

TOWN OF ROCKY MOUNT, VIRGINIA

FY 2020 ADOPTED BUDGET

TOWN COUNCIL

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

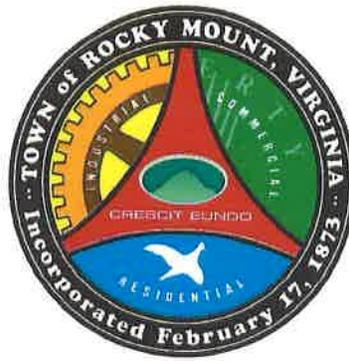
STAFF

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
345 DONALD AVE.
ROCKY MOUNT, VIRGINIA 24151

540.483.7660
FAX : 540.483.8830

WWW.ROCKYMOUNTVA.ORG



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

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

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

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

March 29, 2019

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 consideration and approval the proposed budget for the Town of Rocky Mount for the Fiscal Year of July 1, 2019-June 30, 2020 (Fiscal Year 2020) along with the Five-Year Capital Improvement Plan. As required by your Code and Virginia law, the budget is balanced. We have not proposed increases in tax rates or fees.

For the past few years, your budgets, policies and expectations directed staff to make major investments in fixed capital, particularly on the utility side, as the current budget year includes major upgrades in water metering technology and your billing, accounting and budgeting software.

You've upgraded a significant water line, improved sidewalks, signal and traffic safety, invested in overdue park upgrades, created a new memorial and more, above and beyond our normal daily activities. Your staff works diligently to maintain and patrol streets, plan for our community's growth and needs, attract economic recruitment through performance and commercial and industrial attraction, manage and repair utilities, dispose of solid waste, provide fire protection and respond to emergencies.

Fiscal Year 2019's economic development has been highlighted by the major announcement of a \$10.4 million capital investment and 75 new jobs from Empire Bakery Commissary, one of our major employers in the Town. Empire made this investment even as the labor market tightens and competition increases to hire employees, something happening in many communities across the nation as the country's economy continues expansion. Franklin County will build a new million-dollar animal shelter in the North Main Street corridor, consistent with Town zoning and our comprehensive plan. We expect significant new investments in Fiscal Year 2020 in our commercial corridors, with new shopping centers and retail stores planned or preparing for construction now.

During the past year, our staff has soldiered through historic rainfall and hurricanes, battling weather conditions to complete our mission of providing great service to build a strong, safe and appealing community. We constantly look for ways to deliver this service within our means, seeking to eliminate unnecessary costs and institute more effective methods. As one example, we are working to significantly cut communications costs by moving phone service to Voice Over Internet Protocol (VOIP) phone services, which will be unnoticeable to our residents but which represents a significant decrease in our costs.

The local economy is strong, with growing revenues, more economic activity and many fewer vacancies in Rocky Mount's storefronts and shopping centers. The labor market continues to be tight, a lingering concern to the Town and to its major employers, who frequently struggle to find enough workers to meet demand for their products.

Rocky Mount experienced a little change in restaurants in Rocky Mount in Fiscal 2019, as a fire at El Rio and a closure of Los Tres Amigos both negatively impacted meals tax collections for the Town. We are still working to expand our restaurant lineups, recruiting potential hotel operators and other retailers and hospitality businesses. We will especially focus on grocery store attraction in 2019 and 2020 as state and federal legislation enable incentives to attract grocery stores to under-served areas of the Commonwealth.

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 may seek DHCD planning funds to help evaluate that need and opportunities to increase both access and availability to quality, affordable housing for LMI.

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 last year. That diligence must continue to prevent the gap between expenses and revenues from growing.

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 remain level this year**, largely due to your employees' better loss ratios at their health care providers the past two years. The budget we present to you today includes a 3.5% increase in pay: a 1.0% cost of living adjustment and a 2.5% one-step

increase to recognize employees' progress, loyalty, longevity and successes as well as to address the growing difficulty in finding potential employees as job openings arise.

The general fund overall revenues, minus the use of fund balance, is budgeted to remain relatively the same (.65% decrease) in FY 2020. The general fund's overall operating expenditures (and taking out capital items in both years' budgets) are budgeted to decrease 15.0%. This is due to your department heads keeping their operating budgets level with last year's operating budgets and curtailing their capital needs for this fiscal year as we work to meet your fiscal targets of a \$7 million general fund balance and \$2 million utility fund balance.

The rental income from two new cell towers provides new revenue for the utility operating fund during FY 2020. This additional \$67,200 (which will grow by two percent annually) will offset the utility operating expenditure budget. As other cell phone agreements approach renewal, this new market rate will help the town in its renegotiations of those agreements.

Changes in the General Fund revenue for FY 2020 include:

- Property tax revenues are projected to see a small .1% decrease based on the past two years of delinquent collections in an attempt to get all citizens current. Real estate re-assessments are done every four years and we are in our fourth year of the most recent re-assessment.
- Other local taxes are projecting a 1.8% increase mostly due to economic growth.
- Business licenses are projected to see an increase of 5.9% due to the growth in the local economy.
- Interest rates are increasing at a slower pace, and this slow controlled growth is reflected in our interest earnings projection.

Changes in the General Fund expenditures for FY 2020 include:

- The Finance Department software implementation occurred in FY 2019 and not accounted for in FY 2020.
- There will be an election in May 2020.
- The Police Department has a new truck and command trailer in their budget.
- Three part-time summer grounds maintenance positions (\$28,651) are included for the second year in the street maintenance account.
- The Shop Local campaign continues in this year's budget.
- There is a 10% reduction in the transfer to the Harvester Performance Center fund to \$355,484 to cover Town expenses related to payroll and building maintenance. The Harvester is on track to be fully self-sufficient and we will be decreasing this transfer by 10% yearly.

Changes in the Utility Operating fund for FY 2020:

- There is an increase of \$67,000 due to the rental revenue from two additional cell phone towers.
- Total water and sewer operating revenues will increase 12.5% due to the new rate structure being in place the full twelve months and a slight increase is

projected due to better accounting of water from the meter replacement project.

- As in the past, depreciation expense is covered by the operating fund balance and not current operating funds.
- There is an increase in utilities in all water and sewer accounts based on trend.

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. There is a 10% reduction in the Town's contribution to the Harvester. The Harvester is also to begin paying the Economic Development Authority monthly rent who will then pay the Town for the full twelve months.

Key capital projects proposed during fiscal years 2020 through 2024 include the following:

- 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 2020 budget and the Capital Improvement Plan for fiscal years 2020 through 2024 is:

- | | | |
|-------|---------|---|
| Mon | 4/08/19 | 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 | 4/09/19 | Budget Work Session #1 at 5:00 p.m. in the Municipal Building |
| Thurs | 4/11/19 | Budget Work Session #2 at 5:00 p.m. in the Municipal Building |
| Mon | 4/15/19 | 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 | 5/6/19 | Public Hearing on the Proposed FY 2020 Budget and CIP at 7:00 at The Municipal Building (Special Council Meeting) |
| Mon | 5/13/19 | Adoption of FY 2020 Budget and FY 2020 - 2024 CIP and Appropriation Resolution at the regularly scheduled Council Meeting at 7:00 p.m. at the Municipal Building |

This proposed Fiscal Year 2020 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.: **2019.006**

TOWN OF ROCKY MOUNT FY 2020 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, 2019 through June 30, 2020; 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 6, 2019 and

WHEREAS, after holding such hearing, on May 6, 2019 approved a budget for the fiscal year beginning July 1, 2019 through June 30, 2020, hereafter known as FY 2020;

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the following tax rates and or fees are effective beginning July 1, 2019, 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 - \$6.30 per month per unit.
Commercial Garbage Collection Fees - \$12.60 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 - \$5.95 per 1,000 gallons for the first 3,000 gallons of water metered, with \$17.85 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$3.52 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$3.41 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$3.31 per 1,000 gallons for 50,001 or more gallons of water metered.

Outside corporate limits - \$11.90 for the first 3,000 gallons of water metered, with \$35.70 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$7.04 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$6.82 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$6.62 per 1,000 gallons for 50,001 or more gallons of water metered.

Sewer Use Charges:

Inside corporate limits - \$5.95 per 1,000 gallons for first 3,000 gallons of water metered, with \$17.85 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$3.47 per 1,000 gallons for 3,001 to 10,000 gallons of water metered; \$3.31 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$3.20 per 1,000 gallons for 50,001 or more gallons of water metered.

Outside corporate limits - \$11.90 per 1,000 gallons for first 3,000 gallons of water metered, with \$35.70 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$6.94 per 1,000 gallons for 3,001 to 10,000 gallons of water metered;

\$6.62 per 1,000 gallons for 10,001 to 50,000 gallons of water metered; \$6.40 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	7.56	22.68
1-1/2 inch	15.12	45.36
2 inch	18.90	56.70
3 inch	37.80	75.60
4 inch	56.70	113.40
6 inch	113.40	226.80

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

Bulk Water Charges

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

Penalties and Reconnection Charges

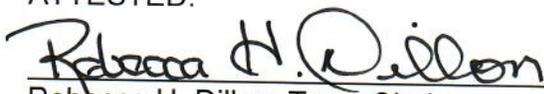
Penalties for late utility payments are 10% of actual bill.

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

GIVEN UNDER MY HAND, THIS 13th DAY OF MAY, 2019:



Steven C. Angle, Mayor

ATTESTED:


Rebecca H. Dillon, Town Clerk



RESOLUTION NO.: **2019.005**

TOWN OF ROCKY MOUNT FY 2020 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, 2019 through June 30, 2020; 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 6, 2019 and

WHEREAS, after holding such hearing, on May 6, 2019 approved a budget for the fiscal year beginning July 1, 2019 through June 30, 2020, hereafter known as FY 2020;

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:

PROPOSED BUDGET FOR FISCAL YEAR 2020

GENERAL FUND:

REVENUES:

Property & Other Local Taxes	\$4,683,904
Charges for Services & Other Fees	361,056
Non-Categorical Aid from the Commonwealth	97,562
Categorical Aid from the Commonwealth	1,649,628
Use of Fund Balance	60,000
TOTAL GENERAL FUND REVENUES	\$6,852,150

EXPENDITURES:

General Government and Administration	\$ 789,070
Public Safety	2,442,465
Public Works	1,971,054
Buildings and Grounds	240,322
Community and Economic Development	488,765
Non-Departmental	<u>920,474</u>
TOTAL GENERAL FUND EXPENDITURES	\$6,852,150

UTILITY FUND:

REVENUES:

Water Use Charges	\$1,595,625
Wastewater Collection Charges	909,778
Miscellaneous Revenue	99,852
Appropriated Fund Balance	<u>814,012</u>
TOTAL UTILITY FUND REVENUES	\$3,419,267

EXPENSES:

Water Treatment and Distribution	\$ 990,589
Wastewater Collection and Treatment	766,450
Utility Billing	182,248
Non-Departmental	<u>1,324,529</u>
TOTAL UTILITY FUND EXPENSES	\$3,263,816

UTILITY CAPITAL PROJECTS FUND:

REVENUES:

Capital Recovery Fees	\$550,016
Categorical Aid	150,000
Use of Fund Balance	<u>110,193</u>
TOTAL UTILITY CAPITAL PROJECTS FUND REVENUES	\$810,209

EXPENSES:

Water Distribution & Treatment	\$256,000
Wastewater Collection & Treatment	355,000
Public Works	91,500
Non-Departmental	<u>156,186</u>
TOTAL UTILITY CAPITAL PROJECTS FUND EXPENSES	\$858,686

PERFORMANCE VENUE OPERATIONS

REVENUES:

Rental Income	\$ 85,200
Transfers from Other Funds	<u>355,484</u>
TOTAL HARVESTER CENTER REVENUES	\$440,684

EXPENSES:

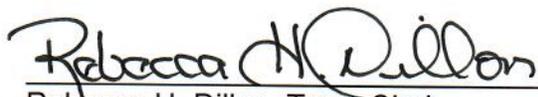
Operating Expenses	<u>\$440,684</u>
TOTAL HARVESTER CENTER EXPENSES	\$440,684

GIVEN UNDER MY HAND, THIS 13th DAY OF MAY, 2019:



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, lodging tax, cigarette tax, 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget	% change
1100 General Property Taxes							
0101	563,486	577,290	591,310	591,276	603,101	11,791	
0102	9,814	12,535	14,000	7,679	8,900	(5,100)	
0201	28,333	27,733	28,162	27,035	27,500	(662)	
0301	251,112	234,213	251,012	223,493	227,963	(23,049)	
0302	19,369	20,601	8,000	11,528	12,000	4,000	
0401	127,927	139,352	139,717	148,979	150,469	10,752	
0601	6,599	7,218	5,000	7,627	6,300	1,300	
0602	3,996	3,540	2,800	3,839	3,200	400	
Total General Property Taxes	1,010,635	1,022,482	1,040,001	1,021,455	1,039,433	(568)	-0.1%
1200 Other Local Taxes							
0101	180,099	187,370	189,013	212,129	216,371	27,358	
0102	1,476,870	1,521,929	1,719,037	1,580,665	1,623,266	(95,771)	
0201	322,765	330,020	329,910	329,005	330,100	190	
0208	184,942	179,439	179,245	177,559	179,245	0	
0601	228,304	295,140	228,700	319,326	322,000	93,300	
0603	2,215	3,284	2,000	2,397	2,000	0	
0604	3,998	1,071	700	324	300	(400)	
0605	0	47	0	0	0	0	
0606	0	0	0	0	0	0	
0701	122,820	135,793	124,514	140,399	143,207	18,693	
0701	61,410	67,897	62,257	63,200	64,464	2,207	
0702	108,493	89,771	73,288	80,850	81,000	7,712	
Total Other Local Taxes	2,691,917	2,811,760	2,908,664	2,905,853	2,961,953	53,289	1.8%
1250 Business & Occupational Licenses							
0302	319,526	321,069	320,000	327,490	334,040	14,040	
0303	155,241	174,317	154,897	175,000	180,000	25,103	
0304	21,058	15,712	21,696	16,000	19,000	(2,696)	
0305	121,898	126,787	120,679	127,421	128,695	8,016	
0306	800	875	700	800	800	100	
0307	2,174	4,515	3,000	3,500	3,000	0	
0308	209	207	208	208	208	0	
0309	18,093	11,209	17,551	11,350	11,475	(6,076)	
0310	5,220	4,217	5,500	5,300	5,300	(200)	
Total Business & Occupational Licenses	644,218	658,908	644,231	667,069	682,518	38,287	5.9%
1300 Permits, Licenses & Fees							
0327	60	0	0	0	0	0	
0501	4,294	2,920	3,180	4,730	4,500	1,320	
0502	5,466	6,350	4,800	6,300	6,400	1,600	
0506	1,778	754	460	20	0	(460)	
1000	8,560	11,752	9,100	10,175	10,300	1,200	
Total Permits, Licenses & Fees	20,157	21,776	17,540	21,225	21,200	3,660	20.9%

GENERAL FUND REVENUES

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget	% change
1400	<i>Fines & Forfeitures</i>							
0101	Court Fines	48,408	42,819	46,799	49,282	49,000	2,201	
0102	Parking Fines	300	30	100	150	100	0	
0805	Garbage Fines	150	570	100	220	150	50	
	Total Fines & Forfeitures	48,858	43,419	46,999	49,652	49,250	2,251	4.8%
1500	<i>Proceeds From the Use of Assets</i>							
0101	Interest on Money/Investments	90,011	135,947	96,507	159,753	157,000	60,493	
0105	Return Check Fee	550	580	400	550	400	0	
0201	Rental/Sale of General Property	420	450	450	450	450	0	
0206	Sale of Materials & Supplies	0	0	0	0	0	0	
0207	Sale of Property	2,000	58,000	0	22,836	0	0	
4051	Bond Proceeds	1,048,713	355,071	108,216	0	0	(108,216)	
4227	Mortgage Loan Payments Received	2,155	4,242	3,073	1,024	1,792	(1,281)	
4228	Paving Loan Payments Received	9,504	683	0	0	0	0	
	Total Proceeds From the Use of Assets	1,153,353	554,973	208,646	184,613	159,642	(49,004)	-23.5%
1600	<i>Charges for Service</i>							
0101	Grave Preparation	3,375	2,625	0	0	0	0	
0400	Security Services	3,990	3,855	3,305	3,930	3,930	625	
0504	Passport Service Fees	12,776	15,419	13,500	15,398	15,300	1,800	
0704	Police Reports	1,070	1,182	1,260	1,239	1,300	40	
0705	Fingerprint Service Fees	480	385	400	315	360	(40)	
0706	CIT / PAC Room Staffing Reimbursement	11,900	7,700	10,800	8,400	8,400	(2,400)	
0802	Waste Collection Charges	93,563	94,673	93,592	94,465	96,874	3,282	
0804	Truck Rental Program	308	580	340	610	600	260	
0812	Credit Card Fees	2,243	3,397	3,340	3,321	3,400	60	
4102	Curb and Gutter	0	0	0	0	0	0	
4103	Weed Control / Mowing Fees	723	1,401	500	653	650	150	
9901	Administrative Charge - Service	618	1,384	250	100	150	(100)	
9907	Miscellaneous Services	125	637	400	0	0	(400)	
	Total Charges for Service	131,172	133,238	127,687	128,432	130,964	3,277	2.6%
1800	<i>Miscellaneous Revenues</i>							
3036	Transfer from Utility Operating Fund	0	144,511	0	0	0	0	
9903	Donations	34	5	0	0	0	0	
9904	Merchandise Sales	7	3	0	251	0	0	
9907	Misc. Other Revenue	339	515	300	0	0	(300)	
4105	Recoveries	(1,124)	0	0	0	0	0	
5000	Unrealized Gain on Investments	(48,690)	(92,024)	0	15,382	0	0	
9911	Donations - Community Policing	0	0	0	0	0	0	
9921	Donations - Parks	0	0	0	0	0	0	
9927	Donations - Police K-9 Unit	0	0	0	0	0	0	
	Total Miscellaneous Revenues	(49,430)	53,009	300	15,633	0	(300)	-100.0%

GENERAL FUND REVENUES

	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget	% change
2200 Non-Categorical Aid							
0103	Rolling Stock Tax	3,357	3,340	3,340	3,346	3,340	0
0104	Litter Grant	2,543	2,480	2,480	2,760	2,750	270
0107	Rental Tax	537	2,134	710	29,293	21,000	20,290
0108	Other Non-Categorical Aid	0	0	0	0	0	0
0110	Fire Program Funds	16,273	16,044	16,044	16,611	16,611	567
0315	PPTRA from the State	53,861	53,861	53,861	53,861	53,861	0
	Total Non-Categorical Aid	76,571	77,859	76,435	105,871	97,562	21,127
							27.6%
2400 Categorical Aid							
0101	CDBG Grant	0	0	25,000	0	0	(25,000)
0106	VDOT Grant	7,409	0	600,000	8,015	0	(600,000)
0106	VDOT Grant (VDOT revenue sharing share)	0	0	0	300,000	0	0
0108	Local Law Enforcement Block Grant (not 599)	0	3,181	0	0	0	0
0109	DMV Mini-Grants	8,779	12,505	0	8,920	0	0
0406	State Street Maintenance	1,386,866	1,410,026	1,438,227	1,452,122	1,473,904	35,677
0407	VML Safety Grant	0	4,000	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	111,952	111,952	111,952	116,092	116,092	4,140
0411	Police Grant - Categorical Aid	0	3,263	0	998	0	0
0414	FEMA Grants (PD commad trailer)	0	0	0	0	29,500	29,500
0417	Virginia Commission of the Arts Grant	1,490	0	0	0	0	0
0420	County Categorical Aid	10,000	0	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	25,000	0	0	0	0
	Total Categorical Aid	1,586,127	1,629,559	2,234,811	1,949,779	1,679,128	(530,683)
							-23.7%
4100 Use of Fund Balance							
9999	Appropriated Fund Balance - Blight carryover	0	0	0	0	10,000	10,000
9999	Appropriated Fund Balance - from carryover	0	0	0	0	20,500	20,500
9999	Appropriated Fund Balance	0	0	0	0	0	0
9999	Appropriated Fund Balance-capital items	0	0	133,767	0	0	(133,767)
	Total Use of Fund Balance	0	0	133,767	0	30,500	(103,267)
							-77.2%
	TOTAL GENERAL FUND REVENUES	7,313,580	7,006,983	7,439,081	7,049,583	6,852,150	(561,931)
							-7.6%

