(1,000)
5500	Travel & Training/Education	0	0	100	0	100	0
5502	Stipends	47,100	57,310	67,000	64,725	67,000	0
5650	Dues & Professional Memberships	100	26	1,350	26	50	(1,300)
5700	Books & Subscriptions	221	0	250	118	150	(100)
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	628	54	260	155	200	(60)
6008	Fire Department Supplies	3,518	682	5,000	492	3,000	(2,000)
7002	Furniture and Fixtures	0	500	0	0	500	500
7003	Data Processing Equipment	679	499	700	0	500	(200)
7004	Machinery & Equipment	0	0	0	0	0	0
7005	Motor Vehicles	0	0	0	0	0	0
7007	Audio & Video Equipment (thermal camera)	0	0	0			0
7007	Audio & Video Equipment (training projector)	0	5,017	0			0
7007	Audio & Video Equipment (wireless pagers)	0	0	0	3,857	0	0
7008	Fire Equipment (tools)	6,451	0	30,000	0	31,000	1,000
7008	Fire Equipment (new Radios-Co. system)	0	22,348	0	0	0	0
7008	Fire Equipment (rapid intervention team pack)	0	0	5,000	0	0	(5,000)
7008	Fire Equipment (QRAE II gas detectors 4)	0	0	3,200	3,950	0	(3,200)
7008	Fire Equipment (portable scene lights 2)	0	0	1,600	1,364	0	(1,600)
7008	Fire Equipment (bettery positive pressure fan)	0	0	0	0	5,200	5,200
7012	Subscription Service-Public Safety Radios(15)	0	0	6,000	1,545	1,545	(4,455)
7020	Acquisitions - Grant Funded	0	0	0	0	0	0
7105	Safety Equipment (SCBA bottles)	0	0	7,000	7,000	7,000	0
7221	Fire Truck	0	0	0	0	0	0
	TOTAL	119,840	129,643	179,871	143,165	171,104	(8,767)

-4.87%

**PUBLIC WORKS ADMINISTRATION
ACCT. 01-4100**

The Public Works Department is currently made up of sixteen (16) full-time employees. The Public Works Department is responsible for maintaining streets, traffic signals and signs, water distribution, wastewater collection, meter reading, sidewalks, storm water management, buildings and grounds maintenance, cemetery and parks and grounds keeping, public rights-of-way maintenance, street cleaning and refuse collection. This department provides all maintenance services within the current corporate limits, as well as responsibility for utility lines throughout the service area.

This account provides for the charging of expenses related to the overall administration of the Public Works Department. The department is made up of one (1) Public Works Superintendent, one (1) Mechanic, one (1) Foreman, three (3) Maintenance III workers, three (3) Maintenance II workers, three (3) Maintenance I workers, one (1) Grounds Maintenance II worker, two (2) Grounds Maintenance I workers, and one (1) Utility Service Technician. The vacant Public Facilities Director position has been eliminated. A new full-time Landscape Technician position has been proposed this year. Three part-time summergrounds positions are also proposed.

The Public Works Superintendent's personnel costs are split 70% Public Works Administration, 15% Water Distribution, and 15% Sewer Collection. The personnel costs of the employees of the Public Works Department is distributed as a percentage through the various accounts listed below associated with this department based on historical trend. Actual time spent in each activity is recorded on bi-weekly time sheets to charge each account appropriately. The Town provides up to \$155 for steel toed boots per employee.

The wage and fringe benefit costs for the Public Works Department employees are allocated as follows:

Street Lighting	1.00%
Traffic Control	2.00%
Street Maintenance	53.00%
Sidewalks, Curbs, & Gutters	1.00%
Street Cleaning	0.50%
Refuse Collection	13.00%
Snow Removal	1.00%
Cemetery Maintenance	2.00%
Parks Maintenance	5.00%
Citizens Square	1.00%
Community & Hospitality Center	0.50%
Water Distribution System	8.00%
Meter Reading	4.00%
Sewer Collection System	<u>8.00%</u>
Total Public Works Labor	100.00%

**PUBLIC WORKS
4100 ADMINISTRATION**

	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001 Wages - Full Time	0	72,093	65,227	63,006	52,087	(13,140)
1002 Wages - Part Time	0	10,636	0	0	0	0
1003 Wages - Overtime	0	0	0	0	0	0
2001 FICA	179	7,211	4,990	6,538	3,985	(1,005)
2002 Retirement/Life Insurance	392	11,365	10,508	13,250	9,350	(1,158)
2005 Medical/Dental Insurance	0	8,269	10,615	8,346	5,551	(5,064)
2008 ICMA - 1% employer contribution	0	647	652	910	521	(131)
2011 Workers' Compensation Insurance	0	0	3,711	3,626	2,587	(1,124)
2103 Employment Testing	381	515	340	0	0	(340)
3000 Contractual Services	245	572	500	363	500	0
3600 Advertising	1,267	133	100	0	0	(100)
3700 Printing & Binding	0	0	40	0	30	(10)
3800 Postage & Delivery Services	0	13	8	14	14	6
4400 Permits, Licenses, and Fees	0	32	0	96	128	128
5200 Communications	2,460	3,072	3,816	3,298	5,136	1,320
5445 Uniforms	7,970	12,568	10,280	11,327	10,800	520
5500 Travel & Training	0	141	250	0	2,000	1,750
5650 Dues & Memberships	0	102	0	210	250	250
5700 Books & Subscriptions	0	603	410	893	900	490
6001 Office Supplies	134	799	275	388	400	125
7002 Furniture & Fixtures	0	0	0	0	0	0
7003 Data Processing	0	1,290	0	1,005	0	0
TOTAL	13,029	130,061	111,722	113,270	94,237	(17,485)

-15.65%

**STREET LIGHTING
ACCT. 01-4104**

The Public Works Department is responsible for maintaining all street lights along public streets within the Town.

The Town has been attempting to provide adequate street lighting throughout the corporate limits to improve public safety and discourage criminal activity. Decorative street lamps are used in the Town's business districts.

Approximately one percent (1.00%) of all Public Works full-time labor is allocated to this account.

4104 STREET LIGHTING		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	4,190	2,141	2,645	357	5,533	2,888
1003	Wages - Overtime	57	0	0	0	0	0
2001	FICA	319	153	202	27	423	221
2002	Retirement/Life Insurance	676	331	413	55	960	547
2005	Medical/Dental Insurance	1,818	1,018	761	0	1,727	966
2008	ICMA - 1% employer contribution	0	2	0	4	55	55
2011	Workers Compensation	230	261	162	158	288	126
3000	Contractual Services	1,654	0	4,000	0	0	(4,000)
3300	Repairs & Maintenance	0	243	450	0	450	0
5100	Utilities	104,696	105,734	102,000	95,131	102,000	0
6016	Materials & Supplies	422	1,122	2,000	326	2,000	0
	TOTAL	114,062	111,004	112,633	96,059	113,436	803

0.71%

**PARKING & TRAFFIC CONTROL
ACCT. 01-4107**

The Public Works Department is responsible for maintaining all traffic signals and signs, as well as the marking of road lanes and painting of parking restrictive markings on curbs in the central and uptown business districts. The Police Department is responsible for the signalization of the traffic signals to ensure the safety of drivers.

This account will be responsible for costs associated with maintenance of public lots and on-street parking spaces. Also, costs for maintaining traffic signals and traffic signs are included in this account. Approximately 2.0% of all Public Works full-time labor is allocated to this account.

4107 PARKING & TRAFFIC CONTROL		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	9,753	20,853	10,582	7,857	11,066	484
1003	Wages - Overtime	109	353	0	0	0	0
2001	FICA	711	1,554	810	590	847	37
2002	Retirement/Life Insurance	1,563	3,196	1,652	1,222	1,920	268
2005	Medical/Dental Insurance	1,230	7,130	3,045	2,670	3,454	409
2008	ICMA - 1% employer contribution	1	16	11	56	111	100
2011	Workers Compensation Insurance	952	697	649	634	576	(73)
3000	Contractual Services	50,988	22,715	20,000	19,929	22,000	2,000
3300	Repairs & Maintenance	1,600	1,663	1,700	0	1,700	0
5100	Utilities	10,542	11,621	11,100	10,334	11,100	0
5155	Motor Fuel	392	623	450	714	715	265
5157	Motor Vehicle Expense	202	1,432	500	484	500	0
5158	Small Equipment Expenses	266	0	300	0	0	(300)
5200	Communications	0	724	0	2,874	3,144	3,144
5500	Travel and Training	0	0	0	0	0	0
6007	Materials and Supplies	8,187	14,327	9,000	11,656	12,700	3,700
7000	Wayfinding Signs	0	60,615	0	0	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
7010	Infrastructure (asphalt rejuvenation)	0	0	0	0	16,200	16,200
7107	Traffic Signals	0	33,995	17,200	19,721	20,000	2,800
7107	Floyd / Franklin Intersection (VDOT grant)	0	0	600,000	0	0	(600,000)
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	86,494	181,514	676,999	78,739	106,033	(570,966)

-84.34%

**STREET MAINTENANCE
ACCT. 01-4108**

This account includes costs related to the maintenance of public streets and rights-of-ways within the corporate limits. The Commonwealth of Virginia provides funding to the Town to maintain arterial and collector streets within the Urban Highway System, based upon lane miles. 53.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

Funds have been allocated to provide routine maintenance on public streets as required by the Virginia Department of Transportation. This account also provides funds for maintenance of rights-of-ways and striping of highways. Major road construction or reconstruction is usually funded by VDOT and outside contractors in the 6-year plan with the Town providing a small percentage of funding.

4108 STREET MAINTENANCE		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	302,903	262,935	277,776	259,207	293,247	15,471
1001	Wages - Full Time (landscape tech)	0	0	0	0	56,711	56,711
1002	Wages - Part Time	0	0	0	0	28,651	28,651
1003	Wages - Overtime	1,658	2,656	2,000	4,282	2,000	0
2001	FICA	23,302	19,531	21,403	18,060	22,586	1,183
2002	Retirement/Life Insurance	48,515	34,439	43,352	41,613	51,179	7,827
2005	Medical/Dental Insurance	59,424	64,733	79,934	69,284	91,541	11,607
2008	ICMA - 1% employer contribution	28	251	278	798	2,932	2,655
2011	Workers' Compensation Insurance	20,007	18,473	17,033	16,337	15,252	(1,781)
3000	Contractual Services	618,175	311,748	406,996	493,922	450,000	43,004
3000	Contractual (VDOT repayment)	0	0	0	18,004	0	0
3300	Repairs & Maintenance	0	6,073	0	2,128	2,500	2,500
3600	Advertising	263	242	285	130	150	(135)
4400	Permits, Licenses and Fees	0	1,528	750	800	800	50
5155	Motor Fuel	13,195	17,491	17,304	21,707	22,100	4,796
5157	Motor Vehicle Expense	23,725	25,338	20,000	23,152	24,700	4,700
5158	Small Equipment Expense	3,323	2,827	6,100	4,304	6,100	0
5500	Travel & Training	0	111	100	150	500	400
5800	Miscellaneous	0	0	100	0	0	(100)
6003	Agricultural Supplies	274	349	650	350	400	(250)
6014	Chemicals & Materials	2,966	1,565	3,800	1,356	1,500	(2,300)
6016	Materials and Supplies	35,155	29,274	32,000	37,712	35,000	3,000
7004	Machinery & Equipment - mowers	700	11,941	1,500	1,500	1,500	0
7004	Machinery & Equip - light tower used	0	0	7,000	3,900	0	(7,000)
7004	Machinery & Equip - dump trailer	0	0	0	4,700	0	0
7005	Vehicles	0	34,096	0	52,620	0	0
7006	Construction Vehicles and Equip	3,125	74,306	0	0	0	0
7007	Audio and Video Equipment	0	663	0	0	0	0
7010	Infrastructure	0	9,620	0	0	0	0
7010	Infrast-Angle Bridge (bond proceeds)	0	0	0	40,799	100,000	100,000
7010	Infrast-Angle Bridge (VDOT share)	0	0	0	0	600,000	600,000
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	1,156,738	930,191	938,360	1,116,817	1,809,349	870,989
	without capital	1,152,913	799,565	929,860	1,013,297	1,107,849	177,989

19.14%
w/o capital 19.14%

SIDEWALKS, CURBS & GUTTERS
ACCT. 01-4109

The Public Works Department is responsible for the maintenance of sidewalks, curbs, and gutters within the corporate limits. The maintenance costs on arterial and collector streets are funded by the Virginia Department of Transportation through their Urban Highway System. Approximately 1.0% of the Public Works labor budget is included here. This account is used to record labor, equipment and materials used in the maintenance of existing infrastructure or for minor construction or repair of such facilities. Sidewalk repair projects outsourced by the Town are in the capital outlay line item.

4109 SIDEWALKS, CURBS & GUTTERS		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	5,306	0	5,291	4,412	5,533	242
1003	Wages - Overtime	11	0	0	0	0	0
2001	FICA	390	0	405	319	423	18
2002	Retirement/Life Insurance	846	0	826	681	960	134
2005	Medical/Dental Insurance	1,647	0	1,523	1,881	1,727	204
2008	ICMA - 1% Employer Contribution	1	0	0	6	25	25
2011	Workers' Compensation Insurance	381	1,046	324	317	288	(36)
3000	Contractual Services	0	0	0	0	0	0
5158	Small Equipment Expenses	0	0	0	0	0	0
5500	Travel and Training	0	0	0	0	0	0
5800	Miscellaneous	0	0	0	0	0	0
6016	Materials and Supplies	4,748	3	2,500	4,095	2,500	0
7000	Capital Outlay (CIP)						
	40 E sidewalks & crosswalk	97,166	0	0	0	0	0
	Scuffling Hill curb, gutter, drainage sidewalk - Floyd to Dent	68,378	7,685	0	0	0	0
	drainage prelim eng-Bernard Rd sidewalk maintenance	0	0	0	0	0	0
	manhole leveling system	908	15,000	0	0	0	0
		0	38,225	40,000	40,000	40,000	0
		0	0	0	0	0	0
7004	Machinery & Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	179,782	61,959	50,869	51,711	51,456	587

1.15%

**STREET CLEANING
ACCT. 01-4202**

The Public Works Department is responsible for keeping all public streets clean and clear of debris. Streets are cleaned using the street sweeper machine on a regular basis.

Presently, the Public Works Department cleans main arterial streets weekly and residential and collector streets bi-weekly, except during the autumn months when leaves may damage the equipment. .50% of all Public Works Department full-time personnel and fringe benefits are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

4202 STREET CLEANING		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	10,176	1,789	10,582	3,723	2,766	(7,816)
1003	Wages - Overtime	473	73	0	0	0	0
2001	FICA	813	138	810	278	212	(598)
2002	Retirement/Life Insurance	1,696	289	1,652	573	480	(1,172)
2005	Medical/Dental Insurance	2,062	703	3,045	1,021	864	(2,181)
2011	Workers' Compensation Insurance	763	0	649	634	144	(505)
3300	Repairs and Maintenance	1,020	0	1,000	0	1,000	0
5155	Motor Fuel	1,283	737	650	808	800	150
5157	Motor Vehicle Expense	487	339	1,000	633	1,000	0
5158	Small Equipment Expense	37	0	0	0	0	0
6016	Materials and Supplies	0	0	0	105	120	120
	TOTAL	18,811	4,067	19,388	7,776	7,386	(12,002)

-61.90%

**REFUSE COLLECTION
ACCT. 01-4203**

This account includes costs related to the collection and disposal of residential garbage. The Town currently imposes a mandatory collection fee of \$4.98 per month to residential customers throughout the corporate limits. One dollar (\$1.00) goes to the Utility Capital Fund to accumulate funds for the future purchase of refuse collection equipment. Three dollars and 98 cents (\$3.98) will remain in the general fund to support the refuse collection service to Town customers. Non-bulk commercial service is currently charged at a rate of \$10.00 per month for bagged refuse.

To provide refuse collection service to our customers, Town crews must operate sanitation routes two and one-half days per week (Tuesdays, Wednesdays, and one-half day on Thursdays). Large item pick-up is provided to residential garbage customers on the first Monday of every month at no additional cost to the citizen. Seasonal leaf collection and Christmas tree removal is also provided at no additional cost to the citizen. A Town dump truck is provided for a \$10 fee to residents up to four times per year to assist in keeping the Town tidy.

Estimated Public Works full-time labor and fringe benefits have been set at 13.0% for budget purposes, although actual time spent will be used to code salaries and fringe benefits.

4203 REFUSE COLLECTION		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	96,998	60,401	89,947	67,455	71,929	(18,018)
1003	Wages - Overtime	1,062	133	600	725	750	150
2001	FICA	7,412	4,628	6,927	5,117	5,560	(1,367)
2002	Retirement/Life Insurance	15,349	9,612	14,038	10,316	12,604	(1,434)
2005	Medical/Dental Insurance	19,534	12,048	25,883	14,904	22,566	(3,318)
2008	ICMA - 1% employer contribution	72	400	905	340	360	(545)
2011	Workers' Compensation Insurance	6,478	5,838	5,515	5,389	3,741	(1,774)
3000	Contractual Services	0	268	536	270	280	(256)
3600	Advertising	373	224	700	824	700	0
3700	Printing & Binding	975	0	500	0	0	(500)
3800	Postage	0	0	0	0	0	0
5155	Motor Fuel	4,723	5,999	7,000	6,941	7,500	500
5157	Motor Vehicle Expense	16,850	4,883	6,000	2,552	5,000	(1,000)
5158	Small Equipment Expense	27	0	0	0	0	0
6017	Materials and Supplies	961	1,120	1,200	1,263	1,450	250
7004	Machinery & Equipment	0	0	0	0	0	0
7004	Replace chipper	0	0	0	35,204	0	0
	TOTAL	198,673	105,554	159,751	151,299	132,440	(27,312)

-17.10%

Waste Collection Fees	93,420	93,563	90,792	93,582	93,592
Variance	(105,253)	(11,991)	(68,959)	(57,717)	(38,848)

**SNOW REMOVAL
ACCT. 01-4204**

The Public Works Department is responsible for snow removal and clean-up from storms to keep streets clean and passable. Activity directly related to clearing streets during inclement winter weather is tracked in this account.

A figure of 1.0% of all Public Works labor and fringe benefit costs are included in anticipation of services needed to perform this work. Only actual time spent on snow removal will be coded to this account when incurred.

**MUNICIPAL BUILDING MAINTENANCE
ACCT. 01-4304**

This account includes the cost of custodial and maintenance work on the Rocky Mount Municipal Building and grounds. Services of the Public Works Department are used as needed in the maintenance of the grounds and minor repair work on the Municipal Building.

Contractual services include cleaning services, HVAC maintenance, security maintenance, web design, and pest control. Funds in the contractual line item are also used for repairs and maintenance such as to the automatic doors, security systems, carpeting, painting, signage, awning, and roof repairs.

A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

**MUNICIPAL BUILDING
4304 MAINTENANCE**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,231	3,188	0	1,687	0	0
1003	Wages - Overtime	0	0	0	13	0	0
2001	FICA	94	242	0	126	0	0
2002	Retirement/Life Insurance	196	477	0	260	0	0
2005	Medical/Dental Insurance	421	537	0	224	0	0
2008	ICMA - 1% employer contribution	0	5	0	5	0	0
3000	Contractual Services	31,842	15,178	28,500	14,056	14,395	(14,105)
3300	Repairs & Maintenance	971	1,298	1,500	747	1,500	0
3600	Advertising	399	121	0	0	0	0
5100	Utilities	28,179	21,515	24,000	21,912	22,020	(1,980)
5200	Communications	3,480	4,080	4,200	3,849	4,200	0
6002	Materials and Supplies	2,220	1,248	1,800	1,849	1,875	75
6003	Agricultural Supplies	70	348	270	250	270	0
6005	Janitorial Supplies	1,876	1,722	2,000	1,725	1,820	(180)
7001	Land & Buildings (HVAC)	26,152	61,231	0	0	0	0
7001	Land & Buildings (building security	0	10,295	0	67,585	0	0
7001	Land & Buildings (asphalt rejuvenation)	0	0	8,242	8,242	0	(8,242)
7002	Furniture & Fixtures	0	699	0	0	0	0
7003	Data Processing / Technology Improvements	2,007	11,428	1,500	0	0	(1,500)
7007	Audio & Video Equipment	0	0	0	0	0	0
	TOTAL	99,136	133,788	72,012	122,530	46,080	(25,932)

-36.01%

EMERGENCY SERVICES BUILDING MAINTENANCE
ACCT. 01-4305

All costs associated with building maintenance for the Emergency Services Building on North Main Street is in this account, as well as expenses related to the downtown fire station building on Floyd Avenue. Routine maintenance services as needed are provided by Public Works to maintain the Emergency Services Building and the Floyd Avenue fire station.

A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

Contracted services are used to provide routine cleaning, maintenance of the card reader systems, HVAC maintenance, insect control, elevator inspections and maintenance, fuel tank maintenance, and generator maintenance. Funds in the contractual line item also provide for various repairs and maintenance as needed and include flooring, painting, and roof repairs.

EMERGENCY SERVICES
4305 BUILDING MAINTENANCE

		FY 16	FY 17 Actual	FY 18 Budget	FY 18	FY 19	Increase/ (Decrease)
		Actual			Estimated	Proposed	Budget
1001	Wages - Full Time	3,457	2,897	0	1,703	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	258	220	0	126	0	0
2002	Retirement/Life Insurance	550	448	0	262	0	0
2005	Medical/Dental Insurance	470	588	0	189	0	0
2008	ICMA - 1% employer contribution	1	2	0	2	0	0
3000	Contractual Services	16,506	19,090	18,900	20,784	22,157	3,257
3300	Repairs and Maintenance	10,109	3,130	7,500	7,421	7,600	100
5100	Utilities	17,549	16,970	18,200	16,081	16,600	(1,600)
5150	Heating Fuel	5,092	6,423	6,400	9,912	9,500	3,100
5200	Communications	4,233	2,073	3,924	4,479	4,980	1,056
5404	Grant Purchases (security cameras)	0	0	0	3,999	0	0
5424	First Responders Memorial	0	18,255	0	22,750	0	0
6003	Agricultural Supplies	184	43	180	108	70	(110)
6005	Janitorial Supplies	1,422	1,040	1,400	1,279	1,300	(100)
6020	Materials and Supplies	6	459	130	931	518	388
7000	Capital Outlays	0	0	0	0	0	0
7001	Land & Buildings (roof repairs)	19,677	0	0	0	0	0
7001	Land & Buildings(Floyd Ave parking lot)	14,152	0	0	0	0	0
7001	Land & Buildings (Floyd Ave trim, doors, sif	0	0	0	0	5,000	5,000
7001	Land & Buildings (office space & HVAC)	0	19,338	0	0	0	0
7001	Land & Buildings (asphalt rejuvenation)	0	0	5,778	11,780	0	(5,778)
7001	Land & Buildings (impound lot)	0	22,784	0	81,811	0	0
7002	Furniture & Fixtures	0	0	0	0	0	0
	TOTAL	93,666	113,933	62,412	183,617	67,725	5,313

8.51%

PUBLIC WORKS SHOPS MAINTENANCE
ACCT. 01-4306

The Public Works Department is responsible for maintaining its buildings and grounds complex as needed. A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

Contractual services include HVAC and fuel tank maintenance.

PUBLIC WORKS
4306 BUILDING MAINTENANCE

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	0	884	0	2,327	0	0
1003	Overtime	0	0	0	0	0	0
2001	FICA	0	65	0	177	0	0
2002	Retirement/Life Insurance	0	133	0	353	0	0
2005	Medical/Dental Insurance	0	147	0	370	0	0
2008	ICMA - 1% employer contribution	0	7	0	16	0	0
3000	Contractual Services	999	2,298	2,000	4,195	4,287	2,287
3300	Repairs & Maintenance	1,339	41	300	1,723	600	300
5100	Utilities	4,214	5,246	5,927	5,703	6,240	313
5150	Heating Fuel	2,032	2,051	3,000	4,010	4,000	1,000
5200	Communications	3,574	3,808	3,500	3,585	4,127	627
6001	Office Supplies	12	66	100	135	100	0
6003	Agricultural Supplies	285	0	100	50	100	0
6005	Janitorial Supplies	1,615	2,776	2,600	3,627	3,600	1,000
6006	Shop Supplies	805	5,062	2,000	6,901	6,300	4,300
6014	Chemicals & Materials	0	168	0	0	0	0
7001	Land & Buildings (asphalt rejuvenation)	0	0	5,778	0	0	(5,778)
7001	Land & Buildings (ice machine)	0	0	0	2,448	0	0
7003	Data Processing	0	1,548	500	0	0	(500)
7007	Audio Video Equipment	0	1,025	2,500	0	0	(2,500)
	TOTAL	14,876	25,322	28,305	35,619	29,354	1,049

3.71%

CEMETERY MAINTENANCE
ACCT. 01-4307

The Public Works Department maintains High Street Cemetery as a public service to the citizens of Rocky Mount. These services include mowing and landscaping. The Town no longer opens or closes grave sites. 2.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

Funds are provided for fertilizer and other landscaping needs as well as tree trimming or removal as needed.

4307 CEMETERY MAINTENANCE		FY 16			FY 18	FY 19	Increase/ (Decrease)
		Actual	FY 17 Actual	FY 18 Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	9,965	10,442	10,582	8,144	11,066	484
1003	Wages - Overtime	123	201	0	0	0	0
2001	FICA	762	795	810	609	847	37
2002	Retirement/Life Insurance	1,575	1,602	1,652	1,255	1,920	268
2005	Medical/Dental Insurance	2,908	3,064	3,045	2,703	3,454	409
2008	ICMA - 1% employer contribution	4	11	15	14	110	95
2011	Workers' Compensation Insurance	763	697	649	634	576	(73)
3000	Contractual Services	0	10	1,000	10	10	(990)
5155	Motor Fuel	442	658	495	664	600	105
5157	Motor Vehicle Expense	0	0	0	0	0	0
5158	Small Equipment Expense	234	0	600	150	200	(400)
6003	Agricultural Supplies	0	43	350	50	50	(300)
6013	Materials and Supplies	0	0	0	0	0	0
6014	Chemicals & Materials	0	0	0	0	0	0
7004	Machinery and Equipment (excavator)	0	39,067	0	0	0	0
	TOTAL	16,776	56,589	19,198	14,233	18,833	(365)

-1.90%

PARKS & PLAYGROUNDS
ACCT. 01-4308

The Public Works Department maintains Mary Elizabeth Park, Mary Bethune Park, Celeste Park, the Franklin County Veterans' Memorial Park, and jointly maintains Gilley's Park with the Franklin County Parks and Recreation Department. The Town does not have an organized recreation program, relying instead on services provided by the Franklin County Department of Parks and Recreation. Our parks are provided for passive use, utilizing playgrounds, picnic shelters, tennis courts, and roller hockey courts for non-organized play. The Town is also obligated under the terms of the 2000 annexation agreement to develop a playground in or near the Franklin Heights subdivision in the future. Full-time labor costs for Public Works employees' allocated time to maintain the grounds and equipment of these parks is budgeted at 5.0% of total labor and fringe benefits.

Mary Elizabeth Park, located in the center of the historic central business district, and Mary Bethune Park, located on East Street, are available to host special events and other recreational opportunities. Veterans' Park, on South Main Street, serves as a gateway into town. Gilley's Park, located on Trail Drive, provides two ponds for citizens' enjoyment. Celeste Park, on Franklin Street, provides a more natural setting for citizens to explore.

**PARKS & PLAYGROUND
4308 MAINTENANCE**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	16,770	26,850	15,873	28,740	27,665	11,792
1003	Wages - Overtime	5	19	0	59	0	0
2001	FICA	1,264	2,029	1,214	2,154	2,116	902
2002	Retirement/Life Insurance	2,672	4,083	2,477	4,420	4,799	2,322
2005	Medical/Dental Insurance	4,622	3,928	4,568	7,464	8,636	4,068
2008	ICMA - 1% employer contribution	0	45	159	93	140	(19)
2011	Workers' Compensation Insurance	1,143	1,045	973	951	1,439	466
3000	Contractual Services	1,698	3,860	2,400	4,210	3,730	1,330
3300	Repairs & Maintenance	205	2,512	2,000	1,309	1,780	(220)
5100	Utilities	1,318	1,781	2,025	1,778	1,900	(125)
5155	Motor Fuel	389	657	435	634	675	240
5157	Motor Vehicle Expense	0	0	0	0	0	0
5158	Small Equipment Repairs and Purchases	0	0	500	100	100	(400)
6003	Agricultural Supplies	0	415	250	400	400	150
6005	Janitorial Supplies	49	0	0	0	0	0
6013	Recreational Supplies	5,387	2,858	2,000	3,770	3,700	1,700
6014	Chemicals & Materials	0	0	0	0	0	0
7004	Machinery & Equipment	4,435	25,586	8,000	0	0	(8,000)
7010	Infrastructure						0
	Celeste Park (donations \$5,245)	0	0	0	0	0	0
	Gilley's Park	0	0	35,000	48,038	0	(35,000)
	Veterans Memorial Park Stabilization	17,469	1,046,090	0	51,473	0	0
	Repave tennis & hockey courts-Mary Eliz Pa	0	0	0	32,432	0	0
	North Main St public recreation	0	0	0	0	0	0
	Mary Elizabeth Park bathrooms & lighting	0	13,008	0	80,000	0	0
	replace tables, trash cans, grills	0	0	0	0	10,000	10,000
	TOTAL	57,427	1,134,768	77,874	268,025	67,080	(10,794)

-13.86%

PLANNING & ZONING
ACCT. 01-8101

The Planning and Zoning Administrator is responsible for administration of the Town's Zoning Ordinance, Subdivision Ordinance, comprehensive planning, and other matters of the Town Code related to land use issues. She is also the GIS coordinator for the Town. The office is also the staff liaison of the Rocky Mount Planning Commission and the Board of Zoning Appeals. The Planning & Zoning Administrator is assisted by the Planning Technician within the Community Development Department. Together, they share responsibilities for reviewing site plans, issuing sign permits, zoning permits, soil and erosion control, and proper land use planning. The erosion and soil inspection duties are now being conducted by Franklin County. All costs for the Planning & Zoning Administrator and 50% of the Planning Technician's salaries and fringes have been budgeted to this account.

The Planning Technician serves as Clerk for the Planning Commission and Board of Zoning Appeals, attending meetings, recording and transcribing minutes, and handling all public hearing notices.

Funds are allocated for the pay of the Planning Commission members for both regular and special meetings as needed. Rates are based on member certification. The planning chairman receives \$125 per regular meeting if certified or \$100 per regular meeting if not certified. She receives \$25 for each special meeting. The remaining members of the Planning Commission receive \$100 per regular meeting if certified and \$75 per regular meeting if not certified. They also receive \$25 for each special meeting. Members receive pay for the monthly regular meeting regardless of attendance but are only compensated for special meetings if in attendance. The Board of Zoning Appeals members only receive compensation for attendance at their scheduled meetings. The BZA Chairman receives \$100 per meeting if certified or \$75 per meeting if not certified. The remaining members receive \$75 if certified or \$50 if not certified. The Clerk (Planning Technician) receives \$100 per month for attendance and transcription of the Planning Commission meetings, \$25 for any special meetings, and \$100 per Board of Zoning Appeals meetings.

Contractual services include professional consultant reviews of planning and zoning ordinances as needed. Possible training opportunities include costs for Planning Commission members and BZA members to attend state certification courses as well as training costs for staff to attend professional development opportunities. Dues are paid for memberships in various planning, zoning, and economic / community development organizations.

8101 PLANNING & ZONING		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	68,965	69,557	76,910	75,552	63,268	(13,642)
1003	Wages - Overtime	7	13	0	0	0	0
1004	Wages - Contractual Services	1,175	1,200	1,350	1,900	1,500	150
2001	FICA	6,084	6,766	5,884	4,810	4,840	(1,044)
2002	Retirement/Life Insurance	10,962	10,660	12,041	8,091	11,357	(684)
2005	Medical/Dental Insurance	7,611	8,621	11,715	11,722	14,257	2,542
2008	ICMA Retirement Insurance	124	247	254	758	633	379
2011	Workers' Compensation Insurance	657	139	634	620	12	(622)
2103	Employment Physicals / Testing	0	0	0	143	0	0
3000	Contractual Services	16,947	1,178	7,000	520	1,000	(6,000)
3600	Advertising	2,673	1,419	2,500	4,476	5,000	2,500
3700	Printing & Binding	0	0	50	0	0	(50)
3800	Postage & Delivery Services	17	185	70	381	390	320
5155	Motor Fuel	205	0	70	0	50	(20)
5157	Motor Vehicle Expense	0	186	500	10	500	0
5200	Communications	5,764	5,776	5,918	5,423	5,935	17
5445	Uniforms & Clothing	0	0	0	229	0	0
5500	Travel & Training/Education	28	595	1,000	871	1,000	0
5501	Meeting Expenses	547	268	300	49	75	(225)
5502	Stipends	8,030	7,850	8,200	9,140	8,200	0
5650	Dues & Professional Memberships	0	0	500	50	50	(450)
5700	Books & Subscriptions	0	141	0	0	100	100
6001	Office Supplies	5,264	3,496	4,000	3,056	3,500	(500)
7002	Furniture & Fixtures	0	0	0	80	0	0
7003	Data Processing Equipment	0	9,856	1,500	2,732	2,000	500
	TOTAL	135,060	128,153	140,396	130,614	123,667	(16,729)

-11.92%

ECONOMIC & COMMUNITY DEVELOPMENT
ACCT. 01-8102

The Town has been quite active in placing financial support behind projects that have benefited the economic conditions and restored community pride in Rocky Mount. The Town mixes its rural/urban setting with a quiet country charm that is a draw for visitors to the region and encourages civic pride from its citizens and businesses. The Town continues to seek industrial partners for the 69 acres of land owned by the Town adjacent to the Franklin County / Rocky Mount Industrial Park.

The Town also partners with the Franklin County Board of Supervisors, Retail Merchants Association, and the Community Partnership for Revitalization to develop a business marketing and development plan to further promote business opportunities for commercial and retail sectors of the business community. The Town works with neighborhood groups to identify methods to revitalize deteriorating housing and infrastructure in order to encourage new growth in residential housing stock. The Town also coordinates with outside agencies to promote special events and attractions. The Community and Hospitality Center (the DePot) is staffed five days per week, except during the winter, by part-time employees to assist and direct visitors to the community's many cultural opportunities. The multiple award winning Harvester Performance Center, located on Franklin Street in the heart of downtown, and in its fourth year of operation, continues to draw patrons from outside the Town limits who enjoy the many retail, restaurant, and other entertainment opportunities available within the Town limits.

The Assistant Town Manager/Community Development Director heads the department. This position provides administrative and management support to the Town Manager, handles special projects as needed, works with existing small businesses to encourage success and growth, recruits other business and commercial ventures and provides technical assistance to establish operations in Town, coordinates special events and cooperates with other agencies and groups for such community activities, manages grants that may be received by the Town, works with residents and community leaders to better develop neighborhoods and residential living, and generally promotes the Town using our website and business and residential promotion guides.

A Planning Technician provides support to the department and serves as back-up help for telephone and walk-in customer assistance in the Town Manager's Office. She is presently responsible for scheduling reservations at Mary Elizabeth and Mary Bethune parks as well as reservations at the DePot. 50% of her salary is charged to this account with the remaining 50% being charged to the Planning and Zoning budget. The Planning & Zoning Administrator is also under the direction of the ATM/CDD and provides a high level of assistance in various aspects of economic development and growth planning and management.

Contractual services include costs for engineering and outside consulting services for various economic development initiatives as needed during the year. Unanticipated expenses that occur during the year related to economic development are also charged to this account. In economic development, Town Council has been flexible and responsive to various needs that have suddenly appeared to attract business or industry.

Training expenses are for staff to attend professional development seminars and conferences sponsored by the Virginia Economic Development Association, Virginia Department of Housing and Community Development; Virginia Downtown Development Association, Virginia Local Government Management Association; and the Virginia Municipal League.

Annual membership dues for staff members include: Virginia Local Government Management Association, American Planning Association, Virginia Downtown Development Association, International City/County Management Association, and Virginia Municipal Clerks Association.

Various contributions and sponsorships for special events include:

The Crooked Road	\$5,000
Ferrum Express Bus Service	\$4,600
Retail Merchants' Christmas Parade	\$2,500
BUD Commission contribution	\$2,000
Come Home to a Franklin County Christmas	\$1,600
Court Days	\$1,600
Pigg River Ramble	\$1,000
Historical Society Bus Sponsor-Moonshine Tour	\$ 600
Historical Society Bus Sponsor-Ghost Tour	\$ 600
Rotary Club – Fourth of July Festival sponsor	\$ 500
Other Special Events	<u>\$1,000</u>
Total Special Events Contributions	\$21,000

ECONOMIC & COMMUNITY 8102 DEVELOPMENT		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	87,580	92,820	95,086	82,772	98,055	2,969
2001	FICA	6,415	6,594	7,274	5,546	7,501	227
2002	Retirement/Life Insurance	13,781	14,330	14,860	13,036	17,023	2,163
2005	Medical/Dental Insurance	13,772	12,486	19,047	17,030	21,794	2,747
2008	ICMA Retirement Insurance	117	233	242	138	440	198
2011	Workers Compensation Insurance	189	176	195	191	19	(176)
2103	Employment Physicals / Testing	137	0	0	137	0	0
3000	Contractual Services	14,160	28,084	25,000	10,937	15,000	(10,000)
3000	North Main plan (may get CDBG grant)	0	0	0	0	25,000	25,000
3600	Advertising	3,557	1,766	3,500	1,157	2,000	(1,500)
3620	Branding (with lodging tax increase)	0	32,859	54,659	47,674	62,257	7,598
3700	Printing & Binding	0	0	40	0	0	(40)
3800	Postal & Delivery Services	1,072	364	620	461	470	(150)
5155	Motor Fuel	1,049	1,749	1,700	1,671	1,700	0
5157	Motor Vehicle Expenses	1,011	1,018	1,500	2,237	2,000	500
5200	Communications	3,201	2,902	2,920	2,697	2,870	(50)
5445	Uniforms & Clothing	0	0	0	212	0	0
5500	Travel & Training	7,216	4,954	5,000	2,856	5,000	0
5650	Dues & Professional Memberships	1,973	2,254	1,400	2,207	2,000	600
5700	Books & Subscriptions	1,058	1,213	480	773	600	120
5900	Special Events / Promotions	21,816	19,692	21,000	19,560	21,000	0
5904	Shop Local Campaign	0	0	15,000	0	5,000	(10,000)
6001	Office Supplies	8,070	4,327	5,900	7,938	6,000	100
7000	Capital Outlays	579	0	600	0	0	(600)
7002	Furniture & Fixtures	1,054	0	0	176	0	0
7003	Data Processing Equipment	6,237	1,717	3,000	11,697	2,000	(1,000)
7006	Motor Vehicles	25,385	0	0	0	0	0
7007	Audio & Video Equipment	160	1,712	1,700	0	0	(1,700)
7040	Seasonal Decorations	0	9,200	7,500	595	1,000	(6,500)
	TOTAL	219,597	240,466	288,223	231,695	298,729	10,506

3.65%

**CITIZENS' SQUARE
ACCT. 01-8103**

The Farmers' Market at Citizens' Square was established by the Town of Rocky Mount in 1998. Since that time, the square has proven to be successful in serving as a place for special events and to house a place for local farmers and crafters to sell their homegrown produce and wares. The Square has proven to be a cornerstone in the redevelopment of the central business district. The Retail Merchants' Association manages the Farmers' Market for the Town. The Community Development Department is responsible for the promotion of the Farmers' Market.

Contractual services include the \$500 per month payment to the Retail Merchants' Association to oversee the administration of the Farmers' Market. Regular outside cleaning services and security services are also in contractual services.

A figure of 1.0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

8103 CITIZENS' SQUARE		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,402	7,169	2,645	2,378	5,533	2,888
2001	FICA	104	485	202	181	423	221
2002	Retirement/Life Insurance	221	1,110	413	364	960	547
2005	Medical/Dental Insurance	159	1,822	761	606	1,727	966
2008	ICMA - 1% Employer Contribution	2	3	0	2	5	5
2011	Workers Compensation Insurance	0	175	162	158	288	126
3000	Contractual Services	9,478	10,149	10,160	8,449	8,525	(1,635)
3300	Repairs and Maintenance	559	360	1,500	100	750	(750)
3600	Advertising	100	0	500	0	0	(500)
4400	Permits, Licenses and Fees	40	40	40	40	40	0
4604	EBT's Expense	0	1,168	0	593	650	650
5100	Utilities	2,343	2,427	2,868	2,545	2,650	(218)
6003	Agricultural Supplies	30	0	0	0	0	0
6005	Janitorial Supplies	98	314	100	210	240	140
6018	Materials and Supplies	1,110	1,544	1,000	37	300	(700)
7002	Furniture & Fixtures	0	0	0	0	0	0
7007	Audio and Video Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	15,646	26,767	20,351	15,664	22,091	1,740

8.55%

**COMMUNITY & HOSPITALITY CENTER
ACCT. 01-8104**

The Rocky Mount Community & Hospitality Center, located in the former Norfolk Southern freight depot on Franklin Street, was opened in April 2000 and has served as a visitor's welcome center, a local museum, and hosts numerous community and private events for the public. The center has also served as a keystone in the overall revitalization efforts in the central business district.

The Center is staffed Monday through Saturday from April through December by a six-member part-time hostess / host staff. Staff at the Center will disseminate information on local attractions, lodging, shopping and dining opportunities throughout Rocky Mount and Franklin County. Rental fees are established for public and private use to help offset the cost of operations. The Town continues to own the building and schedules reservations.

One – half percent (0.50%) of total Public Works labor costs are budgeted here but only actual hours worked at the DePot are charged here.

Contractual services include routine building maintenance services such as cleaning, security, HVAC maintenance, and pest control.

COMMUNITY & HOSPITALITY 8104 CENTER		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	937	267	2,645	600	2,766	121
1002	Wages - Part Time	10,498	11,063	12,350	12,137	12,350	0
2001	FICA	875	882	1,147	576	1,157	10
2002	Retirement/Life Insurance	134	136	413	91	480	67
2005	Medical/Dental Insurance	104	129	761	45	864	103
2011	Workers Compensation Insurance	381	175	162	158	144	(18)
2103	Employment Physicals/Testing	0	0	0	381	380	380
3000	Contractual Services	6,552	4,715	4,550	13,188	3,500	(1,050)
3300	Repairs and Maintenance	1,884	0	2,000	95	200	(1,800)
3600	Advertising	0	0	0	656	165	165
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
5100	Utilities	4,159	3,439	4,500	3,483	3,600	(900)
5200	Communications	863	972	985	913	996	11
5445	Uniforms	0	0	0	0	0	0
5500	Travel & Training	272	53	150	0	60	(90)
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	947	179	350	177	200	(150)
6003	Agricultural Supplies	0	0	0	0	0	0
6005	Janitorial Supplies	323	414	500	159	250	(250)
6018	Supplies	0	362	500	0	200	(300)
7002	Furniture & Fixtures	2,135	0	0	0	0	0
7003	Data Processing Equipment	242	0	0	0	0	0
7007	Audio & Video Equipment	553	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	30,859	22,785	31,013	32,659	27,312	(3,701)

-11.93%

PASSPORT SERVICE EXPENSES
ACCT. 01-8106

The Town of Rocky Mount became a Passport Acceptance Facility in 2010. A Passport Acceptance Facility is a location which has been designated by the State Department to accept passport applications on its behalf. The Town does not approve or deny applications, but merely makes sure that applications are complete, accepts payment, and forwards applications on for processing. The Town's Passport Acceptance Facility also offers passport photograph services to the public.

Costs associated with offering this service include copying, postage, office supplies, and photo supplies. Staff time is not accounted for in this account. Fees charged for passport photos and for mailing the applications offset the expenses in this account.

8106	PASSPORT SERVICE EXPENSES	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	0	0	0	0	0	0
2001	FICA	0	0	0	0	0	0
2002	Retirement/Life Insurance	0	0	0	0	0	0
2005	Medical/Dental Insurance	0	0	0	0	0	0
2011	Workers' Compensation Insurance	0	0	0	0	0	0
3000	Contractual Services	0	0	0	0	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	1,029	1,601	1,350	1,826	1,875	525
5500	Travel & Training/Education	0	0	0	0	0	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office & Passport Supplies	483	738	860	1,027	1,125	265
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
7007	Audio & Video Equipment	0	0	0	0	0	0
	TOTAL	1,511	2,340	2,210	2,853	3,000	790

Revenue from Passport Fees	9,461	12,776	10,000	13,315	13,500	35.75%
variance	7,950	10,437	7,790	10,462	10,500	

**ECONOMIC DEVELOPMENT AUTHORITY
ACCT. 01-8130**

In conjunction with the Town's construction of the Harvester Performance Arts Venue, an Economic Development Authority was set up to take advantage of the historic tax credits available to fund up to \$1,000,000 of the costs of the construction. Town Council has appointed seven members to the Authority with staggered terms.

The EDA focuses its attention to economic development opportunities for the Town.

Operating expenses include the \$100 per meeting stipend for the Planning and Zoning Clerk to attend and transcribe the meetings. Stipends of \$50 per meeting for the seven Board members are budgeted here.

**ECONOMIC
DEVELOPMENT
8130 AUTHORITY**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1004	Wages - Contractual	200	600	600	400	600	0
2001	FICA	15	133	352	98	46	(306)
2002	Retirement/Life Insurance	30	88	0	59	103	103
2008	ICMA - 1% employer contribution	2	7	6	5	6	0
3000	Contractual Services	0	0	0	0	0	0
3600	Advertising	0	0	0	0	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
5500	Travel & Training/Education	0	0	1,000	0	300	(700)
5502	Stipends	0	1,150	4,000	600	1,800	(2,200)
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	0	39	0	0	0	0
7001	Land & Buildings	0	0	10,000	0	0	(10,000)
	TOTAL	247	2,017	15,958	1,162	2,855	(13,103)

-82.11%

REMEDICATION OF BLIGHTED STRUCTURES
ACCT. 01-8500

The Town of Rocky Mount began a program in fiscal year 2012 to help rid neighborhoods of blighted structures. The program is administered by the Community Development Department and its objective is to work with owners of blighted structures to restore them. As a last resort, the program purchases blighted structures with the intent to demolish, rebuild, and re-sale them.

The Town's Public Works Department personnel will demolish and clean debris from the blighted properties when feasible. Otherwise the demolition and rebuilding are outsourced.

**REMEDATION OF
8500 BLIGHTED STRUCTURES**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	0	2,799	0	0	0	0
2001	FICA	0	197	0	0	0	0
2002	Retirement/Life Insurance	0	423	0	0	0	0
3000	Contractual Services	0	0	0	1,440	0	0
3152	Demolition	0	15,156	15,000	0	10,000	(5,000)
3600	Advertising	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
4400	Permits	0	0	0	0	0	0
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
6003	Agricultural Supplies	0	0	0	0	0	0
	TOTAL	0	18,574	15,000	1,440	10,000	(5,000)

-33.33%

**GENERAL FUND NON-DEPARTMENTAL
ACCT. 01-9102**

This account reflects costs not associated with any specific account elsewhere in the General Fund. These costs may include agency support, interfund transfers, debt service and contingency monies that Town Council may chose to use during the fiscal year for unforeseen needs.

A portion (75%) of general liability, automotive, property and casualty, and other non-medical related insurance have been centralized to this account. Debt Service is provided to service debt on the 2011 bond for the Emergency Services Building and the 2017 bond for Park infrastructure, drainage projects, and public safety radios.

Capital items generally used by a particular department are included in their specific operating account and not in this non-departmental account.

Included are the various costs for administering the flexible benefits and health insurance plans and a reserve for Council supplemental pay adjustments. Expenses for employee drug testing and wellness programs are found here.

We have tried historically to budget some amount each year in a contingency line item to cover any unanticipated costs that Council may designate during the year. The proposed base contingency is \$50,000.

There is a transfer to the Harvester Performance Center fund for \$394,982 to cover Town expenses related to the Harvester such as salaries, other personnel costs, utilities, and other costs.

Financial support to outside agencies is included as well. A list of all agencies that have been funded in the past, their requests for funding and recommendations for funding, can be found in the Supplemental Information section of this budget document. Contributions to outside public service agencies is capped at about one-half cent of the real estate tax rate. However, as in the previous fiscal year, contributions are capped at \$16,500.

The amount proposed as contributions to outside agencies for this fiscal year is \$16,500 and includes the following:

Franklin Center Workforce Consortium	\$6,000
Free Clinic of Franklin County	3,500
Helping Hands	3,000
Stepping Stone Mission	750
Franklin County Family Resource Center	500
Franklin County Perinatal Education Center	500
Franklin County Historical Society	500
We Care of Franklin County	500
Southern VA Child Advocacy Center (CAPS)	200
Warren Street Society	0
Franklin County Rescue Squad	0
Undesignated	<u>1,050</u>
Total Contributions to Agencies	\$16,500

9102 GENERAL FUND NONDEPARTMENTAL		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1000	Personal Services	13,468	17,103	28,796	14,199	0	(28,796)
2000	Fringe Benefits Administration Fees	36,776	(17,149)	45,963	17,535	22,744	(23,219)
2001	FICA	1,030	1,308	0	1,086	0	0
2004	LODA - Retiree Insurance	13,407	9,792	16,344	19,176	21,317	4,973
2101	Employee Wellnes Program	1,519	2,538	3,900	2,420	2,600	(1,300)
2102	Employee Drug Testing	815	866	1,850	922	990	(860)
5300	Insurance	70,531	74,299	72,524	64,458	67,681	(4,843)
5600	Contributions to Other Entities	16,500	15,450	16,500	15,450	16,500	0
9001	Debt Service - Principal	165,000	165,000	295,000	295,000	290,000	(5,000)
9002	Debt Service - Interest	45,412	48,552	59,644	52,659	50,162	(9,482)
9300	Transfer to Utility Operations Fund	0	0	0	0	0	0
9400	Transfer to Capital Projects Fund	0	0	0	0	0	0
9500	Transfer to Utility Capital Projects Fund	0	0	0	0	0	0
9600	Transfer to Performance Venue Fund-Operations	282,816	328,686	354,682	351,038	394,982	40,300
9959	Contingency	0	0	50,000	50,000	50,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	0	0	29,550	29,550
9959	Contingency-Economic Development Incentive	0	50,000	0	0	0	0
9959	Reserve for Reimbursement to Fund Balance	0	0	27,862	0	0	(27,862)
	TOTAL	647,274	696,445	973,065	883,943	946,526	(26,539)

-2.73%

UTILITY FUND

OVERVIEW: UTILITY FUND

The utility fund accounts for the production and sale of water and the cost to treat sewer. The Town of Rocky Mount delivers quality water and sewer services to its customers. The last rate re-structure has helped to close the gap between below market rates and the actual costs to provide water and sewer services. 2019 will be the third year without a rate increase. 61% of our water revenue comes from residential, commercial, and industrial customers living within the Town limits. 79% of the gallons consumed are in-town.

Revenues in the utility fund include water use charges, sewer use charges, rental of property for cell phone towers, and a transfer from the utility capital fund.

Expenses include water distribution and treatment, sewer collection and treatment, utility billing, and non-departmental expenses not directly attributable to any one function.