-7.6%

GENERAL FUND EXPENDITURES		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)	%
Account	Description	Actual	Actual	Budget	Estimated	Proposed	Budget	change
	<u>General Government Administration</u>							
1101	Mayor & Council	71,955	72,583	77,311	87,869	77,841	530	
1202	Town Manager	256,846	257,840	264,739	266,882	286,789	22,050	
1204	Town Attorney	26,023	34,966	37,799	38,457	37,799	0	
1213	Finance	334,854	353,396	745,613	384,736	381,541	(364,072)	
1301	Electoral Board	0	5,021	0	0	5,100	5,100	
	Total General Government Admin.	689,678	723,806	1,125,462	777,944	789,070	(336,392)	-29.9%
	<u>Public Safety</u>							
3101	Police Department	2,048,632	2,143,901	2,120,686	2,181,293	2,273,169	152,483	
3202	Volunteer Fire Department	129,643	151,495	171,104	167,600	169,295	(1,809)	
	Total Public Safety	2,178,275	2,295,397	2,291,790	2,348,893	2,442,464	150,675	6.6%
	<u>Public Works</u>							
4100	Public Works Administration	130,061	111,662	94,237	102,707	100,474	6,236	
4104	Street Lighting	111,004	106,647	113,436	110,053	117,430	3,994	
4107	Parking and Traffic Control	181,514	71,149	106,033	62,260	525,421	419,388	
4108	Street Maintenance	930,191	1,174,640	1,809,349	1,362,123	987,485	(821,864)	
4109	Sidewalk, Curb & Gutters	61,959	66,895	51,456	57,744	51,699	243	
4202	Street Cleaning	4,067	7,716	7,386	5,936	7,507	121	
4203	Refuse Collection	105,554	155,295	132,440	119,161	136,119	3,679	
4204	Snow Removal	19,642	60,289	44,239	54,365	44,919	680	
	Total Public Works	1,543,991	1,754,292	2,358,576	1,874,348	1,971,053	(387,523)	-16.4%
	<u>Buildings & Grounds</u>							
4304	Municipal Building Maintenance	133,788	126,539	46,080	65,839	80,780	34,700	
4305	Emergency Services Bldg. Maint.	113,933	174,579	67,725	77,365	65,625	(2,100)	
4306	Public Works Complex Maintenance	25,322	47,050	29,354	26,566	29,354	0	
4307	Cemetery Maintenance	56,589	20,789	18,833	8,226	6,267	(12,566)	
4308	Parks & Playground Maintenance	1,134,768	234,712	67,080	114,257	58,295	(8,785)	
	Total Buildings & Grounds	1,464,400	603,669	229,073	292,253	240,322	11,250	4.9%
	<u>Community Development</u>							
8101	Planning & Zoning	128,153	110,856	123,667	117,717	127,473	3,806	
8102	Economic & Community Development	240,466	284,618	298,729	277,048	283,065	(15,664)	
8103	Citizens' Square	26,767	14,301	22,091	20,579	22,333	242	
8104	Community & Hospitality Center	22,785	25,741	27,312	18,121	28,839	1,527	
8106	Passport Services Expenses	2,340	2,587	3,000	2,250	3,000	0	
8130	Economic Development Authority	2,017	2,124	2,855	1,906	4,055	1,200	
8500	Remediation of Blighted Structures	18,574	1,440	10,000	0	20,000	10,000	
	Total Community Development	441,102	441,668	487,654	437,620	488,765	1,111	0.2%
	<u>Miscellaneous</u>							
9102	General Fund Nondepartmental	696,445	852,038	946,526	880,003	920,474	(26,052)	
	Total Miscellaneous	696,445	852,038	946,526	880,003	920,474	(26,052)	-2.8%
	TOTAL GENERAL FUND EXPENSES	7,013,890	6,670,870	7,439,081	6,611,060	6,852,150	(586,931)	-7.9%

Total General Fund Revenues	7,313,580	7,006,983	7,439,081	7,049,583	6,852,150
Surplus/(Deficit)	299,690	336,113	(0)	438,522	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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1004	Wages - Contractual	2,050	2,150	2,200	2,200	2,200	0
1005	Wages - Elected Officials	29,925	27,375	30,450	30,450	30,450	0
2001	FICA	2,408	2,281	2,498	2,498	2,498	0
2002	Retirement/Life Insurance	318	333	379	379	379	0
3000	Contractual Services	2,552	852	2,740	9,740	2,740	0
3600	Advertising	1,489	890	1,250	2,150	1,250	0
3700	Printing & Binding	2,006	2,416	2,200	2,200	2,200	0
3800	Postage & Delivery Services	117	63	115	115	115	0
5200	Communications	3,409	3,361	3,561	3,561	3,561	0
5445	Uniforms & Clothing	0	637	0	0	0	0
5500	Travel & Training/Education	1,814	3,495	3,200	4,380	3,800	600
5501	Meeting Expenses	752	661	700	800	700	0
5502	Stipends - WPPD	650	300	900	600	900	0
5650	Dues & Professional Memberships	10,219	10,698	10,588	12,149	10,788	200
5700	Books & Subscriptions	0	200	60	600	60	0
5800	Miscellaneous Community Outreach	10,753	14,487	13,200	14,147	14,000	800
6001	Office Supplies	1,919	2,385	2,870	1,500	1,800	(1,070)
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	395	0	400	400	400	0
7007	Audio & Video Equipment	1,178	0	0	0	0	0
	TOTAL	71,955	72,583	77,311	87,869	77,841	530

0.69%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	134,815	140,249	145,761	145,761	150,863	5,102
1001	Wages - from Part-Time to Full-Time	0	0	0	0	15,063	15,063
1002	Wages - Part Time	20,821	16,663	21,136	21,136	21,876	740
1003	Wages - Overtime	277	0	0	0	0	0
2000	Mgr's Disability Insurance	792	792	792	792	792	0
2001	FICA	11,300	10,226	12,768	12,768	13,215	447
2002	Retirement/Life Insurance	21,118	20,980	25,115	25,115	25,994	879
2005	Medical/Dental Insurance	23,611	28,383	30,932	30,932	30,932	0
2011	Workers' Compensation Insurance	207	95	32	32	32	0
2103	Employment Physicals / Testing	0	343	180	180	0	(180)
3000	Contractual Services	10,045	8,856	1,340	1,340	1,340	0
3600	Advertising	771	1,804	400	400	400	0
3700	Printing & Binding	0	0	40	40	40	0
3800	Postage & Delivery Services	109	147	140	140	140	0
5155	Motor Fuel	614	554	500	500	500	0
5157	Motor Vehicle Expense	837	286	400	580	400	0
5200	Communications	5,957	6,129	5,868	5,868	5,868	0
5445	Uniforms & Clothing	0	306	0	0	0	0
5500	Travel & Training/Education	8,193	10,762	9,000	9,602	9,000	0
5650	Dues & Professional Memberships	1,135	1,225	1,235	1,235	1,235	0
5700	Books & Subscriptions	1,846	695	600	275	600	0
6001	Office Supplies	9,203	8,185	7,000	7,000	7,000	0
7002	Furniture & Fixtures	1,969	0	0	0	0	0
7003	Data Processing Equipment	3,227	1,157	1,500	3,186	1,500	0
	TOTAL	256,846	257,840	264,739	266,882	286,789	22,050

8.33%

**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 \$1,837) 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	254	3,142	5,000	3,000	5,000	0
3100	Retainer	21,000	21,000	22,044	22,044	22,044	0
3150	Professional Legal Services	4,156	10,337	10,000	12,668	10,000	0
5500	Travel & Training	37	0	100	100	100	0
5650	Dues & Professional Membership	240	250	260	250	260	0
5700	Books and Subscriptions	336	237	395	395	395	0
5800	Miscellaneous	0	0	0	0	0	0
	TOTAL	26,023	34,966	37,799	38,457	37,799	0

0.00%

**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, Commissioners of Revenue Association, 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	167,382	174,490	174,216	174,216	180,314	6,098
1003	Overtime	192	49	0	0	0	0
2001	FICA	12,118	11,727	13,328	13,328	13,794	466
2002	Retirement/Life Insurance	25,805	25,074	30,270	30,270	31,329	1,059
2005	Medical/Dental Insurance	25,519	32,801	36,149	36,149	36,149	0
2008	ICMA -1% employer contribution	169	301	411	411	426	14
2011	Workers' Compensation Insurance	155	99	34	34	34	0
2103	Employment Physicals	22	193	160	160	0	(160)
3000	Contractual Services	62,595	65,968	102,200	78,685	72,300	(29,900)
3600	Advertising	242	1,556	320	320	320	0
3700	Printing & Binding	10,801	9,931	10,200	8,675	10,200	0
3800	Postage & Delivery Services	5,250	4,886	5,200	6,346	6,300	1,100
4603	Credit Card Transaction Fees	3,537	5,062	4,850	5,524	5,500	650
5200	Communications	5,797	5,754	7,306	7,306	7,306	0
5445	Uniforms & Clothing	0	101	0	0	0	0
5500	Travel & Training/Education	6,203	5,714	6,400	4,443	5,700	(700)
5650	Dues & Professional Memberships	1,046	839	1,254	1,254	1,254	0
5700	Books & Subscriptions	232	115	115	115	115	0
5800	Miscellaneous	(4)	4	0	0	0	0
6001	Office Supplies	7,220	7,565	7,500	7,500	7,500	0
7002	Furniture & Fixtures	0	253	700	1,000	0	(700)
7003	Data Processing	573	914	0	9,000	3,000	3,000
7003	Data Processing (software)	0	0	345,000	0	0	(345,000)
	TOTAL	334,854	353,396	745,613	384,736	381,541	(364,072)

-48.83%

**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 2020. The election of Mayor will be held in May 2022. The next election for the remaining three (3) Council seats will be in May 2022.

1301 ELECTORAL BOARD		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	0	5,021	0	0	5,100	5,100
3700	Printing & Binding	0	0	0	0	0	0
	TOTAL	0	5,021	0	0	5,100	5,100

#DIV/0!

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,013,252	1,040,268	1,094,151	1,094,151	1,132,446	38,295
1002	Wages - Part Time	3,180	19,556	70,762	43,030	46,000	(24,762)
1003	Wages - Overtime	36,686	38,546	30,000	44,277	47,000	17,000
1004	Wages - Contractual Services	5,985	8,820	8,900	13,260	13,000	4,100
1006	Wages - OT Court	3,602	4,306	3,900	3,449	3,900	0
1009	Wages - OT Other	32,075	33,703	30,000	29,444	31,050	1,050
1010	Wages - OT Traffic/DMV Grant	6,007	12,208	0	10,766	5,000	5,000
1011	Wages - OT SWAT/Tactical	0	0	0	0	0	0
1013	Wages - OT Other Training/Seminars	1,544	34	150	150	155	5
1014	Wages - OT Crisis Intervention	12,950	9,800	12,600	8,950	9,800	(2,800)
2001	FICA	79,941	77,992	88,055	97,521	98,559	10,504
2002	Retirement/Life Insurance	157,909	173,166	186,133	186,133	221,983	35,850
2005	Medical/Dental Insurance	222,267	291,056	289,306	287,154	289,306	0
2007	Line of Duty Act premium (22 officers)	12,932	15,063	16,193	12,564	13,444	(2,749)
2011	Workers' Compensation Insurance	23,103	25,321	22,602	24,292	24,292	1,690
2103	Employment Physicals / Testing	1,644	2,451	1,390	537	600	(790)
3000	Contractual Services	24,633	9,304	16,000	16,029	20,000	4,000
3300	Repairs & Maintenance	324	231	500	100	200	(300)
3600	Advertising	665	158	600	1,008	600	0
3700	Printing & Binding	698	29	880	763	1,000	120
3800	Postage & Delivery Services	481	758	700	661	700	0
5155	Motor Fuel	38,679	39,847	38,900	42,127	43,000	4,100
5157	Motor Vehicle Expense	24,895	27,806	30,000	27,812	30,000	0
5200	Communications	27,030	25,684	24,292	22,530	24,292	0
5350	Grant Expenses	0	0	0	1,582	0	0
5405	Block Grant Expenses	0	0	0	0	0	0
5408	DMV Mini Grant Expenses	0	233	0	0	0	0
5410	Community Grant Expenses	1,750	2,457	1,220	1,909	1,500	280
5411	Asset Forfeiture Expenses	178	0	0	0	0	0
5417	K-9 Unit Expenses	6,603	10,975	9,500	9,652	9,500	0
5418	SWAT/Search Warrant Expenses	0	0	100	0	100	0
5423	"Fresh" Grant Expenses	454	0	0	0	0	0
5445	Uniforms	4,412	7,142	5,700	10,510	7,500	1,800
5500	Travel & Training/Education	4,808	5,689	5,500	20,043	7,800	2,300
5501	Transports & Extraditions	0	0	100	0	100	0
5502	Uniform Stipends	12,535	12,700	13,600	13,300	13,600	0
5650	Dues & Professional Memberships	10,404	9,385	10,600	10,800	10,800	200
5700	Books & Subscriptions	0	0	0	0	0	0
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	1,896	2,559	2,400	2,762	2,400	0
6010	Police Supplies	38,061	23,468	26,700	24,928	26,700	0
7001	Land & Buildings	750	5,507	0	0	0	0
7002	Furniture & Fixtures	324	95	1,000	139	1,500	500
7003	Data Processing (mobile data terminals)	10,814	3,782	13,000	13,000	9,000	(4,000)
7003	Data Processing (office desktops 5)	0	0	4,000	4,000	4,000	0
7005	Motor Vehicles and Equipment	74,592	119,148	0	26,936	76,590	76,590
7006	Motor Vehicle Lease Expense	19,792	19,792	10,000	10,000	0	(10,000)
7006	Motor Veh Lease Expense (truck)(yr 2)	0	7,200	7,300	7,300	6,300	(1,000)
7007	Audio & Video Equipment (in-car)	0	0	11,000	12,386	14,000	3,000
7007	Audio & Video Equip (body cameras)	7,657	20,765	4,000	4,000	0	(4,000)
7007	Audio & Video Equip (phone system)	0	7,100	0	0	0	0
7007	Audio & Video Equip (security camera)	0	2,994	0	0	0	0
7007	Audio & Video Equip (other)	0	7,851	0	12,386	0	0
7009	Police Equip (new Radios-Co. system)	114,950	0	0	0	0	0
7009	Police Equip (surveillance equipment)	8,171	0	3,500	3,500	0	(3,500)
7009	Police Equipment (K-9)	0	3,500	10,000	10,000	10,000	0
7012	Lease Expense-County Radios	0	15,451	15,452	15,452	15,452	0
	TOTAL	2,048,632	2,143,901	2,120,686	2,181,293	2,273,169	152,483

w/o capital = 7.19%
4.65%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
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1000	Personal Services	0	0	0	0	0	
2000	Fringe Benefits	0	0	0	0	0	
2007	Line of Duty Act premium (26 volunteers)	5,807	6,813	7,324	5,683	6,081	(1,244)
2103	Physicals / Testing	503	0	175	175	175	0
3000	Contractual Services	1,726	8,516	2,360	2,832	2,000	(360)
3300	Repairs & Maintenance	1,436	9	3,000	154	1,000	(2,000)
3600	Advertising	0	451	500	493	500	0
3700	Printing & Binding	0	0	100	100	100	0
3800	Postage & Delivery Services	0	0	0	0	0	0
4400	Permits	0	0	100	0	0	(100)
5155	Motor Fuel	4,986	6,217	5,800	7,616	7,750	1,950
5157	Motor Vehicle Expense	11,582	18,294	13,000	12,456	13,000	0
5158	Small Equipment Expense	55	75	100	110	100	0
5200	Communications	2,700	2,802	2,705	1,993	2,300	(405)
5300	Insurance	9,980	9,551	9,694	9,694	9,840	145
5409	Purchases - DOFP Grant	600	4,855	0	4,041	0	0
5410	Purchases - FEMA Grant	0	0	0	0	0	0
5445	Uniforms	3,832	1,354	10,000	9,264	10,000	0
5500	Travel & Training/Education	0	0	100	0	100	0
5502	Stipends	57,310	78,311	67,000	63,105	67,000	0
5650	Dues & Professional Memberships	26	100	50	50	50	0
5700	Books & Subscriptions	0	138	150	150	150	0
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	54	291	200	458	200	0
6008	Fire Department Supplies	682	1,744	3,000	1,803	2,500	(500)
7000	Capital Outlays	0	0	0	0	0	0
7002	Furniture and Fixtures	500	0	500	0	500	0
7003	Data Processing Equipment	499	0	500	500	1,250	750
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	0	0
7007	Audio & Video Equipment (training projector)	5,017	0	0	2,023	0	0
7007	Audio & Video Equipment (wireless pagers)	0	1,875	0	0	5,000	5,000
7008	Fire Equipment (tools)	0	3,240	31,000	31,000	31,000	0
7008	Fire Equipment (new Radios-Co. system)	22,348	0	0	0	0	0
7008	Fire Equipment (QRAE II gas detectors 4)	0	3,950	0	0	0	0
7008	Fire Equipment (portable scene lights 2)	0	1,364	0	0	0	0
7008	Fire Equipment (bettery positive pressure fan)	0	0	5,200	5,200	0	(5,200)
7012	Subscription Service-Public Safety Radios(15)	0	1,545	1,545	1,700	1,700	155
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	129,643	151,495	171,104	167,600	169,295	(1,809)

-1.06%

**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 full-time Landscape Technician position was approved last year but was not filled. It is proposed again this year. Three part-time summer grounds 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	55.00%
Sidewalks, Curbs, & Gutters	1.00%
Street Cleaning	0.50%
Refuse Collection	13.00%
Snow Removal	1.00%
Cemetery Maintenance	1.00%
Parks Maintenance	5.00%
Citizens Square	1.00%
Community & Hospitality Center	0.50%
Water Distribution System	8.00%
Meter Reading	3.00%
Sewer Collection System	<u>8.00%</u>
Total Public Works Labor	100.00%

PUBLIC WORKS			FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
4100	ADMINISTRATION	FY 17 Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full Time	72,093	66,485	52,087	52,087	53,910	1,823
1002	Wages - Part Time	10,636	0	0	0	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	7,211	4,860	3,985	3,985	4,124	139
2002	Retirement/Life Insurance	11,365	9,837	9,350	9,350	9,677	327
2005	Medical/Dental Insurance	8,269	8,602	5,551	5,551	5,551	0
2008	ICMA - 1% employer contribution	647	677	521	521	539	18
2011	Workers' Compensation Insurance	0	3,626	2,587	2,600	2,600	13
2103	Employment Testing	515	339	0	313	315	315
3000	Contractual Services	572	301	500	6,053	400	(100)
3600	Advertising	133	667	0	0	0	0
3700	Printing & Binding	0	0	30	0	30	0
3800	Postage & Delivery Services	13	0	14	0	14	0
4400	Permits, Licenses, and Fees	32	64	128	70	128	0
5200	Communications	3,072	3,178	5,136	5,136	5,136	0
5445	Uniforms	12,568	10,251	10,800	13,263	13,400	2,600
5500	Travel & Training	141	637	2,000	1,764	2,500	500
5650	Dues & Memberships	102	210	250	216	250	0
5700	Books & Subscriptions	603	693	900	595	900	0
6001	Office Supplies	799	228	400	541	400	0
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing	1,290	1,005	0	664	600	600
	TOTAL	130,061	111,662	94,237	102,707	100,474	6,236

6.62%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	2,141	107	5,533	804	5,727	194
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	153	8	423	59	438	15
2002	Retirement/Life Insurance	331	16	960	138	994	34
2005	Medical/Dental Insurance	1,018	0	1,727	213	1,727	0
2008	ICMA - 1% employer contribution	2	1	55	3	57	2
2011	Workers Compensation	261	158	288	289	288	0
3000	Contractual Services	0	0	0	1,038	0	0
3300	Repairs & Maintenance	243	0	450	0	0	(450)
5100	Utilities	105,734	106,186	102,000	107,472	108,000	6,000
6016	Materials & Supplies	1,122	171	2,000	39	200	(1,800)
	TOTAL	111,004	106,647	113,436	110,053	117,430	3,994