UTILITY OPERATING FUND REVENUES		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
2000 Water Use Charges								
2030	Water Consumption Charges	1,139,655	1,152,522	1,185,669	1,175,572	1,199,083	13,414	
2031	Water Connections	28,100	25,331	17,825	35,264	18,435	610	
2032	Reconnect Fees	3,425	4,600	2,750	11,290	4,500	1,750	
2034	Penalties	27,934	34,465	28,440	35,658	29,640	1,200	
2037	Bulk Water Purchases	2,086	815	1,000	1,717	1,000	0	
	Total Water Use Charges	1,201,200	1,217,733	1,235,684	1,259,501	1,252,658	16,974	1.4%
2400 Other Categorical Aid								
0108	Other Categorical Aid	0	0	0	0	0	0	
0405	Dept of Health	0	2,810	0	0	0	0	
0407	VML Safety Grant	0	0	0	0	0	0	
	Total Other Categorical Aid	0	2,810	0	0	0	0	0.0%
3000 Wastewater Use Charges								
3030	Sewer Use Charges	736,295	777,362	750,958	792,909	808,767	57,809	
3031	Sewer Connections	12,500	6,000	8,000	4,000	4,500	(3,500)	
	Total Wastewater Use Charges	748,795	783,362	758,958	796,909	813,267	54,309	7.2%
5000 Miscellaneous Revenue								
0201	Rent of Property	45,156	45,437	47,339	48,708	107,898	60,559	
0207	Sale of Property	0	0	0	600	0	0	
0407	VML Safety Grant	0	4,000	0	0	0	0	
4105	Recoveries	2,616	1,072	0	0	0	0	
	Total Miscellaneous Revenue	47,772	50,509	47,339	49,308	107,898	60,559	127.9%
8000 Transfers from Other Funds								
0901	Transfer fm General Fund-for utility operations	0	0	0	0	0	0	
3038	Transfer from Cap Projects Fund	0	0	0	0	0	0	
3039	Transfer from Utility Cap Projects Fund	0	0	112,405	0	55,970	(56,435)	
	Total Transfers from Other Funds	0	0	112,405	0	55,970	(56,435)	-50.2%
	Total Utility Fund Revenues before Fund Balance							
	Fund Balance	1,997,767	2,054,414	2,154,386	2,105,718	2,229,793	75,407	3.5%
9000 Use of Fund Balance								
9999	Appropriated Fund Balance-depreciation	779,504	753,292	887,992	753,292	808,950	(79,042)	
	Total Use of Fund Balance	779,504	753,292	887,992	753,292	808,950	(79,042)	-8.9%
	TOTAL UTILITY FUND REVENUES	2,777,271	2,807,705	3,042,378	2,859,010	3,038,743	(3,635)	-0.1%

-0.1%

**UTILITY OPERATING FUND
EXPENDITURE SUMMARY**

Account Description	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget	% change
<u>Water Treatment & Distribution</u>							
5000 Water Distribution System	123,421	149,244	203,979	202,267	219,615	15,636	
5010 Meter Reading	38,618	34,588	36,140	30,388	42,515	6,375	
5050 Water Treatment Plant	604,540	538,745	642,777	557,605	676,011	33,234	
Total Water Treatment & Distribution	766,579	722,576	882,896	790,260	938,140	55,244	6.3%
<u>Wastewater Collection & Treatment</u>							
6000 Wastewater Collection System	105,949	141,110	177,085	134,319	173,764	(3,321)	
6050 Wastewater Treatment Plant	469,096	451,676	505,364	433,077	512,260	6,896	
Total WW Collection & Treatment	575,045	592,785	682,449	567,396	686,025	3,576	0.5%
<u>Miscellaneous</u>							
6200 Utility Billing	141,115	151,848	168,871	155,601	188,004	19,134	
6900 Utility Fund Nondepartmental	1,162,639	1,153,284	1,308,162	1,163,619	1,226,574	(81,588)	
Total Miscellaneous	1,303,755	1,305,132	1,477,033	1,319,220	1,414,578	(62,454)	-4.2%
TOTAL	2,645,379	2,620,493	3,042,378	2,676,875	3,038,743	(3,634)	-0.1%
Total Revenues	2,777,271	2,807,705	3,042,378	2,859,010	3,038,743	(3,635)	
Surplus/(Defecit)	131,893	187,212	0	182,135	(0)	(1)	
	99.26%	99.06%	116.10%	102.15%	113.52%	-0.12%	
depreciation expense	779,504	753,292	887,992	753,292	808,950	(79,042)	

**WATER SYSTEM OPERATIONS
ACCT. 02-5000**

The Rocky Mount Public Works Department is responsible for maintaining the water distribution system to our customers. The Town currently has over 2,900 connections, including residential, commercial, institutional and industrial users. These lines range in size from 2" service lines to 24" main lines, covering approximately 550,000 linear feet. Some of this system lies outside the corporate limits. Whenever Public Works employees, vehicles or equipment are used in servicing these lines, these costs are charged against this account to accurately reflect the true costs of providing utility service to the users. Fees are charged each month based upon consumption readings to cover the costs of providing this service. 8.0% of all Public Works labor and fringe benefits are budgeted to this account. Only actual time spent on associated projects will be charged during the year.

Aside from service lines, the Town is also responsible for the maintenance of five water storage tanks with a capacity of over 2.8 million gallons. Tanks are located on US 220 North, US 220 South, Scuffling Hill Road, Bald Knob, and Grassy Hill / Landmark. The annual maintenance costs for these tanks are budgeted in the contractual services line item.

Materials and supplies include pipe, valves, hydrants, clamps, and meters for new connections or which may be needed in miscellaneous line maintenance projects. Capital outlay and infrastructure may include more substantial repairs to existing water lines.

**WATER DISTRIBUTION
5000 SYSTEM**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	22,058	41,510	67,142	53,250	69,818	2,676
1002	Wages - Part Time	0	945	0	0	0	0
1003	Wages - Overtime	1,395	1,866	2,200	3,685	3,000	800
2001	FICA	1,739	3,299	5,304	4,247	5,571	266
2002	Retirement/Life Insurance	3,673	5,657	10,971	8,722	12,783	1,812
2005	Medical/Dental Insurance	5,146	7,616	17,156	13,251	15,006	(2,150)
2008	ICMA - 1% employer contribution	2	70	671	186	188	(483)
2011	Workers' Compensation Insurance	2,383	2,092	3,984	3,893	3,571	(413)
3000	Contractual Services	27,618	28,116	35,000	43,265	40,879	5,879
3300	Repairs and Maintenance	106	2,472	1,000	500	1,500	500
3340	Safety Repairs & Materials	0	8,110	0	0	500	500
3600	Advertising	0	0	0	0	0	0
5100	Utilities	19,380	18,428	20,350	18,585	19,500	(850)
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expenses	121	309	0	175	300	300
5158	Small Equipment Purchases	0	0	0	0	0	0
5200	Communications	1	0	0	0	0	0
5800	Miscellaneous	0	0	100	0	100	0
6003	Agricultural Supplies	64	0	100	60	100	0
6009	Materials & Supplies	4,624	19,342	15,000	37,817	26,800	11,800
7000	Capital Outlays	35,111	(1,163)	25,000	14,632	20,000	(5,000)
7004	Machinery & Equipment	0	6,074	0	0	0	0
7010	Infrastructure	0	4,500	0	0	0	0
	TOTAL	123,421	149,244	203,979	202,267	219,615	15,636

7.67%

**METER READING
ACCT. 02-5010**

The Public Works Department is responsible for reading all water meters monthly. Readings are submitted to the Finance Department, which is responsible for preparing and mailing the bills and collecting payments.

In an effort to improve the efficiency of meter reading, the Town is utilizing a "touch read" meter reading and billing system. This technology allows meter readers to more quickly read meters by using a wand placed on an above ground sensor and download the information into a handheld computer. The information is then downloaded by the meter readers into software that will automatically post the reading to the customer account and produce a bill without doing manual data entry. All input reports are reviewed closely by the account clerks in the Finance Department and the meter readers. Customers included in the 2000 annexation area were the first to have these meters installed, and all new connections now utilize the touch read meters. Over time, as meters need replacement, this technology is used to assist in the efficiency and accuracy of the process. This replacement project will continue until all meters are replaced with the "touch read" variety. Currently, manual reads are entered into the hand-held as the meters are read in the field and then the information is downloaded directly into the billing software. One - two man team reads all meters at the first of the month. All bills are produced and mailed at the end of the month (basically a thirty day lag time). Costs for meters used for repairs are included in account 02-5000 (Water Distribution). Costs for meters used to replace existing meters as part of the replacement program to touch-read technology are included in account 05-5006 (Water Distribution – Public Works - Capital Projects) which is in the Utility Capital Projects Fund.

Radio-read meters are the most current technology being used in regional meter replacement projects. The Town of Boones Mill installed radio-read meters as part of their million dollar water line and meter replacement project completed by the Western Virginia Water Authority. Current hand-held technology being installed with radio-read capability also allows the use of existing touch-read meters and wands. The Town will need to decide when to introduce the radio-read technology to the meter reading system to increase efficiency.

A total meter replacement project is proposed in the utility capital fund for FY 2019.

4.0% of the Public Works labor and benefits are budgeted here. However, actual time of personnel is charged here.

5010 METER READING		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	21,227	19,289	18,518	17,763	22,132	3,614
1003	Wages - Overtime	17	137	0	235	100	100
2001	FICA	1,643	1,466	1,417	1,163	1,701	284
2002	Retirement/Life Insurance	3,273	2,950	2,890	2,037	3,857	967
2005	Medical/Dental Insurance	4,900	4,238	5,329	3,083	6,924	1,595
2008	ICMA - 1% Employer Contribution	0	1	0	0	0	0
2011	Workers' Compensation Insurance	1,525	1,307	1,136	1,100	1,151	15
3000	Contractual Services	1,975	2,035	2,400	2,085	2,400	0
3300	Repairs & Maintenance	1,696	0	1,000	0	500	(500)
5155	Motor Fuel	1,712	2,530	2,500	2,723	2,800	300
5157	Motor Vehicle Expenses	629	500	750	100	750	0
5500	Travel & Training	0	0	0	0	0	0
6009	Materials & Supplies	22	136	200	100	200	0
	TOTAL	38,618	34,588	36,140	30,388	42,515	6,375

17.64%

**WATER TREATMENT PLANT
ACCT. 02-5050**

The Town of Rocky Mount operates a 2.0 MGD water treatment facility located approximately 2 miles north of the corporate limits off U.S. Route 220. Constructed in 1983, the plant draws raw water from the Blackwater River. The facility and its treatment process comply with the Virginia Health Department (VDH) and with the Department of Environmental Quality (DEQ) and rated as a Class II plant. The facility is a conventional treatment filtration plant utilizing chemical addition with flash mix and three flocculation basins, two sedimentation basins, two sand filters, 250,000 gallon clear well and finished water pumps. Five (5) full-time operators are employed, supervised by the Water Treatment Plant Superintendent who holds a Class I license. Staff currently includes three (3) operators classified as Operator I, one (1) as an Operator II, and one (1) as an Operator III. The Water Plant, in 2016, converted from chlorine gas to liquid bleach for processing.

The Town has addressed several capital needs over the past years needed to maintain the water treatment plant and to meet VDH requirements. The plant continues to operate on a VDH permit and quality standards that require less than 24 hour operation to hold down personnel and operating costs. The Water Treatment Plant is expected to incur a near zero increase in its production level for this fiscal year.

Contractual services encompass instrumentation, elevator, and HVAC maintenance, calibration, and any engineering services required. Chemicals include chlorine, fluoride, alum, and other chemicals needed to treat raw water for distribution.

**SEWER SYSTEM OPERATIONS
ACCT. 02-6000**

The Public Works Department is responsible for maintaining the wastewater collection system to the Wastewater Treatment Plant. These lines lie both inside the corporate limits and outside for industrial and commercial development. Whenever Public Works employees, vehicles and equipment are used in servicing these lines, these costs are booked against this account to accurately reflect the true costs of providing these services. Fees are charged to the users to recover the costs of collecting wastewater and its treatment. 8.0% of all Public Works labor and fringe benefits are budgeted in this account. Actual labor spent on work associated with the wastewater collection system will be charged.

Routine repairs and maintenance of sewer lines are provided by Public Works. Money has been set aside for materials and supplies for miscellaneous sewer line extensions or repairs that may be required during the fiscal year. This account also includes costs to operate and maintain all sewer pump stations in the system. At present, the town has 6 stations: Green Oaks, Trail Drive, Rt. 220, Powder Mill, Altice Mill Road, and Rt. 122.

Contractual services include miscellaneous contracted work needed for basic inflow and infiltration repairs or engineering services, for root control, and for "Miss Utility" markings. Materials and supplies include costs for non-specific sewer line projects and repairs. Funds budgeted do not provide for any new services, but only to repair existing lines when needed. Capital outlay provides for major repair costs. Infrastructure includes costs for major repair projects to existing sewer lines.

**WASTEWATER COLLECTION
6000 SYSTEM**

	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget	
1001	Wages - Full Time	21,984	42,826	67,142	57,218	69,818	2,676
1002	Wages - Part Time	0	236	0	0	0	0
1003	Wages - Overtime	792	983	1,020	811	950	(70)
2001	FICA	1,695	3,286	5,136	4,360	5,414	278
2002	Retirement/Life Insurance	3,527	6,273	10,630	4,729	12,421	1,791
2005	Medical/Dental Insurance	6,433	10,210	16,826	5,394	15,141	(1,685)
2008	ICMA - 1% employer contribution	9	45	67	206	200	133
2011	Workers' Compensation Insurance	2,763	2,090	3,984	3,893	3,571	(413)
3000	Contractual Services	11,098	13,122	15,000	12,893	13,000	(2,000)
3300	Repairs & Maintenance	6,310	11,013	7,000	7,050	10,000	3,000
3600	Advertising	0	0	300	0	300	0
3800	Postage	0	0	0	0	0	0
5100	Utilities	40,580	35,316	38,000	25,648	28,800	(9,200)
5150	Heating Fuel	462	694	1,500	981	1,000	(500)
5155	Motor Fuel	441	736	580	806	800	220
5157	Motor Vehicle Expense	2,045	38	1,000	480	1,000	0
5200	Communications	1,547	0	0	0	0	0
5500	Travel & Training	0	0	0	0	0	0
6003	Agricultural Supplies	229	37	150	40	150	0
6012	Materials & Supplies	3,136	7,713	6,550	8,946	9,000	2,450
6014	Chemicals & Materials	2,898	1,539	2,200	865	2,200	0
7000	Capital Outlays	0	0	0	0	0	0
7001	Land & Buildings	0	2,877	0	0	0	0
7004	Machinery & Equipment	0	2,078	0	0	0	0
7010	Infrastructure	0	0	0	0	0	0
	TOTAL	105,949	141,110	177,085	134,319	173,764	(3,321)

-1.88%

WASTEWATER TREATMENT PLANT ACCT. 02-6050

The Town of Rocky Mount operates a 2.0 MGD wastewater treatment facility located approximately 1 mile east of the corporate limits. Constructed in 1994, the plant is a state-of-the-art facility with a discharge permit into the Pigg River. The facility and its treatment process comply with Virginia Health Department (VDH) and with Department of Environmental Quality (DEQ) and is rated as a Class I plant. The facility is a conventional treatment plant utilizing aerobic digestion and UV light treatment, two primary digesters, sedimentation basins, and belt press operation. The Town is required to dispose of sludge produced at the plant at the county landfill. Currently five full-time operators are employed, including the Wastewater Treatment Plant Superintendent, who holds a Class I license. Staff also includes three (3) more Operators I and one (1) Operator II. An intern from the Virginia Western water and sewer instructional program or from the Ferrum College environmental science program is also used throughout the year. Wastewater Treatment Plant personnel are responsible for the maintenance of the facility and grounds as well as all pump stations.

The plant is a benchmark for other treatment facilities in the state because of its design and the maintenance provided by the WWTP Superintendent and his staff. The plant consistently performs well above minimum standards established in the regulatory permit issued by the Virginia Department of Environmental Quality.

Contractual services are for facility and equipment maintenance. Repairs and maintenance are for miscellaneous and small emergency repairs. Laboratory supplies are for testing materials and equipment required by regulatory agencies to meet state and federal operating limits. Chemicals are for materials needed to treat inflow before discharging.

WASTEWATER TREATMENT 6050 PLANT		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	216,701	220,764	226,236	181,847	237,689	11,453
1002	Wages - Part Time	1,128	1,816	6,560	6,400	6,400	(160)
1003	Wages - Overtime	1,168	429	720	343	450	(270)
2001	FICA	16,022	16,195	17,809	9,950	18,707	898
2002	Retirement/Life Insurance	34,779	34,228	35,089	33,985	40,954	5,865
2005	Medical/Dental Insurance	50,397	43,853	67,474	54,225	56,242	(11,232)
2011	Workers' Compensation Insurance	4,016	2,877	3,189	3,001	1,358	(1,831)
2103	Employment Physicals/Testing	137	0	125	140	140	15
3000	Contractual Services	5,115	6,591	8,000	5,007	8,000	0
3300	Repairs & Maintenance	16,712	17,161	17,500	16,495	18,000	500
3341	Lab Testing Services	6,365	2,348	3,500	2,872	3,500	0
3600	Advertising	0	214	0	84	0	0
3800	Postage & Delivery Services	16	15	12	202	50	38
4400	Permits, Licenses, & Fees	9,768	9,211	9,400	9,142	9,500	100
5100	Utilities	73,554	63,196	70,000	62,026	68,400	(1,600)
5150	Heating Fuel Expense	556	657	1,300	659	800	(500)
5155	Motor Fuel	1,998	2,333	2,500	2,342	2,500	0
5157	Motor Vehicle Expenses	253	63	800	782	800	0
5158	Small Equipment Expenses	459	296	400	267	400	0
5200	Communications	4,708	4,795	4,700	4,480	5,220	520
5445	Uniforms	3,655	4,488	3,800	3,873	4,000	200
5500	Travel & Training	2,507	2,369	3,000	2,628	3,000	0
5650	Dues and Professional Memberships	274	275	300	283	300	0
5700	Books & Subscriptions	0	198	0	100	100	100
6001	Office Supplies	312	249	350	428	450	100
6003	Agricultural Supplies	107	374	400	400	400	0
6004	Laboratory Supplies	6,070	4,837	7,500	8,499	8,500	1,000
6005	Janitorial Supplies	1,112	784	1,100	3,396	1,500	400
6012	Wastewater Supplies	1,203	580	1,000	364	1,000	0
6014	Chemicals & Materials	9,874	8,465	12,000	17,360	12,000	0
7000	Capital Outlays	0	0	0	0	0	0
7002	Furniture & Fixtures	0	0	0	0	400	400
7003	Data Processing Equipment	129	2,016	600	1,500	1,500	900
	TOTAL	469,096	451,676	505,364	433,077	512,260	6,896

1.36%

**UTILITY BILLING
ACCT. 02-6200**

The Finance Department handles all financial and personnel related services for the Utility Fund. To properly reflect the true costs of these services, a portion of all salaries and fringe benefits of these persons will be charged to the Utility Fund. 25% of the personnel costs for the Finance Director, the Assistant Finance Director, and the Accounting Technician and 50% of personnel costs for both Account Clerks have been allocated to this account. No portion of the costs for administrative oversight of the fund by the Town Manager is charged to this account, but should be for proper accountability and booking of true operation costs. The Finance Department oversees the input of the meter readings, prepares and mails the utility bills, and collects payments. They also maintain the general ledger for utility fund operations and process payroll and benefits administration for employees operating in this fund.

A portion (25%) of all maintenance agreements for computer hardware and software is also being charged to this account. 25% of the annual audit is allocated to this account. 25% of office equipment maintenance contract costs and 25% of Finance Department office supplies are charged to this account.

**UTILITY BILLING &
6200 ADMINISTRATION**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	64,967	75,132	82,475	68,179	81,478	(997)
1003	Wages - Overtime	0	6	0	8	0	0
2001	FICA	4,535	5,743	6,309	3,963	6,233	(76)
2002	Retirement/Life Insurance	10,776	11,280	12,888	12,320	14,291	1,403
2005	Medical/Dental Insurance	12,029	12,396	17,815	17,940	20,489	2,674
2008	ICMA - 1% Employer Contribution	0	170	825	412	815	(10)
2011	Workers' Compensation Insurance	91	76	49	48	16	(33)
3000	Contractual Services	26,443	26,278	25,750	28,398	38,122	12,372
3700	Printing and Binding	4,476	3,970	5,200	8,202	9,000	3,800
3800	Postage & Delivery Services	14,987	14,565	14,760	13,902	14,760	0
6001	Office Supplies	2,812	2,232	2,800	2,230	2,800	0
	TOTAL	141,115	151,848	168,871	155,601	188,004	19,134

11.33%

**UTILITY FUND NON-DEPARTMENTAL
ACCT. 02-6900**

This account includes all costs not associated with any operating departmental budget. These costs include general liability insurance costs (25%), interfund transfers, debt service, and contingency for unanticipated costs or Town Council discretionary funds needed during the budget year. Depreciation costs are budgeted in all proprietary funds in accordance with sound financial practices. Depreciation has been budgeted to account for expenses related to both the water and sewer systems that are anticipated to be recorded in year-end audited financial statements. Water and sewer rates do not cover the cost of depreciation. Depreciation is financed by tapping into the fund balance. Supplemental pay adjustments for Council use for utility fund employees are included in this account.

Debt Service in the Utility Fund is for past utility line extensions within Town limits. A new \$1,000,000 bond is proposed for FY 2019 to cover the cost of the meter replacement project.

We have tried historically to budget some amount each year in a contingency line item to cover any unanticipated chemical or materials costs or engineering services that Council may designate during the year. The amount this year is proposed at \$10,000.

6900 UTILITY FUND NONDEPARTMENTAL		FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1000	Personal Services	3,587	4,499	7,266	3,803	0	(7,266)
2001	FICA	274	344	0	291	0	0
5300	Insurance	23,510	24,766	25,757	21,486	22,560	(3,197)
9001	Debt Service - Principal	280,000	284,000	292,500	292,500	302,000	9,500
9002	Debt Service - Interest	75,764	86,383	84,647	82,247	76,013	(8,634)
9100	Transfer to General Fund	0	0	0	0	0	0
9400	Transfer to Capital Improvement Fund	0	0	0	0	0	0
9401	Transfer to Utility Fund Capital Projects Fund	0	0	0	0	0	0
9959	Contingency	0	0	10,000	10,000	10,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	0	0	7,051	7,051
9960	Depreciation -- Water	325,266	342,744	350,438	342,744	377,875	27,437
9961	Depreciation -- Sewer	454,239	410,548	537,554	410,548	431,075	(106,479)
	TOTAL	1,162,639	1,153,284	1,308,162	1,163,619	1,226,574	(81,588)

-6.24%

UTILITY CAPITAL FUND

OVERVIEW: UTILITY CAPITAL FUND

The utility capital fund contains a portion of the revenues generated from water distribution and sewer collection charges in order to fund capital needs of the water and sewer systems.

The increase in water distribution charges and sewer collection charges from rates established at December 31, 2012 plus the capital recovery fees for both water and sewer meters greater than 5/8 inch are put into this fund.

Expenses in this fund will be for capital and major repair items for the water distribution system, the Water Treatment Plant, the sewer collection system, and the Wastewater Treatment Plant. With the input of the Water Plant Superintendent, the Wastewater Plant Superintendent, the Public Works Superintendent, the Town Manager, and the Assistant Town Manager, Council will decide which projects will be funded in any particular year.

The one dollar increase in residential garbage fees, established from rates at December 31, 2012, is also put into this fund to help fund future public works capital equipment needs such as a replacement garbage truck.

There is a \$55,970 transfer to the Utility Operating Fund to cover the projected operating deficit for this fiscal year.

UTILITY FUND CAPITAL PROJECTS FUND REVENUE		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget	% Change
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2020 Capital Recovery - Water

2500	Utility Capital fee - Water	243,833	281,373	281,721	303,636	283,504	1,783	0.6%

3030 Capital Recovery - Sewer

3500	Utility Capital fee - Sewer	207,034	229,556	229,383	248,368	231,198	1,815	0.8%

4040 Capital Recovery - Garbage

4500	Utility Capital fee - Garbage	20,154	20,060	20,472	21,612	21,001	529	2.6%

1500 Proceeds from the Use of Assets

4051	Proceeds from Bond Issue	0	0	0	0	1,000,000	1,000,000	100.0%

8000 Transfer from Other Funds

3035	Transfer from general fund-meals tax	0	0	0	0	0	0	
3035	Transfer from general fund	0	19,086	0	0	0	0	
	Total Transfers from other funds	0	19,086	0	0	0	0	0.0%

4100 Use of Fund Balance

9999	Appropri Fund Bal-prior year avail revenue	0	0	518,773	469,421	193,991	(324,782)	
9999	Appropri Fund Bal-PW equipment	0	0	88,200	(34,651)	(14,730)	(102,930)	
	Total Use of Fund Balance	0	0	606,973	434,770	179,261	(427,712)	-70.5%
	TOTAL UTILITY CAPITAL PROJECTS FUND	471,021	550,074	1,138,549	1,008,386	1,714,964	576,415	50.6%

50.6%

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

	FY 16	FY 17	FY 18	FY 18	FY 19	Increase/ (Decrease)
	Actual	Actual	Budget	Estimated	Proposed	Budget

Account Water Treatment & Distribution

Account	Description	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
05.5005	Water Distribution						
7000	meter replacement project	0	28,578	20,000	0		(20,000)
5014	replace 2 meter reading hand held units	0	0	19,500	0	0	(19,500)
5319	replace 2" line Orchard Ave.	13,085	0	0	0	0	0
5318	replace 2" line Oak St.	751	0	0	0	0	0
5320	remove Pendleton water tanks	0	0	0	0	0	0
5328	replace Lee M. Waid water line	17,189	0	0	0	0	0
5006	Maple Ave. water pressure	500	0	0	0	0	0
5329	220 South tank mixer	97,739	380	0	0	0	0
5303	iPhone based leak detection	0	3,314	0	0	0	0
5321	Grassy Hill lower pump re-do	0	2,731	0	0	0	0
5334	replace 8" line Diamond Ave	0	0	540,000	540,000	0	(540,000)
5335	Scuffling Hill tank aerator	0	0	70,000	68,155	0	(70,000)
5336	rebuild upper pump Grassy Hill	0	0	15,000	11,748	0	(15,000)
5337	Eclips #88 sample hydrants (replace 6 & 6 new)	0	0	12,000	8,872	0	(12,000)
	Utility Billing share of Finance Software	0	0	0	0	115,000	115,000
	Complete Replacement of Meters	0	0	0	0	990,000	990,000
	ground penetrating radar & GIS software	0	0	0	0	35,000	35,000
	Total Water Distribution	129,265	35,003	676,500	628,776	1,140,000	463,500
05.5060	Water Treatment Plant						
5062	Replace SCADA system	5,784	0	0	0	0	0
5062	Automatic hydrant flushers (1)	0	0	0	0	0	0
5323	retrofit pole light with LED	0	0	0	0	0	0
5322	chlorine bleach conversion	132,943	0	0	0	0	0
5324	Blackwater Dam maintenance	0	0	0	0	0	0
5062	backwash motor	0	0	0	0	0	0
5325	refurbish finished pump impeller (1)	14,123	11,954	0	0	0	0
5338	streaming current monitor	0	0	9,452	6,764	0	(9,452)
5326	parking lot repairs	0	0	10,700	10,770	0	(10,700)
5331	continuous chlorine analyzer	0	3,373	0	0	0	0
5333	replace boiler & HVAC	0	82,288	0	0	0	0
5339	replace flocculator motor/mixer comb (3)	0	0	19,500	19,500	0	(19,500)
5340	upgrade Plant controls & programming	0	0	10,000	10,000	0	(10,000)
5341	replace pressure reducing valve & plumbing	0	0	10,205	10,205	0	(10,205)
	replace flocculators	0	0	0	0	161,000	161,000
	replace mower	0	0	0	0	8,500	8,500
	Total Water Treatment Plant	152,850	97,615	59,857	57,239	169,500	109,643
	TOTAL WATER DISTRIBUTION & TREATMENT	282,115	132,618	736,357	686,015	1,309,500	573,143

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
	Wastewater Treatment & Collection						
05.6050	Sewer Collection						
6176	SCADA for pump stations	0	0	0	0	0	0
5408	extend sewer line on Scuffling Hill	7,400	0	0	0	0	0
6183	push camera	9,692	0	0	0	0	0
6185	portable smoke machine for sewer lines	0	2,380	0	0	0	0
6186	replace pump drives at Main plant pump station	15,193	17,966	0	0	0	0
6187	replace pumps at Main plant pump station	0	40,455	0	0	0	0
6194	rapid assessment tool/SL-RAT	0	0	27,000	25,524	0	(27,000)
6176	radios for remaining pump stations	0	0	20,000	24,037	0	(20,000)
	replace sewer line on Hillcrest	0	0	0	0	108,000	108,000
	rebuild climbing screen - main plant pump station	0	0	0	0	60,000	60,000
	Total Sewer Collection	32,285	60,801	47,000	49,561	168,000	121,000
05.6060	Wastewater Treatment Plant						
6062	replace doors / headworks bldg.	4,890	0	0	0	0	0
7001	supply lines	0	0	0	0	0	0
7004	tractor	0	0	0	0	0	0
6179	clarifer brushes	27,772	0	0	0	0	0
6188	replace sampler	0	5,935	0	0	0	0
6189	replace flow meter	0	1,826	0	0	0	0
6190	replace HVAC unit	0	10,020	0	0	0	0
6192	replace blower	0	3,521	0	0	0	0
6193	transfer switch	0	5,805	0	0	0	0
6195	parking lot repairs	0	0	12,787	12,787	0	(12,787)
6196	replace building heaters	0	0	1,500	1,500	0	(1,500)
6197	replace clarifiers	0	0	18,500	54,011	0	(18,500)
	Total Wastewater Treatment & Collection	32,662	27,107	32,787	68,298	0	(32,787)
	TOTAL SEWER COLLECTION & TREATMENT	64,947	87,908	79,787	117,859	168,000	88,213
05.4261	Public Works Equipment						
7004	Machinery/Equip-garbage truck(from reserved funds)	0	0	88,200	88,201	0	(88,200)
7004	Machinery/Equip-garbage truck(no prior funding)	0	0	61,800	56,311	0	(61,800)
	TOTAL STREET CLEANING	0	0	150,000	144,512	0	(150,000)

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
05.5000	Transfer to Other Funds						
9100	Transfer to General Fund	0	0	0	0	0	0
9400	Transfer to Capital Projects Fund	0	0	0	0	0	0
9401	Transfer to Utility Operating Fund	0	0	112,405	0	55,970	(56,435)
	TOTAL TRANSFER TO OTHER FUNDS	0	0	112,405	0	55,970	(56,435)
05.6900	Debt Service						
9001	Debt Service - Principal	0	0	0	0	0	0
9002	Debt Service - Interest	0	0	0	0	0	0
9000	New Debt Service - \$1,000,000 10 years 4%	0	0	0	0	121,494	121,494
	TOTAL DEBT SERVICE	0	0	0	0	121,494	121,494
05.6900	Contingency						
9959	Contingency	0	0	60,000	60,000	60,000	0
	TOTAL CONTINGENCY	0	0	60,000	60,000	60,000	0
05.9000	Reserved Fund Balance						
9999	Reserved Fund Balance (for future projects)	0	0	0	0	0	0
	TOTAL RESERVED FOR FUTURE PROJECTS	0	0	0	0	0	0
	TOTAL UTILITY CAPITAL PROJECTS	347,062	220,526	1,138,549	1,008,386	1,714,964	576,415

Total Revenues	471,021	550,074	1,138,549	1,008,386	1,714,964	
Surplus / (Deficit)	123,960	329,548	0	0	(0)	

50.63%

HARVESTER OPERATING FUND

OVERVIEW: HARVESTER OPERATING FUND

The operating revenues and expenses of the Harvester Performance Arts Venue provided by Town funds are tracked in a separate fund. The Harvester opened in April 2014 with a full slate of performances.

There are no anticipated outside revenues for the Town's responsibilities of the Harvester operations. There is a \$394,982 transfer from the Town's general fund to cover its share of Harvester expenses.

Town expenses are comprised of salaries and other personnel costs for three (3) full-time employees, The General Manager, the Assistant General Manager, and the Operations Director. There currently is one (1) part-time Lead Technician position funded by the Town who assists the General Manager with the performances. This position is proposed to be full-time for FY 2019. Three (3) part-time staff and performance assistants are needed but not proposed for funding for FY 2019. Volunteers are utilized to round out the Harvester staffing needs. Other contracted services related to the Town owned building include electrical and telephone services.

Performance related expenses are covered by performance related revenues separately and are not shown here as they are not classified as Town revenues nor Town expenses.

PERFORMANCE VENUE REVENUES		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget	
8000	Transfer from Other Funds							
0901	Transfer from General Fund	282,816	328,686	354,682	351,038	394,982	40,300	
	Total Transfers from Other Funds	282,816	328,686	354,682	351,038	394,982	40,300	
	TOTAL PERFORMANCE VENUE							
	OPERATING FUND REVENUES	282,816	328,686	354,682	351,038	394,982	40,300	11.36%

		FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase/ (Decrease) Budget
8401	PERFORMANCE VENUE EXPENSES						
1001	Wages - Full time	119,638	154,997	158,045	141,819	166,913	8,868
1001	Wages - p-t to Full time Lead Technician	0	0	0	0	22,295	22,295
1002	Wages - Part time	19,099	2,582	40,584	22,750	39,585	(999)
1002	Wages - Part time 2 new office staff	0	0	0	0	0	0
1003	Wages - Overtime	0	0	0	0	0	0
1007	Wages - Public Security	19,560	19,980	21,000	20,705	22,000	1,000
2001	FICA	11,845	11,248	12,090	12,586	12,769	679
2002	Retirement/Life Insurance	22,214	26,212	25,035	25,263	29,424	4,389
2005	Medical/Dental Insurance	21,712	25,702	30,762	34,266	31,326	564
2008	ICMA - Employer Contribution	523	1,047	1,580	1,346	1,272	(308)
2011	Workers' Compensation Insurance	133	2,403	1,517	1,482	423	(1,094)
2103	Employment Physicals / Testing	0	148	0	203	0	0
3000	Contractual Services	42,362	26,499	17,500	29,903	17,015	(485)
3005	Custodial Services	0	0	0	5,200	5,200	5,200
3300	Repairs & Maintenance	3,203	0	4,500	2,014	2,500	(2,000)
3600	Advertising	1,200	2,350	0	2,075	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	51	0	0	0	0
4400	Licenses & Permits	754	4,948	1,200	806	0	(1,200)
5100	Utilities	10,451	12,004	31,164	24,552	24,600	(6,564)
5200	Communications	4,293	6,565	9,704	12,514	13,140	3,436
5500	Travel & Training/Education	0	341	0	0	0	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	14	1,622	0	486	200	200
6005	Janitorial Supplies	0	671	0	7,191	6,320	6,320
7002	Furniture & Fixtures	5,815	7,669	0	2,927	0	0
7003	Data Processing Equipment	0	810	0	2,950	0	0
7004	Machinery & Equipment	0	14,495	0	0	0	0
7007	Audio Video Equipment	0	6,342	0	0	0	0
	TOTAL PERFORMANCE VENUE EXPENDITURES	282,816	328,686	354,682	351,038	394,982	40,300
							11.36%
	revenues	282,816	328,686	354,682	351,038	394,982	

CAPITAL IMPROVEMENT PLAN

**TOWN OF ROCKY MOUNT
PROPOSED 5-YEAR CAPITAL IMPROVEMENT PLAN
FISCAL YEARS 2019 – 2023**

OVERVIEW

The Capital Improvement Plan (CIP) is a planning document to provide guidance for the long-range funding of future large capital projects and major equipment purchases. No funds are appropriated for any project or equipment purchase until Town Council includes their funding in the adopted budget for the upcoming fiscal year. The FY 19-23 CIP was compiled using the capital improvement plan adopted last year and updated using information and requests from department heads and the Town Manager. Generally, items in the CIP are at least \$5,000 and have a useful life of at least two years.

Capital projects can be one-time needs such as a new building, a vehicle replacement, or major updates or expansion of existing utility lines or streets. Some expenditures are for major upgrades or repairs / replacement in order for the original item to continue its useful life. These include buildings, roads, bridges, water and sewer lines, and specialized vehicles and machinery. Many items in the CIP will have some sort of annual operating costs that need to be considered.

The CIP is comprised of three funding sources – those items funded through the General Fund, those items funded through the Utilities Fund, and those items funded through outside sources such as grants, bonds, loans, or possibly fund balance. Fund balance should never be used to fund routine operating expenses and long-term continued use of fund balance can lead to financial difficulties. Sustained revenue sources such as property taxes or water and sewer user fees should be used to fund operating expenses and even one-time capital projects where feasible. The fund balance should be maintained to provide a sufficient level for use in economic downturns and for emergencies. Over the long-term, the fund balance should remain stable or increase due to the community's general economic conditions.

The Town tries to supplement as many capital projects through the use of grant funding from state and federal agencies because these grant awards represent a return of local tax dollars collected by the federal and / or state governments. These agencies include the Virginia Department of Housing and Community Development, Virginia Tobacco Indemnification Commission, USDA Rural Development, and the Virginia Department of Transportation. Grants are available for a number of types of projects including community and economic development, housing, utility improvements, and street / transportation needs. Due to the competitive nature of grant awards, the Town generally must first spend money on preliminary engineering reports, consultants, and grant writers before even submitting a funding request. The funding agencies also favorably recognize the commitment to a potential funding project by the initial expenditures of localities on the project itself. All grant funds come with strings attached and must be administered in such a way that complies to the requirements of the funding agency and the objectives of the funded project.

If grants and user fees are not available, debt financing is an option. Borrowing funds at reasonable rates for future capital projects spreads the debt service over the useful life of the project and passes the cost to future users of the improvement. Debt is appropriate to finance assets with high costs and long useful lives. However, annual debt service must be covered through annual operating funds and existing tax rates and user fees may not be sufficient to cover the annual principal and interest payments.

There are state agencies that issue tax-free and below-market rates for applicable projects. The Town has issued debt through the Virginia Department of Environmental Quality Revolving Loan Fund for sewer utility projects and through the Virginia Resources Authority for the wastewater treatment plant, water lines in the annexed area, and the Grassy Hill water storage tank. These two agencies can issue debt for utility projects, public safety, transportation, and brown field remediation. The Town has also issued debt through the Virginia Municipal League for a mix of public parking, public works building, and infrastructure (roads, a parking lot, drainage improvements, park upgrades, water lines, and sewer lines) and the Wastewater Treatment Plant ultra-violet project. The VML / VaCo program allows for a wide variety of utility and general government projects.

Not all capital improvements can be funded. The public, in large part, dictates which new initiatives and capital improvements they are willing to support with their tax revenue and utility user fees. The Town must provide for basic maintenance on existing infrastructure and equipment first. A failure to address maintenance needs will only delay the inevitable and usually have higher costs in the future. Ultimately Town Council must decide how to prioritize the Town's operating and capital needs with the available assets. Only projects approved in Year 1 of the CIP need to be funded in the current budget. Generally, projects that are not funded in Year 1 are not because they are not important or not needed, but that the current funding level is not available to support the cost of the project at this time. Projects in Years 2 through 5 do not demonstrate a commitment to funding but only that the projects are currently planned to occur during Years 2 through 5.

Funding capital outlay continues to be a challenge. Finding funds available for capital items is difficult after normal and existing operations are financed with the distribution of the current year's revenue stream of taxes and fees. With the continued inability to upgrade and replace items past their useful life on a regular basis, the Town sometimes has to finance major repairs with the use of fund balance or with the issuance of debt. A proposed new bond issue to cover the costs of the meter replacement project is in Year 1 (FY 2019) of the CIP.

Key projects proposed during fiscal years 2019 through 2023 include the following:

- Software and supporting hardware for Finance
- Police K-9 dog replacement
- Police vehicles and vehicle equipment
- Equipment and vehicles for the Public Works Department
- Improvements and additions to Town facilities and parks
- Property purchases for economic development opportunities
- Upgrades to existing utility lines
- Upgrades and rebuilds to water distribution and storage infrastructure
- Replacements and upgrades to equipment at the Water Treatment Plant
- Replacement of sewer collection infrastructure
- Replacements and upgrades to equipment at the Wastewater Treatment Plant

TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 19 - 23

Project / Purchase:	FY 19 By Depts.	FY 19 Proposed
GENERAL FUND PROJECTS:		
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:		
Finance - new financial operating software & hardware (General Fund \$345,000; Utility Fund \$115,000)	500,000	460,000
Zoning - replace 1995 GMC pick-up		
Mgr - replace 2004 Ford Explorer		
Com Dev - replace 2007 GMC Yukon		
TOTAL ADMINISTRATIVE DEPARTMENTS	500,000	460,000
PUBLIC SAFETY:		
Police - replace in car camera & video (\$5,500/car;2/year)	11,000	11,000
Police - replace 1 Explorers at \$38,000 per car every 2 years	38,000	
Police - vehicle for Community Policing	37,000	
Police - replace K-9 officer	10,000	10,000
Fire - replace 1993 Pierce fire engine (may get grant funding)		
Fire - replace 2 thermal imaging cameras		
Fire - replace Cascade Air System (may get grant funding)		
Fire - replace SCBA packs (5)		
Fire - replace 1996 Freightliner fire engine		
Fire - replace 1995 Chevy Suburban (quick response vehicle)		
Fire - replace Utility 1A		
TOTAL PUBLIC SAFETY	96,000	21,000
PUBLIC WORKS:		
Pub Works - manhole leveling system	10,000	-
Pub Works - fire hydrant cleaning system	10,000	
Pub Works - sidewalk maintenance (year 3)	40,000	40,000
Com Dev - street lighting Floyd Ave	65,000	
Com Dev - sidewalk extension with VDOT revenue sharing funds		
Pub Works - replace 1999 Ford tractor	45,000	
Pub Works - replace pick-up	47,000	
Pub Works - replace 1989 John Deere loader 544	135,000	
Pub Works - gator 4 x 4	17,000	
Pub Works - replace 1995 Ford tandem dump truck		
Pub Works - replace 2002 GMC pick-up		
Pub Works - replace 2003 Ford pick-up		
Pub Works - replace 1997 Ford dump truck		
Pub Works - replace 1999 John Deere loader 444		
Pub Works - replace 2006 Ford pick-up		
Pub Works - replace 2002 GMC dump truck		
Pub Works - replace 2006 John Deere backhoe 310		
Pub Works - replace lawn mowers		
Pub Works - replace 2007 Dodge pick-up		
Pub Works - replace 1999 Ford bucket truck		
Pub Works - replace 1999 NH skid loader		
Pub Works - replace 2003 John Deere backhoe 710		
Pub Works - replace riding mowers		
TOTAL PUBLIC WORKS	369,000	40,000

TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 19 - 23

Project / Purchase:	FY 19 By Depts.	FY 19 Proposed
BUILDINGS AND GROUNDS:		
Municipal Bldg - replace fascia & guttering	110,000	
Municipal Bldg - replace HVAC		
Harvester - replace seating		
ES Bldg - paint siren tower		
ES - impound lot	10,000	
PW Bldg - add 2 stalls on pole shed	35,000	
Pub Works - asphalt rejuvenation-J&J parking lot	11,900	11,900
Pub Works - asphalt rejuvenation-bank/church parking lot	4,300	4,300
Parks - replace tables, trash cans, grills	10,000	10,000
Parks - Gilley's		
Parks - Celeste development phase 3 of 5 (\$5,245 donations)	5,000	
Parks - new trail development (may get grant funding)	-	
Farmers Market		
PW & PS - replace fuel pumps at fueling stations	8,400	
PW & PS - fuel master upgrade software, wireless card		
PW & PS - replace fuel canopies		
Streets - wayfinding signage Stage II		
Curb & Gutter - Bernard Rd. drainage	-	
TOTAL BUILDINGS AND GROUNDS	194,600	26,200
ECONOMIC DEVELOPMENT:		
Economic Development Authority contribution	-	
WPPD - 220/40 realignment (Town cost)		
Mountain Valley Pipeline - taps in the transmission line		
12" water line connector to Plateau Plaza		
TOTAL ECONOMIC DEVELOPMENT	-	-
TOTAL GENERAL FUND PROJECTS	1,159,600	547,200

TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 19 - 23

Project / Purchase:	FY 19 By Depts.	FY 19 Proposed
UTILITY FUND PROJECTS:		
PUBLIC WORKS:		
Pub Works	-	
TOTAL PUBLIC WORKS	-	-
WATER:		
Meter Reading - complete change-out (M/R-option:change only old meters & wires on newer meters) \$750,000)	990,000	990,000
Pub Works - Ground Penetrating Radar	26,000	26,000
Pub Works - GIS to go with ground penetrating radar	9,000	9,000
Pub Works-replace N. Main St. 8" water line(Pendleton to Ferguson L&	500,000	
Pub Works - replace Ann Sink St. water and sewer lines	68,000	
Water - cell phone communication with pump stations		
Water - refurbish old Grassy Hill tank		
WTP - replace flocculators	196,000	161,000
WTP - replace pickup	28,000	
WTP - replace mower	8,500	8,500
WTP - filter sand replacement		
WTP - lagoon clean out & repair		
WTP - replace raw water pump (2 of 2)		
TOTAL WATER	1,825,500	1,194,500
SEWER:		
Pub Works - replace Hillcrest sewer line	108,000	108,000
Sewer - rebuild climbing screen - Main plant pump station	80,000	60,000
Sewer - replace pumps - Main plant pump station		
WWTP - replace 1992 JD tractor	35,000	
WWTP - rebuild belt filter press	50,000	
WWTP - replace UV Channel #2		
WWTP - resurface clarifier outer rings		
WWTP - rebuild / replace 8 faulk gear drives		
WWTP - replace climbing screen at WWTP		
WWTP - replace grit chambers at WWTP		
WWTP - replace grit classifier at WWTP		
TOTAL SEWER	273,000	168,000
TOTAL UTILITY FUND PROJECTS	2,098,500	1,362,500
TOTAL GENERAL AND UTILITY FUND PROJECTS	3,258,100	1,909,700
FY 19 - FY 23 proposed		

TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 19 - 23

Project / Purchase:	FY 20 Proposed	FY 21 Proposed	FY 22 Proposed	FY 23 Proposed	5 YEAR TOTAL
GENERAL FUND PROJECTS:					
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:					
Finance - new financial operating software & hardware (General Fund \$345,000; Utility Fund \$115,000)					460,000
Zoning - replace 1995 GMC pick-up	23,000				23,000
Mgr - replace 2004 Ford Explorer	35,000				35,000
Com Dev - replace 2007 GMC Yukon			35,000		35,000
TOTAL ADMINISTRATIVE DEPARTMENTS	58,000	-	35,000	-	553,000
PUBLIC SAFETY:					
Police - replace in car camera & video (\$5,500/car;2/year)	11,000	11,000	11,000	11,000	55,000
Police - replace 1 Explorers at \$38,000 per car every 2 years	76,000	76,000	76,000	76,000	304,000
Police - vehicle for Community Policing	37,000				37,000
Police - replace K-9 officer					10,000
Fire - replace 1993 Pierce fire engine (may get grant funding)	555,000				555,000
Fire - replace 2 thermal imaging cameras	15,000				15,000
Fire - replace Cascade Air System (may get grant funding)		130,000			130,000
Fire - replace SCBA packs (5)				30,000	30,000
Fire - replace 1996 Freightliner fire engine			625,000		625,000
Fire - replace 1995 Chevy Suburban (quick response vehicle)			45,000		45,000
Fire - replace Utility 1A				300,000	300,000
TOTAL PUBLIC SAFETY	694,000	217,000	757,000	417,000	2,106,000
PUBLIC WORKS:					
Pub Works - manhole leveling system					-
Pub Works - fire hydrant cleaning system					-
Pub Works - sidewalk maintenance (year 3)	40,000	40,000	40,000		160,000
Com Dev - street lighting Floyd Ave	65,000				65,000
Com Dev - sidewalk extension with VDOT revenue sharing funds	-	-	-	-	-
Pub Works - replace 1999 Ford tractor	45,000				45,000
Pub Works - replace pick-up	47,000				47,000
Pub Works - replace 1989 John Deere loader 544	135,000				135,000
Pub Works - gator 4 x 4	17,000				17,000
Pub Works - replace 1995 Ford tandem dump truck	230,000				230,000
Pub Works - replace 2002 GMC pick-up	55,000				55,000
Pub Works - replace 2003 Ford pick-up		45,000			45,000
Pub Works - replace 1997 Ford dump truck		200,000			200,000
Pub Works - replace 1999 John Deere loader 444		180,000			180,000
Pub Works - replace 2006 Ford pick-up			35,000		35,000
Pub Works - replace 2002 GMC dump truck			200,000		200,000
Pub Works - replace 2006 John Deere backhoe 310			200,000		200,000
Pub Works - replace lawn mowers			15,000		15,000
Pub Works - replace 2007 Dodge pick-up				45,000	45,000
Pub Works - replace 1999 Ford bucket truck				100,000	100,000
Pub Works - replace 1999 NH skid loader				75,000	75,000
Pub Works - replace 2003 John Deere backhoe 710				230,000	230,000
Pub Works - replace riding mowers				10,000	10,000
TOTAL PUBLIC WORKS	634,000	465,000	490,000	460,000	2,089,000

TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 19 - 23					
Project / Purchase:	FY 20 Proposed	FY 21 Proposed	FY 22 Proposed	FY 23 Proposed	5 YEAR TOTAL
BUILDINGS AND GROUNDS:					
Municipal Bldg - replace fascia & guttering	110,000				110,000
Municipal Bldg - replace HVAC	65,000				65,000
Harvester - replace seating	22,500				22,500
ES Bldg - paint siren tower					-
ES - impound lot					-
PW Bldg - add 2 stalls on pole shed	35,000				35,000
					-
Pub Works - asphalt rejuvenation-J&J parking lot					11,900
Pub Works - asphalt rejuvenation-bank/church parking lot					4,300
					-
Parks - replace tables, trash cans, grills					10,000
Parks - Gilley's					-
Parks - Celeste development phase 3 of 5 (\$5,245 donations)	5,000				5,000
Parks - new trail development (may get grant funding)	50,000				50,000
					-
Farmers Market					
					-
PW & PS - replace fuel pumps at fueling stations	8,400				8,400
PW & PS - fuel master upgrade software, wireless card	10,000				10,000
PW & PS - replace fuel canopies	50,000				50,000
					-
Streets - wayfinding signage Stage II	95,000				95,000
					-
Curb & Gutter - Bernard Rd. drainage	-	-	-	-	-
					-
TOTAL BUILDINGS AND GROUNDS	450,900	-	-	-	477,100
ECONOMIC DEVELOPMENT:					
Economic Development Authority contribution	200,000	200,000			400,000
WPPD - 220/40 realignment (Town cost)			80,000	80,000	160,000
Mountain Valley Pipeline - taps in the transmission line			1,000,000	1,000,000	2,000,000
12" water line connector to Plateau Plaza		1,000,000	1,000,000	1,000,000	3,000,000
					-
TOTAL ECONOMIC DEVELOPMENT	200,000	1,200,000	2,080,000	2,080,000	5,560,000
					-
TOTAL GENERAL FUND PROJECTS	2,036,900	1,882,000	3,362,000	2,957,000	10,785,100

TOWN OF ROCKY MOUNT					
5 YEAR CAPITAL IMPROVEMENT PLAN					
FY 19 - 23					
Project / Purchase:	FY 20	FY 21	FY 22	FY 23	5 YEAR
	Proposed	Proposed	Proposed	Proposed	TOTAL
UTILITY FUND PROJECTS:					
PUBLIC WORKS:					
Pub Works					-
TOTAL PUBLIC WORKS	-	-	-	-	-
WATER:					
Meter Reading - complete change-out (M/R-option:change only old meters & wires on newer meters) \$					990,000
					-
					-
Pub Works - Ground Penetrating Radar	26,000				52,000
Pub Works - GIS to go with ground penetrating radar	9,000				18,000
Pub Works-replace N. Main St. 8" water line(Pendleton to Fergu	500,000				500,000
Pub Works - replace Ann Sink St. water and sewer lines	68,000				68,000
Water - cell phone communication with pump stations	50,000				50,000
Water - refurbish old Grassy Hill tank	70,000				70,000
WTP - replace flocculators					161,000
WTP - replace pickup	28,000				28,000
WTP - replace mower					8,500
WTP - filter sand replacement	50,000				50,000
WTP - lagoon clean out & repair		70,000			70,000
WTP - replace raw water pump (2 of 2)		30,000			30,000
TOTAL WATER	801,000	100,000	-	-	2,095,500
SEWER:					
Pub Works - replace Hillcrest sewer line					108,000
Sewer - rebuild climbing screen - Main plant pump station	80,000				140,000
Sewer - replace pumps - Main plant pump station	50,000	50,000			100,000
WWTP - replace 1992 JD tractor	35,000				35,000
WWTP - rebuild belt filter press	50,000				50,000
WWTP - replace UV Channel #2	300,000				300,000
WWTP - resurface clarifier outer rings	80,000				80,000
WWTP - rebuild / replace 8 faulk gear drives		160,000			160,000
WWTP - replace climbing screen at WWTP		100,000			100,000
WWTP - replace grit chambers at WWTP			100,000		100,000
WWTP - replace grit classifier at WWTP			100,000		100,000
TOTAL SEWER	595,000	310,000	200,000	-	1,273,000
TOTAL UTILITY FUND PROJECTS	1,396,000	410,000	200,000	-	3,368,500
TOTAL GENERAL AND UTILITY FUND PROJECTS	3,432,900	2,292,000	3,562,000	2,957,000	14,153,600
FY 19 - FY 23 proposed					14,153,600