3.52%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	20,853	6,269	11,066	5,605	11,453	387
1002	Wages - Part Time	0	0	0	107	0	0
1003	Wages - Overtime	353	0	0	8	0	0
2001	FICA	1,554	456	847	424	877	30
2002	Retirement/Life Insurance	3,196	942	1,920	959	1,987	67
2005	Medical/Dental Insurance	7,130	2,306	3,454	1,767	3,454	0
2008	ICMA - 1% employer contribution	16	21	111	36	115	4
2011	Workers Compensation Insurance	697	634	576	579	576	0
3000	Contractual Services	22,715	18,729	22,000	1,355	5,000	(17,000)
3300	Repairs & Maintenance	1,663	375	1,700	0	500	(1,200)
5100	Utilities	11,621	10,732	11,100	21,310	11,100	0
5155	Motor Fuel	623	808	715	947	715	0
5157	Motor Vehicle Expense	1,432	511	500	855	500	0
5158	Small Equipment Expenses	0	0	0	0	0	0
5200	Communications	724	2,938	3,144	3,194	3,144	0
5500	Travel and Training	0	0	0	0	0	0
6007	Materials and Supplies	14,327	6,708	12,700	12,936	16,000	3,300
7000	Wayfinding Signs	60,615	0	0	0	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
7010	Infrastructure (asphalt rejuvenation)	0	0	16,200	12,178	0	(16,200)
7107	Traffic Signals	33,995	19,721	20,000	0	20,000	0
7107	Floyd / Franklin Intersection (VDOT grant)	0	0	0	0	0	0
7107	Traffic Signal replacement-McDonald's	0	0	0	0	450,000	450,000
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	181,514	71,149	106,033	62,260	525,421	419,388

w/o capital 395.53%
-20.64%

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. 55.0% 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	262,935	280,322	293,247	347,480	303,511	10,264
1001	Wages - Full Time (increase m/r)	0	0	0	0	11,468	11,468
1001	Wages - Full Time (landscape tech)	0	0	56,711	0	56,711	0
1002	Wages - Part Time	0	1,068	28,651	5,566	28,651	0
1003	Wages - Overtime	2,656	4,294	2,000	3,751	2,070	70
2001	FICA	19,531	17,073	22,586	28,218	23,377	791
2002	Retirement/Life Insurance	34,439	39,236	51,179	63,345	52,970	1,791
2005	Medical/Dental Insurance	64,733	88,492	91,541	88,709	91,541	0
2008	ICMA - 1% employer contribution	251	478	2,932	1,178	3,035	103
2011	Workers' Compensation Insurance	18,473	16,337	15,252	15,328	15,252	0
3000	Contractual Services	311,748	490,222	450,000	225,751	100,000	(350,000)
3300	Repairs & Maintenance	6,073	128	2,500	0	0	(2,500)
3600	Advertising	242	0	150	580	150	0
4400	Permits, Licenses and Fees	1,528	0	800	0	800	0
5155	Motor Fuel	17,491	22,386	22,100	27,489	28,250	6,150
5157	Motor Vehicle Expense	25,338	19,485	24,700	27,950	24,700	0
5158	Small Equipment Expense	2,827	5,836	6,100	4,315	6,100	0
5500	Travel & Training	111	150	500	0	500	0
5800	Miscellaneous	0	0	0	0	0	0
6003	Agricultural Supplies	349	0	400	0	400	0
6014	Chemicals & Materials	1,565	5,637	1,500	6,012	5,000	3,500
6016	Materials and Supplies	29,274	43,072	35,000	37,621	15,000	(20,000)
6024	Gravel	0	0	0	13,821	10,000	10,000
6025	Asphalt	0	0	0	15,835	10,000	10,000
7004	Machinery & Equipment - mowers	11,941	0	1,500	1,500	1,500	0
7004	Machinery & Equip - light tower used	0	3,900	0	0	0	0
7004	Machinery & Equip - dump trailer	0	1,880	0	0	0	0
7004	Machinery & Equip - paint machine	0	8,100	0	0	0	0
7004	Machinery & Equip - message sign	0	0	0	3,000	0	0
7004	Machinery & Equip - snow plow	0	0	0	8,400	0	0
7005	Vehicles	34,096	58,620	0	0	45,000	45,000
7006	Construction Vehicles and Equip	74,306	0	0	0	91,500	91,500
7007	Audio and Video Equipment	663	0	0	0	0	0
7010	Infrastructure	9,620	0	0	0	0	0
7010	Infrast-Angle Bridge (bond proceeds)	0	67,926	100,000	21,274	0	(100,000)
7010	Infrast-Angle Bridge (VDOT share)	0	0	600,000	0	0	(600,000)
7010	Infrast-Angle Bridge (Town)	0	0	0	15,000	60,000	60,000
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	930,191	1,174,640	1,809,349	962,123	987,485	(821,864)
	without capital	799,565	1,034,214	1,107,849	883,293	769,485	(338,364)
							-45.42%
							-30.54%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	0	6,398	5,533	3,016	5,727	194
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	0	457	423	144	438	15
2002	Retirement/Life Insurance	0	988	960	329	994	34
2005	Medical/Dental Insurance	0	2,118	1,727	170	1,727	0
2008	ICMA - 1% Employer Contribution	0	8	25	5	26	1
2011	Workers' Compensation Insurance	1,046	317	288	289	288	0
3000	Contractual Services	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
5158	Small Equipment Expenses	0	0	0	0	0	0
5500	Travel and Training	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
5800	Miscellaneous	0	0	0	0	0	0
6016	Materials and Supplies	3	4,959	2,500	637	2,500	0
7000	Capital Outlay (CIP)						
	Scuffling Hill curb, gutter, drainage	7,685	0	0	0	0	0
	sidewalk - Floyd to Dent	0	0	0	0	0	0
	drainage prelim eng-Bernard Rd	15,000	0	0	0	0	0
	sidewalk maintenance	38,225	40,000	40,000	40,000	40,000	0
	North Main St rock wall	0	11,651	0	0	0	0
	manhole leveling system	0	0	0	0	0	0
	School Board Rd. drainage	0	0	0	13,154	0	0
7004	Machinery & Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	61,959	66,895	51,456	57,744	51,699	243

0.47%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,789	2,621	2,766	2,661	2,863	97
1003	Wages - Overtime	73	101	0	544	0	0
2001	FICA	138	200	212	242	219	7
2002	Retirement/Life Insurance	289	422	480	550	497	17
2005	Medical/Dental Insurance	703	1,158	864	888	864	0
2008	ICMA - 1% Employer Contribution	0	1	0	4	0	0
2011	Workers' Compensation Insurance	0	634	144	145	144	0
3300	Repairs and Maintenance	0	0	1,000	0	1,000	0
5155	Motor Fuel	737	696	800	718	800	0
5157	Motor Vehicle Expense	339	1,779	1,000	65	1,000	0
5158	Small Equipment Expense	0	0	0	0	0	0
6016	Materials and Supplies	0	105	120	120	120	0
	TOTAL	4,067	7,716	7,386	5,936	7,507	121

1.64%

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 \$6.30 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. Five dollars and 30 cents (\$5.30) 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 \$12.60 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	60,401	66,148	71,929	64,285	74,447	2,518
1002	Wages - Part Time	0	0	0	721	0	0
1003	Wages - Overtime	133	797	750	474	776	26
2001	FICA	4,628	4,958	5,560	4,967	5,755	195
2002	Retirement/Life Insurance	9,612	10,069	12,604	10,728	13,045	441
2005	Medical/Dental Insurance	12,048	17,429	22,566	14,210	22,566	0
2008	ICMA - 1% employer contribution	400	499	360	415	373	13
2011	Workers' Compensation Insurance	5,838	5,389	3,741	3,760	3,928	187
3000	Contractual Services	268	0	280	555	280	0
3300	Repairs & Maintenance	0	444	0	0	0	0
3600	Advertising	224	824	700	468	700	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage	0	0	0	0	0	0
5155	Motor Fuel	5,999	7,651	7,500	8,501	7,800	300
5157	Motor Vehicle Expense	4,883	3,092	5,000	8,200	5,000	0
5158	Small Equipment Expense	0	0	0	0	0	0
6017	Materials and Supplies	1,120	1,850	1,450	1,876	1,450	0
7004	Machinery & Equipment	0	940	0	0	0	0
7004	Replace chipper	0	35,204	0	0	0	0
	TOTAL	105,554	155,295	132,440	119,161	136,119	3,679

2.78%

Waste Collection Fees	93,563	94,673	93,592	94,465	96,874
Variance	(11,991)	(60,623)	(38,848)	(24,696)	(39,245)

**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.

4204 SNOW REMOVAL		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	2,456	4,567	5,533	3,099	5,727	194
1003	Wages - Overtime	5,347	2,641	10,000	19,129	10,350	350
2001	FICA	580	534	1,188	1,639	1,230	42
2002	Retirement/Life Insurance	1,199	1,115	2,683	3,803	2,777	94
2005	Medical/Dental Insurance	0	2,731	3,227	2,240	3,227	0
2008	ICMA - 1% employer contribution	20	7	20	58	21	1
2011	Workers' Compensation Insurance	436	476	288	289	288	0
3000	Contractual Services	0	0	0	0	0	0
5155	Motor Fuel	741	776	1,300	2,755	1,300	0
5157	Motor Vehicle Expense	559	2,733	1,500	234	1,500	0
5800	Miscellaneous	0	0	0	0	0	0
6014	Chemicals and Materials	8,076	17,330	17,500	14,371	17,500	0
6016	Materials and Supplies	229	879	1,000	6,748	1,000	0
7004	Machi/Equip (calcium chloride system)	0	14,270	0	0	0	0
7004	Machinery & Equipment (salt spreader)	0	12,231	0	0	0	0
	TOTAL	19,642	60,289	44,239	54,365	44,919	680

1.54%
w/o capital 1.54%

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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	3,188	1,957	0	255	0	0
1002	Wages - Part Time	0	0	0	187	0	0
1003	Wages - Overtime	0	13	0	0	0	0
2001	FICA	242	141	0	32	0	0
2002	Retirement/Life Insurance	477	260	0	44	0	0
2005	Medical/Dental Insurance	537	234	0	0	0	0
2008	ICMA - 1% employer contribution	5	4	0	1	0	0
3000	Contractual Services	15,178	15,648	14,395	16,312	14,395	0
3300	Repairs & Maintenance	1,298	554	1,500	985	1,500	0
3600	Advertising	121	0	0	0	0	0
5100	Utilities	21,515	22,317	22,020	31,317	22,020	0
5200	Communications	4,080	4,151	4,200	3,755	3,900	(300)
6002	Materials and Supplies	1,248	2,169	1,875	3,660	1,875	0
6003	Agricultural Supplies	348	470	270	150	270	0
6005	Janitorial Supplies	1,722	2,144	1,820	1,768	1,820	0
7001	Land & Buildings (HVAC)	61,231	0	0	0	0	0
7001	Land & Buildings (building security	10,295	68,235	0	0	0	0
7001	Land & Buildings (asphalt rejuvenation)	0	8,242	0	0	0	0
7001	Land & Buildings (replace guttering)	0	0	0	0	35,000	35,000
7002	Furniture & Fixtures	699	0	0	100	0	0
7003	Data Processing / Technology Improvements	11,428	0	0	7,273	0	0
7007	Audio & Video Equipment	0	0	0	0	0	0
	TOTAL	133,788	126,539	46,080	65,839	80,780	34,700

75.30%

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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	2,897	1,203	0	270	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	220	87	0	18	0	0
2002	Retirement/Life Insurance	448	186	0	47	0	0
2005	Medical/Dental Insurance	588	189	0	223	0	0
2008	ICMA - 1% employer contribution	2	2	0	0	0	0
3000	Contractual Services	19,090	23,584	22,157	15,337	22,157	0
3300	Repairs and Maintenance	3,130	7,958	7,600	4,119	5,500	(2,100)
5100	Utilities	16,970	15,263	16,600	17,177	16,600	0
5150	Heating Fuel	6,423	11,777	9,500	9,393	9,500	0
5200	Communications	2,073	3,869	4,980	4,972	4,980	0
5404	Grant Purchases (security cameras)	0	3,999	0	0	0	0
5424	First Responders Memorial	18,255	6,852	0	19,055	0	0
6003	Agricultural Supplies	43	0	70	70	70	0
6005	Janitorial Supplies	1,040	1,226	1,300	2,949	1,300	0
6020	Materials and Supplies	459	759	518	1,114	518	0
7000	Capital Outlays	0	0	0	0	0	0
7001	Land & Buildings (Floyd Ave trim, doors, si	0	0	5,000	2,621	5,000	0
7001	Land & Buildings (office space & HVAC)	19,338	0	0	0	0	0
7001	Land & Buildings (asphalt rejuvenation)	0	11,848	0	0	0	0
7001	Land & Buildings (impound lot)	22,784	85,776	0	0	0	0
7002	Furniture & Fixtures	0	0	0	0	0	0
	TOTAL	113,933	174,579	67,725	77,365	65,625	(2,100)

-3.10%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	884	1,936	0	735	0	0
1003	Overtime	0	0	0	0	0	0
2001	FICA	65	148	0	52	0	0
2002	Retirement/Life Insurance	133	293	0	125	0	0
2005	Medical/Dental Insurance	147	370	0	271	0	0
2008	ICMA - 1% employer contribution	7	16	0	5	0	0
3000	Contractual Services	2,298	4,741	4,287	4,301	4,287	0
3300	Repairs & Maintenance	41	1,616	600	1,227	600	0
5100	Utilities	5,246	5,883	6,240	5,209	6,240	0
5150	Heating Fuel	2,051	3,535	4,000	2,482	4,000	0
5200	Communications	3,808	3,595	4,127	3,870	4,127	0
6001	Office Supplies	66	135	100	100	100	0
6003	Agricultural Supplies	0	0	100	100	100	0
6005	Janitorial Supplies	2,776	3,500	3,600	3,605	3,600	0
6006	Shop Supplies	5,062	6,342	6,300	3,980	6,300	0
6014	Chemicals & Materials	168	0	0	0	0	0
7001	Land & Buildings (ice machine)	0	2,448	0	0	0	0
7001	Land & Buildings (HVAC)	0	9,799	0	0	0	0
7002	Furniture & Fixtures	0	1,193	0	0	0	0
7003	Data Processing	1,548	0	0	504	0	0
7007	Audio Video Equipment	1,025	1,500	0	0	0	0
	TOTAL	25,322	47,050	29,354	26,566	29,354	0

0.00%

**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. 1.0% 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	10,442	11,573	11,066	3,516	3,600	(7,466)
1002	Wages - Part Time	0	574	0	1,041	0	0
1003	Wages - Overtime	201	0	0	0	0	0
2001	FICA	795	904	847	331	275	(572)
2002	Retirement/Life Insurance	1,602	1,765	1,920	600	612	(1,308)
2005	Medical/Dental Insurance	3,064	3,902	3,454	951	612	(2,842)
2008	ICMA - 1% employer contribution	11	24	110	14	18	(92)
2011	Workers' Compensation Insurance	697	634	576	579	0	(576)
3000	Contractual Services	10	0	10	0	0	(10)
5155	Motor Fuel	658	532	600	598	600	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
5158	Small Equipment Expense	0	542	200	200	200	0
6003	Agricultural Supplies	43	340	50	397	350	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)	39,067	0	0	0	0	0
	TOTAL	56,589	20,789	18,833	8,226	6,267	(12,566)

-66.72%

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. A new park, the First Responders Memorial Park at the Emergency Services Building on North Main Street was put into service last fiscal year.

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. First Responders Park, on North Main Street, also serves as a gateway into town.

**PARKS & PLAYGROUND
4308 MAINTENANCE**

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	26,850	28,603	27,665	21,759	28,633	968
1002	Wages - Part Time	0	768	0	2,149	0	0
1003	Wages - Overtime	19	67	0	0	0	0
2001	FICA	2,029	2,154	2,116	1,793	2,190	74
2002	Retirement/Life Insurance	4,083	4,399	4,799	3,707	4,967	168
2005	Medical/Dental Insurance	3,928	9,639	8,636	5,726	8,636	0
2008	ICMA - 1% employer contribution	45	55	140	35	145	5
2011	Workers' Compensation Insurance	1,045	951	1,439	1,446	1,439	0
3000	Contractual Services	3,860	3,515	3,730	3,160	3,730	0
3300	Repairs & Maintenance	2,512	1,043	1,780	34	1,780	0
5100	Utilities	1,781	1,544	1,900	1,351	1,900	0
5155	Motor Fuel	657	550	675	618	675	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
5158	Small Equipment Repairs and Purchases	0	0	100	100	100	0
6003	Agricultural Supplies	415	385	400	6,019	400	0
6005	Janitorial Supplies	0	0	0	0	0	0
6013	Recreational Supplies	2,858	2,472	3,700	2,219	3,700	0
6014	Chemicals & Materials	0	0	0	0	0	0
7004	Machinery & Equipment	25,586	10,266	0	0	0	0
7010	Infrastructure						
	Celeste Park (donations \$5,245)	0	0	0	0	0	0
	Gilley's Park (bathroom)	0	48,038	0	0	0	0
	Veterans Memorial Park Stabilization	1,046,090	51,473	0	0	0	0
	Repave tennis & hockey courts-Mary Eliz Pa	0	32,530	0	0	0	0
	North Main St public recreation	0	0	0	0	0	0
	Mary Elizabeth Park bathrooms	13,008	5,196	0	0	0	0
	Mary Elizabeth Park lighting	0	0	0	6,081	0	0
	Mary Elizabeth Park paving	0	31,065	0	48,060	0	0
	replace tables, trash cans, grills	0	0	10,000	10,000	0	(10,000)
	TOTAL	1,134,768	234,712	67,080	114,257	58,295	(8,785)

-13.10%

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 17	FY 18 Actual	FY 19 Budget	FY 19	FY 20	Increase/ (Decrease) Budget
		Actual			Estimated	Proposed	
1001	Wages - Full time	69,557	57,151	63,268	63,268	65,482	2,214
1003	Wages - Overtime	13	0	0	0	0	0
1004	Wages - Contractual Services	1,200	1,900	1,500	1,500	1,553	52
2001	FICA	6,766	4,880	4,840	4,840	5,009	169
2002	Retirement/Life Insurance	10,660	8,431	11,357	11,357	11,754	397
2005	Medical/Dental Insurance	8,621	11,722	14,257	14,257	14,257	0
2008	ICMA Retirement Insurance	247	788	633	633	655	22
2011	Workers' Compensation Insurance	139	620	12	12	12	0
2103	Employment Physicals / Testing	0	143	0	0	0	0
3000	Contractual Services	1,178	268	1,000	900	1,000	0
3600	Advertising	1,419	3,597	5,000	1,271	5,000	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	185	267	390	173	390	0
5155	Motor Fuel	0	0	50	0	0	(50)
5157	Motor Vehicle Expense	186	0	500	0	0	(500)
5200	Communications	5,776	5,490	5,935	6,021	5,935	0
5445	Uniforms & Clothing	0	229	0	0	0	0
5500	Travel & Training/Education	595	1,001	1,000	1,040	2,500	1,500
5501	Meeting Expenses	268	41	75	74	75	0
5502	Stipends	7,850	8,921	8,200	7,800	8,200	0
5650	Dues & Professional Memberships	0	306	50	50	50	0
5700	Books & Subscriptions	141	0	100	641	100	0
6001	Office Supplies	3,496	2,287	3,500	1,880	3,500	0
7002	Furniture & Fixtures	0	80	0	0	0	0
7003	Data Processing Equipment	9,856	2,732	2,000	2,000	2,000	0
	TOTAL	128,153	110,856	123,667	117,717	127,473	3,806

3.08%

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 fifth 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
Rotary Club Christmas Parade	\$2,500
BUD Commission contribution	\$3,000
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>\$ 0</u>
Total Special Events Contributions	\$21,000