BY LINE ITEM

WAGES – LINE 1001	-- page 105
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RETIREMENT/LIFE INSURANCE – LINE 2002	-- page 107
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TOWN OF ROCKY MOUNT							
WAGES (LINE 1001)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Mayor & Council contractual	1,750	2,050	2,200	2,050	2,200	0
01.1101	Mayor & Council elected officials	27,300	29,925	30,450	28,425	30,450	0
01.1202	Town Manager	133,752	134,815	138,737	132,441	145,761	7,024
01.1213	Finance Dept.	150,924	167,382	168,592	165,909	174,216	5,624
01.3101	Police Dept.	982,804	1,016,432	1,084,450	1,088,908	1,164,913	80,463
01.4100	Public Works Administration	0	72,093	65,227	63,006	52,087	(13,140)
01.4104	Street Lighting	4,190	2,141	2,645	357	5,533	2,888
01.4107	Traffic Control	9,753	20,853	10,582	7,857	11,066	484
01.4108	Streets	302,903	262,935	277,776	259,207	293,247	15,471
01.4109	Sidewalks	5,306	0	5,291	4,412	5,533	242
01.4202	Street Cleaning	10,176	1,789	10,582	3,723	2,766	(7,816)
01.4203	Refuse Collection	96,998	60,401	89,947	67,455	71,929	(18,018)
01.4204	Snow Removal	5,728	2,456	7,936	2,994	5,533	(2,403)
01.4304	Municipal Bldg	1,231	3,188	0	1,687	0	0
01.4305	Emergency Services Bldg	3,457	2,897	0	1,703	0	0
01.4306	Public Works Bldg	0	884	0	2,327	0	0
01.4307	Cemetery Maint.	9,965	10,442	10,582	8,144	11,066	484
01.4308	Parks Maint.	16,770	26,850	15,873	28,740	27,665	11,792
01.8101	Planning	68,965	69,557	76,910	75,552	63,268	(13,642)
01.8101	Planning contractual	1,175	1,200	1,350	1,900	1,500	150
01.8101	Planning stipends	8,030	7,850	8,200	9,140	8,200	0
01.8102	Comm Development	87,580	92,820	95,086	82,772	98,055	2,969
01.8103	Citizens' Square	1,402	7,169	2,645	2,378	5,533	2,888
01.8104	Comm & Hospitality Center	937	267	2,645	600	2,766	121
01.8104	Hospitality Center - part time	10,498	11,063	12,350	12,137	12,350	0
01.8130	Econ. Dev. Auth. Contractual	200	600	600	400	600	0
01.8130	Econ. Dev. Auth. Stipends	0	1,150	4,000	600	1,800	(2,200)
02.5000	Water Distribution	22,058	41,510	67,142	53,250	69,818	2,676
02.5010	Meter Reading	21,227	19,289	18,518	17,763	22,132	3,614
02.5050	Water Plant	247,301	258,433	263,154	209,441	268,822	5,668
02.6000	Wastewater Collection	21,984	42,826	67,142	57,218	69,818	2,676
02.6050	Wastewater Plant	216,701	220,764	226,236	181,847	237,689	11,453
02.6200	Utility Billing	64,967	75,132	82,475	68,179	81,478	(997)
06.8401	Harvester Performance Center	119,638	154,997	158,045	141,819	166,913	8,868
Totals		2,655,668	2,822,159	3,007,368	2,784,340	3,114,706	107,338
increase from prior year		2%	6%	7%	-1%	12%	

TOWN OF ROCKY MOUNT OVERTIME (LINE 1003)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.3101.1003	Wages - Overtime	38,002	36,686	37,339	40,962	30,000	(7,339)
01.3101.1004	Wages - Contractual Services	5,580	5,985	8,010	8,870	8,900	890
01.3101.1006	Wages - OT Court	5,288	3,602	3,701	4,725	3,900	199
01.3101.1009	Wages - OT Other	28,735	32,075	30,829	35,269	30,000	(829)
01.3101.1010	Wages - OT Mini Grants	9,902	6,007	0	8,867	0	0
01.3101.1011	Wages - Ot SWAT/Tactical	410	0	750	0	0	(750)
01.3101.1013	Wages - OT Other Training/Seminars	964	1,544	1,582	102	150	(1,432)
01.3101.1014	Wages - OT Crisis Intervention	1,050	12,950	12,600	10,850	12,600	0
	Total Police Overtime	89,932	98,848	94,812	109,646	85,550	(9,261)
01.4104	Street Lighting	57	0	0	0	0	0
01.4107	Parking & Traffic Control	109	353	0	0	0	0
01.4108	Street Maintenance	1,658	2,656	2,000	4,282	2,000	0
01.4109	Sidewalks, Curbs, Gutters	11	0	0	0	0	0
01.4202	Street Cleaning	473	73	0	0	0	0
01.4203	Refuse Collection	1,062	133	600	725	750	150
01.4204	Snow Removal	14,195	5,347	10,000	1,511	10,000	0
01.4307	Cemetery Maintenance	123	201	0	0	0	0
01.4308	Parks & Playground Miantenance	5	19	0	59	0	0
02.5000	Water Distribution	1,395	1,866	2,200	3,685	3,000	800
02.5010	Meter Reader	17	137	0	235	100	100
02.5050	Water Plant	7,816	4,129	9,000	5,750	4,500	(4,500)
02.6000	Wastewater Collection	792	983	1,020	811	950	(70)
02.6050	Wastewater Treatment Plant	1,168	429	720	343	450	(270)
06.8401	Harvester Performance Center	0	0	0	0	0	0
	Totals	118,811	115,174	120,352	127,046	107,300	(13,051)
	increase from prior year	14%	-3%	4%	10%	-16%	

TOWN OF ROCKY MOUNT							
RETIREMENT/LIFE INSUR (LINE 2002)							
Account	Title	FY 16	FY 17	FY 18	FY 18	FY 19	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Mayor & Council	279	318	341	318	379	38
01.1202	Town Manager	21,445	21,118	21,518	21,081	25,115	3,597
01.1213	Finance Dept.	24,204	25,805	26,245	25,084	30,270	4,025
01.3101	Police Dept.	173,334	157,909	179,585	163,323	186,133	6,547
01.4100	Public Works Administration	392	11,365	10,508	13,250	9,350	(1,158)
01.4104	Street Lighting	676	331	413	55	960	547
01.4107	Traffic Control	1,563	3,196	1,652	1,222	1,920	268
01.4108	Streets	48,515	34,439	43,352	41,613	51,179	7,827
01.4109	Sidewalks	846	0	826	681	960	134
01.4202	Street Cleaning	1,696	289	1,652	573	480	(1,172)
01.4203	Refuse Collection	15,349	9,612	14,038	10,316	12,604	(1,434)
01.4204	Snow Removal	3,086	1,199	1,394	473	2,683	1,289
01.4304	Municipal Bldg	196	477	0	260	0	0
01.4305	Emergency Services Bldg	550	448	0	262	0	0
01.4306	Public Works Bldg	0	133	0	353	0	0
01.4307	Cemetery Maint.	1,575	1,602	1,652	1,255	1,920	268
01.4308	Parks Maint.	2,672	4,083	2,477	4,420	4,799	2,322
01.8101	Planning	10,962	10,660	12,041	8,091	11,357	(684)
01.8102	Comm Development	13,781	14,330	14,860	13,036	17,023	2,163
01.8103	Citizens' Square	221	1,110	413	364	960	547
01.8104	Comm & Hospitality Center	134	136	413	91	480	67
02.5000	Water Distribution	3,673	5,657	10,971	8,722	12,783	1,812
02.5010	Meter Reading	3,273	2,950	2,890	2,037	3,857	967
02.5050	Water Plant	41,335	1,970	40,815	38,448	47,482	6,667
02.6000	Wastewater Collection	3,527	6,273	10,630	4,729	12,421	1,791
02.6050	Wastewater Plant	34,779	34,228	35,089	33,985	40,954	5,865
02.6200	Utility Billing	10,776	11,280	12,888	12,320	14,291	1,403
06.8401	Harvester Performance Center	22,214	26,212	25,035	25,263	29,424	4,389
	Totals	441,084	387,219	471,699	431,683	519,887	48,188
	increase from prior year	5%	-12%	22%	11%	20%	

TOWN OF ROCKY MOUNT							
ICMA 1% EMPLOYER CONTRIBUTION (LINE 2008)							
Account	Title	FY 16	FY 17	FY 18	FY 18	FY 19	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1213	Finance Dept.	0	169	221	303	411	190
01.4100	Public Works Administration	0	647	652	910	521	(131)
01.4107	Traffic Control	1	16	11	56	111	100
01.4108	Streets	28	251	278	798	2,932	2,655
01.4109	Sidewalks	1	0	0	6	25	25
01.4203	Refuse Collection	72	400	905	340	360	(545)
01.4204	Snow Removal	12	20	53	0	20	(33)
01.4304	Municipal Bldg	0	5	0	5	0	0
01.4305	Emergency Services Bldg	1	2	0	2	0	0
01.4306	Public Works Bldg	0	7	0	16	0	0
01.4307	Cemetery Maint.	4	11	15	14	110	95
01.4308	Parks Maint.	0	45	159	93	140	(19)
01.8101	Planning	124	247	254	758	633	379
01.8102	Comm Development	117	233	242	138	440	198
01.8103	Citizens' Square	2	3	0	2	5	5
01.8130	Econ. Dev. Authority	2	7	6	5	6	0
02.5000	Water Distribution	2	70	671	186	188	(483)
02.5010	Meter Reading	0	1	0	0	0	0
02.6000	Wastewater Collection	9	45	67	206	200	133
02.6200	Utility Billing	0	170	825	412	815	(10)
06.8401	Harvester Performance Center	523	1,047	1,580	1,346	1,272	(308)
	Totals	899	3,396	5,939	5,595	8,189	2,250
	increase from prior year	23%	278%	75%	65%	46%	

TOWN OF ROCKY MOUNT							
MEDICAL/DENTAL INSURANCE (LINE 2005)							
Account	Title	FY 16	FY 17	FY 18	FY 18	FY 19	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Mayor & Council	0	0	0	0	0	0
01.1202	Town Manager	23,478	23,611	30,284	29,284	30,932	648
01.1213	Finance Dept.	23,642	25,519	33,196	47,076	36,149	2,953
01.3101	Police Dept.	242,194	222,267	300,495	260,950	289,306	(11,189)
01.4100	Public Works Administration	0	8,269	10,615	8,346	5,551	(5,064)
01.4104	Street Lighting	1,818	1,018	761	0	1,727	966
01.4107	Traffic Control	1,230	7,130	3,045	2,670	3,454	409
01.4108	Streets	59,424	64,733	79,934	69,284	91,541	11,607
01.4109	Sidewalks	1,647	0	1,523	1,881	1,727	204
01.4202	Street Cleaning	2,062	703	3,045	1,021	864	(2,181)
01.4203	Refuse Collection	19,534	12,048	25,883	14,904	22,566	(3,318)
01.4204	Snow Removal	7,172	0	2,284	1,447	3,227	943
01.4304	Municipal Bldg	421	537	0	224	0	0
01.4305	Emergency Services Bldg	470	588	0	189	0	0
01.4306	Public Works Bldg	0	147	0	370	0	0
01.4307	Cemetery Maint.	2,908	3,064	3,045	2,703	3,454	409
01.4308	Parks Maint.	4,622	3,928	4,568	7,464	8,636	4,068
01.8101	Planning	7,611	8,621	11,715	11,722	14,257	2,542
01.8102	Comm Development	13,772	12,486	19,047	17,030	21,794	2,747
01.8103	Citizens' Square	159	1,822	761	606	1,727	966
01.8104	Comm & Hospitality Center	104	129	761	45	864	103
02.5000	Water Distribution	5,146	7,616	17,156	13,251	15,006	(2,150)
02.5010	Meter Reading	4,900	4,238	5,329	3,083	6,924	1,595
02.5050	Water Plant	60,803	53,062	72,730	64,889	77,576	4,846
02.6000	Wastewater Collection	6,433	10,210	16,826	5,394	15,141	(1,685)
02.6050	Wastewater Plant	50,397	43,853	67,474	54,225	56,242	(11,232)
02.6200	Utility Billing	12,029	12,396	17,815	17,940	20,489	2,674
06.8401	Harvester Performance Center	21,712	25,702	30,762	34,266	31,326	564
Totals		573,689	553,699	759,054	670,264	760,480	1,426
increase from prior year		3%	-3%	37%	21%	13%	
General Fund		433,980	422,324	561,724	511,482	569,101	7,377
Utility Fund		139,709	131,376	197,330	158,781	191,378	(5,952)
		573,689	553,699	759,054	670,264	760,480	1,426

TOWN OF ROCKY MOUNT							
WORKERS COMP (LINE 2011)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1202	Town Manager	150	207	97	95	32	(65)
01.1213	Finance Dept.	179	155	101	99	34	(67)
01.3101	Police Dept.	28,123	23,103	26,148	25,321	22,602	(3,546)
01.4100	Public Works Administration	0	0	3,711	3,626	2,587	(1,124)
01.4104	Street Lighting	230	261	162	158	288	126
01.4107	Traffic Control	952	697	649	634	576	(73)
01.4108	Streets	20,007	18,473	17,033	16,337	15,252	(1,781)
01.4109	Sidewalks	381	1,046	324	317	288	(36)
01.4202	Street Cleaning	763	0	649	634	144	(505)
01.4203	Refuse Collection	6,478	5,838	5,515	5,389	3,741	(1,774)
01.4204	Snow Removal	341	436	487	476	288	(199)
01.4304	Municipal Bldg full time	0	175	0	0	0	0
01.4305	Emergency Services Bldg	0	175	0	0	0	0
01.4307	Cemetery Maint.	763	697	649	634	576	(73)
01.4308	Parks Maint.	1,143	1,045	973	951	1,439	466
01.8101	Planning	657	139	634	620	12	(622)
01.8102	Comm Development	189	176	195	191	19	(176)
01.8103	Citizens' Square	0	175	162	158	288	126
01.8104	Comm & Hospitality Center	381	175	162	158	144	(18)
02.5000	Water Distribution	2,383	2,092	3,984	3,893	3,571	(413)
02.5010	Meter Reading	1,525	1,307	1,136	1,100	1,151	15
02.5050	Water Plant	7,316	4,968	7,053	6,777	4,931	(2,122)
02.6000	Wastewater Collection	2,763	2,090	3,984	3,893	3,571	(413)
02.6050	Wastewater Plant	4,016	2,877	3,189	3,001	1,358	(1,831)
02.6200	Utility Billing	91	76	49	48	16	(33)
06.8401	Harvester Performance Center	133	2,403	1,517	1,482	423	(1,094)
Totals		78,964	68,786	78,563	75,992	63,330	(15,233)
increase from prior year		-20%	-13%	14%	10%	-17%	

TOWN OF ROCKY MOUNT CONTRACTUAL (LINE 3000)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	1,443	2,552	2,704	2,038	2,740	36
01.1202	Town Manager	24,829	10,045	1,294	6,378	1,340	46
01.1204	Town Attorney	6,300	254	5,000	2,595	5,000	0
01.1213	Finance Dept.	71,631	62,595	68,500	67,834	102,200	33,700
01.1301	Electoral Board	2,645	0	2,900	2,900	0	(2,900)
01.3101	Police Dept.	17,668	24,633	16,000	14,803	16,000	0
01.3202	Fire Dept.	1,593	1,726	1,500	6,393	2,360	860
01.4100	Public Works Admin.	245	572	500	363	500	0
01.4104	Street Lighting	1,654	0	4,000	0	0	(4,000)
01.4107	Traffic Control	50,988	22,715	20,000	19,929	22,000	2,000
01.4108	Streets	618,175	311,748	406,996	493,922	450,000	43,004
01.4109	Sidewalks	0	0	0	0	0	0
01.4203	Refuse Collection	0	268	536	270	280	(256)
01.4304	Municipal Bldg.	31,842	15,178	28,500	14,056	14,395	(14,105)
01.4305	Emergency Serv. Bldg.	16,506	19,090	18,900	20,784	22,157	3,257
01.4306	Public Works Bldg.	999	2,298	2,000	4,195	4,287	2,287
01.4307	Cemetery Maint.	0	10	1,000	10	10	(990)
01.4308	Parks & Playgrounds	1,698	3,860	2,400	4,210	3,730	1,330
01.8101	Planning	16,947	1,178	7,000	520	1,000	(6,000)
01.8102	Comm Development	14,160	28,084	25,000	10,937	15,000	(10,000)
01.8103	Citizens' Square	9,478	10,149	10,160	8,449	8,525	(1,635)
01.8104	Hospitality Center	6,552	4,715	4,550	13,188	3,500	(1,050)
01.8130	Economic Dev. Authority	0	0	0	0	0	0
02.5000	Water Distribution	27,618	28,116	35,000	43,265	40,879	5,879
02.5010	Meter Reading	1,975	2,035	2,400	2,085	2,400	0
02.5050	Water Plant	7,341	3,518	8,000	3,955	8,853	853
02.6000	Wastewater Collection	11,098	13,122	15,000	12,893	13,000	(2,000)
02.6050	Wastewater Plant	5,115	6,591	8,000	5,007	8,000	0
02.6200	Utility Billing	26,443	26,278	25,750	28,398	38,122	12,372
06.8401	Harvester Performance Center	42,362	26,499	17,500	29,903	17,015	(485)
Totals		1,017,303	627,827	741,090	819,278	803,294	62,204
increase from prior year		38%	-38%	18%	30%	-2%	

TOWN OF ROCKY MOUNT ADVERTISING (LINE 3600)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	1,120	1,489	1,325	1,207	1,250	(75)
01.1202	Town Manager	455	771	0	1,176	400	400
01.1213	Finance Dept.	355	242	650	1,299	320	(330)
01.3101	Police Dept.	401	665	520	959	600	80
01.3202	Fire Dept.	594	0	500	451	500	0
01.4100	Public Works Admin.	1,267	133	100	0	0	(100)
01.4107	Traffic Control	0	0	0	0	0	0
01.4108	Streets	263	242	285	130	150	(135)
01.4203	Refuse Collection	373	224	700	824	700	0
01.4204	Snow Removal	0	0	0	0	0	0
01.4304	Municipal Bldg.	399	121	0	0	0	0
01.8101	Planning	2,673	1,419	2,500	4,476	5,000	2,500
01.8102	Comm Development	3,557	1,766	3,500	1,157	2,000	(1,500)
01.8102	Comm Dev - Branding	0	32,859	54,659	47,674	62,257	7,598
01.8103	Citizens' Square	100	0	500	0	0	(500)
01.8104	Hospitality Center	0	0	0	656	165	165
02.5000	Water Distribution	0	0	0	0	0	0
02.5010	Meter Reading	0	0	0	0	0	0
02.5050	Water Plant	0	0	100	450	100	0
02.6000	Wastewater Collection	0	0	300	0	300	0
02.6200	Utility Billing	0	0	0	0	0	0
06.8401	Harvester Performance Center	1,200	2,350	0	2,075	0	0
Totals		12,757	42,280	65,639	62,534	73,742	8,103
increase from prior year		-90%	231%	55%	48%	18%	

TOWN OF ROCKY MOUNT							
POSTAGE (LINE 3800)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	115	117	115	102	115	0
01.1202	Town Manager	314	109	140	140	140	0
01.1213	Finance Dept.	8,129	5,250	6,700	4,451	5,200	(1,500)
01.3101	Police Dept.	1,090	481	700	667	700	0
01.3202	Fire Dept.	0	0	30	0	0	(30)
01.4100	Public Works Admin	0	13	8	14	14	6
01.4203	Refuse Collection	0	0	0	0	0	0
01.8101	Planning	17	185	70	381	390	320
01.8102	Comm Development	1,072	364	620	461	470	(150)
01.8104	Hospitality Center	0	0	0	0	0	0
01.8106	Passport Services Exp.	1,029	1,601	1,350	1,826	1,875	525
02.5050	Water Plant	49	55	50	59	60	10
02.6000	Wastewater Collection	0	0	0	0	0	0
02.6050	Wastewater Plant	16	15	12	202	50	38
02.6200	Utility Billing	14,987	14,565	14,760	13,902	14,760	0
06.8401	Harvester Performance Center	0	51	0	0	0	0
Totals		26,818	22,807	24,555	22,204	23,774	(781)
increase from prior year		1%	-15%	8%	-3%	7%	

TOWN OF ROCKY MOUNT							
UTILITIES (LINE 5100)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.4104	Street Lighting	104,696	105,734	102,000	95,131	102,000	0
01.4107	Traffic Control	10,542	11,621	11,100	10,334	11,100	0
01.4304	Municipal Bldg	28,179	21,515	24,000	21,912	22,020	(1,980)
01.4305	Emerg Serv Bldg	17,549	16,970	18,200	16,081	16,600	(1,600)
01.4306	Public Works Bldg	4,214	5,246	5,927	5,703	6,240	313
01.4308	Parks	1,318	1,781	2,025	1,778	1,900	(125)
01.8103	Citizens' Square	2,343	2,427	2,868	2,545	2,650	(218)
01.8104	Hospitality Center	4,159	3,439	4,500	3,483	3,600	(900)
02.5000	Water Distribution	19,380	18,428	20,350	18,585	19,500	(850)
02.5050	Water Plant	69,105	69,755	72,000	67,965	71,000	(1,000)
02.6000	Wastewater Collection	40,580	35,316	38,000	25,648	28,800	(9,200)
02.6050	Wastewater Plant	73,554	63,196	70,000	62,026	68,400	(1,600)
06.8401	Harvester Performance Center	10,451	12,004	31,164	24,552	24,600	(6,564)
	Totals	386,070	367,430	402,135	355,743	378,410	(23,725)
	increase from prior year	-3%	-5%	9%	-3%	6%	

TOWN OF ROCKY MOUNT							
MOTOR FUEL (LINE 5155)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1202	Town Manager	223	614	500	500	500	0
01.3101	Police Dept.	35,681	38,679	36,250	38,496	38,900	2,650
01.3202	Fire Dept.	4,734	4,986	4,800	5,822	5,800	1,000
01.4107	Traffic Control	392	623	450	714	715	265
01.4108	Streets	13,195	17,491	17,304	21,707	22,100	4,796
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	1,283	737	650	808	800	150
01.4203	Refuse Collection	4,723	5,999	7,000	6,941	7,500	500
01.4204	Snow Removal	1,185	741	1,300	802	1,300	0
01.4307	Cemetery Maint.	442	658	495	664	600	105
01.4308	Parks Maint.	389	657	435	634	675	240
01.8101	Planning	205	0	70	0	50	(20)
01.8102	Comm Development	1,049	1,749	1,700	1,671	1,700	0
02.5010	Meter Reading	1,712	2,530	2,500	2,723	2,800	300
02.5050	Water Plant	1,573	1,695	1,500	1,508	1,800	300
02.6000	Wastewater Collection	441	736	580	806	800	220
02.6050	Wastewater Plant	1,998	2,333	2,500	2,342	2,500	0
	Totals	69,226	80,228	78,034	86,139	88,540	10,506
	increase from prior year	-25%	16%	-3%	7%	3%	

TOWN OF ROCKY MOUNT							
VEHICLE EXPENSE (LINE 5157)							
Account	Title	FY 16	FY 17	FY 18	FY 18	FY 19	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1202	Town Manager	253	837	275	396	400	125
01.3101	Police Dept.	22,030	24,895	30,000	31,611	30,000	0
01.3202	Fire Dept.	21,501	11,582	11,000	17,210	13,000	2,000
01.4107	Traffic Control	202	1,432	500	484	500	0
01.4108	Streets	23,725	25,338	20,000	23,152	24,700	4,700
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	487	339	1,000	633	1,000	0
01.4203	Refuse Collection	16,850	4,883	6,000	2,552	5,000	(1,000)
01.4204	Snow Removal	2,339	559	1,500	2,883	1,500	0
01.4307	Cemetery Maint.	0	0	0	0	0	0
01.4308	Parks Maint.	0	0	0	0	0	0
01.8101	Planning	0	186	500	10	500	0
01.8102	Comm Development	1,011	1,018	1,500	2,237	2,000	500
02.5000	Water Distribution	121	0	309	0	175	(134)
02.5010	Meter Reading	629	500	750	100	750	0
02.5050	Water Plant	1,803	609	3,000	596	750	(2,250)
02.6000	Wastewater Collection	2,045	38	1,000	480	1,000	0
02.6050	Wastewater Plant	253	63	800	782	800	0
	Totals	93,248	72,277	78,134	83,125	82,075	3,941
	increase from prior year	72%	-22%	8%	15%	-1%	

TOWN OF ROCKY MOUNT							
COMMUNICATIONS (LINE 5200)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	3,361	3,409	3,561	3,131	3,561	0
01.1202	Town Manager	5,758	5,957	5,868	5,585	5,868	0
01.1213	Finance Dept.	5,329	5,797	6,200	5,752	7,306	1,106
01.3101	Police Dept.	23,614	27,030	26,236	21,376	24,292	(1,945)
01.3202	Fire Dept.	2,761	2,700	2,705	3,014	2,705	0
01.4100	Public Works Admin.	2,460	3,072	3,816	3,298	5,136	1,320
01.4304	Municipal Bldg.	3,480	4,080	4,200	3,849	4,200	0
01.4305	Emerg Services Bldg.	4,233	2,073	3,924	4,479	4,980	1,056
01.4306	Public Works Bldg.	3,574	3,808	3,500	3,585	4,127	627
01.8101	Planning	5,764	5,776	5,918	5,423	5,935	17
01.8102	Comm. Development	3,201	2,902	2,920	2,697	2,870	(50)
01.8103	Citizens' Square	0	0	0	0	0	0
01.8104	Hospitality Center	863	972	985	913	996	11
02.5000	Water Distribution	1	0	0	0	0	0
02.5050	Water Plant	4,542	4,828	4,500	4,562	5,136	636
02.6000	Wastewater Collection	1,547	0	0	0	0	0
02.6050	Wastewater Plant	4,708	4,795	4,700	4,480	5,220	520
02.6200	Utility Billing	0	0	0	0	0	0
06.8401	Harvester Performance Center	4,293	6,565	9,704	12,514	13,140	3,436
Totals		79,489	83,761	88,738	84,658	95,472	6,734
increase from prior year		-2%	5%	6%	1%	13%	

TOWN OF ROCKY MOUNT							
UNIFORMS (LINE 5445)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.3101	Police Dept.	5,347	4,412	5,700	6,845	5,700	0
01.3202	Fire Dept.	7,670	3,832	11,000	2,986	10,000	(1,000)
01.4100	Public Works Admin.	7,970	12,568	10,280	11,327	10,800	520
02.5050	Water Plant	4,025	4,529	4,200	4,151	4,200	0
02.6050	Wastewater Plant	3,655	4,488	3,800	3,873	4,000	200
Totals		28,667	29,829	34,980	29,182	34,700	(280)
increase from prior year		-9%	4%	17%	-2%	19%	

TOWN OF ROCKY MOUNT							
TRAINING (LINE 5500)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	3,693	1,814	3,500	2,260	3,200	(300)
01.1202	Town Manager	9,512	8,193	6,900	8,384	9,000	2,100
01.1204	Town Attorney	0	0	37	100	0	(37)
01.1213	Finance Dept.	3,715	6,203	5,500	5,714	6,400	900
01.3101	Police Dept.	10,025	4,808	9,200	3,015	5,500	(3,700)
01.3202	Fire Dept.	0	0	100	0	100	0
01.4100	Public Works Admin.	0	141	250	0	2,000	1,750
01.4108	Streets	0	111	100	150	500	400
01.8101	Planning	28	595	1,000	871	1,000	0
01.8102	Comm Development	7,216	4,954	5,000	2,856	5,000	0
01.8104	Hospitality Center	272	53	150	0	60	(90)
01.8106	Passport Services Exp.	0	0	0	0	0	0
01.8130	Economic Development	0	0	1,000	0	300	(700)
02.5010	Meter Reading	0	0	0	0	0	0
02.5050	Water Plant	1,289	903	1,500	1,160	2,000	500
02.6050	Wastewater Plant	2,507	2,369	3,000	2,628	3,000	0
06.8401	Harvester Performance Center	0	341	0	0	0	0
Totals		38,256	30,486	37,237	27,138	38,060	823
increase from prior year		-13%	-20%	22%	-11%	40%	

TOWN OF ROCKY MOUNT							
DUES (LINE 5650)							
PERMITS, LICENSES, FEES (LINE 4400)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	9,919	10,219	10,488	10,673	10,588	100
01.1202	Town Manager	1,123	1,135	1,100	1,225	1,235	135
01.1204	Town Attorney	240	240	250	250	260	10
01.1213	Finance Dept.	1,524	1,046	1,470	859	1,254	(216)
01.3101	Police Dept.	9,260	10,404	10,600	9,355	10,600	0
01.3202	Fire Dept.	100	26	1,350	26	50	(1,300)
01.8101	Planning	0	0	500	50	50	(450)
01.8102	Comm Development	1,973	2,254	1,400	2,207	2,000	600
01.8103	Citizens' Square	40	40	40	40	40	0
02.5050	Water Plant - licenses	8,531	9,243	9,100	8,626	9,300	200
02.5050	Water Plant - dues	200	200	240	200	200	(40)
02.6050	Wastewater Plant - licenses	9,768	9,211	9,400	9,142	9,500	100
02.6050	Wastewater Plant - dues	274	275	300	283	300	0
06.8401	Harvester - licenses	754	4,948	1,200	806	0	(1,200)
06.8401	Harvester - dues	0	0	0	0	0	0
Totals		43,706	49,241	47,438	43,742	45,377	(2,061)
increase from prior year		-1%	13%	-4%	-11%	4%	

TOWN OF ROCKY MOUNT OFFICE SUPPLIES (LINE 6001)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.1101	Council	2,480	1,919	3,000	2,768	2,870	(130)
01.1202	Town Manager	4,902	9,203	6,000	6,924	7,000	1,000
01.1213	Finance Dept.	8,362	7,220	8,900	7,142	7,500	(1,400)
01.3101	Police Dept.	3,022	1,896	2,630	2,295	2,400	(230)
01.3202	Fire Dept.	628	54	260	155	200	(60)
01.4100	Public Works Admin.	134	799	275	388	400	125
01.8101	Planning	5,264	3,496	4,000	3,056	3,500	(500)
01.8102	Comm Development	8,070	4,327	5,900	7,938	6,000	100
01.8104	Hospitality Center	947	179	350	177	200	(150)
01.8106	Passport Service Exp.	483	738	860	1,027	1,125	265
02.5050	Water Plant	432	686	650	511	650	0
02.6050	Wastewater Plant	312	249	350	428	450	100
02.6200	Utility Billing	2,812	2,232	2,800	2,230	2,800	0
06.8401	Harvester Performance Center	14	1,622	0	486	200	200
Totals		37,862	34,621	35,975	35,523	35,295	(680)
increase from prior year		-19%	-9%	4%	3%	-1%	

TOWN OF ROCKY MOUNT							
JANITOR SUPPLIES (LINE 6005)							
Account	Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimated	FY 19 Proposed	Increase / (Decrease)
01.4304	Municipal Bldg.	1,876	1,722	2,000	1,725	1,820	(180)
01.4305	Emergency Serv. Bldg.	1,422	1,040	1,400	1,279	1,300	(100)
01.4306	Public Works Bldg.	1,615	2,776	2,600	3,627	3,600	1,000
01.4308	Parks & Playgrounds	49	0	0	0	0	0
01.8103	Citizens' Square	98	314	100	210	240	140
01.8104	Hospitality Center	323	414	500	159	250	(250)
02.5050	Water Plant	35	0	100	0	100	0
02.6050	Wastewater Plant	1,112	784	1,100	3,396	1,500	400
06.8401	Harvester Performance Center	0	671	0	7,191	6,320	6,320
Totals		6,531	7,721	7,800	17,587	15,130	7,330
increase from prior year		-28%	18%	1%	128%	-14%	

TOWN OF ROCKY MOUNT								
MATERIALS								
Account	Line #	Title	FY 16	FY 17	FY 18	FY 18	FY 19	Increase /
			Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.3101	6010	Police Dept.	14,554	38,061	26,377	26,457	26,700	323
01.3202	6008	Fire Dept.	3,518	682	5,000	492	3,000	(2,000)
01.4104	6016	Street Lighting	422	1,122	2,000	326	2,000	0
01.4107	6007	Traffic Control	8,187	14,327	9,000	11,656	12,700	3,700
01.4108	6016	Streets	35,155	29,274	32,000	37,712	35,000	3,000
01.4109	6016	Sidewalks	4,748	3	2,500	4,095	2,500	0
01.4202	6016	Street Cleaning	0	0	0	105	120	120
01.4203	6017	Refuse Collection	961	1,120	1,200	1,263	1,450	250
01.4204	6014	Snow Removal - chemicals	5,595	8,076	17,000	17,330	17,500	500
01.4204	6016	Snow Removal - materials	1,257	229	1,000	879	1,000	0
01.4304	6002	Municipal Bldg.	2,220	1,248	1,800	1,849	1,875	75
01.4305	6020	Emerg. Services Bldg.	6	459	130	931	518	388
01.4306	6006	Public Works Bldg.	805	5,062	2,000	6,901	6,300	4,300
01.4307	6013	Cemetery Maint.	0	0	0	0	0	0
01.4308	6013	Parks & Playgrounds	5,387	2,858	2,000	3,770	3,700	1,700
01.8103	6018	Citizens' Square	1,110	1,544	1,000	37	300	(700)
01.8104	6018	Hospitality Center	0	362	500	0	200	(300)
01.8106	6023	Passport Services Exp.	0	0	0	0	0	0
02.5000	6009	Water Distribution	4,624	19,342	15,000	37,817	26,800	11,800
02.5010	6009	Meter Reading	22	136	200	100	200	0
02.5050	6004	Water Plant-lab	7,185	7,227	8,250	5,763	7,500	(750)
02.5050	6009	Water Plant-materials	3,184	4,466	3,800	5,041	5,000	1,200
02.5050	6014	Water Plant-chemicals	86,540	76,760	80,000	84,467	87,000	7,000
02.6000	6012	Wastewater Collection	3,136	7,713	6,550	8,946	9,000	2,450
02.6000	6014	Wastewater Collection-chemicals	2,898	1,539	2,200	865	2,200	0
02.6050	6004	Wastewater Plant-lab	6,070	4,837	7,500	8,499	8,500	1,000
02.6050	6012	Wastewater Plant-materials	1,203	580	1,000	364	1,000	0
02.6050	6014	Wastewater Plant-chemicals	9,874	8,465	12,000	17,360	12,000	0
		Totals	208,661	235,490	240,007	283,025	274,063	34,056
		increase from prior year	22%	13%	2%	20%	-3%	

SUPPORTING SCHEDULES

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TOWN OF ROCKY MOUNT		
CHANGES IN TAX RATES		
YEAR	R/E	P/P
1968	1.50	1.50
1969	1.50	1.50
1970	1.50	1.50
1971	1.50	1.50
1972	1.50	1.50
1973	1.50	1.50
1974	2.50	2.50
1975	2.50	2.50
1976	2.50	2.50
1977	2.50	2.50
1978	2.50	2.50
1979	0.35	2.50
1980	0.35	2.50
1981	0.35	2.50
1982	0.35	2.50
1983	0.35	2.50
1984	0.35	2.50
1985	0.30	2.50
1986	0.25	2.50
1987	0.20	2.50
1988	0.20	2.50
1989	0.15	2.50
1990	0.12	1.70
1991	0.12	1.70
1992	0.12	1.70
1993	0.12	1.70
1994	0.12	1.70
1995	0.12	1.70
1996	0.12	0.51
1997	0.12	0.51
1998	0.12	0.51
1999	0.12	0.51
2000	0.12	0.51
2001	0.12	0.51
2002	0.12	0.51
2003	0.12	0.51
2004	0.12	0.51
2005	0.11	0.51
2006	0.14	0.51
2007	0.14	0.51
2008	0.14	0.51
2009	0.12	0.51
2010	0.12	0.51
2011	0.12	0.51
2012	0.12	0.51
2013	0.13	0.51
2014	0.13	0.51
2015	0.13	0.51
2016	0.13	0.51
2017	0.13	0.51
2018	0.13	0.51

L-T DEBT										
TOTAL TOWN OF ROCKY MOUNT DEBT (GENERAL AND ENTERPRISE)										
VML 2010K -- EMERGENCY SERVICES BUIDLING										
VML 2013 -- ANNEX SEWER & OLD FORT ROAD UTILITIES (REFINANCED)										
VML 2017 -- ANNEX SEWER & OLD FORT ROAD UTILITIES (REFINANCED)										
YEAR	BALANCE					BALANCE		ORIGINAL	ORIGINAL	
END	OUTSTANDING	PRINCIPAL	INTEREST	TOTAL	INTEREST	OUTSTANDING	MATURITY	ISSUE	ISSUE	YEARS
2019	at 7/1/18	PAYMENTS	PAYMENTS	PAYMENTS	RATE	at 6/30/19	DATE	AMOUNT	DATE	LEFT
ES Bldg (VML 2010K)	485,000.00	165,000.00	21,528.76	186,528.76	3.70%	320,000.00	2/1/2021	\$1,640,000	12/7/2010	2
Vets Park, PS radios, (VML 2017)	1,382,000.00	125,000.00	28,633.15	153,633.15	2.17%	1,257,000.00	8/1/2027	\$1,512,000	4/20/2017	8
Total General Fund	1,867,000.00	290,000.00	50,161.91	340,161.91		1,577,000.00				
		01.9102.9001	01.9102.9002			01.2737				
Annex Sewer & Utilities (VML 2013)	3,052,000.00	302,000.00	76,013.00	378,013.00	1.85%	2,750,000.00	2/1/2037	\$4,407,500	8/21/2013	18
		02.6900.9001	02.6900.9002							
Grand Total	4,919,000.00	592,000.00	126,174.91	718,174.91		4,327,000.00				

Town of Rocky Mount Legal Debt Margin					
***NOTE: Legal Debt Margin gives the upper limit on any borrowing. At the end of FY 2018 the Town may borrow an additional \$40,809,970 if needed.					
Per Fiscal Year	2014	2015	2016	2017	2018
Assessed Real Estate Value	449,023,780	432,341,800	443,862,900	454,949,600	457,289,700
Debt Limit (10% of Assessed Value)	44,902,378	43,234,180	44,386,290	45,494,960	45,728,970
Less: Debt Outstanding	(5,164,500)	(4,888,500)	(4,388,500)	(5,506,500)	(4,919,000)
Legal Debt Margin (available for Debt)	39,737,878	38,345,680	39,997,790	39,988,460	40,809,970
Outstanding Debt as % of Debt Limit	12%	11%	10%	12%	11%

Town of Rocky Mount					
Unrestricted Fund Balance					
(Audited)					
	FY	FY	FY	FY	FY
	2013	2014	2015	2016	2017
General + Capital Projects Fund	9,524,633	5,700,375	4,942,843	6,909,303	5,750,745
Utility Operating + Capital Fund	(1,379,266)	266,300	22,529	234,853	1,554,675
Combined Fund Balance	8,145,367	5,966,675	4,965,372	7,144,156	7,305,420
difference from prior year	(581,187)	(2,178,692)	(1,001,303)	2,178,784	161,264

Town of Rocky Mount					
Investments (book value)					
	2013	2014	2015	2016	2017
	6,298,000	5,292,000	4,303,000	4,283,000	4,283,000
variance fm prior yr	(12,000)	(1,006,000)	(989,000)	(20,000)	-
variance from 2009		(3,278,000)	(4,267,000)	(4,287,000)	(4,287,000)

TOWN OF ROCKY MOUNT				
EMPLOYEE POSITIONS				
BY DEPARTMENT & TITLE				
Dept.	Position	# positions	Pay Grade	Function
Manager	Town Manager	1	32	Directs overall administration of the Town government
Manager	Executive Assistant	1	14	Maintains official Town records; support to Council and Town Manager
Manager	Receptionist	1	p-t	Greets and assists the public entering the Municipal Building
Comm. Develop.	Asst Town Mgr / Com Dev Director	1	26	Assists Town Mgr; directs community & economic activities
Comm. Develop.	Planner	1	18	Coordinates Town zoning and planning functions
Comm. Develop.	Comm Development Assistant	1	12	Support to Community Development Dept. & other Town boards
Comm. Develop.	DePot Host / Hostess	6	p-t	Greet visitors to the Welcome Center
Harvester	General Manager	1	24	Overall administration of the HPC; books performances
Harvester	Assistant Manager	1	21	Assists General Manager in administration of the HPC
Harvester	Operations Director	1	10	Oversees HPC office operations
Harvester	Operations Staff	0	p-t	Supports Assistant General Manager & Operations Director
Harvester	Lead Equipment Technician	1	p-t	Loads in, loads out, operates sound equipment
Finance	Finance Director / Treasurer	1	26	Directs overall administration of the Finance Department
Finance	Assistant Finance Director	1	22	Provides interanal services, human resources, and accounting
Finance	Accounting Technician	1	17	Performs accounting, payroll, & accounts payable functions
Finance	Account Clerk	2	13	Performs customer service & accounting assistance
Police	Police Chief	1	28	Directs overall administration of the Police Department
Police	Captain	0	23	Assists Police Chief in administration of Police Dept.
Police	Lieutenant - Patrol	1	22	Supervises all patrol activities and events
Police	Lieutenant - Investigations	1	22	Supervises all investigations and records management
Police	Sergeant - Patrol	4	19	Direct supervision of patrol shift; general duty of law enforcement
Police	Sergeant - Investigations	1	19	Direct supervision of investigations; general duty of law enforcement
Police	Police Officer - Patrol	11	15	Law enforcement to protect life and property in the Town
Police	Community Police Officer	1	p-t	Law enforcement to protect life and property in the Town
Police	Investigator	1	15	Investigates reported & suspected criminal activity; law enforcement
Police	School Resource Officer	1	15	Law enforcement within the public school system
Police	Records Manager	1	14	Supervisory, clerical, and records management duties
Police	Records Clerk	1	12	Clerical and records management duties
Police	Police Officer (part-time)	3	p-t	Law enforcement to protect life and property in the Town
Public Works	Public Facilities Director	0	26	Directs overall administration of the Public Works Department
Public Works	Public Works Superintendent	1	22	Supervises/coordinates construction, repair, and maintenance projects
Public Works	Foreman	1	15	Supervises crews on repair and maintenance projects
Public Works	Mechanic	1	14	Skilled and semi-skilled work in the repair & maintenance of equipment
Public Works	Utility Service Technician	1	13	Reads water meters plus other public works projects as assigned
Public Works	Maintenance Worker III	3	14	Skilled and semi-skilled work with motorized construction equipment
Public Works	Maintenance Worker II	3	12	Construction, maintenance, and repair duties
Public Works	Maintenance Worker I	3	10	Construction, maintenance, and repair duties
Public Works	Ground Maintenance Worker III	0	14	Skilled and semi-skilled work with grounds maintenance
Public Works	Ground Maintenance Worker II	1	12	Maintain Town owned grounds
Public Works	Ground Maintenance Worker I	2	10	Maintain Town owned grounds
Public Works	Maintenance Worker - part-time	0	p-t	Construction, maintenance, and repair duties
Water Plant	Water Plant Superintendent	1	22	Manages and supervises the water treatment plant operations
Water Plant	Water Plant Operator	5	15,14,13,12	Tests, treats, and purifys water for public and industrial use
Wastewater Plant	Wastewater Plant Superintendent	1	22	Manages and supervises the wastewater treatment plant operations
Wastewater Plant	Wastewater Plant Operator	4	15,14,13,12	Operates, maintains, and repairs the wastewater treatment plant
Wastewater Plant	Wastewater Plant intern	1	p-t	Assists in Plant operations and testing
	Total Full-time	63		
	Total Part-time	13		

FY 2019 PROPOSED PAY PLAN (2.5% COLA)		(go to grad)						
Position	Grade	1	2	3	4	5	6	7
FY 2018 plan + 2.5%	1	18,247.27	18,703.46	19,171.04	19,650.32	20,141.58	20,645.12	21,161.24
	2	19,171.04	19,650.32	20,141.58	20,645.12	21,161.24	21,690.27	22,232.53
	3	20,141.58	20,645.12	21,161.24	21,690.27	22,232.53	22,788.34	23,358.05
	4	21,161.24	21,690.27	22,232.53	22,788.34	23,358.05	23,942.00	24,540.55
	5	22,232.53	22,788.34	23,358.05	23,942.00	24,540.55	25,154.07	25,782.92
	6	23,358.05	23,942.00	24,540.55	25,154.07	25,782.92	26,427.49	27,088.18
	7	24,540.55	25,154.07	25,782.92	26,427.49	27,088.18	27,765.38	28,459.52
	8	25,782.92	26,427.49	27,088.18	27,765.38	28,459.52	29,171.01	29,900.28
	9	27,088.18	27,765.38	28,459.52	29,171.01	29,900.28	30,647.79	31,413.98
Grounds Maintenance I	10	28,459.52	29,171.01	29,900.28	30,647.79	31,413.98	32,199.33	33,004.32
Maintenance Worker I	10	28,459.52	29,171.01	29,900.28	30,647.79	31,413.98	32,199.33	33,004.32
Wastewater Plant Oper. Trainee	11	29,900.28	30,647.79	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16
Water Plant Oper. Trainee	11	29,900.28	30,647.79	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16
Administrative Assistant	12	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59
Wastewater Plant Operator IV	12	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59
Water Plant Operator IV	12	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59
Records Clerk	12	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59
Grounds Maintenance II	12	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59
Maintenance Worker II	12	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59
Wastewater Plant Operator III	13	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89
Water Plant Operator III	13	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89
Account Clerk	13	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89
Utility Service Technician	13	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89
Planning Technician	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Wastewater Plant Operator II	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Water Plant Operator II	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Mechanic Public Works	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Maintenance Worker III	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Police Officer Trainee	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Records Manager	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Executive Assistant	14	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56
Investigator	15	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32
Police Officer	15	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32
Wastewater Plant Operator I	15	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32
Water Plant Operator I	15	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32
Foreman Public Works	15	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32
Accounting Technician II	15	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32
	16	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14
Community Dev. Administrator/GIS	17	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24
Corporal - Police	17	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24
Accounting Technician	17	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24
Planner	18	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09

FY 2019 PROPOSED PAY PLAN (2.5% COLA)		go to grad						
Position	Grade	1	2	3	4	5	6	7
Sergeant - Police	19	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47
Assistant Public Works Director	19	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47
	20	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42
Asst Mgr-Performance Venue	21	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29
Wastewater Plant Superintendent	22	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77
Water Plant Superintendent	22	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77
Public Works Superintendent	22	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77
Lieutenant - Police	22	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77
Assistant Finance Director	22	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77
Captain - Police Dept.	23	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86
Assistant Police Chief	24	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81	65,892.96
General Mgr-Performance Venue	24	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81	65,892.96
	25	59,695.77	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79
Finance Director / Treasurer	26	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51	72,733.49
Assistant Town Mgr/Comm Dev Dir	26	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51	72,733.49
Public Facilities Director	26	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51	72,733.49
	27	65,892.96	67,540.28	69,228.79	70,959.51	72,733.49	74,551.83	76,415.63
Police Chief	28	69,228.79	70,959.51	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17
Public Works Director	28	69,228.79	70,959.51	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17
	29	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27	84,348.55
	30	76,415.63	78,326.02	80,284.17	82,291.27	84,348.55	86,457.27	88,618.70
	31	80,284.17	82,291.27	84,348.55	86,457.27	88,618.70	90,834.17	93,105.02
Town Manager	32	84,348.55	86,457.27	88,618.70	90,834.17	93,105.02	95,432.65	97,818.46

FY 2019 PROPOSED PAY PLAN (2.5% COLA)								
Position	Grade	8	9	10	11	12	13	14
FY 2018 plan + 2.5%	1	21,690.27	22,232.53	22,788.34	23,358.05	23,942.00	24,540.55	25,154.07
	2	22,788.34	23,358.05	23,942.00	24,540.55	25,154.07	25,782.92	26,427.49
	3	23,942.00	24,540.55	25,154.07	25,782.92	26,427.49	27,088.18	27,765.38
	4	25,154.07	25,782.92	26,427.49	27,088.18	27,765.38	28,459.52	29,171.01
	5	26,427.49	27,088.18	27,765.38	28,459.52	29,171.01	29,900.28	30,647.79
	6	27,765.38	28,459.52	29,171.01	29,900.28	30,647.79	31,413.98	32,199.33
	7	29,171.01	29,900.28	30,647.79	31,413.98	32,199.33	33,004.32	33,829.43
	8	30,647.79	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04
	9	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36
Grounds Maintenance I	10	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76
Maintenance Worker I	10	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76
Wastewater Plant Oper. Trainee	11	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87
Water Plant Oper. Trainee	11	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87
Administrative Assistant	12	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Wastewater Plant Operator IV	12	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Water Plant Operator IV	12	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Records Clerk	12	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Grounds Maintenance II	12	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Maintenance Worker II	12	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Wastewater Plant Operator III	13	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82
Water Plant Operator III	13	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82
Account Clerk	13	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82
Utility Service Technician	13	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82
Planning Technician	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Wastewater Plant Operator II	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Water Plant Operator II	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Mechanic Public Works	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Maintenance Worker III	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Police Officer Trainee	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Records Manager	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Executive Assistant	14	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Investigator	15	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Police Officer	15	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Wastewater Plant Operator I	15	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Water Plant Operator I	15	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Foreman Public Works	15	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Accounting Technician II	15	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
	16	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36
Community Dev. Administrator/GIS	17	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Corporal - Police	17	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Accounting Technician	17	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Planner	18	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77

FY 2019 PROPOSED PAY PLAN (2.5% COLA)								
Position	Grade	8	9	10	11	12	13	14
Sergeant - Police	19	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77	61,188.16
Assistant Public Works Director	19	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77	61,188.16
	20	55,433.45	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81
Asst Mgr-Performance Venue	21	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28
Wastewater Plant Superintendent	22	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
Water Plant Superintendent	22	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
Public Works Superintendent	22	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
Lieutenant - Police	22	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
Assistant Finance Director	22	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
Captain - Police Dept.	23	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51	72,733.49	74,551.83
Assistant Police Chief	24	67,540.28	69,228.79	70,959.51	72,733.49	74,551.83	76,415.63	78,326.02
General Mgr-Performance Venue	24	67,540.28	69,228.79	70,959.51	72,733.49	74,551.83	76,415.63	78,326.02
	25	70,959.51	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27
Finance Director / Treasurer	26	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27	84,348.55	86,457.27
Assistant Town Mgr/Comm Dev Dir	26	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27	84,348.55	86,457.27
Public Facilities Director	26	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27	84,348.55	86,457.27
	27	78,326.02	80,284.17	82,291.27	84,348.55	86,457.27	88,618.70	90,834.17
Police Chief	28	82,291.27	84,348.55	86,457.27	88,618.70	90,834.17	93,105.02	95,432.65
Public Works Director	28	82,291.27	84,348.55	86,457.27	88,618.70	90,834.17	93,105.02	95,432.65
	29	86,457.27	88,618.70	90,834.17	93,105.02	95,432.65	97,818.46	100,263.92
	30	90,834.17	93,105.02	95,432.65	97,818.46	100,263.92	102,770.52	105,339.79
	31	95,432.65	97,818.46	100,263.92	102,770.52	105,339.79	107,973.28	110,672.61
Town Manager	32	100,263.92	102,770.52	105,339.79	107,973.28	110,672.61	113,439.43	116,275.41

FY 2019 PROPOSED PAY PLAN (2.5% COLA)							
Position	Grade	15	16	17	18	19	20
FY 2018 plan + 2.5%	1	25,782.92	26,427.49	27,088.18	27,765.38	28,459.52	29,171.01
	2	27,088.18	27,765.38	28,459.52	29,171.01	29,900.28	30,647.79
	3	28,459.52	29,171.01	29,900.28	30,647.79	31,413.98	32,199.33
	4	29,900.28	30,647.79	31,413.98	32,199.33	33,004.32	33,829.43
	5	31,413.98	32,199.33	33,004.32	33,829.43	34,675.16	35,542.04
	6	33,004.32	33,829.43	34,675.16	35,542.04	36,430.59	37,341.36
	7	34,675.16	35,542.04	36,430.59	37,341.36	38,274.89	39,231.76
	8	36,430.59	37,341.36	38,274.89	39,231.76	40,212.56	41,217.87
	9	38,274.89	39,231.76	40,212.56	41,217.87	42,248.32	43,304.52
Grounds Maintenance I	10	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82
Maintenance Worker I	10	40,212.56	41,217.87	42,248.32	43,304.52	44,387.14	45,496.82
Wastewater Plant Oper. Trainee	11	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Water Plant Oper. Trainee	11	42,248.32	43,304.52	44,387.14	45,496.82	46,634.24	47,800.09
Administrative Assistant	12	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Wastewater Plant Operator IV	12	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Water Plant Operator IV	12	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Records Clerk	12	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Grounds Maintenance II	12	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Maintenance Worker II	12	44,387.14	45,496.82	46,634.24	47,800.09	48,995.09	50,219.97
Wastewater Plant Operator III	13	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36
Water Plant Operator III	13	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36
Account Clerk	13	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36
Utility Service Technician	13	46,634.24	47,800.09	48,995.09	50,219.97	51,475.47	52,762.36
Planning Technician	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Wastewater Plant Operator II	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Water Plant Operator II	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Mechanic Public Works	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Maintenance Worker III	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Police Officer Trainee	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Records Manager	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Executive Assistant	14	48,995.09	50,219.97	51,475.47	52,762.36	54,081.42	55,433.45
Investigator	15	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77
Police Officer	15	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77
Wastewater Plant Operator I	15	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77
Water Plant Operator I	15	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77
Foreman Public Works	15	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77
Accounting Technician II	15	51,475.47	52,762.36	54,081.42	55,433.45	56,819.29	58,239.77
	16	54,081.42	55,433.45	56,819.29	58,239.77	59,695.77	61,188.16
Community Dev. Administrator/GIS	17	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81
Corporal - Police	17	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81
Accounting Technician	17	56,819.29	58,239.77	59,695.77	61,188.16	62,717.86	64,285.81
Planner	18	59,695.77	61,188.16	62,717.86	64,285.81	65,892.96	67,540.28