ECONOMIC & COMMUNITY 8102 DEVELOPMENT		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	92,820	89,803	98,055	98,055	101,487	3,432
2001	FICA	6,594	5,613	7,501	7,501	7,764	263
2002	Retirement/Life Insurance	14,330	13,082	17,023	17,023	17,619	596
2005	Medical/Dental Insurance	12,486	17,030	21,794	21,794	21,794	0
2008	ICMA Retirement Insurance	233	138	440	440	455	15
2011	Workers Compensation Insurance	176	191	19	19	19	0
2103	Employment Physicals / Testing	0	137	0	0	0	0
3000	Contractual Services	28,084	53,144	15,000	19,337	15,000	0
3000	North Main plan (may get CDBG grant)	0	0	25,000	0	0	(25,000)
3600	Advertising	1,766	857	2,000	0	2,000	0
3620	Branding (with lodging tax increase)	32,859	44,788	62,257	49,000	62,257	0
3700	Printing & Binding	0	0	0	176	0	0
3800	Postal & Delivery Services	364	650	470	580	500	30
5155	Motor Fuel	1,749	1,674	1,700	1,995	1,700	0
5157	Motor Vehicle Expenses	1,018	2,322	2,000	992	2,000	0
5200	Communications	2,902	3,687	2,870	2,800	2,870	0
5445	Uniforms & Clothing	0	212	0	0	0	0
5500	Travel & Training	4,954	2,836	5,000	5,115	10,000	5,000
5650	Dues & Professional Memberships	2,254	1,807	2,000	1,285	2,000	0
5700	Books & Subscriptions	1,213	1,300	600	984	600	0
5900	Special Events / Promotions	19,692	21,461	21,000	28,742	21,000	0
5904	Shop Local Campaign	0	0	5,000	0	5,000	0
6001	Office Supplies	4,327	6,903	6,000	4,825	6,000	0
7000	Capital Outlays	0	0	0	0	0	0
7002	Furniture & Fixtures	0	176	0	423	0	0
7003	Data Processing Equipment	1,717	11,772	2,000	8,904	2,000	0
7006	Motor Vehicles	0	0	0	0	0	0
7007	Audio & Video Equipment	1,712	4,440	0	0	0	0
7040	Seasonal Decorations	9,200	595	1,000	7,058	1,000	0
	TOTAL	240,466	284,618	298,729	277,048	283,065	(15,664)

-5.24%

**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 for 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	7,169	736	5,533	397	5,727	194
2001	FICA	485	56	423	28	438	15
2002	Retirement/Life Insurance	1,110	114	960	67	994	34
2005	Medical/Dental Insurance	1,822	351	1,727	0	1,727	0
2008	ICMA - 1% Employer Contribution	3	0	5	2	5	0
2011	Workers Compensation Insurance	175	158	288	289	288	0
3000	Contractual Services	10,149	8,420	8,525	8,830	8,525	0
3300	Repairs and Maintenance	360	683	750	6,728	750	0
3600	Advertising	0	0	0	0	0	0
4400	Permits, Licenses and Fees	40	40	40	40	40	0
4604	EBT's Expense	1,168	468	650	662	650	0
5100	Utilities	2,427	2,339	2,650	2,567	2,650	0
6003	Agricultural Supplies	0	0	0	0	0	0
6005	Janitorial Supplies	314	183	240	178	240	0
6018	Materials and Supplies	1,544	752	300	637	300	0
7002	Furniture & Fixtures	0	0	0	153	0	0
7007	Audio and Video Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	26,767	14,301	22,091	20,579	22,333	242

1.10%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	267	0	2,766	0	2,863	97
1002	Wages - Part Time	11,063	10,584	12,350	7,896	12,782	432
2001	FICA	882	739	1,157	639	1,197	40
2002	Retirement/Life Insurance	136	0	480	0	497	17
2005	Medical/Dental Insurance	129	0	864	0	864	0
2011	Workers Compensation Insurance	175	158	144	145	145	1
2103	Employment Physicals/Testing	0	381	380	150	380	0
3000	Contractual Services	4,715	8,139	3,500	4,052	4,000	500
3300	Repairs and Maintenance	0	95	200	200	200	0
3600	Advertising	0	656	165	0	165	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
5100	Utilities	3,439	3,427	3,600	3,686	3,600	0
5200	Communications	972	1,000	996	1,021	996	0
5445	Uniforms	0	0	0	0	0	0
5500	Travel & Training	53	40	60	0	0	(60)
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	179	111	200	131	200	0
6003	Agricultural Supplies	0	0	0	0	0	0
6005	Janitorial Supplies	414	242	250	100	250	0
6018	Supplies	362	170	200	100	200	0
7001	Land & Buildings (paint exterior)	0	0	0	0	500	500
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
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	22,785	25,741	27,312	18,121	28,839	1,527

5.59%

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 Federal 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	1,601	1,780	1,875	1,737	1,875	0
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	738	807	1,125	513	1,125	0
	TOTAL	2,340	2,587	3,000	2,250	3,000	0

							0.00%
Revenue from Passport Fees	12,776	15,419	13,500	15,398	15,300		
variance	10,437	12,832	10,500	13,149	12,300		

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1004	Wages - Contractual	600	500	600	600	600	0
2001	FICA	133	144	46	98	46	0
2002	Retirement/Life Insurance	88	75	103	102	103	0
2008	ICMA - 1% employer contribution	7	6	6	6	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	300	0	1,500	1,200
5502	Stipends	1,150	1,400	1,800	1,100	1,800	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	39	0	0	0	0	0
7001	Land & Buildings	0	0	0	0	0	0
	TOTAL	2,017	2,124	2,855	1,906	4,055	1,200

42.03%

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.

REMEDIATION OF
8500 BLIGHTED STRUCTURES

		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full time	2,799	0	0	0	0	0
2001	FICA	197	0	0	0	0	0
2002	Retirement/Life Insurance	423	0	0	0	0	0
3000	Contractual Services	0	1,440	0	0	0	0
3152	Demolition	15,156	0	10,000	0	20,000	10,000
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	18,574	1,440	10,000	0	20,000	10,000

100.00%

**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 \$355,484 to cover Town expenses related to the Harvester such as salaries, other personnel costs, utilities, and other building maintenance 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1000	Personal Services	17,103	14,199	0	24,018	0	0
2000	Fringe Benefits Administration Fees	(17,149)	32,187	22,744	22,744	22,744	0
2001	FICA	1,308	1,086	0	1,837	0	0
2004	LODA - Retiree Insurance	9,792	17,814	21,317	26,560	47,318	26,001
2101	Employee Wellnes Program	2,538	3,572	2,600	2,460	3,960	1,360
2102	Employee Drug Testing	866	933	990	990	1,100	110
5300	Insurance	74,299	64,458	67,681	64,522	65,167	(2,514)
5600	Contributions to Other Entities	15,450	15,450	16,500	15,450	16,500	0
9001	Debt Service - Principal	165,000	295,000	290,000	290,000	288,000	(2,000)
9002	Debt Service - Interest	48,552	52,659	50,162	36,441	40,652	(9,510)
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	328,686	354,682	394,982	394,982	355,484	(39,498)
9959	Contingency	0	0	50,000	0	50,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	29,550	0	29,550	0
9959	Contingency-Economic Development Incentive	50,000	0	0	0	0	0
9959	Reserve for Reimbursement to Fund Balance	0	0	0	0	0	0
	TOTAL	696,445	852,038	946,526	880,003	920,474	(26,052)

-2.75%

**UTILITY
OPERATING
FUND**

OVERVIEW: UTILITY OPERATING FUND

The utility operating 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. 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, if needed.

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 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
2000 Water Use Charges								
2030	Water Consumption Charges	1,152,522	1,281,157	1,199,083	1,331,834	1,540,000	340,917	
2031	Water Connections	25,331	30,989	18,435	9,525	12,000	(6,435)	
2032	Reconnect Fees	4,600	13,010	4,500	16,625	16,625	12,125	
2034	Penalties	34,465	29,603	29,640	24,104	26,000	(3,640)	
2037	Bulk Water Purchases	815	10,833	1,000	26,145	1,000	0	
	Total Water Use Charges	1,217,733	1,365,591	1,252,658	1,408,233	1,595,625	342,967	27.4%
2400 Other Categorical Aid								
0108	Other Categorical Aid	0	0	0	0	0	0	
0405	Dept of Health	2,810	0	0	0	0	0	
	Total Other Categorical Aid	2,810	0	0	0	0	0	0.0%
3000 Wastewater Use Charges								
3030	Sewer Use Charges	777,362	758,995	808,767	785,383	903,778	95,011	
3031	Sewer Connections	6,000	4,000	4,500	6,000	6,000	1,500	
	Total Wastewater Use Charges	783,362	762,995	813,267	791,383	909,778	96,511	11.9%
5000 Miscellaneous Revenue								
0201	Rent of Property	45,437	50,842	107,898	47,223	99,852	(8,046)	
0207	Sale of Property	0	600	0	1,900	0	0	
0407	VML Safety Grant	4,000	0	0	0	0	0	
4105	Recoveries	1,072	0	0	0	0	0	
	Total Miscellaneous Revenue	50,509	51,442	107,898	49,123	99,852	(8,046)	-7.5%
8000 Transfers from Other Funds								
0901	Transfer fm General Fund-for utility operations	0	0	0	0	0	0	
3039	Transfer from Utility Cap Projects Fund	0	0	55,970	0	0	(55,970)	
	Total Transfers from Other Funds	0	0	55,970	0	0	(55,970)	-100.0%
	Total Utility Fund Revenues before Fund Balance							
	Fund Balance	2,054,414	2,180,029	2,229,793	2,248,738	2,605,255	375,462	16.8%
9000 Use of Fund Balance								
9999	Appropriated Fund Balance-depreciation	753,292	769,566	808,950	788,362	814,012	5,062	
	Total Use of Fund Balance	753,292	769,566	808,950	788,362	814,012	5,062	0.6%
	TOTAL UTILITY FUND REVENUES	2,807,705	2,949,595	3,038,743	3,037,100	3,419,267	380,524	12.5%

12.52%

UTILITY OPERATING FUND EXPENDITURE SUMMARY		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget	% change
Account Description								
<u>Water Treatment & Distribution</u>								
5000	Water Distribution System	149,244	209,727	219,615	216,864	238,212	18,598	
5010	Meter Reading	34,588	34,073	42,515	43,882	39,619	(2,896)	
5050	Water Treatment Plant	538,745	574,711	676,011	672,201	712,756	36,746	
	Total Water Treatment & Distribution	722,576	818,511	938,140	932,947	990,588	52,448	5.6%
<u>Wastewater Collection & Treatment</u>								
6000	Wastewater Collection System	141,110	134,469	173,764	187,569	208,073	34,308	
6050	Wastewater Treatment Plant	451,676	481,041	512,260	517,701	558,378	46,117	
	Total WW Collection & Treatment	592,785	615,509	686,025	705,270	766,450	80,425	11.7%
<u>Miscellaneous</u>								
6200	Utility Billing	151,848	164,233	188,004	178,461	182,248	(5,756)	
6900	Utility Fund Nondepartmental	1,153,284	1,199,394	1,226,574	1,204,980	1,324,529	97,955	
	Total Miscellaneous	1,305,132	1,363,627	1,414,578	1,383,442	1,506,777	92,199	6.5%
	TOTAL	2,620,493	2,797,647	3,038,743	3,021,659	3,263,816	225,072	7.4%
Total Revenues		2,807,705	2,949,595	3,038,743	3,037,100	3,419,267	380,524	
Surplus/(Defecit)		187,212	151,947	(0)	15,442	155,451	155,451	
		99.06%	106.76%	108.62%	99.44%	108.01%	7.41%	
depreciation expense		753,292	769,566	808,950	788,362	814,012	5,062	

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 about 3,000 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. A fifth water storage tank at Grassy Hill is part of this year's capital improvement program.

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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	41,510	56,326	69,818	54,494	72,261	2,444
1002	Wages - Part Time	945	601	0	187	0	0
1003	Wages - Overtime	1,866	3,830	3,000	2,195	3,105	105
2001	FICA	3,299	4,476	5,571	4,251	5,766	195
2002	Retirement/Life Insurance	5,657	9,227	12,783	9,655	13,230	447
2005	Medical/Dental Insurance	7,616	27,683	15,006	12,250	15,006	0
2008	ICMA - 1% employer contribution	70	174	188	227	195	7
2011	Workers' Compensation Insurance	2,092	3,893	3,571	3,589	3,571	0
3000	Contractual Services	28,116	30,690	40,879	75,575	45,879	5,000
3300	Repairs and Maintenance	2,472	673	1,500	888	1,500	0
3340	Safety Repairs & Materials	8,110	0	500	500	500	0
3600	Advertising	0	0	0	0	0	0
5100	Utilities	18,428	19,539	19,500	29,341	30,000	10,500
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expenses	309	226	300	486	300	0
5158	Small Equipment Purchases	0	0	0	0	0	0
5200	Communications	0	0	0	0	0	0
5800	Miscellaneous	0	0	100	0	0	(100)
6003	Agricultural Supplies	0	0	100	100	100	0
6009	Materials & Supplies	19,342	38,472	26,800	17,330	26,800	0
7000	Capital Outlays	(1,163)	11,233	20,000	5,797	20,000	0
7004	Machinery & Equipment	6,074	2,685	0	0	0	0
7010	Infrastructure	4,500	0	0	0	0	0
	TOTAL	149,244	209,727	219,615	216,864	238,212	18,598

8.47%

**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.

A total meter replacement project is to be completed in late fiscal year 2019. AMI technology is installed to submit readings from each meter several times per day from eight gateway structures located throughout the Town's utility service area. Once per month readings are loaded into the reading software to download into the billing software. Our plan is to continue with once per month billing about 30 days after the reading download. To be consistent with present proceedings, readings will take place the first week of the month for billing during the last week of the month.

The software is capable of letting the customer log onto a customer portal to track their individual daily readings, if desired, and to pay their water bill within the portal using a third-party credit card processor.

3.0% of the Public Works labor and benefits are budgeted here. However, actual time of personnel is charged here.

5010 METER READING

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	19,289	19,722	22,132	25,114	22,907	775
1001	Wages - Full Time (reduce)	0	0	0	0	(7,534)	(7,534)
1003	Wages - Overtime	137	188	100	0	104	3
2001	FICA	1,466	1,055	1,701	2,063	1,184	(517)
2002	Retirement/Life Insurance	2,950	2,861	3,857	4,725	2,711	(1,146)
2005	Medical/Dental Insurance	4,238	4,309	6,924	4,969	4,847	(2,077)
2008	ICMA - 1% Employer Contribution	1	0	0	0	0	0
2011	Workers' Compensation Insurance	1,307	1,100	1,151	1,157	1,151	0
3000	Contractual Services	2,035	2,085	2,400	2,085	10,000	7,600
3300	Repairs & Maintenance	0	0	500	500	500	0
5155	Motor Fuel	2,530	2,754	2,800	3,067	2,800	0
5157	Motor Vehicle Expenses	500	0	750	99	750	0
5500	Travel & Training	0	0	0	0	0	0
6009	Materials & Supplies	136	0	200	102	200	0
	TOTAL	34,588	34,073	42,515	43,882	39,619	(2,896)

-6.81%

**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. The Water Plant, in 2016, converted from chlorine gas to liquid bleach for processing.

Five (5) full-time operators are employed, supervised by the Water Treatment Plant Superintendent who holds a Class I license. Staff will include one (1) Lead Operator (with an Operator I license), two (2) operators classified as Operator I, one (1) as an Operator II, and one (1) as an Operator III.

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.

5050 WATER TREATMENT PLANT		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	258,433	248,455	268,822	268,822	283,645	14,823
1003	Wages - Overtime	4,129	3,588	4,500	6,845	4,658	158
2001	FICA	3,351	16,881	20,909	20,909	21,641	732
2002	Retirement/Life Insurance	1,970	34,440	47,482	47,482	49,144	1,662
2005	Medical/Dental Insurance	53,062	63,633	77,576	77,576	77,576	0
2008	ICMA - 1% employer contribution	0	0	541	541	560	19
2103	Employment Physicals/Testing	0	0	0	290	0	0
2011	Workers' Compensation Insurance	4,968	6,777	4,931	4,956	4,931	0
3000	Contractual Services	3,518	5,330	8,853	6,596	8,853	0
3300	Repairs & Maintenance	6,889	8,906	10,000	9,786	12,000	2,000
3340	Safety Repairs & Materials	729	103	500	500	500	0
3341	Lab Testing Services	9,029	6,772	25,000	20,000	25,000	0
3600	Advertising	0	1,279	100	0	100	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	55	42	60	42	60	0
4400	Permits, Licenses & Fees	9,243	8,626	9,300	9,554	9,300	0
5100	Utilities	69,755	69,255	71,000	69,601	72,000	1,000
5150	Heating Fuel	3,497	4,344	5,000	4,419	5,000	0
5155	Motor Fuel	1,695	1,627	1,800	1,795	2,000	200
5157	Motor Vehicle Expenses	609	987	750	750	750	0
5158	Small Equipment Expense	208	35	300	121	300	0
5200	Communications	4,828	4,884	5,136	5,759	5,600	464
5404	Grant Purchases	2,810	0	0	0	0	0
5445	Uniforms	4,529	3,927	4,200	4,592	4,600	400
5500	Travel & Training	903	1,344	2,000	2,465	3,300	1,300
5650	Dues & Professional Memberships	200	200	200	225	225	25
5700	Books & Subscriptions	198	100	200	303	200	0
6001	Office Supplies	686	403	650	298	650	0
6003	Agricultural Supplies	0	55	100	100	100	0
6004	Laboratory Supplies	7,227	5,210	7,500	11,226	10,500	3,000
6005	Janitorial Supplies	0	119	100	215	150	50
6009	Materials and Supplies	4,466	4,207	5,000	4,303	5,000	0
6014	Chemicals & Materials	76,760	70,316	87,000	79,037	87,000	0
7000	Capital Outlays (larger repairs)	5,000	0	5,000	11,255	10,000	5,000
7002	Furniture & Fixtures	0	2,040	0	0	0	0
7003	Data Processing Equipment	0	826	1,500	1,838	2,000	500
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	538,745	574,711	676,011	672,201	712,756	31,332

4.63%

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	42,826	41,720	69,818	64,748	72,261	2,444
1002	Wages - Part Time	236	0	0	481	0	0
1003	Wages - Overtime	983	211	950	476	983	33
2001	FICA	3,286	3,081	5,414	4,889	5,603	189
2002	Retirement/Life Insurance	6,273	6,343	12,421	10,968	12,856	435
2005	Medical/Dental Insurance	10,210	9,896	15,141	14,420	15,141	0
2008	ICMA - 1% employer contribution	45	189	200	276	207	7
2011	Workers' Compensation Insurance	2,090	3,893	3,571	3,589	3,571	0
3000	Contractual Services	13,122	5,480	13,000	7,939	17,000	4,000
3300	Repairs & Maintenance	11,013	11,008	10,000	7,091	10,000	0
3600	Advertising	0	0	300	0	300	0
5100	Utilities	35,316	36,206	28,800	56,545	56,000	27,200
5150	Heating Fuel	694	981	1,000	1,000	1,000	0
5155	Motor Fuel	736	699	800	493	800	0
5157	Motor Vehicle Expense	38	859	1,000	2,402	1,000	0
5200	Communications	0	0	0	0	0	0
5500	Travel & Training	0	0	0	0	0	0
6003	Agricultural Supplies	37	0	150	150	150	0
6012	Materials & Supplies	7,713	11,745	9,000	10,067	9,000	0
6014	Chemicals & Materials	1,539	2,160	2,200	2,035	2,200	0
7000	Capital Outlays	0	0	0	0	0	0
7001	Land & Buildings	2,877	0	0	0	0	0
7004	Machinery & Equipment	2,078	0	0	0	0	0
7010	Infrastructure	0	0	0	0	0	0
	TOTAL	141,110	134,469	173,764	187,569	208,073	34,308

19.74%

**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 will include one (1) Lead Operator who holds a Class I license, two (2) 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.