FY 2019 PROPOSED PAY PLAN (2.5% COLA)							
Position	Grade	15	16	17	18	19	20
Sergeant - Police	19	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
Assistant Public Works Director	19	62,717.86	64,285.81	65,892.96	67,540.28	69,228.79	70,959.51
	20	65,892.96	67,540.28	69,228.79	70,959.51	72,733.49	74,551.83
Asst Mgr-Performance Venue	21	69,228.79	70,959.51	72,733.49	74,551.83	76,415.63	78,326.02
Wastewater Plant Superintendent	22	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27
Water Plant Superintendent	22	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27
Public Works Superintendent	22	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27
Lieutenant - Police	22	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27
Assistant Finance Director	22	72,733.49	74,551.83	76,415.63	78,326.02	80,284.17	82,291.27
Captain - Police Dept.	23	76,415.63	78,326.02	80,284.17	82,291.27	84,348.55	86,457.27
Assistant Police Chief	24	80,284.17	82,291.27	84,348.55	86,457.27	88,618.70	90,834.17
General Mgr-Performance Venue	24	80,284.17	82,291.27	84,348.55	86,457.27	88,618.70	90,834.17
	25	84,348.55	86,457.27	88,618.70	90,834.17	93,105.02	95,432.65
Finance Director / Treasurer	26	88,618.70	90,834.17	93,105.02	95,432.65	97,818.46	100,263.92
Assistant Town Mgr/Comm Dev Dir	26	88,618.70	90,834.17	93,105.02	95,432.65	97,818.46	100,263.92
Public Facilities Director	26	88,618.70	90,834.17	93,105.02	95,432.65	97,818.46	100,263.92
	27	93,105.02	95,432.65	97,818.46	100,263.92	102,770.52	105,339.79
Police Chief	28	97,818.46	100,263.92	102,770.52	105,339.79	107,973.28	110,672.61
Public Works Director	28	97,818.46	100,263.92	102,770.52	105,339.79	107,973.28	110,672.61
	29	102,770.52	105,339.79	107,973.28	110,672.61	113,439.43	116,275.41
	30	107,973.28	110,672.61	113,439.43	116,275.41	119,182.30	122,161.86
	31	113,439.43	116,275.41	119,182.30	122,161.86	125,215.90	128,346.30
Town Manager	32	119,182.30	122,161.86	125,215.90	128,346.30	131,554.96	134,843.83

Town of Rocky Mount		budgeted		1.6% increase from FY 2018			
Health / Dental Insurance							
fy 19							
		FY 19	LC 250	total			
	#	%	premium	premium	ER cost	EE cost	ER+FSA (0 FSA)
ee only	1	90.7205%	694.00	694.00	629.60	64.40	629.60
ee child	0	71.1262%	1,284.00	1,284.00	913.26	370.74	913.26
ee spouse	0	71.1262%	1,284.00	1,284.00	913.26	370.74	913.26
ee family	0	63.9253%	1,874.00	1,874.00	1,197.96	676.04	1,197.96
	1						
		fy 19	LC 500	total			
	#	%	premium	premium	ER cost	EE cost	ER+FSA
ee only	22	100.0000%	640.00	640.00	640.00	-	890.00
ee child	10	85.5490%	1,184.00	1,184.00	1,012.90	171.10	1,512.90
ee spouse	7	85.5490%	1,184.00	1,184.00	1,012.90	171.10	1,512.90
ee family	20	72.1748%	1,728.00	1,728.00	1,247.18	480.82	1,747.18
	59						

FY 2019		CALCULATIONS TO BUDGET PUBLIC WORKS SALARIES & FRINGES						
		%	Salary	FICA	VRS	Medical	W/C	
to be allocated =			553,296	42,327	95,990	172,719	28,777	
01.4100	PWKS Administration	0.00%	0	0	0	0	0	
01.4104	Street Lighting	1.00%	5,533	423	960	1,727	288	
01.4107	Traffic Controls	2.00%	11,066	847	1,920	3,454	576	
01.4108	Street Maintenance	53.00%	293,247	22,433	50,875	91,541	15,252	
01.4109	Curb, Gutters, Sidewalks	1.00%	5,533	423	960	1,727	288	
01.4202	Street Cleaning	0.50%	2,766	212	480	864	144	
01.4203	Solid Waste Collection	13.00%	71,928	5,503	12,479	22,453	3,741	
01.4204	Snow Removal	1.00%	5,533	423	960	1,727	288	
01.4304	Municipal Building Maintenance	0.00%	0	0	0	0	0	
01.4305	Emergency Services Building Maintenance	0.00%	0	0	0	0	0	
01.4306	Public Works Building Maintenance	0.00%	0	0	0	0	0	
01.4307	Cemetery	2.00%	11,066	847	1,920	3,454	576	
01.4308	Parks & Playgrounds	5.00%	27,665	2,116	4,800	8,636	1,439	
01.8103	Farmers Market	1.00%	5,533	423	960	1,727	288	
01.8104	Community & Hospitality Center	0.50%	2,766	212	480	864	144	80.00% G/F
02.5000	Water Distribution System	8.00%	44,264	3,386	7,679	13,818	2,302	
02.5010	Meter Reading	4.00%	22,132	1,693	3,840	6,909	1,151	
02.6000	Sewer Collection System	8.00%	44,264	3,386	7,679	13,818	2,302	20.00% U/F
Capital Projects								
total allocated =		100.00%	553,296	42,327	95,990	172,719	28,777	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2016		EFFECTIVE JANUARY 2015	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	17.01	34.02	15.51	31.02
from 3,001 to 10,000 gallons	3.35	6.70	3.35	6.70
from 10,001 to 50,000 gallons	3.25	6.50	3.25	6.50
from 50,001 to 100,000 gallons	3.15	6.30	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
SEWER RATES				
minimum use charge for first 3,000 gallons	17.01	34.02	15.51	31.02
from 3,001 to 10,000 gallons	3.30	6.60	3.30	6.60
from 10,001 to 50,000 gallons	3.15	6.30	3.15	6.30
from 50,001 to 100,000 gallons	3.05	6.10	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town	7.50	7.50		
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet	25.00		25.00	
greater than 10,000 square feet	50.00		50.00	
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	7.20		6.90	
1-1/2 inch	14.40		13.80	
2 inch	18.00		17.25	
3 inch	36.00		34.50	
4 inch	54.00		51.75	
6 inch	108.00		103.50	
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	21.60		20.70	
1-1/2 inch	43.20		41.40	
2 inch	54.00		51.75	
3 inch	72.00		69.00	
4 inch	108.00		103.50	
6 inch	216.00		207.00	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2014		EFFECTIVE JANUARY 2013	
	INSIDE CORPORATE	OUTSIDE CORPORATE	INSIDE CORPORATE	OUTSIDE CORPORATE
	LIMITS	LIMITS	LIMITS	LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	14.01	28.02	12.51	25.02
from 3,001 to 10,000 gallons	3.35	6.70	3.35	6.70
from 10,001 to 50,000 gallons	3.25	6.50	3.25	6.50
from 50,001 to 100,000 gallons	3.15	6.30	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
SEWER RATES				
minimum use charge for first 3,000 gallons	14.01	28.02	12.51	25.02
from 3,001 to 10,000 gallons	3.30	6.60	3.30	6.60
from 10,001 to 50,000 gallons	3.15	6.30	3.15	6.30
from 50,001 to 100,000 gallons	3.05	6.10	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet	25.00		25.00	
greater than 10,000 square feet	50.00		50.00	
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	6.60		6.00	
1-1/2 inch	13.20		12.00	
2 inch	16.50		15.00	
3 inch	33.00		30.00	
4 inch	49.50		45.00	
6 inch	99.00		90.00	
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	19.80		18.00	
1-1/2 inch	39.60		36.00	
2 inch	49.50		45.00	
3 inch	66.00		60.00	
4 inch	99.00		90.00	
6 inch	198.00		180.00	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2007		EFFECTIVE AUGUST 2005	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	11.25	22.50	11.00	22.00
from 3,001 to 10,000 gallons	3.35	6.70	3.30	6.60
from 10,001 to 50,000 gallons	3.25	6.50	3.20	6.40
from 50,001 to 100,000 gallons	3.15	6.30	3.10	6.20
from 100,001 to 250,000 gallons			3.00	6.00
from 250,001 to 500,000 gallons			2.85	5.70
from 500,001 or more gallons			2.55	5.10
SEWER RATES				
minimum use charge for first 3,000 gallons	11.25	22.50	11.00	22.00
from 3,001 to 10,000 gallons	3.30	6.60	3.25	6.50
from 10,001 to 50,000 gallons	3.15	6.30	3.10	6.20
from 50,001 to 100,000 gallons	3.05	6.10	3.00	6.00
from 100,001 to 250,000 gallons			2.90	5.80
from 250,001 to 500,000 gallons			2.80	5.60
from 500,001 or more gallons			2.40	4.80
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town	3.75	3.75		
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2004		EFFECTIVE AUGUST 2003	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	10.75	21.50	10.25	20.50
from 3,001 to 10,000 gallons	3.25	6.50	2.40	4.80
from 10,001 to 50,000 gallons	3.15	6.30	2.35	4.70
from 50,001 to 100,000 gallons	3.05	6.10	2.30	4.60
from 100,001 to 250,000 gallons	2.95	5.90	2.25	4.50
from 250,001 to 500,000 gallons	2.80	5.60	2.20	4.40
from 500,001 or more gallons	2.50	5.00	2.15	4.30
SEWER RATES				
minimum use charge for first 3,000 gallons	10.75	21.50	10.25	20.50
from 3,001 to 10,000 gallons	3.15	6.30	2.25	4.50
from 10,001 to 50,000 gallons	3.00	6.00	2.20	4.40
from 50,001 to 100,000 gallons	2.90	5.80	2.15	4.30
from 100,001 to 250,000 gallons	2.80	5.60	2.10	4.20
from 250,001 to 500,000 gallons	2.70	5.40	2.00	4.00
from 500,001 or more gallons	2.30	4.60	1.90	3.80
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town				
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2001		EFFECTIVE AUGUST 1999	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	9.00	18.00	7.50	15.00
from 3,001 to 10,000 gallons	2.20	4.40	2.00	4.00
from 10,001 to 50,000 gallons	2.20	4.40	2.00	4.00
from 50,001 to 100,000 gallons	2.20	4.40	2.00	4.00
from 100,001 to 250,000 gallons	2.15	4.30	2.00	4.00
from 250,001 to 500,000 gallons	2.15	4.30	2.00	4.00
from 500,001 or more gallons	2.10	4.20	2.00	4.00
SEWER RATES				
minimum use charge for first 3,000 gallons	9.00	18.00	7.50	15.00
from 3,001 to 10,000 gallons	2.00	4.00	1.80	3.60
from 10,001 to 50,000 gallons	2.00	4.00	1.80	3.60
from 50,001 to 100,000 gallons	2.00	4.00	1.80	3.60
from 100,001 to 250,000 gallons	1.95	3.90	1.80	3.60
from 250,001 to 500,000 gallons	1.95	3.90	1.80	3.60
from 500,001 or more gallons	1.90	3.80	1.80	3.60
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town				
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				

TOWN OF ROCKY MOUNT		EFFECTIVE FEBRUARY 1991	
WATER & SEWER CHARGES			
	INSIDE	OUTSIDE	
	CORPORATE	CORPORATE	
	LIMITS	LIMITS	
WATER RATES			
minimum use charge for first 3,000 gallons	5.85	11.70	2000 gal
from 3,001 to 10,000 gallons	1.50	2.93	
from 10,001 to 50,000 gallons	1.50	2.93	
from 50,001 to 100,000 gallons	1.50	2.93	
from 100,001 to 250,000 gallons	1.50	2.93	
from 250,001 to 500,000 gallons	1.50	2.93	
from 500,001 or more gallons	1.50	2.93	
SEWER RATES			
minimum use charge for first 3,000 gallons	4.39	8.78	75% of wtr
from 3,001 to 10,000 gallons	1.13	2.20	75% of wtr
from 10,001 to 50,000 gallons	1.13	2.20	75% of wtr
from 50,001 to 100,000 gallons	1.13	2.20	75% of wtr
from 100,001 to 250,000 gallons	1.13	2.20	75% of wtr
from 250,001 to 500,000 gallons	1.13	2.20	75% of wtr
from 500,001 or more gallons	1.13	2.20	75% of wtr
ELDERLY & NON-PROFIT RELIEF RATE PLAN			
per 1,000 gallons - in Town			
per 1,000 gallons - out of Town			
FIRE SUPPRESSION CONNECTION FEE			
per month and per line, in or out of town			
less than 10,000 square feet			
greater than 10,000 square feet			
CAPTAL RECOVERY FEE - WATER			
per month, in or out of town			
5/8 inch			
1 inch			
1-1/2 inch			
2 inch			
3 inch			
4 inch			
6 inch			
CAPTAL RECOVERY FEE - SEWER			
per month, in or out of town			
5/8 inch			
1 inch			
1-1/2 inch			
2 inch			
3 inch			
4 inch			
6 inch			

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2016		EFFECTIVE JANUARY 2015	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2014		EFFECTIVE JANUARY 2013	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2007		EFFECTIVE AUGUST 2005	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2004		EFFECTIVE AUGUST 2003	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	750	1,125	625	1,250
1 inch	1,500	2,250	1,250	2,500
1-1/2 inch	1,750	2,625	1,500	3,000
2 inch	2,500	3,750	2,500	5,000
3 inch	3,500	5,250	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	750	1,125	625	1,250
1 inch	1,500	2,250	1,250	2,500
1-1/2 inch	1,750	2,625	1,500	3,000
2 inch	2,500	3,750	2,500	5,000
3 inch	3,500	5,250	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	-	1000 / 7500
1 inch	0	2,000		
1-1/2 inch	500	5,000		
2 inch	750	7,500		
2-1/2 inch	1,000	10,000		
3 inch	5,000	20,000		
above 3 inch	5,000	50,000		
IMPACT FEES - SEWER				
5/8 inch	0	1,250		
1 inch	0	2,000		
1-1/2 inch	500	5,000		
2 inch	750	7,500		
2-1/2 inch	1,000	10,000		
3 inch	5,000	20,000		
above 3 inch	5,000	50,000		

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2001		EFFECTIVE AUGUST 1999	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	625	1,250	600	1,200
1 inch	1,250	2,500	1,200	2,400
1-1/2 inch	1,500	3,000	1,500	3,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	625	1,250	600	1,200
1 inch	1,250	2,500	1,200	2,400
1-1/2 inch	1,500	3,000	1,500	3,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	-	1000 / 7500	R	- 1000 / 7500
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				
IMPACT FEES - SEWER				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE FEBRUARY 1991	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER		
5/8 inch		
1 inch		
1-1/2 inch		
2 inch		
3 inch		
above 3 inches		
CONNECTION FEES - SEWER		
5/8 inch		
1 inch		
1-1/2 inch		
2 inch		
3 inch		
above 3 inches		
IMPACT FEES - WATER		
5/8 inch		
1 inch		
1-1/2 inch		
2 inch		
2-1/2 inch		
3 inch		
above 3 inch		
IMPACT FEES - SEWER		
5/8 inch		
1 inch		
1-1/2 inch		
2 inch		
2-1/2 inch		
3 inch		
above 3 inch		

TOWN OF ROCKY MOUNT
Community Agency Request for Funding

July 1, 2018 – June 30, 2019

Name of Agency / Program:

Address:

Name of Contact Person:

Telephone:

Fax:

E-Mail:

Tax ID or EIN number:

IRS non-profit designation (i.e. 501c3):

Amount of Request:

Agency's or Program's primary objective:

What services does your agency provide to the citizens / businesses of Rocky Mount:

Describe the specific event / program to be funded with funds requested of the Town:

What other revenue sources is your agency budgeting for FY 2018 – 2019:

Federal:

State:

Franklin County Board of Supervisors:

Other Local Governments:

Dues / Memberships:

Fund Raising Activities / Events:

United Way of Franklin County:

Donations / Contributions:

Other:

TOTAL REVENUES BUDGETED:

Please submit a Summary of your budget if you are requesting more than \$3,000.

Other Comments or Remarks to be included in consideration of request:

Please return this form and any supporting documents you wish to include NO LATER THAN

WEDNESDAY, FEBRUARY 21, 2018 to:

Linda Woody, Finance Director

Town of Rocky Mount

345 Donald Ave.

Rocky Mount, VA 24151

Phone: 540-483-5243

Fax: 540-483-8830

e-mail: lwoody@rockymountva.org

AGENCY REQUESTS - HISTORICAL CONTRIBUTIONS					
Agency	501C3	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY 19 Proposed
Brain Injury Services of SWVA	yes	0	0	0	0
Disability Rights & Resource Center	yes	0	0	0	0
Franklin County Family Resource Center	n/a	500	500	500	500
Franklin County Family YMCA	yes	0	0	0	0
Franklin County Historical Society	yes	500	500	500	500
Franklin County Perinatal Education Center	yes	500	500	500	500
Franklin County Rescue Squad	yes	0	0	0	0
Franklin County Workforce Consortium	n/a	6,000	6,000	6,000	6,000
Free Clinic of Franklin County	yes	3,500	3,500	3,500	3,500
Goodwill Developmental Center of Franklin Co.	yes	0	0	0	0
Helping Hands	yes	3,000	3,000	3,000	3,000
Piedmont Community Services	yes	300	0	0	0
Southern VA Child Advocacy Center (CAPS)	yes	200	200	200	200
STEP, Inc.	yes	250	0	0	0
Stepping Stone Mission	yes	750	750	750	750
Warren Street Society	yes	500	0	0	0
We Care of Franklin County	no	500	500	500	500
Undesignated for unexpected requests	n/a	0	1,050	1,050	1,050
TOTAL CONTRIBUTIONS/REQUESTS		16,500	16,500	16,500	16,500

Town of Rocky Mount						
Agency Requests FY 2019						
	FY 18	FY 19	FY 19	FY 19	FY 19	
	Adopted	Requested	Proposed	Unfunded	Request Submitted	FY 19 Use of Town's Contribution
Brain Injury Services of SWVA	0	685	0	685	yes	expand case mgt in Town
Disability Rights & Resource Center	0	3,000	0	3,000	yes	Franklin Rides (transportation)
Franklin County Family Resource Center	500	1,000	500	500	yes	Shelter expenses
Franklin County YMCA	0	3,000	0	3,000	yes	swim, childcare, wellness services
Franklin County Historical Society	500	5,000	500	4,500	yes	enhance current exhibits & artifacts
Franklin County Perinatal Education Center	500	2,500	500	2,000	yes	scholarships & offset overhead
Franklin County Workforce Consortium	6,000	6,000	6,000	0	yes	partner commitment
Free Clinic of Franklin County	3,500	3,500	3,500	0	yes	medications & Nurse Practitioner
Goodwill Developmental Center of Franklin Co.	0	3,000	0	3,000	yes	smartboard & 3 iPads for classroom
Helping Hands	3,000	3,000	3,000	0	yes	emergency financial assistance
Piedmont Community Services	0	2,000	0	2,000	yes	current construction/renovation
Southern VA Child Advocacy Center (CAPS)	200	500	200	300	yes	Child Abuse Review Team program
Stepping Stone Mission	750	2,000	750	1,250	yes	daily operating expenses
Warren Street Society	0	3,000	0	3,000	yes	Warren Street Festival
We Care of Franklin County	500	500	500	0	yes	Christmas gifts for Children
Undesignated for unexpected requests	1,050	0	1,050		n/a	
TOTAL CONTRIBUTIONS/REQUESTS	16,500	38,685	16,500	23,235		

Town of Rocky Mount insured vehicles March 2018

Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type
Asst. Tn Manager		2007	GM Yukon	3683	\$18,392	Light Truck
Town Manager	5	2004	Ford Explorer	1216	\$22,700	Light Truck
Town Manager		2011	Chevy Impala	5335	\$12,993	Private Passenger
P & Z Admin	46	1994	GMC Pickup	8619	\$13,390	Light Truck
Town Manager			Christmas Decorations		\$100,000	Miscellaneous
P & Z Admin			DJI Phantom drone		\$1,500	Miscellaneous
Fire	50	1929	Fire Truck	9893	\$8,971	Emergency
Fire	53	1993	Pierce Fire Truck	131	\$19,141	Emergency
Fire	24	1995	GMC	5529	\$9,000	Emergency
Fire	32	1995	Chevy Suburban	7381	\$10,000	Emergency
Fire	16	1995	Chevy Suburban	3818	\$12,500	Emergency
Flre	12	1996	Pierce Fire Truck	2688	\$138,000	Emergency
Fire	3411	1997	Ford	3411	\$24,000	Emergency
Fire	9	2001	Pierce Fire Truck	1787	\$580,000	Emergency
Fire	30	2002	United Trailer	6518	\$8,709	Trailer
Fire	58	2002	Trailer Safe House	S639	\$40,000	Trailer
Fire	10	2002	Pierce Fire Truck	1980	\$500,000	Emergency
Fire		2003	Chevy Tahoe	5324	\$14,000	Emergency
Fire		2009	Pierce Pumper	9110	\$259,926	Emergency
Fire		2012	International Truck	6594	\$233,388	Emergency
Fire		2012	Pierce Fire Truck	2361	\$391,355	Emergency
Fire		2015	Chevy Tahoe	405	\$32,170	Light Truck
Fire			Fire Protective & Misc. Equipment		\$500,000	Equipment
Police		1994	Chevy Ambulance	3396	\$6,000	Emergency
Police		1996	Dodge 2500 PU	7785	\$0	Medium Truck
Police	57	1996	Trailer	116	\$1,600	Emergency
police		1997	Ford Explorer	6401	\$0	Private Passenger
Police		2004	Ford Explorer (surplus)	2170	\$0	Private Passenger
Police		2004	AM General Humvee	6188	\$0	Medium Truck
Police	66	2006	Ford Explorer	3357	\$20,250	Emergency
Police	62	2006	Ford Crown Victoria 10	4548	\$21,371	Emergency
Police	Car 6	2007	Ford Crown Victoria	2990	\$21,416	Emergency
Police		2008	Chevrolet Impala	7310	\$18,225	Emergency
Police		2008	Ford Crown Victoria	2147	\$22,229	Emergency
Police		2008	Ford Crown Victoria	1312	\$22,666	Emergency
Police		2011	Ford Expedition	6702	\$22,763	Emergency
Police		2011	Ford Crown Victoria	2953	\$24,096	Emergency
Police		2011	Ford Police Interceptor	6611	\$24,896	Emergency
Police		2011	Ford Police Interceptor	6612	\$24,896	Emergency
Police		2011	Ford Police Interceptor	6613	\$24,896	Emergency
Police	K-9 Unit #1	2013	Ford Explorer	914	\$35,064	Emergency
Police	K-9 Unit #2	2013	Ford Explorer	913	\$35,157	Emergency
Police		2013	Ford Edge SUV	6682	\$20,000	Private Passenger
Police		2015	Ford Explorer	6349	\$36,000	Emergency
Police		2015	Ford Explorer	6350	\$36,000	Emergency
Police		2015	Ford (rental car)	9999	\$25,000	Private Passenger
Police		2017	Ford Explorer	5417	\$35,798	Emergency
Police		2017	Ford Explorer	4488	\$38,793	Emergency
Police		2017	Ford F150 truck (rental)		\$25,000	Emergency
Police		2017	Ford Interceptor		\$29,500	Emergency
Police			Mobile Police Equipment		\$56,100	Equipment
Police			K-9		\$10,000	Miscellaneous
Police			K-9		\$10,000	Miscellaneous
Police			K-9		\$10,000	Miscellaneous