**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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	75,132	82,145	81,478	81,478	84,330	2,852
1003	Wages - Overtime	6	18	0	10	0	0
2001	FICA	5,743	3,980	6,233	6,233	6,451	218
2002	Retirement/Life Insurance	11,280	11,851	14,291	14,291	14,791	500
2005	Medical/Dental Insurance	12,396	17,920	20,489	20,489	20,489	0
2008	ICMA - 1% Employer Contribution	170	301	815	815	843	29
2011	Workers' Compensation Insurance	76	48	16	16	16	0
3000	Contractual Services	26,278	26,149	38,122	30,772	28,000	(10,122)
3700	Printing and Binding	3,970	4,096	9,000	6,220	9,000	0
3800	Postage & Delivery Services	14,565	15,189	14,760	15,228	15,528	768
6001	Office Supplies	2,232	2,537	2,800	2,909	2,800	0
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
	TOTAL	151,848	164,233	188,004	178,461	182,248	(5,756)

-3.06%

**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 (2013 issue) and for the meter replacement project (2018 issue).

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 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1000	Personal Services	4,499	3,803	0	6,085	0	0
2001	FICA	344	291	0	465	0	0
5300	Insurance	24,766	21,486	22,560	21,507	21,722	(838)
9001	Debt Service - Principal	284,000	292,500	302,000	302,000	363,240	61,240
9002	Debt Service - Interest	86,383	111,748	76,013	86,560	108,504	32,491
9100	Transfer to General 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	0	10,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	7,051	0	7,051	0
9960	Depreciation -- Water	342,744	342,479	377,875	344,191	347,633	(30,242)
9961	Depreciation -- Sewer	410,548	427,087	431,075	444,171	466,379	35,304
	TOTAL	1,153,284	1,199,394	1,226,574	1,204,980	1,324,529	97,955

7.99%

UTILITY CAPITAL FUND

OVERVIEW: UTILITY CAPITAL FUND

The utility capital fund was established in fiscal year 2013 and 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. It also contains the flat availability fees for meters greater than 5/8".

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 or other large public works machinery.

UTILITY FUND CAPITAL PROJECTS FUND REVENUE		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget	% Change
<u>2020 Capital Recovery - Water</u>								
2500	Utility Capital fee - Water	281,373	303,636	280,162	280,226	294,237	14,075	5.0%
<u>3030 Capital Recovery - Sewer</u>								
3500	Utility Capital fee - Sewer	229,556	248,368	225,110	224,316	235,532	10,422	4.6%
<u>4040 Capital Recovery - Garbage</u>								
4500	Utility Capital fee - Garbage	20,060	21,612	20,219	20,247	20,247	28	0.1%
<u>1500 Proceeds from the Use of Assets</u>								
4051	Proceeds from Bond Issue	0	0	1,000,000	1,116,500	0	(1,000,000)	0.0%
0101	Interest Income	0	0	0	6,645	0	0	
<u>2400 Categorical Aid</u>								
0414	FEMA grant (for WTP generator)	0	0	0	0	150,000	150,000	100.0%
<u>8000 Transfer from Other Funds</u>								
3035	Transfer from general fund	19,086	0	0	0	0	0	
	Total Transfers from other funds	19,086	0	0	0	0	0	0.0%
<u>4100 Use of Fund Balance</u>								
9999	Appropri Fund Bal-prior year avail revenue	0	469,421	193,991	(125,675)	195,849	1,858	
9999	Appropri Fund Bal-PW equipment	0	(34,651)	(14,730)	(14,404)	(85,656)	(70,926)	
	Total Use of Fund Balance	0	434,770	179,261	(140,079)	110,193	(69,068)	-38.5%
	TOTAL UTILITY CAPITAL PROJECTS FUND	550,074	1,008,386	1,704,752	1,501,210	810,209	(1,044,543)	-61.3%

-61.27%

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
Actual	Actual	Budget	Estimated	Proposed	Budget

Account	Water Treatment & Distribution					
05.5005	Water Distribution					
7000	meter replacement project (annual)	28,578	3,388	0	0	0
5014	replace 2 meter reading hand held units	0	0	0	0	0
5319	replace 2" line Orchard Ave.	0	0	0	0	0
5318	replace 2" line Oak St.	0	0	0	0	0
5320	remove Pendleton water tanks	0	0	0	0	0
5328	replace Lee M. Waid water line	0	0	0	0	0
5006	Maple Ave. water pressure	0	0	0	0	0
5329	220 South tank mixer	380	0	0	0	0
5303	iPhone based leak detection	3,314	0	0	0	0
5321	Grassy Hill lower pump re-do	2,731	0	0	0	0
5334	replace 8" line Diamond Ave	0	241,170	0	4,380	0
5335	Scuffling Hill tank aerator	0	68,155	0	0	0
5336	rebuild upper pump Grassy Hill	0	11,748	0	11,119	0
5337	Eclips #88 sample hydrants (replace 6 & 6 new)	0	8,872	0	0	0
5302	Utility Billing share of Finance Software	0	0	115,000	115,000	0
5302	Complete Replacement of Meters	0	0	990,000	990,000	0
5342	ground penetrating radar & GIS software	0	0	35,000	33,850	0
	refurbish old Grassy Hill tank & telemetry water system	0	0	0	0	70,000
	Total Water Distribution	35,003	333,333	1,140,000	1,154,349	70,000
						(1,070,000)
05.5060	Water Treatment Plant					
5062	Replace SCADA system	0	0	0	0	0
5062	Automatic hydrant flushers (1)	0	0	0	0	0
5323	retrofit pole light with LED	0	0	0	0	0
5322	chlorine bleach conversion	0	0	0	0	0
5324	Blackwater Dam maintenance	0	0	0	0	0
5062	backwash motor	0	0	0	0	0
5325	refurbish finished pump impeller (1)	11,954	0	0	0	0
5338	streaming current monitor	0	6,764	0	0	0
5326	parking lot repairs	0	10,770	0	0	0
5331	continuous chlorine analyzer	3,373	0	0	0	0
5333	replace boiler & HVAC	82,288	0	0	0	0
5339	replace flocculator motor/mixer comb (3)	0	0	0	0	0
5340	upgrade Plant controls & programming	0	3,284	0	0	0
5341	replace pressure reducing valve & plumbing	0	0	0	11,920	0
5343	replace flocculators	0	0	161,000	4,508	0
5344	replace mower	0	0	8,500	8,973	0
5345	interconnection to WVWA	0	0	0	4,895	0
	pick-up truck & snow blade	0	0	0	0	36,000
	generator (grant funded)	0	0	0	0	150,000
	Total Water Treatment Plant	97,615	20,819	169,500	30,296	186,000
						16,500
	TOTAL WATER DISTRIBUTION & TREATMENT	132,618	354,152	1,309,500	1,184,645	256,000
						(1,053,500)

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
Actual	Actual	Budget	Estimated	Proposed	Budget

Wastewater Treatment & Collection						
05.6050	Sewer Collection					
6176	SCADA for pump stations	0	0	0	0	0
5408	extend sewer line on Scuffing Hill	0	0	0	0	0
6183	push camera	0	0	0	0	0
6185	portable smoke machine for sewer lines	2,380	0	0	0	0
6186	replace pump drives at Main plant pump station	17,966	0	0	0	0
6187	replace pumps at Main plant pump station	40,455	0	0	0	0
6194	rapid assessment tool/SL-RAT	0	25,524	0	0	0
6176	radios for remaining pump stations	0	24,037	0	0	0
6301	replace sewer line on Hillcrest	0	0	108,000	0	(108,000)
6199	rebuild climbing screen - main plant pump station	0	0	60,000	60,000	(60,000)
	Weaver St. sewer extension	0	0	0	170,000	0
	replace #1 main pump station pump	0	0	0	0	50,000
	replace Ann Sink St water & sewer line	0	0	0	0	80,000
	slip line S. Main sewer line (E Court to Lawndale)	0	0	0	0	190,000
	Total Sewer Collection	60,801	49,561	168,000	230,000	320,000
05.6060	Wastewater Treatment Plant					
6062	replace doors / headworks bldg.	0	0	0	0	0
7001	supply lines	0	0	0	0	0
7004	tractor	0	0	0	0	0
6179	clarifer brushes	0	0	0	0	0
6188	replace sampler	5,935	0	0	0	0
6189	replace flow meter	1,826	0	0	0	0
6190	replace HVAC unit	10,020	0	0	0	0
6192	replace blower	3,521	0	0	0	0
6193	transfer switch	5,805	0	0	0	0
6195	parking lot repairs	0	12,787	0	0	0
6196	replace building heaters	0	1,500	0	0	0
6197	replace clarifiers	0	114,491	0	0	0
6198	valve replacement	0	675	0	0	0
	replace 1992 JD tractor	0	0	0	0	35,000
	Total Wastewater Treatment & Collection	27,107	129,454	0	0	35,000
	TOTAL SEWER COLLECTION & TREATMENT	87,908	179,015	168,000	230,000	355,000
05.4261	Public Works Equipment					
7004	Machinery/Equip-garbage truck(from reserved funds	0	88,201	0	0	0
7004	Machinery/Equip-garbage truck(no prior funding)	0	56,311	0	0	0
7004	Machinery/Equip-1/2 JD loader & equipment	0	0	0	0	91,500
	TOTAL STREET CLEANING	0	144,512	0	0	91,500

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
05.5000	Transfer to Other Funds					
9100	0	0	0	0	0	0
9400	0	0	0	0	0	0
9401	0	0	55,970	0	0	(55,970)
	0	0	55,970	0	0	(55,970)
05.6900	Debt Service					
9001	0	0	0	0	57,240	57,240
9002	0	0	0	10,548	38,946	38,946
9000	0	0	121,494	0	0	(121,494)
	0	0	121,494	10,548	96,186	(25,308)
05.6900	Contingency					
9959	0	0	60,000	0	60,000	0
	0	0	60,000	0	60,000	0
05.9000	Reserved Fund Balance					
9999	0	0	0	0	0	0
	0	0	0	0	0	0
	220,526	677,679	1,714,964	1,425,193	858,686	(856,278)

						-49.93%
Total Revenues	550,074	1,008,386	1,704,752	1,501,210	810,209	
Surplus / (Deficit)	329,548	330,707	(10,212)	76,018	(48,477)	

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 is a 10% reduction, \$355,484, transfer from the Town's general fund to cover its share of Harvester expenses. Monthly rent of \$7,100 from the Harvester to the Economic Development Authority and then to the Town is proposed for fiscal year 2020.

Town expenses are comprised of salaries and other personnel costs for four (4) full-time employees: the General Manager, the Assistant General Manager, the Operations Director, and the Lead Technician. Three (3) part-time staff and performance assistants are needed but not proposed for funding for FY 2020. Volunteers are utilized to round out the Harvester staffing needs. Other contracted services related to the Town owned building include electrical, telephone, and custodial 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 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget	
5000	Miscellaneous Revenue							
0201	Rent	0	0	0	0	85,200	85,200	
	Total Rent	0	0	0	0	85,200	85,200	
8000	Transfer from Other Funds							
0901	Transfer from General Fund (fund balance)	328,686	354,682	394,982	394,982	355,484	(39,498)	
	Total Transfers from Other Funds	328,686	354,682	394,982	394,982	355,484	(39,498)	
	TOTAL PERFORMANCE VENUE OPERATING FUND REVENUES	328,686	354,682	394,982	394,982	440,684	(39,498)	-10.0%
							-10.00%	

		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
8401	PERFORMANCE VENUE EXPENSES	Actual	Actual	Budget	Estimated	Proposed	Budget
1001	Wages - Full time	154,997	162,664	189,208	174,771	195,830	6,622
1002	Wages - Part time	2,582	24,200	39,585	4,350	0	(39,585)
1003	Wages - Overtime	0	707	0	0	0	0
1007	Wages - Public Security	19,980	19,890	22,000	17,515	22,000	0
2001	FICA	11,248	12,818	12,769	16,514	13,216	447
2002	Retirement/Life Insurance	26,212	26,500	29,424	34,559	30,454	1,030
2005	Medical/Dental Insurance	25,702	33,104	31,326	37,712	31,326	0
2008	ICMA - Employer Contribution	1,047	1,353	1,272	1,670	1,317	45
2011	Workers' Compensation Insurance	2,403	1,482	423	425	423	0
2103	Employment Physicals / Testing	148	203	0	290	0	0
3000	Contractual Services	26,499	(602)	17,015	36,350	35,000	17,985
3005	Custodial Services	0	7,012	5,200	10,569	11,700	6,500
3300	Repairs & Maintenance	0	3,703	2,500	5,521	7,500	5,000
3600	Advertising	2,350	4,075	0	0	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	51	0	0	0	0	0
4400	Licenses & Permits	4,948	8,021	0	790	1,000	1,000
5100	Utilities	12,004	24,908	24,600	26,960	27,600	3,000
5200	Communications	6,565	13,025	13,140	13,758	13,800	660
5500	Travel & Training/Education	341	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 Supplies	1,622	495	200	843	800	600
6005	Janitorial Supplies	671	7,177	6,320	5,802	6,770	450
7002	Furniture & Fixtures	7,669	2,927	0	1,650	0	0
7003	Data Processing Equipment	810	1,021	0	252	2,500	2,500
7004	Machinery & Equipment	14,495	0	0	4,681	0	0
7007	Audio Video Equipment	6,342	0	0	0	0	0
9959	Contingency	0	0	0	0	0	0
9959	Contingency (funded in part by rent)	0	0	0	0	53,568	53,568
	TOTAL PERFORMANCE VENUE EXPENDITURES	328,686	354,682	394,982	394,982	463,760	59,822
						23,076	15.15%
	revenues	328,686	354,682	394,982	394,982	440,684	

CAPITAL IMPROVEMENT PLAN

**TOWN OF ROCKY MOUNT
PROPOSED 5-YEAR CAPITAL IMPROVEMENT PLAN
FISCAL YEARS 2020 – 2024**

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 20-24 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, sewer lines, and replacement meters). 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.

Key projects proposed during fiscal years 2020 through 2024 include the following:

- 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 20 - 24

	FY 20 By Depts.	FY 20 Proposed
Project / Purchase:		
GENERAL FUND PROJECTS:		
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:		
Mgr - replace 2004 Ford Explorer		
Mgr - replace 2011 Impala		
Com Dev - replace 2007 GMC Yukon		
TOTAL ADMINISTRATIVE DEPARTMENTS	-	-
PUBLIC SAFETY:		
Police - replace in car camera & video (\$7,000/car;2/year)	14,000	14,000
Police - replace mobile data terminal (\$3,000/car; 3/year)	9,000	9,000
Police - Ford F-150 4x4 for patrol	47,090	47,090
Police - enclosed 8.5x20 trailer for Command Post	29,500	29,500
Police - replace 2 Explorer at \$44,000/car every 2 years	-	
Police - replace K-9 officer (replace Rousey)	10,000	10,000
Fire - jaws of life (extrication)	10,000	
Fire - replace 1993 Pierce fire engine (may get grant funding)		
Fire - replace SCBA bottles (7)	7,000	7,000
Fire - replace 2 thermal imaging cameras		
Fire - replace Cascade Air System (may get grant funding)		
Fire - replace 1996 Freightliner fire engine		
Fire - replace 1995 Chevy Suburban (quick response vehicle)		
Fire - replace Utility 1A		
TOTAL PUBLIC SAFETY	126,590	116,590
PUBLIC WORKS:		
Pub Works - sidewalk maintenance (year 4)	40,000	40,000
Pub Works - manhole leveling system		
Com Dev - street lighting Floyd Ave -- decorative poles	65,000	
Pub Works - replace pick-up	45,000	45,000
Pub Works - replace pick-up	45,000	
Pub Works - replace 1999 Ford tractor & equipment	53,000	
PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)	183,000	91,500
Pub Works - replace 1995 Ford tandem dump truck	150,000	
Pub Works - gator 4 x 4	16,700	
Pub Works - asphalt roller	32,000	
Pub Works - replace 1997 Ford single axle dump truck		
Pub Works - replace 1999 John Deere loader 444		
Pub Works - replace 2006 John Deere backhoe 310		
Pub Works - replace 2002 GMC pick-up		
Pub Works - replace 2003 Ford pick-up		
Pub Works - replace lawn mowers		
Pub Works - replace 2006 Ford pick-up		
Pub Works - replace 1999 Ford bucket truck		
Pub Works - replace 2003 John Deere backhoe 710		
Pub Works - replace 1999 NH skid loader		
Pub Works - replace 2007 Dodge pick-up		
Pub Works - replace Jet Truck		
Pub Works - replace pick-up		
Pub Works - replace 2002 GMC dump truck		
Pub Works - replace street sweeper		
TOTAL PUBLIC WORKS	629,700	176,500

TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 20 - 24

Project / Purchase:	FY 20 By Depts.	FY 20 Proposed
BUILDINGS AND GROUNDS:		
Municipal Bldg - replace fascia & guttering (choice #1)	110,000	
Municipal Bldg - gutter replacement only (choice #2)	35,000	35,000
Municipal Bldg - replace HVAC		
Harvester - replace seating		
PW Bldg - add 2 stalls on pole shed	35,000	
Pub Works - replace fuel pumps	8,700	
ES Bldg - replace fuel pumps	8,700	
Pub Works - upgrade fuel master software	11,000	
ES Bldg - upgrade fuel master software	11,000	
Pub Works - fuel canopy and lights	50,000	
ES Bldg - fuel canopy and lights	50,000	
Parks - replace Mary Elizabeth Park bathroom	60,000	
Parks - replace tables, trash cans, grills	15,000	
Parks - Celeste development phase 3 of 5 (\$5,245 donations)		
Parks - new trail development (may get grant funding)		
Farmers Market - LED sign (at clock tower)	40,000	
Traffic Signal replacement (McDonalds)	450,000	450,000
Streets - wayfinding signage Stage II		
Curb & Gutter - Bernard Rd. drainage	-	
TOTAL BUILDINGS AND GROUNDS	884,400	485,000
ECONOMIC DEVELOPMENT:		
Economic Development Authority contribution		
WPPD - 220/40 realignment (Town cost)		
TOTAL ECONOMIC DEVELOPMENT	-	-
TOTAL GENERAL FUND PROJECTS	1,640,690	778,090

TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 20 - 24

Project / Purchase:	FY 20 By Depts.	FY 20 Proposed
UTILITY FUND PROJECTS:		
PUBLIC WORKS:		
PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)	183,000	91,500
TOTAL PUBLIC WORKS	183,000	91,500
WATER:		
Water/PW - hydrant cleaning system	9,800	
Water/PW-replace Ann Sink St. water and sewer lines	80,000	80,000
Water/PW-replace N. Main St. 8" water line(Pendleton to Fergus	600,000	
Water - refurbish old Grassy Hill tank	70,000	70,000
Water - cell phone communication with pump stations	50,000	
Water - Bald Knob valve replacement	10,000	
WTP - replace 1995 GMC pick up truck and add snow blade	36,000	36,000
WTP - washwater control valve (\$21,000 to repair)	60,000	
WTP - generator	150,000	150,000
WTP - storage building (store mowers)	7,500	
WTP - replace raw water pump (2 of 2)		
WTP - small tractor		
WTP - replace basin valves		
WTP - sludge collectors		
WTP - filter sand replacement		
WTP - lagoon clean out & repair		
WTP - clean out Clearwell		
WTP - repair #1 basin		
TOTAL WATER	1,073,300	336,000
SEWER:		
Sewer - replace #1 main pump station pump	50,000	50,000
Sewer - replace #2 main pump station pump		
Sewer/PW - slip line S. Main sewer line (E. Court to Lawndale)	190,000	190,000
WWTP - rebuild belt filter press	50,000	
WWTP - replace 1992 JD tractor	35,000	35,000
WWTP - resurface clarifier outer rings		
WWTP - replace UV Channel #2		
WWTP - rebuild / replace 8 faulk gear drives		
WWTP - replace climbing screen at WWTP		
WWTP - replace 2 grit chambers at WWTP		
WWTP - replace grit classifier at WWTP		
TOTAL SEWER	325,000	275,000
TOTAL UTILITY FUND PROJECTS	1,581,300	702,500
TOTAL GENERAL AND UTILITY FUND PROJECTS	3,221,990	1,480,590
FY 20 - FY 24 proposed		

TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 20 - 24						
Project / Purchase:	FY 21 Proposed	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	5 YEAR TOTAL	
GENERAL FUND PROJECTS:						
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:						
Mgr - replace 2004 Ford Explorer	35,000				35,000	
Mgr - replace 2011 Impala		25,000			25,000	
Com Dev - replace 2007 GMC Yukon			35,000		35,000	
TOTAL ADMINISTRATIVE DEPARTMENT:	35,000	25,000	35,000	-	95,000	
PUBLIC SAFETY:						
Police - replace in car camera & video (\$7,000/car;2/year)	14,000	14,000	14,000	14,000	70,000	
Police - replace mobile data terminal (\$3,000/car; 3/year)	9,000	9,000	9,000	9,000	45,000	
Police - Ford F-150 4x4 for patrol					47,090	
Police - enclosed 8.5x20 trailer for Command Post					29,500	
Police - replace 2 Explorer at \$44,000/car every 2 years	88,000	88,000	88,000	88,000	352,000	
Police - replace K-9 officer (replace Rousey)		12,000			22,000	
Fire - jaws of life (extrication)	10,000				10,000	
Fire - replace 1993 Pierce fire engine (may get grant fundir	536,000				536,000	
Fire - replace SCBA bottles (7)	7,000	7,000	7,000	30,000	58,000	
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 1996 Freightliner fire engine			625,000		625,000	
Fire - replace 1995 Chevy Suburban (quick response vehic			45,000		45,000	
Fire - replace Utility 1A				300,000	300,000	
TOTAL PUBLIC SAFETY	679,000	260,000	788,000	441,000	2,284,590	
PUBLIC WORKS:						
Pub Works - sidewalk maintenance (year 4)					40,000	
Pub Works - manhole leveling system	10,000				10,000	
Com Dev - street lighting Floyd Ave -- decorative poles	65,000				65,000	
Pub Works - replace pick-up					45,000	
Pub Works - replace pick-up	45,000				45,000	
Pub Works - replace 1999 Ford tractor & equipment	53,000				53,000	
PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)					91,500	
Pub Works - replace 1995 Ford tandem dump truck	150,000				150,000	
Pub Works - gator 4 x 4	16,700				16,700	
Pub Works - asphalt roller	32,000				32,000	
Pub Works - replace 1997 Ford single axle dump truck	135,000				135,000	
Pub Works - replace 1999 John Deere loader 444	150,000				150,000	
Pub Works - replace 2006 John Deere backhoe 310	120,000				120,000	
Pub Works - replace 2002 GMC pick-up	60,000				60,000	
Pub Works - replace 2003 Ford pick-up	45,000				45,000	
Pub Works - replace lawn mowers	35,000				35,000	
Pub Works - replace 2006 Ford pick-up		55,000			55,000	
Pub Works - replace 1999 Ford bucket truck		175,000			175,000	
Pub Works - replace 2003 John Deere backhoe 710		200,000			200,000	
Pub Works - replace 1999 NH skid loader		80,000			80,000	
Pub Works - replace 2007 Dodge pick-up			45,000		45,000	
Pub Works - replace Jet Truck			300,000		300,000	
Pub Works - replace pick-up				55,000	55,000	
Pub Works - replace 2002 GMC dump truck				135,000	135,000	
Pub Works - replace street sweeper				200,000	200,000	
TOTAL PUBLIC WORKS	916,700	510,000	345,000	390,000	2,338,200	

**TOWN OF ROCKY MOUNT
5 YEAR CAPITAL IMPROVEMENT PLAN
FY 20 - 24**

Project / Purchase:	FY 21 Proposed	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	5 YEAR TOTAL
BUILDINGS AND GROUNDS:					
Municipal Bldg - replace fascia & guttering (choice #1)	75,000				75,000
Municipal Bldg - gutter replacement only (choice #2)					35,000
Municipal Bldg - replace HVAC	65,000				65,000
Harvester - replace seating	22,500				22,500
PW Bldg - add 2 stalls on pole shed	35,000				35,000
Pub Works - replace fuel pumps	8,700				8,700
ES Bldg - replace fuel pumps	8,700				8,700
Pub Works - upgrade fuel master software	11,000				11,000
ES Bldg - upgrade fuel master software	11,000				11,000
Pub Works - fuel canopy and lights	50,000				50,000
ES Bldg - fuel canopy and lights	50,000				50,000
Parks - replace Mary Elizabeth Park bathroom	60,000				60,000
Parks - replace tables, trash cans, grills	15,000				15,000
Parks - Celeste development phase 3 of 5 (\$5,245 donation)	5,000				5,000
Parks - new trail development (may get grant funding)	50,000				50,000
Farmers Market - LED sign (at clock tower)	40,000				40,000
Traffic Signal replacement (McDonalds)					450,000
Streets - wayfinding signage Stage II	95,000				95,000
Curb & Gutter - Bernard Rd. drainage	-	-	-	-	-
TOTAL BUILDINGS AND GROUNDS	601,900	-	-	-	1,086,900
ECONOMIC DEVELOPMENT:					
Economic Development Authority contribution	200,000	200,000			400,000
WPPD - 220/40 realignment (Town cost)			80,000	80,000	160,000
TOTAL ECONOMIC DEVELOPMENT	200,000	200,000	80,000	80,000	560,000
TOTAL GENERAL FUND PROJECTS	2,432,600	995,000	1,248,000	911,000	6,364,690

TOWN OF ROCKY MOUNT 5 YEAR CAPITAL IMPROVEMENT PLAN FY 20 - 24						
Project / Purchase:	FY 21 Proposed	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	5 YEAR TOTAL	
UTILITY FUND PROJECTS:						
PUBLIC WORKS:						
PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)					91,500	
TOTAL PUBLIC WORKS	-	-	-	-	91,500	
WATER:						
Water/PW - hydrant cleaning system	9,800				9,800	
Water/PW-replace Ann Sink St. water and sewer lines					80,000	
Water/PW-replace N. Main St. 8" water line(Pendleton to F	600,000				600,000	
Water - refurbish old Grassy Hill tank					70,000	
Water - cell phone communication with pump stations	50,000				50,000	
Water - Bald Knob valve replacement	10,000				10,000	
WTP - replace 1995 GMC pick up truck and add snow blad					36,000	
WTP - washwater control valve (\$21,000 to repair)	60,000				60,000	
WTP - generator					150,000	
WTP - storage building (store mowers)	7,500				7,500	
WTP - replace raw water pump (2 of 2)	30,000				30,000	
WTP - small tractor	25,000				25,000	
WTP - replace basin valves	25,000				25,000	
WTP - sludge collectors	10,000				10,000	
WTP - filter sand replacement		50,000			50,000	
WTP - lagoon clean out & repair		90,000			90,000	
WTP - clean out Clearwell				10,000	10,000	
WTP - repair #1 basin				25,000	25,000	
TOTAL WATER	827,300	140,000	-	35,000	1,338,300	
SEWER:						
Sewer - replace #1 main pump station pump					50,000	
Sewer - replace #2 main pump station pump	50,000				50,000	
Sewer/PW - slip line S. Main sewer line (E. Court to Lawnd					190,000	
WWTP - rebuild belt filter press	50,000				50,000	
WWTP - replace 1992 JD tractor					35,000	
WWTP - resurface clarifier outer rings	80,000				80,000	
WWTP - replace UV Channel #2	300,000				300,000	
WWTP - rebuild / replace 8 faulk gear drives		160,000			160,000	
WWTP - replace climbing screen at WWTP		100,000			100,000	
WWTP - replace 2 grit chambers at WWTP			100,000		100,000	
WWTP - replace grit classifier at WWTP			100,000		100,000	
TOTAL SEWER	480,000	260,000	200,000	-	1,215,000	
TOTAL UTILITY FUND PROJECTS	1,307,300	400,000	200,000	35,000	2,644,800	
TOTAL GENERAL AND UTILITY FUND PROJECTS	3,739,900	1,395,000	1,448,000	946,000	9,009,490	
FY 20 - FY 24 proposed					9,009,490	

BY LINE ITEM

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TOWN OF ROCKY MOUNT							
WAGES (LINE 1001)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Mayor & Council contractual	2,050	2,150	2,200	2,200	2,200	0
01.1101	Mayor & Council elected officials	29,925	27,375	30,450	30,450	30,450	0
01.1202	Town Manager	134,815	140,249	145,761	145,761	150,863	5,102
01.1213	Finance Dept.	167,382	174,490	174,216	174,216	180,314	6,098
01.3101	Police Dept.	1,016,432	1,059,824	1,164,913	1,137,181	1,178,446	13,533
01.4100	Public Works Administration	72,093	66,485	52,087	52,087	53,910	1,823
01.4104	Street Lighting	2,141	107	5,533	804	5,727	194
01.4107	Traffic Control	20,853	6,269	11,066	5,605	11,453	387
01.4108	Streets	262,935	280,322	293,247	347,480	303,511	10,264
01.4109	Sidewalks	0	6,398	5,533	3,016	5,727	194
01.4202	Street Cleaning	1,789	2,621	2,766	2,661	2,863	97
01.4203	Refuse Collection	60,401	66,148	71,929	64,285	74,447	2,518
01.4204	Snow Removal	2,456	4,567	5,533	3,099	5,727	194
01.4304	Municipal Bldg	3,188	1,957	0	255	0	0
01.4305	Emergency Services Bldg	2,897	1,203	0	270	0	0
01.4306	Public Works Bldg	884	1,936	0	735	0	0
01.4307	Cemetery Maint.	10,442	11,573	11,066	3,516	3,600	(7,466)
01.4308	Parks Maint.	26,850	28,603	27,665	21,759	28,633	968
01.8101	Planning	69,557	57,151	63,268	63,268	65,482	2,214
01.8101	Planning contractual	1,200	1,900	1,500	1,500	1,553	52
01.8101	Planning stipends	7,850	8,921	8,200	7,800	8,200	0
01.8102	Comm Development	92,820	89,803	98,055	98,055	101,487	3,432
01.8103	Citizens' Square	7,169	736	5,533	397	5,727	194
01.8104	Comm & Hospitality Center	267	0	2,766	0	2,863	97
01.8104	Hospitality Center - part time	11,063	10,584	12,350	7,896	12,782	432
01.8130	Econ. Dev. Auth. Contractual	600	500	600	600	600	0
01.8130	Econ. Dev. Auth. Stipends	1,150	1,400	1,800	1,100	1,800	0
02.5000	Water Distribution	41,510	56,326	69,818	54,494	72,261	2,444
02.5010	Meter Reading	19,289	19,722	22,132	25,114	22,907	775
02.5050	Water Plant	258,433	248,455	268,822	268,822	283,645	14,823
02.6000	Wastewater Collection	42,826	41,720	69,818	64,748	72,261	2,444
02.6050	Wastewater Plant	220,764	232,778	237,689	237,689	251,161	13,472
02.6200	Utility Billing	75,132	82,145	81,478	81,478	84,330	2,852
06.8401	Harvester Performance Center	154,997	162,664	166,913	174,771	172,755	5,842
	Totals	2,822,159	2,897,080	3,114,706	3,083,113	3,197,682	82,976
	increase from prior year	6%	3%	8%	6%	4%	

TOWN OF ROCKY MOUNT OVERTIME (LINE 1003)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.3101.1003	Wages - Overtime	36,686	38,546	30,000	44,277	47,000	17,000
01.3101.1004	Wages - Contractual Services	5,985	8,820	8,900	13,260	13,000	4,100
01.3101.1006	Wages - OT Court	3,602	4,306	3,900	3,449	3,900	0
01.3101.1009	Wages - OT Other	32,075	33,703	30,000	29,444	31,050	1,050
01.3101.1010	Wages - OT Mini Grants	6,007	12,208	0	10,766	5,000	5,000
01.3101.1011	Wages - Ot SWAT/Tactical	0	0	0	0	0	0
01.3101.1013	Wages - OT Other Training/Seminars	1,544	34	150	150	155	5
01.3101.1014	Wages - OT Crisis Intervention	12,950	9,800	12,600	8,950	9,800	(2,800)
	Total Police Overtime	98,848	107,418	85,550	110,296	109,905	24,355
01.4104	Street Lighting	0	0	0	0	0	0
01.4107	Parking & Traffic Control	353	0	0	8	0	0
01.4108	Street Maintenance	2,656	4,294	2,000	3,751	2,070	70
01.4109	Sidewalks, Curbs, Gutters	0	0	0	0	0	0
01.4202	Street Cleaning	73	101	0	544	0	0
01.4203	Refuse Collection	133	797	750	474	776	26
01.4204	Snow Removal	5,347	2,641	10,000	19,129	10,350	350
01.4307	Cemetery Maintenance	201	0	0	0	0	0
01.4308	Parks & Playground Miantenance	19	67	0	0	0	0
02.5000	Water Distribution	1,866	3,830	3,000	2,195	3,105	105
02.5010	Meter Reader	137	188	100	0	104	3
02.5050	Water Plant	4,129	3,588	4,500	6,845	4,658	158
02.6000	Wastewater Collection	983	211	950	476	983	33
02.6050	Wastewater Treatment Plant	429	2,118	450	2,171	2,000	1,550
06.8401	Harvester Performance Center	0	707	0	0	0	0
	Totals	115,174	125,959	107,300	145,889	133,951	26,650
	increase from prior year	-3%	9%	-15%	16%	-8%	

TOWN OF ROCKY MOUNT							
RETIREMENT/LIFE INSUR (LINE 2002)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Mayor & Council	318	333	379	379	379	0
01.1202	Town Manager	21,118	20,980	25,115	25,115	25,994	879
01.1213	Finance Dept.	25,805	25,074	30,270	30,270	31,329	1,059
01.3101	Police Dept.	157,909	173,166	186,133	186,133	221,983	35,850
01.4100	Public Works Administration	11,365	9,837	9,350	9,350	9,677	327
01.4104	Street Lighting	331	16	960	138	994	34
01.4107	Traffic Control	3,196	942	1,920	959	1,987	67
01.4108	Streets	34,439	39,236	51,179	63,345	52,970	1,791
01.4109	Sidewalks	0	988	960	329	994	34
01.4202	Street Cleaning	289	422	480	550	497	17
01.4203	Refuse Collection	9,612	10,069	12,604	10,728	13,045	441
01.4204	Snow Removal	1,199	1,115	2,683	3,803	2,777	94
01.4304	Municipal Bldg	477	260	0	44	0	0
01.4305	Emergency Services Bldg	448	186	0	47	0	0
01.4306	Public Works Bldg	133	293	0	125	0	0
01.4307	Cemetery Maint.	1,602	1,765	1,920	600	612	(1,308)
01.4308	Parks Maint.	4,083	4,399	4,799	3,707	4,967	168
01.8101	Planning	10,660	8,431	11,357	11,357	11,754	397
01.8102	Comm Development	14,330	13,082	17,023	17,023	17,619	596
01.8103	Citizens' Square	1,110	114	960	67	994	34
01.8104	Comm & Hospitality Center	136	0	480	0	497	17
02.5000	Water Distribution	5,657	9,227	12,783	9,655	13,230	447
02.5010	Meter Reading	2,950	2,861	3,857	4,725	2,711	(1,146)
02.5050	Water Plant	1,970	34,440	47,482	47,482	49,144	1,662
02.6000	Wastewater Collection	6,273	6,343	12,421	10,968	12,856	435
02.6050	Wastewater Plant	34,228	28,699	40,954	40,954	42,387	1,433
02.6200	Utility Billing	11,280	11,851	14,291	14,291	14,791	500
06.8401	Harvester Performance Center	26,212	26,500	29,424	34,559	30,454	1,030
	Totals	387,219	430,703	519,887	526,805	564,746	44,859
	increase from prior year	-12%	11%	21%	22%	7%	

TOWN OF ROCKY MOUNT							
ICMA 1% EMPLOYER CONTRIBUTION (LINE 2008)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1213	Finance Dept.	169	301	411	411	426	14
01.4100	Public Works Administration	647	677	521	521	539	18
01.4107	Traffic Control	16	21	111	36	115	4
01.4108	Streets	251	478	2,932	1,178	3,035	103
01.4109	Sidewalks	0	8	25	5	26	1
01.4203	Refuse Collection	400	499	360	415	373	13
01.4204	Snow Removal	20	7	20	58	21	1
01.4304	Municipal Bldg	5	4	0	1	0	0
01.4305	Emergency Services Bldg	2	2	0	0	0	0
01.4306	Public Works Bldg	7	16	0	5	0	0
01.4307	Cemetery Maint.	11	24	110	14	18	(92)
01.4308	Parks Maint.	45	55	140	35	145	5
01.8101	Planning	247	788	633	633	655	22
01.8102	Comm Development	233	138	440	440	455	15
01.8103	Citizens' Square	3	0	5	2	5	0
01.8130	Econ. Dev. Authority	7	6	6	6	6	0
02.5000	Water Distribution	70	174	188	227	195	7
02.5010	Meter Reading	1	0	0	0	0	0
02.6000	Wastewater Collection	45	189	200	276	207	7
02.6200	Utility Billing	170	301	815	815	843	29
06.8401	Harvester Performance Center	1,047	1,353	1,272	1,670	1,317	45
	Totals	3,396	5,040	8,189	6,747	8,379	191
	increase from prior year	278%	48%	62%	34%	24%	

TOWN OF ROCKY MOUNT							
MEDICAL/DENTAL INSURANCE (LINE 2005)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Mayor & Council	0	0	0	0	0	0
01.1202	Town Manager	23,611	28,383	30,932	30,932	30,932	0
01.1213	Finance Dept.	25,519	32,801	36,149	36,149	36,149	0
01.3101	Police Dept.	222,267	291,056	289,306	287,154	289,306	0
01.4100	Public Works Administration	8,269	8,602	5,551	5,551	5,551	0
01.4104	Street Lighting	1,018	0	1,727	213	1,727	0
01.4107	Traffic Control	7,130	2,306	3,454	1,767	3,454	0
01.4108	Streets	64,733	88,492	91,541	88,709	91,541	0
01.4109	Sidewalks	0	2,118	1,727	170	1,727	0
01.4202	Street Cleaning	703	1,158	864	888	864	0
01.4203	Refuse Collection	12,048	17,429	22,566	14,210	22,566	0
01.4204	Snow Removal	0	2,731	3,227	2,240	3,227	0
01.4304	Municipal Bldg	537	234	0	0	0	0
01.4305	Emergency Services Bldg	588	189	0	223	0	0
01.4306	Public Works Bldg	147	370	0	271	0	0
01.4307	Cemetery Maint.	3,064	3,902	3,454	951	612	(2,842)
01.4308	Parks Maint.	3,928	9,639	8,636	5,726	8,636	0
01.8101	Planning	8,621	11,722	14,257	14,257	14,257	0
01.8102	Comm Development	12,486	17,030	21,794	21,794	21,794	0
01.8103	Citizens' Square	1,822	351	1,727	0	1,727	0
01.8104	Comm & Hospitality Center	129	0	864	0	864	0
02.5000	Water Distribution	7,616	27,683	15,006	12,250	15,006	0
02.5010	Meter Reading	4,238	4,309	6,924	4,969	4,847	(2,077)
02.5050	Water Plant	53,062	63,633	77,576	77,576	77,576	0
02.6000	Wastewater Collection	10,210	9,896	15,141	14,420	15,141	0
02.6050	Wastewater Plant	43,853	57,275	56,242	56,242	56,242	0
02.6200	Utility Billing	12,396	17,920	20,489	20,489	20,489	0
06.8401	Harvester Performance Center	25,702	33,104	31,326	37,712	31,326	0
	Totals	553,699	732,331	760,480	734,863	755,561	(4,919)
	increase from prior year	-3%	32%	4%	0%	3%	
	General Fund	422,324	551,616	569,101	548,917	566,259	(2,842)
	Utility Fund	131,376	180,715	191,378	185,946	189,301	(2,077)
		553,699	732,331	760,480	734,863	755,561	(4,919)

TOWN OF ROCKY MOUNT WORKERS COMP (LINE 2011)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1202	Town Manager	207	95	32	32	32	0
01.1213	Finance Dept.	155	99	34	34	34	0
01.3101	Police Dept.	23,103	25,321	22,602	24,292	24,292	1,690
01.4100	Public Works Administration	0	3,626	2,587	2,600	2,600	13
01.4104	Street Lighting	261	158	288	289	288	0
01.4107	Traffic Control	697	634	576	579	576	0
01.4108	Streets	18,473	16,337	15,252	15,328	15,252	0
01.4109	Sidewalks	1,046	317	288	289	288	0
01.4202	Street Cleaning	0	634	144	145	144	0
01.4203	Refuse Collection	5,838	5,389	3,741	3,760	3,928	187
01.4204	Snow Removal	436	476	288	289	288	0
01.4304	Municipal Bldg full time	175	0	0	0	0	0
01.4305	Emergency Services Bldg	175	0	0	0	0	0
01.4307	Cemetery Maint.	697	634	576	579	0	(576)
01.4308	Parks Maint.	1,045	951	1,439	1,446	1,439	0
01.8101	Planning	139	620	12	12	12	0
01.8102	Comm Development	176	191	19	19	19	0
01.8103	Citizens' Square	175	158	288	289	288	0
01.8104	Comm & Hospitality Center	175	158	144	145	145	1
02.5000	Water Distribution	2,092	3,893	3,571	3,589	3,571	0
02.5010	Meter Reading	1,307	1,100	1,151	1,157	1,151	0
02.5050	Water Plant	4,968	6,777	4,931	4,956	4,931	0
02.6000	Wastewater Collection	2,090	3,893	3,571	3,589	3,571	0
02.6050	Wastewater Plant	2,877	3,001	1,358	1,365	1,358	0
02.6200	Utility Billing	76	48	16	16	16	0
06.8401	Harvester Performance Center	2,403	1,482	423	425	423	0
	Totals	68,786	75,992	63,330	65,224	64,645	1,315
	increase from prior year	-13%	10%	-17%	-14%	-1%	

TOWN OF ROCKY MOUNT CONTRACTUAL (LINE 3000)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	2,552	852	2,740	9,740	2,740	0
01.1202	Town Manager	10,045	8,856	1,340	1,340	1,340	0
01.1204	Town Attorney	254	3,142	5,000	3,000	5,000	0
01.1213	Finance Dept.	62,595	65,968	102,200	78,685	72,300	(29,900)
01.1301	Electoral Board	0	5,021	0	0	5,100	5,100
01.3101	Police Dept.	24,633	9,304	16,000	16,029	20,000	4,000
01.3202	Fire Dept.	1,726	8,516	2,360	2,832	2,000	(360)
01.4100	Public Works Admin.	572	301	500	6,053	400	(100)
01.4104	Street Lighting	0	0	0	1,038	0	0
01.4107	Traffic Control	22,715	18,729	22,000	1,355	5,000	(17,000)
01.4108	Streets	311,748	490,222	450,000	225,751	100,000	(350,000)
01.4109	Sidewalks	0	0	0	0	0	0
01.4203	Refuse Collection	268	0	280	555	280	0
01.4304	Municipal Bldg.	15,178	15,648	14,395	16,312	14,395	0
01.4305	Emergency Serv. Bldg.	19,090	23,584	22,157	15,337	22,157	0
01.4306	Public Works Bldg.	2,298	4,741	4,287	4,301	4,287	0
01.4307	Cemetery Maint.	10	0	10	0	0	(10)
01.4308	Parks & Playgrounds	3,860	3,515	3,730	3,160	3,730	0
01.8101	Planning	1,178	268	1,000	900	1,000	0
01.8102	Comm Development	28,084	53,144	15,000	19,337	15,000	0
01.8103	Citizens' Square	10,149	8,420	8,525	8,830	8,525	0
01.8104	Hospitality Center	4,715	8,139	3,500	4,052	4,000	500
01.8130	Economic Dev. Authority	0	0	0	0	0	0
02.5000	Water Distribution	28,116	30,690	40,879	75,575	45,879	5,000
02.5010	Meter Reading	2,035	2,085	2,400	2,085	10,000	7,600
02.5050	Water Plant	3,518	5,330	8,853	6,596	8,853	0
02.6000	Wastewater Collection	13,122	5,480	13,000	7,939	17,000	4,000
02.6050	Wastewater Plant	6,591	5,084	8,000	6,039	8,000	0
02.6200	Utility Billing	26,278	26,149	38,122	30,772	28,000	(10,122)
06.8401	Harvester Performance Center	26,499	(602)	17,015	36,350	35,000	17,985
	Totals	627,827	802,586	803,294	583,961	439,986	(363,307)
	increase from prior year	-38%	28%	0%	-27%	-25%	

TOWN OF ROCKY MOUNT ADVERTISING (LINE 3600)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	1,489	890	1,250	2,150	1,250	0
01.1202	Town Manager	771	1,804	400	400	400	0
01.1213	Finance Dept.	242	1,556	320	320	320	0
01.3101	Police Dept.	665	158	600	1,008	600	0
01.3202	Fire Dept.	0	451	500	493	500	0
01.4100	Public Works Admin.	133	667	0	0	0	0
01.4107	Traffic Control	0	0	0	0	0	0
01.4108	Streets	242	0	150	580	150	0
01.4203	Refuse Collection	224	824	700	468	700	0
01.4204	Snow Removal	0	0	0	0	0	0
01.4304	Municipal Bldg.	121	0	0	0	0	0
01.8101	Planning	1,419	3,597	5,000	1,271	5,000	0
01.8102	Comm Development	1,766	857	2,000	0	2,000	0
01.8102	Comm Dev - Branding	32,859	44,788	62,257	49,000	12,257	(50,000)
01.8103	Citizens' Square	0	0	0	0	0	0
01.8104	Hospitality Center	0	656	165	0	165	0
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	1,279	100	0	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	2,350	4,075	0	0	0	0
Totals		42,280	61,601	73,742	55,690	23,742	(50,000)
increase from prior year		231%	46%	20%	-10%	-57%	

TOWN OF ROCKY MOUNT POSTAGE (LINE 3800)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	117	63	115	115	115	0
01.1202	Town Manager	109	147	140	140	140	0
01.1213	Finance Dept.	5,250	4,886	5,200	6,346	6,300	1,100
01.3101	Police Dept.	481	758	700	661	700	0
01.3202	Fire Dept.	0	0	0	0	0	0
01.4100	Public Works Admin	13	0	14	0	14	0
01.4203	Refuse Collection	0	0	0	0	0	0
01.8101	Planning	185	267	390	173	390	0
01.8102	Comm Development	364	650	470	580	500	30
01.8104	Hospitality Center	0	0	0	0	0	0
01.8106	Passport Services Exp.	1,601	1,780	1,875	1,737	1,875	0
02.5050	Water Plant	55	42	60	42	60	0
02.6000	Wastewater Collection	0	0	0	0	0	0
02.6050	Wastewater Plant	15	197	50	18	50	0
02.6200	Utility Billing	14,565	15,189	14,760	15,228	15,528	768
06.8401	Harvester Performance Center	51	0	0			0
	Totals	22,807	23,981	23,774	25,039	25,672	1,898
	increase from prior year	-15%	5%	-1%	4%	3%	

TOWN OF ROCKY MOUNT UTILITIES (LINE 5100)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.4104	Street Lighting	105,734	106,186	102,000	107,472	108,000	6,000
01.4107	Traffic Control	11,621	10,732	11,100	21,310	11,100	0
01.4304	Municipal Bldg	21,515	22,317	22,020	31,317	22,020	0
01.4305	Emerg Serv Bldg	16,970	15,263	16,600	17,177	16,600	0
01.4306	Public Works Bldg	5,246	5,883	6,240	5,209	6,240	0
01.4308	Parks	1,781	1,544	1,900	1,351	1,900	0
01.8103	Citizens' Square	2,427	2,339	2,650	2,567	2,650	0
01.8104	Hospitality Center	3,439	3,427	3,600	3,686	3,600	0
02.5000	Water Distribution	18,428	19,539	19,500	29,341	30,000	10,500
02.5050	Water Plant	69,755	69,255	71,000	69,601	72,000	1,000
02.6000	Wastewater Collection	35,316	36,206	28,800	56,545	56,000	27,200
02.6050	Wastewater Plant	63,196	56,885	68,400	76,006	74,000	5,600
06.8401	Harvester Performance Center	12,004	24,908	24,600	26,960	27,600	3,000
	Totals	367,430	374,483	378,410	448,543	431,710	53,300
	increase from prior year	-5%	2%	1%	20%	-4%	

TOWN OF ROCKY MOUNT							
MOTOR FUEL (LINE 5155)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1202	Town Manager	614	554	500	500	500	0
01.3101	Police Dept.	38,679	39,847	38,900	42,127	43,000	4,100
01.3202	Fire Dept.	4,986	6,217	5,800	7,616	7,750	1,950
01.4107	Traffic Control	623	808	715	947	715	0
01.4108	Streets	17,491	22,386	22,100	27,489	28,250	6,150
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	737	696	800	718	800	0
01.4203	Refuse Collection	5,999	7,651	7,500	8,501	7,800	300
01.4204	Snow Removal	741	776	1,300	2,755	1,300	0
01.4307	Cemetery Maint.	658	532	600	598	600	0
01.4308	Parks Maint.	657	550	675	618	675	0
01.8101	Planning	0	0	50	0	0	(50)
01.8102	Comm Development	1,749	1,674	1,700	1,995	1,700	0
02.5010	Meter Reading	2,530	2,754	2,800	3,067	2,800	0
02.5050	Water Plant	1,695	1,627	1,800	1,795	2,000	200
02.6000	Wastewater Collection	736	699	800	493	800	0
02.6050	Wastewater Plant	2,333	2,510	2,500	3,122	2,800	300
Totals		80,228	89,281	88,540	102,342	101,490	12,950
increase from prior year		16%	11%	-1%	15%	-1%	

TOWN OF ROCKY MOUNT							
VEHICLE EXPENSE (LINE 5157)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1202	Town Manager	837	286	400	580	400	0
01.3101	Police Dept.	24,895	27,806	30,000	27,812	30,000	0
01.3202	Fire Dept.	11,582	18,294	13,000	12,456	13,000	0
01.4107	Traffic Control	1,432	511	500	855	500	0
01.4108	Streets	25,338	19,485	24,700	27,950	24,700	0
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	339	1,779	1,000	65	1,000	0
01.4203	Refuse Collection	4,883	3,092	5,000	8,200	5,000	0
01.4204	Snow Removal	559	2,733	1,500	234	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	186	0	500	0	0	(500)
01.8102	Comm Development	1,018	2,322	2,000	992	2,000	0
02.5000	Water Distribution	0	0	226	300	486	261
02.5010	Meter Reading	500	0	750	99	750	0
02.5050	Water Plant	609	987	750	750	750	0
02.6000	Wastewater Collection	38	859	1,000	2,402	1,000	0
02.6050	Wastewater Plant	63	945	800	1,772	800	0
	Totals	72,277	79,100	82,126	84,467	81,886	(239)
	increase from prior year	-22%	9%	4%	7%	-3%	

TOWN OF ROCKY MOUNT COMMUNICATIONS (LINE 5200)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	3,409	3,361	3,561	3,561	3,561	0
01.1202	Town Manager	5,957	6,129	5,868	5,868	5,868	0
01.1213	Finance Dept.	5,797	5,754	7,306	7,306	7,306	0
01.3101	Police Dept.	27,030	25,684	24,292	22,530	24,292	0
01.3202	Fire Dept.	2,700	2,802	2,705	1,993	2,300	(405)
01.4100	Public Works Admin.	3,072	3,178	5,136	5,136	5,136	0
01.4304	Municipal Bldg.	4,080	4,151	4,200	3,755	3,900	(300)
01.4305	Emerg Services Bldg.	2,073	3,869	4,980	4,972	4,980	0
01.4306	Public Works Bldg.	3,808	3,595	4,127	3,870	4,127	0
01.8101	Planning	5,776	5,490	5,935	6,021	5,935	0
01.8102	Comm. Development	2,902	3,687	2,870	2,800	2,870	0
01.8103	Citizens' Square	0	0	0	0	0	0
01.8104	Hospitality Center	972	1,000	996	1,021	996	0
02.5000	Water Distribution	0	0	0	0	0	0
02.5050	Water Plant	4,828	4,884	5,136	5,759	5,600	464
02.6000	Wastewater Collection	0	0	0	0	0	0
02.6050	Wastewater Plant	4,795	5,087	5,220	5,807	5,220	0
02.6200	Utility Billing	0	0	0	0	0	0
06.8401	Harvester Performance Center	6,565	13,025	13,140	13,758	13,800	660
Totals		83,761	91,696	95,472	94,158	95,891	419
increase from prior year		5%	9%	4%	3%	2%	

TOWN OF ROCKY MOUNT							
UNIFORMS (LINE 5445)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.3101	Police Dept.	4,412	7,142	5,700	10,510	7,500	1,800
01.3202	Fire Dept.	3,832	1,354	10,000	9,264	10,000	0
01.4100	Public Works Admin.	12,568	10,251	10,800	13,263	13,400	2,600
02.5050	Water Plant	4,529	3,927	4,200	4,592	4,600	400
02.6050	Wastewater Plant	4,488	3,140	4,000	4,261	4,300	300
	Totals	29,829	25,815	34,700	41,890	39,800	5,100
	increase from prior year	4%	-13%	34%	62%	-5%	

TOWN OF ROCKY MOUNT TRAINING (LINE 5500)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	1,814	3,495	3,200	4,380	3,800	600
01.1202	Town Manager	8,193	10,762	9,000	9,602	9,000	0
01.1204	Town Attorney	0	0	0	100	100	100
01.1213	Finance Dept.	6,203	5,714	6,400	4,443	5,700	(700)
01.3101	Police Dept.	4,808	5,689	5,500	20,043	7,800	2,300
01.3202	Fire Dept.	0	0	100	0	100	0
01.4100	Public Works Admin.	141	637	2,000	1,764	2,500	500
01.4108	Streets	111	150	500	0	500	0
01.8101	Planning	595	1,001	1,000	1,040	2,500	1,500
01.8102	Comm Development	4,954	2,836	5,000	5,115	10,000	5,000
01.8104	Hospitality Center	53	40	60	0	0	(60)
01.8106	Passport Services Exp.	0	0	0	0	0	0
01.8130	Economic Development	0	0	300	0	1,500	1,200
02.5010	Meter Reading	0	0	0	0	0	0
02.5050	Water Plant	903	1,344	2,000	2,465	3,300	1,300
02.6050	Wastewater Plant	2,369	2,797	3,000	2,593	3,000	0
06.8401	Harvester Performance Center	341	0	0	0	0	0
Totals		30,486	34,464	38,060	51,545	49,800	11,740
increase from prior year		-20%	13%	10%	50%	-3%	

TOWN OF ROCKY MOUNT							
DUES (LINE 5650)							
PERMITS, LICENSES, FEES (LINE 4400)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1101	Council	10,219	10,698	10,588	12,149	10,788	200
01.1202	Town Manager	1,135	1,225	1,235	1,235	1,235	0
01.1204	Town Attorney	240	250	260	250	260	0
01.1213	Finance Dept.	1,046	839	1,254	1,254	1,254	0
01.3101	Police Dept.	10,404	9,385	10,600	10,800	10,800	200
01.3202	Fire Dept.	26	100	50	50	50	0
01.8101	Planning	0	306	50	50	50	0
01.8102	Comm Development	2,254	1,807	2,000	1,285	2,000	0
01.8103	Citizens' Square	40	40	40	40	40	0
02.5050	Water Plant - licenses	9,243	8,626	9,300	9,554	9,300	0
02.5050	Water Plant - dues	200	200	200	225	225	25
02.6050	Wastewater Plant - licenses	9,211	9,742	9,500	9,627	10,000	500
02.6050	Wastewater Plant - dues	275	166	300	308	300	0
06.8401	Harvester - licenses	4,948	8,021	0	790	1,000	1,000
06.8401	Harvester - dues	0	0	0	0	0	0
Totals		49,241	51,405	45,377	47,616	47,302	1,925
increase from prior year		13%	4%	-12%	-7%	-1%	

TOWN OF ROCKY MOUNT OFFICE SUPPLIES (LINE 6001)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	1,919	2,385	2,870	1,500	1,800	(1,070)
01.1202	Town Manager	9,203	8,185	7,000	7,000	7,000	0
01.1213	Finance Dept.	7,220	7,565	7,500	7,500	7,500	0
01.3101	Police Dept.	1,896	2,559	2,400	2,762	2,400	0
01.3202	Fire Dept.	54	291	200	458	200	0
01.4100	Public Works Admin.	799	228	400	541	400	0
01.8101	Planning	3,496	2,287	3,500	1,880	3,500	0
01.8102	Comm Development	4,327	6,903	6,000	4,825	6,000	0
01.8104	Hospitality Center	179	111	200	131	200	0
01.8106	Passport Service Exp.	738	807	1,125	513	1,125	0
02.5050	Water Plant	686	403	650	298	650	0
02.6050	Wastewater Plant	249	641	450	271	450	0
02.6200	Utility Billing	2,232	2,537	2,800	2,909	2,800	0
06.8401	Harvester Performance Center	1,622	495	200	843	800	600
Totals		34,621	35,399	35,295	31,432	34,825	(470)
increase from prior year		-9%	2%	0%	-11%	11%	

TOWN OF ROCKY MOUNT							
JANITOR SUPPLIES (LINE 6005)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.4304	Municipal Bldg.	1,722	2,144	1,820	1,768	1,820	0
01.4305	Emergency Serv. Bldg.	1,040	1,226	1,300	2,949	1,300	0
01.4306	Public Works Bldg.	2,776	3,500	3,600	3,605	3,600	0
01.4308	Parks & Playgrounds	0	0	0	0	0	0
01.8103	Citizens' Square	314	183	240	178	240	0
01.8104	Hospitality Center	414	242	250	100	250	0
02.5050	Water Plant	0	119	100	215	150	50
02.6050	Wastewater Plant	784	3,411	1,500	656	1,500	0
06.8401	Harvester Performance Center	671	7,177	6,320	5,802	6,770	450
	Totals	7,721	18,002	15,130	15,273	15,630	500
	increase from prior year	18%	133%	-16%	-15%	2%	

TOWN OF ROCKY MOUNT MATERIALS								
Account	Line #	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.3101	6010	Police Dept.	38,061	23,468	26,700	24,928	26,700	0
01.3202	6008	Fire Dept.	682	1,744	3,000	1,803	2,500	(500)
01.4104	6016	Street Lighting	1,122	171	2,000	39	200	(1,800)
01.4107	6007	Traffic Control	14,327	6,708	12,700	12,936	16,000	3,300
01.4108	6016	Streets	29,274	43,072	35,000	37,621	15,000	(20,000)
01.4109	6016	Sidewalks	3	4,959	2,500	637	2,500	0
01.4202	6016	Street Cleaning	0	105	120	120	120	0
01.4203	6017	Refuse Collection	1,120	1,850	1,450	1,876	1,450	0
01.4204	6014	Snow Removal - chemicals	8,076	17,330	17,500	14,371	17,500	0
01.4204	6016	Snow Removal - materials	229	879	1,000	6,748	1,000	0
01.4304	6002	Municipal Bldg.	1,248	2,169	1,875	3,660	1,875	0
01.4305	6020	Emerg. Services Bldg.	459	759	518	1,114	518	0
01.4306	6006	Public Works Bldg.	5,062	6,342	6,300	3,980	6,300	0
01.4307	6013	Cemetery Maint.	0	0	0	0	0	0
01.4308	6013	Parks & Playgrounds	2,858	2,472	3,700	2,219	3,700	0
01.8103	6018	Citizens' Square	1,544	752	300	637	300	0
01.8104	6018	Hospitality Center	362	170	200	100	200	0
01.8106	6023	Passport Services Exp.	0	0	0	0	0	0
02.5000	6009	Water Distribution	19,342	38,472	26,800	17,330	26,800	0
02.5010	6009	Meter Reading	136	0	200	102	200	0
02.5050	6004	Water Plant-lab	7,227	5,210	7,500	11,226	10,500	3,000
02.5050	6009	Water Plant-materials	4,466	4,207	5,000	4,303	5,000	0
02.5050	6014	Water Plant-chemicals	76,760	70,316	87,000	79,037	87,000	0
02.6000	6012	Wastewater Collection	7,713	11,745	9,000	10,067	9,000	0
02.6000	6014	Wastewater Collection-chemicals	1,539	2,160	2,200	2,035	2,200	0
02.6050	6004	Wastewater Plant-lab	4,837	8,324	8,500	5,000	8,500	0
02.6050	6012	Wastewater Plant-materials	580	766	1,000	936	1,000	0
02.6050	6014	Wastewater Plant-chemicals	8,465	21,882	12,000	18,075	16,000	4,000
Totals			235,490	276,032	274,063	260,902	262,063	(12,000)
increase from prior year			13%	17%	-1%	-5%	0%	