Town of Rocky Mount insured vehicles March 2018

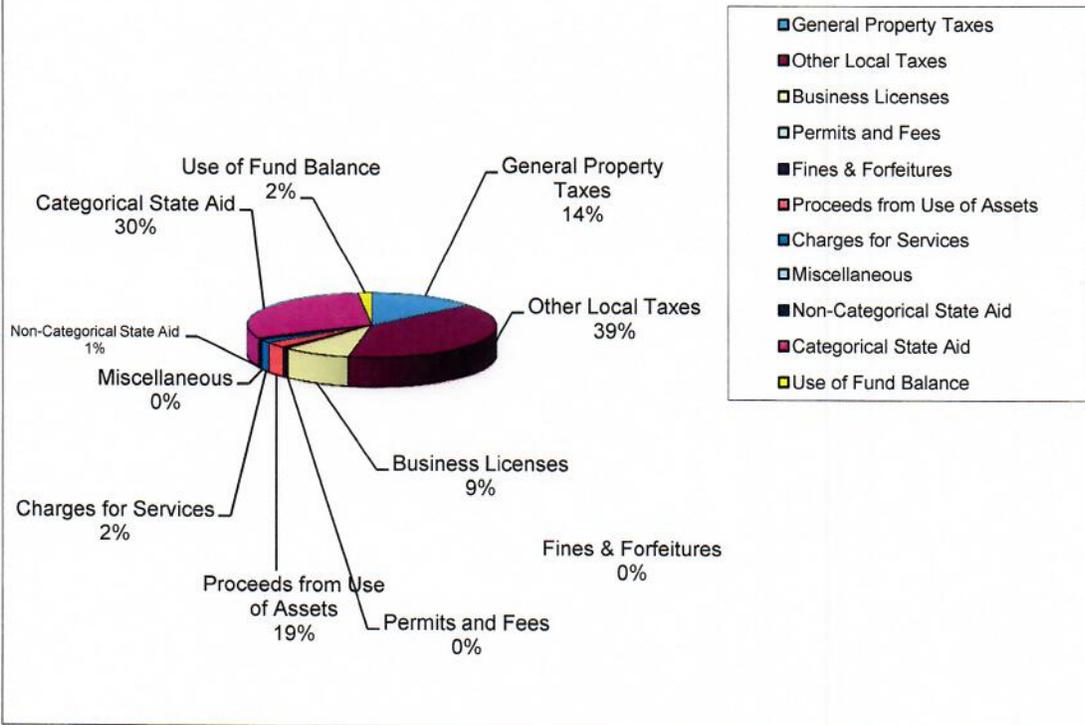
Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type
Public Works		1969	Trailer	22TR	\$200	Trailer
Public Works	51	1987	Hudson Trailer	23	\$7,325	Trailer
Public Works	27	1986	Chevy	6251	\$36,550	Heavy Truck
Public Works	20	1987	Chevy Dump Truck	4096	\$21,251	Medium Truck
Public Works		1989	John Deere 544E Loader	DW544ED525803	\$25,000	Equipment
Public Works		1990	ODB LCT600D Leaf Machine	1189-1108	\$6,000	Equipment
Public Works		1992	John Deere 455G Crawler	T0455GA777696	\$165,000	Equipment
Public Works	4	1994	Trailer	1204	\$650	Trailer
Public Works		1994	Johnston V3000SP Street Sweeper	1JSVM3L4XRC041048	\$40,000	Heavy Truck
Public Works	15	1995	Ford Dump Truck	3266	\$35,000	Heavy Truck
Public Works		1996	Sullair 185 Air Compressor	004-121429	\$8,000	Equipment
Public Works	29	1997	Ford Dump Truck	6440	\$30,500	Heavy Truck
Public Works		1999	New Holland 4630 Farm Tractor	12179213	\$9,000	Equipment
Public Works	21	1999	Ford Bucket Truck	4439	\$22,000	Medium Truck
Public Works		1999	John Deere 444H Loader	DW444HX561144	\$30,000	Equipment
Public Works	28	1999	Sterling Sewer Truck	6359	\$77,000	Heavy Truck
Public Works	19	2000	GMC Pickup	4057	\$18,300	Light Truck
Public Works	38	2000	GMC Dump Truck	7906	\$49,985	Medium Truck
Public Works	11	2000	Sterling Refuse Truck	2473	\$79,985	Heavy Truck
Public Works	2	2002	GMC Pickup	1029	\$17,138	Light Truck
Public Works		2003	John Deere 710G Backhoe	T0710GX913664	\$89,000	Equipment
Public Works		2004	AMPAC P33/24 Roller		\$10,000	Equipment
Public Works	49	2004	Ford Pick Up	9573	\$16,902	Light Truck
Public Works	1	2004	GMC Dump Truck	230	\$62,319	Medium Truck
Public Works	61	2006	Ford Pick Up	8841	\$17,054	Light Truck
Public Works		2006	John Deere 310SG Backhoe	T0310SG955034	\$73,000	Equipment
Public Works	65	2006	GMC Dump Truck	2768	\$61,825	Medium Truck
Public Works		2007	Dodge Ram	429	\$16,363	Light Truck
Public Works		2008	John Deere 5303 Farm Tractor	PY5303V008497	\$34,000	Equipment
Public Works	103	2011	Chevy Silverado	1120	\$19,738	Light Truck
Public Works		2011	Caroline Trailer	434	\$1,049	Trailer
Public Works		2012	Chevy 1500 Pick Up	609	\$19,750	Light Truck
Public Works	Metr Readg	2013	Ford F150 pickup	3027	\$15,789	Light Truck
Public Works		2014	Johnston RT-655 Street Sweeper	1FVACXDT0EHFM4877	\$175,947	Equipment
Public Works		2015	ODB LCT600D Leaf Machine	8187	\$25,000	Equipment
Public Works		2016	Yanmar Mini Excavator		\$39,067	Miscellaneous
Public Works		2017	Quality Tilt Trailer	0118	\$4,661	Trailer
Public Works		2017	Chevy Silverado	7777	\$58,620	Light Truck
Public Works		2017	Vermeer Wood Chipper	4139	\$35,204	Miscellaneous
Public Works		2018	Freightliner Garbage Truck	9104	\$144,511	Heavy Truck
Public Works		2018	Sure-Track Dump Trailer	9999	\$4,700	Trailer
Public Works		2018	Freightliner Dump Truck	1125	\$74,306	Medium Truck
Public Works			Miscellaneous Equipment - Unscheduled		\$5,000	Equipment
Public Works			John Deere 672D Motor Grader	1686	\$142,130	Equipment
Public Works			Old Sewage Treatment Plant - Demo Only		\$218,300	Equipment
Public Works			Blanket Limit - Contractor's Equipment		\$485,759	Equipment
Wastewater	52	1993	Trailer	67	\$1,900	Trailer
Wastewater		1993	John Deere 2155 Tractor	1L02155G710729X	\$8,000	Equipment
Wastewater	35	2003	Ford Pick Up	7668	\$18,430	Light Truck
Wastewater		2013	Ford F150	7002	\$20,680	Light Truck
Wastewater			Sewer Line TV Inspection		\$52,152	Equipment
Water	64	2006	Ford Pick Up	3735	\$17,054	Light Truck
Water			Kubota B2100 Tractor & Deck	73100 & 12399	\$14,400	Equipment

GRAPHS

TOWN OF ROCKY MOUNT
 GENERAL FUND REVENUES
 PROPOSED FY 2019 BUDGET

	<u>Dollars</u>	<u>Percent</u>
General Property Taxes	1,040,001	14%
Other Local Taxes	2,908,664	39%
Business Licenses	644,231	9%
Permits and Fees	17,540	0%
Fines & Forfeitures	46,999	1%
Proceeds from Use of Assets	208,646	3%
Charges for Services	127,687	2%
Miscellaneous	300	0%
Non-Categorical State Aid	76,435	1%
Categorical State Aid	2,234,811	30%
Use of Fund Balance	133,767	2%
Total General Fund Revenues	<u><u>7,439,081</u></u>	<u><u>100%</u></u>

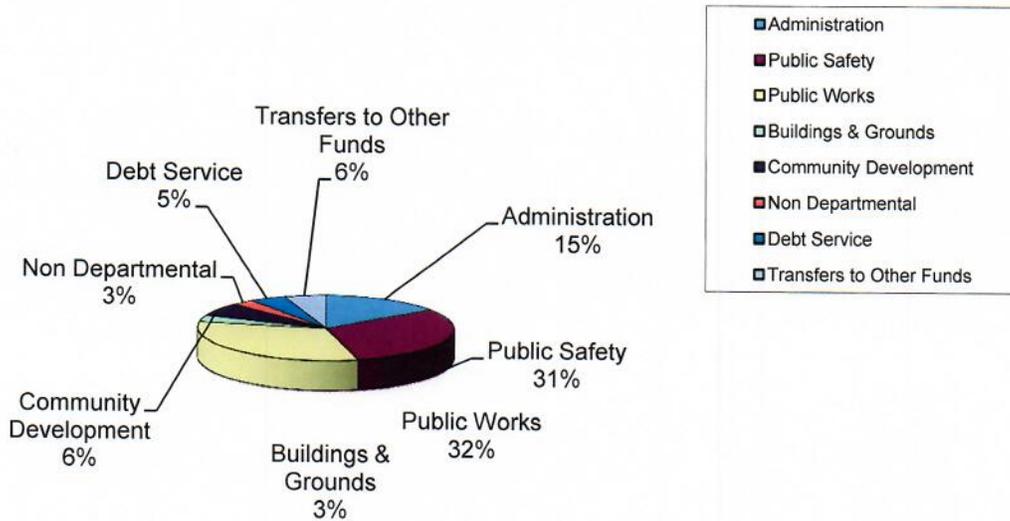
GENERAL FUND PROPOSED REVENUE FY 2019



TOWN OF ROCKY MOUNT
 GENERAL FUND EXPENDITURES
 PROPOSED FY 2019 BUDGET

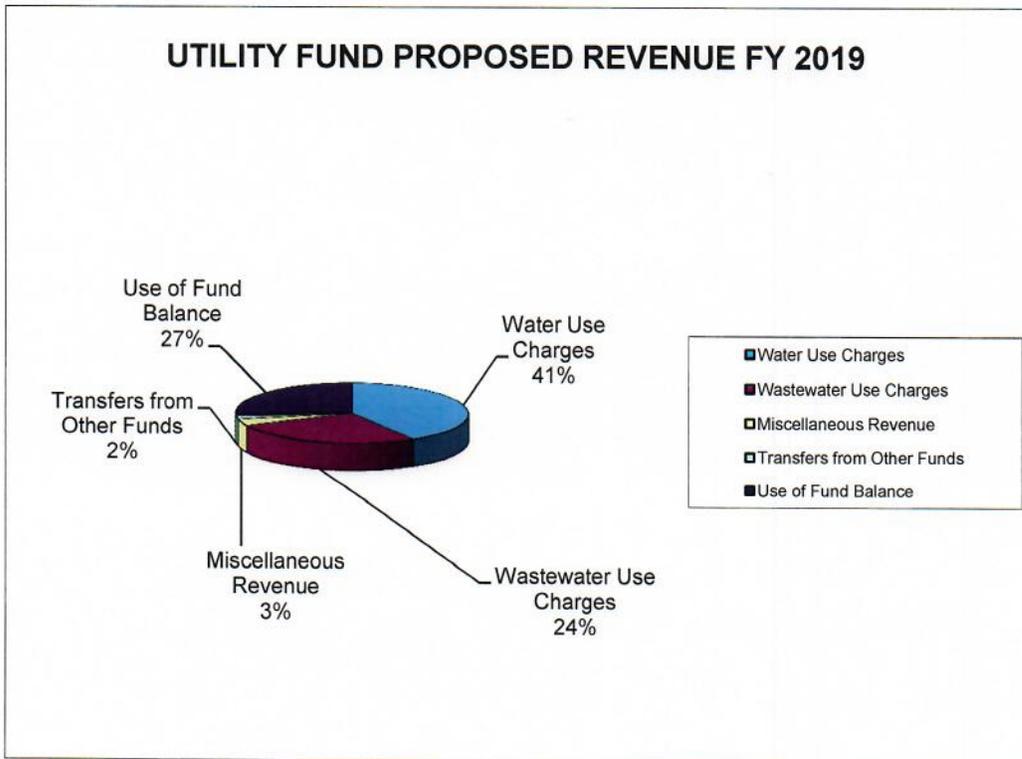
	<u>Dollars</u>	<u>Percent</u>
Administration	1,125,462	15%
Public Safety	2,291,790	31%
Public Works	2,358,576	32%
Buildings & Grounds	229,073	3%
Community Development	487,654	7%
Non Departmental	211,382	3%
Debt Service	340,162	5%
Transfers to Other Funds	394,982	6%
Total General Fund Expenditures	<u><u>7,439,081</u></u>	<u><u>100%</u></u>

GENERAL FUND PROPOSED EXPENDITURES FY 2019



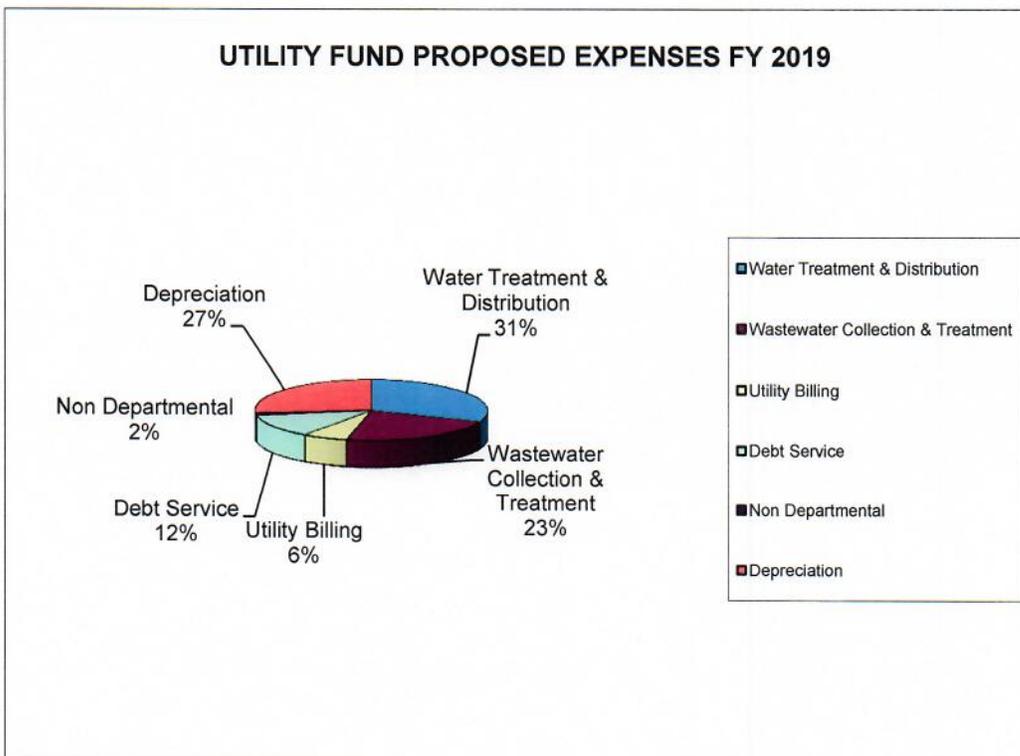
TOWN OF ROCKY MOUNT
 UTILITY FUND REVENUES
 PROPOSED FY 2019 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Use Charges	1,252,658	41%
Wastewater Use Charges	813,267	26%
Miscellaneous Revenue	107,898	4%
Transfers from Other Funds	55,970	2%
Use of Fund Balance	808,950	27%
Total Utility Fund Revenues	<u>3,038,743</u>	<u>100%</u>



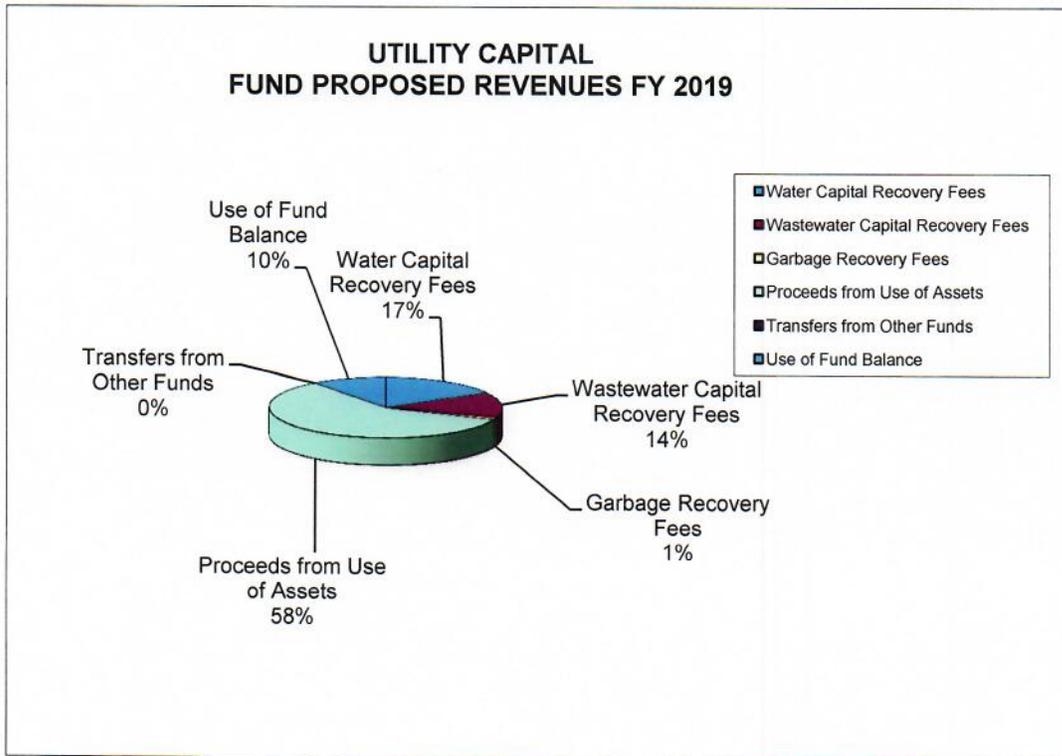
TOWN OF ROCKY MOUNT
 UTILITY FUND EXPENSES
 PROPOSED FY 2019 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Treatment & Distribution	938,140	31%
Wastewater Collection & Treatment	686,025	23%
Utility Billing	188,004	6%
Debt Service	378,013	12%
Non Departmental	39,611	1%
Depreciation	808,950	27%
Total Utility Fund Expenses	<u>3,038,743</u>	<u>100%</u>



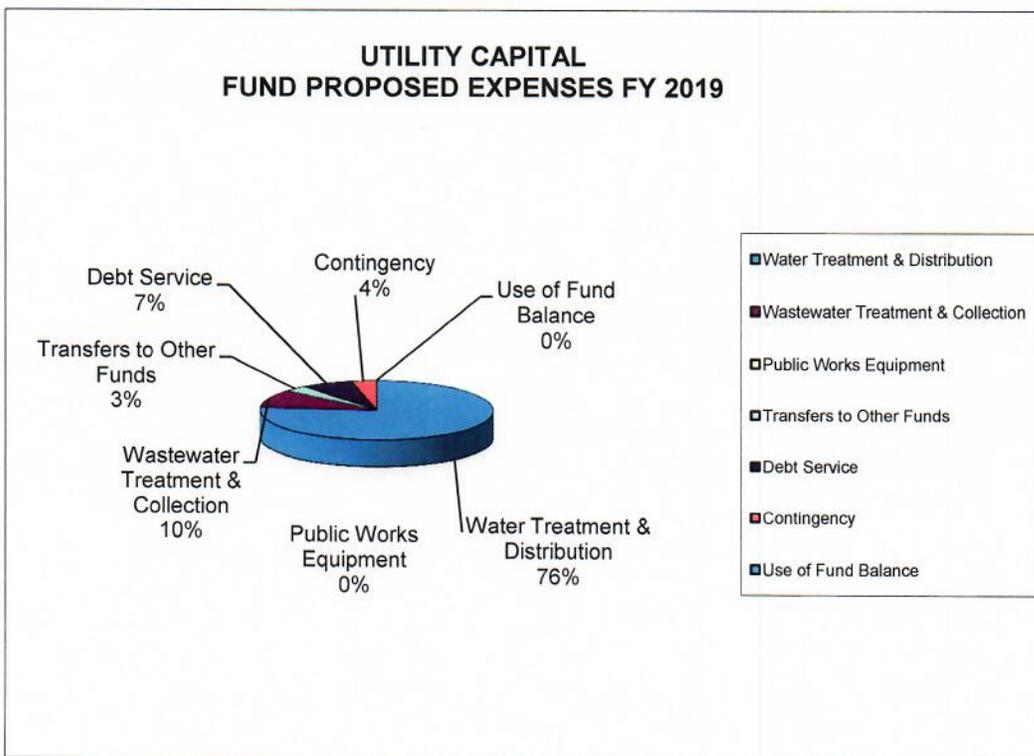
TOWN OF ROCKY MOUNT
 UTILITY CAPITAL FUND REVENUES
 PROPOSED FY 2019 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Capital Recovery Fees	283,504	17%
Wastewater Capital Recovery Fees	231,198	13%
Garbage Recovery Fees	21,001	1%
Proceeds from Use of Assets	1,000,000	58%
Transfers from Other Funds	-	0%
Use of Fund Balance	179,261	10%
Total Utility Capital Fund Expenses	<u>1,714,964</u>	<u>100%</u>



TOWN OF ROCKY MOUNT
 UTILITY CAPITAL FUND EXPENSES
 PROPOSED FY 2019 BUDGET

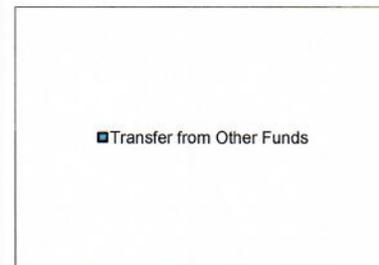
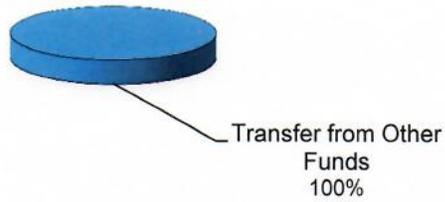
	<u>Dollars</u>	<u>Percent</u>
Water Treatment & Distribution	1,309,500	76%
Wastewater Treatment & Collection	168,000	10%
Public Works Equipment	-	0%
Transfers to Other Funds	55,970	3%
Debt Service	121,494	7%
Contingency	60,000	3%
Use of Fund Balance	-	0%
Total Utility Capital Fund Expenses	<u><u>1,714,964</u></u>	<u><u>100%</u></u>



TOWN OF ROCKY MOUNT
 HARVESTER PERFORMANCE CENTER REVENUES
 PROPOSED FY 2019 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Transfer from Other Funds	<u>394,982</u>	<u>100%</u>
Total Harvester Center Revenues	<u><u>394,982</u></u>	<u><u>100%</u></u>

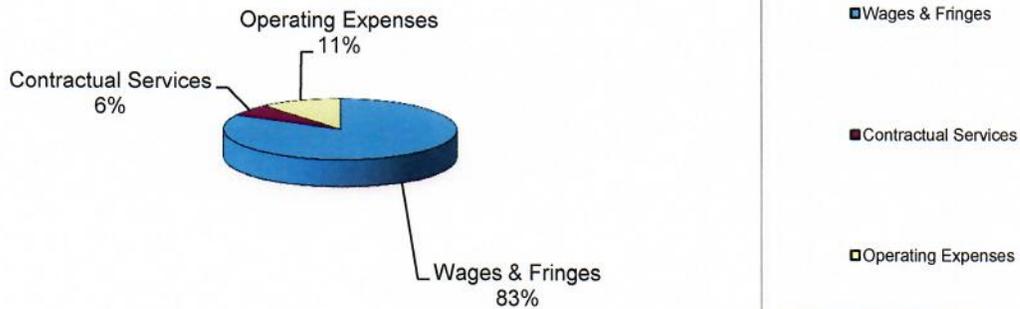
**HARVESTER PERFORMANCE CENTER
 PROPOSED REVENUE FY 2019**



TOWN OF ROCKY MOUNT
 HARVESTER PERFORMANCE CENTER EXPENSES
 PROPOSED FY 2019 BUDGET

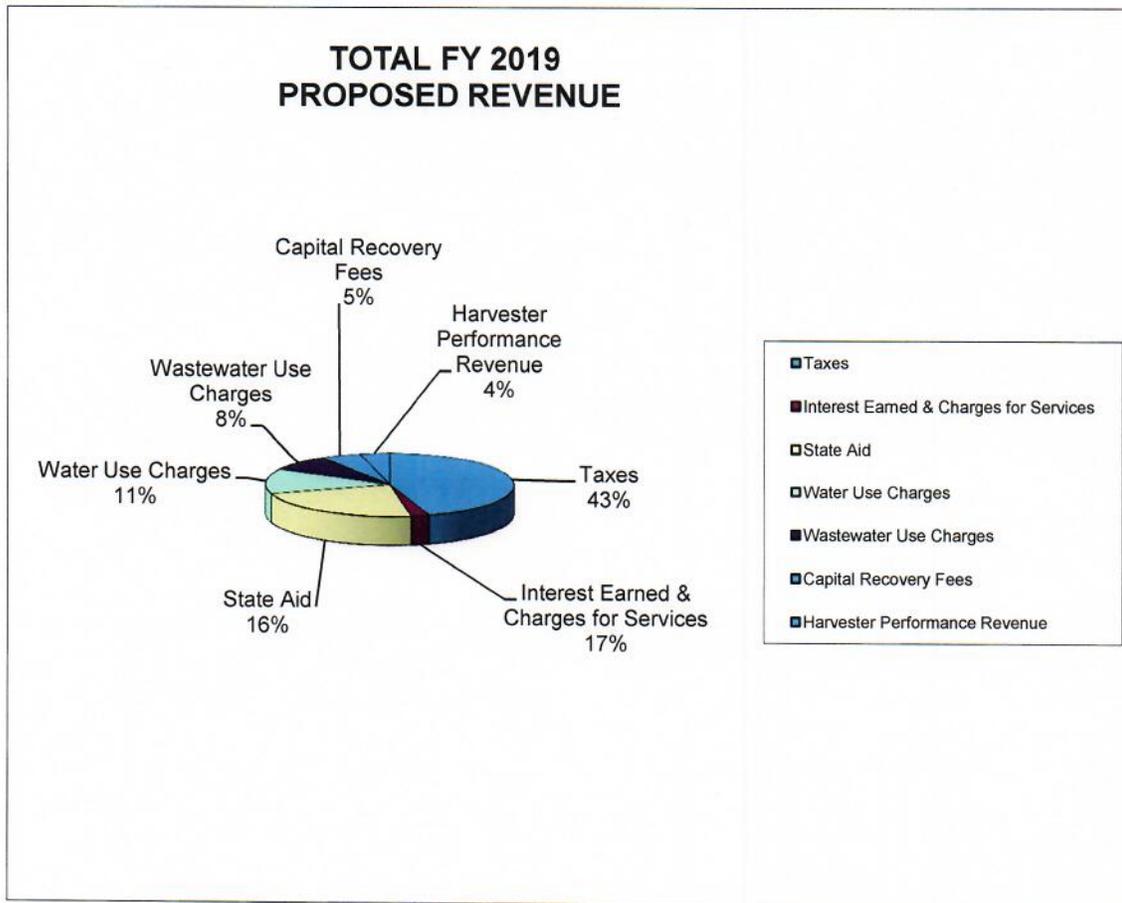
	<u>Dollars</u>	<u>Percent</u>
Wages & Fringes	326,007	83%
Contractual Services	24,715	6%
Operating Expenses	44,260	11%
Total Harvester Center Expenses	<u>394,982</u>	<u>100%</u>

**HARVESTER PERFORMANCE CENTER
 PROPOSED EXPENSES FY 2019**



TOWN OF ROCKY MOUNT
 TOTAL FY 2019
 PROPOSED REVENUE
 (transfers between funds & appropriated
 fund balance for depreciation have been
 eliminated)

Category	Amount	Percent
Taxes	4,542,896	45%
Interest Earned & Charges for Services	242,956	2%
State Aid	2,311,264	23%
Water Use Charges	1,292,562	13%
Wastewater Use Charges	813,267	8%
Capital Recovery Fees	535,703	5%
Harvester Performance Revenue	394,982	4%
Total Town Revenue	10,133,630	91%



TOWN OF ROCKY MOUNT
TOTAL FY 2019
PROPOSED EXPENSES
(transfers between funds & appropriated
fund balance for depreciation have been
eliminated)

Category	Amount	Percent
Administration & Community Development	1,613,116	16%
Public Safety	2,291,790	23%
Public Works & Public Facilities	2,587,649	26%
Insurance, Contributions, & Contingency	228,249	2%
Debt Service	718,175	8%
Water Treatment & Distribution	1,126,144	11%
Wastewater Collection & Treatment	686,025	7%
Utility Capital Expenses	487,500	5%
Harvester Performance Expenses	394,982	4%
Total Town Expenses	10,133,630	91%