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
2019	0.13	0.51

L-T DEBT										
TOTAL TOWN OF ROCKY MOUNT DEBT (GENERAL AND ENTERPRISE)										
VML 2010K -- EMERGENCY SERVICES BUILDING										
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
2020	at 7/1/19	PAYMENTS	PAYMENTS	PAYMENTS	RATE	at 6/30/20	DATE	AMOUNT	DATE	LEFT
ES Bldg (VML 2010K)	320,000.00	160,000.00	14,763.76	174,763.76	3.70%	160,000.00	2/1/2021	\$ 1,640,000	12/7/2010	1
Vets Park, PS radios, (VML 2017)	1,257,000.00	128,000.00	25,888.10	153,888.10	2.17%	1,129,000.00	8/1/2027	\$ 1,512,000	4/20/2017	7
Total General Fund	1,577,000.00	288,000.00	40,651.86	328,651.86		1,289,000.00				
		01.9102.9001	01.9102.9002			01.2737				
Annex Sewer & Utilities (VML 2013)	2,750,000.00	306,000.00	69,557.50	375,557.50	1.85%	2,444,000.00	2/1/2037	\$ 4,407,500	8/21/2013	17
Meter Replacement (VML 2018)	1,116,500.00	57,240.00	38,946.10	96,186.10	3.58%	1,059,260.00	8/1/1933	\$ 1,116,500	10/26/2018	14
Total Utility Fund	3,866,500.00	363,240.00	108,503.60	471,743.60		3,503,260.00				
		02.6900.9001	02.6900.9002							
Grand Total	5,443,500.00	651,240.00	149,155.46	800,395.46		4,792,260.00				

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	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Assessed Real Estate Value	432,341,800	443,862,900	454,949,600	457,289,700	460,214,000
Debt Limit (10% of Assessed Value)	43,234,180	44,386,290	45,494,960	45,728,970	46,021,400
Less: Debt Outstanding	(4,888,500)	(4,388,500)	(5,506,500)	(4,919,000)	(5,443,500)
Legal Debt Margin (available for Debt)	38,345,680	39,997,790	39,988,460	40,809,970	40,577,900
Outstanding Debt as % of Debt Limit	11%	10%	12%	11%	12%

Town of Rocky Mount					
Unrestricted Fund Balance					
(Audited)					
	FY	FY	FY	FY	FY
	2014	2015	2016	2017	2018
General + Capital Projects Fund	5,700,375	4,942,843	6,909,303	5,750,745	4,918,816
Utility Operating + Capital Fund	266,300	22,529	234,853	1,554,675	1,173,667
Combined Fund Balance	5,966,675	4,965,372	7,144,156	7,305,420	6,092,483
difference from prior year	(2,178,692)	(1,001,303)	2,178,784	161,264	(1,212,937)

Town of Rocky Mount					
Investments (book value)					
	2014	2015	2016	2017	2018
	5,292,000	4,303,000	4,283,000	4,283,000	4,283,000
variance fm prior yr	(1,006,000)	(989,000)	(20,000)	-	-
variance from 2009	(3,278,000)	(4,267,000)	(4,287,000)	(4,287,000)	(3,797,000)

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	Landscape Technician	1	12	Skilled work with Town flower beds and lawns
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	3	p-t	Construction, maintenance, and repair duties (summer)
Water Plant	Water Plant Superintendent	1	22	Manages and supervises the water treatment plant operations
Water Plant	Water Plant Lead Operator	1	17	Assistant Manager of the water treatment plant operations
Water Plant	Water Plant Operator	4	16,15,14,13,12	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 Lead Operator	1	17	Assistant Manager of the wastewater treatment plant operations
Wastewater Plant	Wastewater Plant Operator	3	16,15,14,13,12	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	64		
	Total Part-time	16		

FY 2020 PROPOSED PAY PLAN (1.0% COLA)		(go to grad						
Position	Grade	1	2	3	4	5	6	7
fy 2019 plan + 1%	1	17,980.24	18,429.75	18,890.49	19,362.75	19,846.82	20,342.99	20,851.57
	2	18,890.49	19,362.75	19,846.82	20,342.99	20,851.57	21,372.86	21,907.18
	3	19,846.82	20,342.99	20,851.57	21,372.86	21,907.18	22,454.86	23,016.23
	4	20,851.57	21,372.86	21,907.18	22,454.86	23,016.23	23,591.63	24,181.42
	5	21,907.18	22,454.86	23,016.23	23,591.63	24,181.42	24,785.96	25,405.61
	6	23,016.23	23,591.63	24,181.42	24,785.96	25,405.61	26,040.75	26,691.77
	7	24,181.42	24,785.96	25,405.61	26,040.75	26,691.77	27,359.06	28,043.04
	8	25,405.61	26,040.75	26,691.77	27,359.06	28,043.04	28,744.11	29,462.72
	9	26,691.77	27,359.06	28,043.04	28,744.11	29,462.72	30,199.29	30,954.27
Grounds Maintenance I	10	28,043.04	28,744.11	29,462.72	30,199.29	30,954.27	31,728.12	32,521.33
Maintenance Worker I	10	28,043.04	28,744.11	29,462.72	30,199.29	30,954.27	31,728.12	32,521.33
Wastewater Plant Oper. Trainee	11	29,462.72	30,199.29	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72
Water Plant Oper. Trainee	11	29,462.72	30,199.29	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72
Administrative Assistant	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Wastewater Plant Operator IV	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Water Plant Operator IV	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Records Clerk	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Landscape Technician	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Grounds Maintenance II	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Maintenance Worker II	12	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46
Wastewater Plant Operator III	13	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77
Water Plant Operator III	13	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77
Account Clerk	13	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77
Utility Service Technician	13	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77
Planning Technician	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Wastewater Plant Operator II	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Water Plant Operator II	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Mechanic Public Works	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Maintenance Worker III	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Police Officer Trainee	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Records Manager	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Executive Assistant	14	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08
Investigator	15	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05
Police Officer	15	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05
Wastewater Plant Operator I	15	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05
Water Plant Operator I	15	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05
Foreman Public Works	15	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05
Accounting Technician II	15	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05
	16	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57
Community Dev. Administrator/GIS	17	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78
Corporal - Police	17	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78
Accounting Technician	17	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78
Wastewater Plant Lead Operator	17	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78
Water Plant Lead Operator	17	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78
Planner	18	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09

FY 2020 PROPOSED PAY PLAN (1.0% COLA)		(go to grad)						
Position	Grade	1	2	3	4	5	6	7
Sergeant - Police	19	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17
Assistant Public Works Director	19	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17
	20	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98
Asst Mgr-Performance Venue	21	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79
Wastewater Plant Superintendent	22	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17
Water Plant Superintendent	22	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17
Public Works Superintendent	22	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17
Lieutenant - Police	22	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17
Assistant Finance Director	22	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17
Captain - Police Dept.	23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04
Assistant Police Chief	24	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04	64,928.67
General Mgr-Performance Venue	24	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04	64,928.67
	25	58,822.17	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68
Finance Director / Treasurer	26	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07	71,669.10
Assistant Town Mgr/Comm Dev Dir	26	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07	71,669.10
Public Facilities Director	26	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07	71,669.10
	27	64,928.67	66,551.89	68,215.68	69,921.07	71,669.10	73,460.83	75,297.35
Police Chief	28	68,215.68	69,921.07	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28
Public Works Director	28	68,215.68	69,921.07	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28
	29	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01	83,114.19
	30	75,297.35	77,179.78	79,109.28	81,087.01	83,114.19	85,192.04	87,321.84
	31	79,109.28	81,087.01	83,114.19	85,192.04	87,321.84	89,504.89	91,742.51
Town Manager	32	83,114.19	85,192.04	87,321.84	89,504.89	91,742.51	94,036.07	96,386.97

FY 2020 PROPOSED PAY PLAN (1.0% COLA)								
Position	Grade	8	9	10	11	12	13	14
Fy 2019 plan + 1%	1	21,372.86	21,907.18	22,454.86	23,016.23	23,591.63	24,181.42	24,785.96
	2	22,454.86	23,016.23	23,591.63	24,181.42	24,785.96	25,405.61	26,040.75
	3	23,591.63	24,181.42	24,785.96	25,405.61	26,040.75	26,691.77	27,359.06
	4	24,785.96	25,405.61	26,040.75	26,691.77	27,359.06	28,043.04	28,744.11
	5	26,040.75	26,691.77	27,359.06	28,043.04	28,744.11	29,462.72	30,199.29
	6	27,359.06	28,043.04	28,744.11	29,462.72	30,199.29	30,954.27	31,728.12
	7	28,744.11	29,462.72	30,199.29	30,954.27	31,728.12	32,521.33	33,334.36
	8	30,199.29	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91
	9	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90
Grounds Maintenance I	10	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64
Maintenance Worker I	10	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64
Wastewater Plant Oper. Trainee	11	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68
Water Plant Oper. Trainee	11	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68
Administrative Assistant	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Wastewater Plant Operator IV	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Water Plant Operator IV	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Records Clerk	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Landscape Technician	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Grounds Maintenance II	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Maintenance Worker II	12	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Wastewater Plant Operator III	13	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01
Water Plant Operator III	13	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01
Account Clerk	13	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01
Utility Service Technician	13	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01
Planning Technician	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Wastewater Plant Operator II	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Water Plant Operator II	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Mechanic Public Works	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Maintenance Worker III	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Police Officer Trainee	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Records Manager	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Executive Assistant	14	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Investigator	15	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Police Officer	15	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Wastewater Plant Operator I	15	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Water Plant Operator I	15	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Foreman Public Works	15	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Accounting Technician II	15	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
	16	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23
Community Dev. Administrator/GIS	17	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Corporal - Police	17	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Accounting Technician	17	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Wastewater Plant Lead Operator	17	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Water Plant Lead Operator	17	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Planner	18	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48

FY 2020 PROPOSED PAY PLAN (1.0% COLA)								
Position	Grade	8	9	10	11	12	13	14
Sergeant - Police	19	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17	60,292.72
Assistant Public Works Director	19	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17	60,292.72
	20	54,622.23	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04
Asst Mgr-Performance Venue	21	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89
Wastewater Plant Superintendent	22	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
Water Plant Superintendent	22	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
Public Works Superintendent	22	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
Lieutenant - Police	22	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
Assistant Finance Director	22	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
Captain - Police Dept.	23	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07	71,669.10	73,460.83
Assistant Police Chief	24	66,551.89	68,215.68	69,921.07	71,669.10	73,460.83	75,297.35	77,179.78
General Mgr-Performance Venue	24	66,551.89	68,215.68	69,921.07	71,669.10	73,460.83	75,297.35	77,179.78
	25	69,921.07	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01
Finance Director / Treasurer	26	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01	83,114.19	85,192.04
Assistant Town Mgr/Comm Dev Dir	26	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01	83,114.19	85,192.04
Public Facilities Director	26	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01	83,114.19	85,192.04
	27	77,179.78	79,109.28	81,087.01	83,114.19	85,192.04	87,321.84	89,504.89
Police Chief	28	81,087.01	83,114.19	85,192.04	87,321.84	89,504.89	91,742.51	94,036.07
Public Works Director	28	81,087.01	83,114.19	85,192.04	87,321.84	89,504.89	91,742.51	94,036.07
	29	85,192.04	87,321.84	89,504.89	91,742.51	94,036.07	96,386.97	98,796.65
	30	89,504.89	91,742.51	94,036.07	96,386.97	98,796.65	101,266.56	103,798.23
	31	94,036.07	96,386.97	98,796.65	101,266.56	103,798.23	106,393.18	109,053.01
Town Manager	32	98,796.65	101,266.56	103,798.23	106,393.18	109,053.01	111,779.34	114,573.82

FY 2020 PROPOSED PAY PLAN (1.0% COLA)							
Position	Grade	15	16	17	18	19	20
fy 2019 plan + 1%	1	25,405.61	26,040.75	26,691.77	27,359.06	28,043.04	28,744.11
	2	26,691.77	27,359.06	28,043.04	28,744.11	29,462.72	30,199.29
	3	28,043.04	28,744.11	29,462.72	30,199.29	30,954.27	31,728.12
	4	29,462.72	30,199.29	30,954.27	31,728.12	32,521.33	33,334.36
	5	30,954.27	31,728.12	32,521.33	33,334.36	34,167.72	35,021.91
	6	32,521.33	33,334.36	34,167.72	35,021.91	35,897.46	36,794.90
	7	34,167.72	35,021.91	35,897.46	36,794.90	37,714.77	38,657.64
	8	35,897.46	36,794.90	37,714.77	38,657.64	39,624.08	40,614.68
	9	37,714.77	38,657.64	39,624.08	40,614.68	41,630.05	42,670.80
Grounds Maintenance I	10	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01
Maintenance Worker I	10	39,624.08	40,614.68	41,630.05	42,670.80	43,737.57	44,831.01
Wastewater Plant Oper. Trainee	11	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Water Plant Oper. Trainee	11	41,630.05	42,670.80	43,737.57	44,831.01	45,951.78	47,100.58
Administrative Assistant	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Wastewater Plant Operator IV	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Water Plant Operator IV	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Records Clerk	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Landscape Technician	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Grounds Maintenance II	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Maintenance Worker II	12	43,737.57	44,831.01	45,951.78	47,100.58	48,278.09	49,485.05
Wastewater Plant Operator III	13	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23
Water Plant Operator III	13	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23
Account Clerk	13	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23
Utility Service Technician	13	45,951.78	47,100.58	48,278.09	49,485.05	50,722.17	51,990.23
Planning Technician	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Wastewater Plant Operator II	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Water Plant Operator II	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Mechanic Public Works	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Maintenance Worker III	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Police Officer Trainee	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Records Manager	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Executive Assistant	14	48,278.09	49,485.05	50,722.17	51,990.23	53,289.98	54,622.23
Investigator	15	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48
Police Officer	15	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48
Wastewater Plant Operator I	15	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48
Water Plant Operator I	15	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48
Foreman Public Works	15	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48
Accounting Technician II	15	50,722.17	51,990.23	53,289.98	54,622.23	55,987.79	57,387.48
	16	53,289.98	54,622.23	55,987.79	57,387.48	58,822.17	60,292.72
Community Dev. Administrator/GIS	17	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04
Corporal - Police	17	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04
Accounting Technician	17	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04
Wastewater Plant Lead Operator	17	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04
Water Plant Lead Operator	17	55,987.79	57,387.48	58,822.17	60,292.72	61,800.04	63,345.04
Planner	18	58,822.17	60,292.72	61,800.04	63,345.04	64,928.67	66,551.89

FY 2020 PROPOSED PAY PLAN (1.0% COLA)							
Position	Grade	15	16	17	18	19	20
Sergeant - Police	19	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
Assistant Public Works Director	19	61,800.04	63,345.04	64,928.67	66,551.89	68,215.68	69,921.07
	20	64,928.67	66,551.89	68,215.68	69,921.07	71,669.10	73,460.83
Asst Mgr-Performance Venue	21	68,215.68	69,921.07	71,669.10	73,460.83	75,297.35	77,179.78
Wastewater Plant Superintendent	22	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01
Water Plant Superintendent	22	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01
Public Works Superintendent	22	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01
Lieutenant - Police	22	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01
Assistant Finance Director	22	71,669.10	73,460.83	75,297.35	77,179.78	79,109.28	81,087.01
Captain - Police Dept.	23	75,297.35	77,179.78	79,109.28	81,087.01	83,114.19	85,192.04
Assistant Police Chief	24	79,109.28	81,087.01	83,114.19	85,192.04	87,321.84	89,504.89
General Mgr-Performance Venue	24	79,109.28	81,087.01	83,114.19	85,192.04	87,321.84	89,504.89
	25	83,114.19	85,192.04	87,321.84	89,504.89	91,742.51	94,036.07
Finance Director / Treasurer	26	87,321.84	89,504.89	91,742.51	94,036.07	96,386.97	98,796.65
Assistant Town Mgr/Comm Dev Dir	26	87,321.84	89,504.89	91,742.51	94,036.07	96,386.97	98,796.65
Public Facilities Director	26	87,321.84	89,504.89	91,742.51	94,036.07	96,386.97	98,796.65
	27	91,742.51	94,036.07	96,386.97	98,796.65	101,266.56	103,798.23
Police Chief	28	96,386.97	98,796.65	101,266.56	103,798.23	106,393.18	109,053.01
Public Works Director	28	96,386.97	98,796.65	101,266.56	103,798.23	106,393.18	109,053.01
	29	101,266.56	103,798.23	106,393.18	109,053.01	111,779.34	114,573.82
	30	106,393.18	109,053.01	111,779.34	114,573.82	117,438.17	120,374.12
	31	111,779.34	114,573.82	117,438.17	120,374.12	123,383.47	126,468.06
Town Manager	32	117,438.17	120,374.12	123,383.47	126,468.06	129,629.76	132,870.51

Town of Rocky Mount		budgeted		no increase from FY 2019			
Health / Dental Insurance							
fy 20							
		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 2020		CALCULATIONS TO BUDGET PUBLIC WORKS SALARIES & FRINGES								
		%	Salary	FICA	VRS	Medical	W/C			
to be allocated =			572,661	57,141	99,350	172,719	28,777			
01.4100	PWKS Administration	0.00%	0	0	0	0	0			
01.4104	Street Lighting	1.00%	5,727	571	993	1,727	288			
01.4107	Traffic Controls	2.00%	11,453	1,143	1,987	3,454	576			
01.4108	Street Maintenance	55.00%	314,964	31,428	54,642	94,995	15,827			
01.4109	Curb, Gutters, Sidewalks	1.00%	5,727	571	993	1,727	288			
01.4202	Street Cleaning	0.50%	2,863	286	497	864	144			
01.4203	Solid Waste Collection	13.00%	74,446	7,428	12,915	22,453	3,741			
01.4204	Snow Removal	1.00%	5,727	571	993	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	1.00%	5,727	571	993	1,727	288			
01.4308	Parks & Playgrounds	5.00%	28,633	2,857	4,967	8,636	1,439			
01.8103	Farmers Market	1.00%	5,727	571	993	1,727	288			
01.8104	Community & Hospitality Center	0.50%	2,863	286	497	864	144	81.00%	G/F	
02.5000	Water Distribution System	8.00%	45,813	4,571	7,948	13,818	2,302			
02.5010	Meter Reading	3.00%	17,180	1,714	2,980	5,182	863			
02.6000	Sewer Collection System	8.00%	45,813	4,571	7,948	13,818	2,302	19.00%	U/F	
	Capital Projects									
total allocated =		100.00%	572,661	57,141	99,350	172,719	28,777			

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE MARCH 2019		EFFECTIVE JANUARY 2016	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	17.85	35.70	17.01	34.02
from 3,001 to 10,000 gallons	3.52	7.04	3.35	6.70
from 10,001 to 50,000 gallons	3.41	6.82	3.25	6.50
from 50,001 to 100,000 gallons	3.31	6.62	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	17.85	35.70	17.01	34.02
from 3,001 to 10,000 gallons	3.47	6.94	3.30	6.60
from 10,001 to 50,000 gallons	3.31	6.62	3.15	6.30
from 50,001 to 100,000 gallons	3.20	6.40	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	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	7.56		7.20	
1-1/2 inch	15.12		14.40	
2 inch	18.90		18.00	
3 inch	37.80		36.00	
4 inch	56.70		54.00	
6 inch	113.40		108.00	
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	22.68		21.60	
1-1/2 inch	45.36		43.20	
2 inch	56.70		54.00	
3 inch	75.60		72.00	
4 inch	113.40		108.00	
6 inch	226.80		216.00	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2015		EFFECTIVE JANUARY 2014	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	15.51	31.02	14.01	28.02
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	15.51	31.02	14.01	28.02
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	6.90		6.60	
1-1/2 inch	13.80		13.20	
2 inch	17.25		16.50	
3 inch	34.50		33.00	
4 inch	51.75		49.50	
6 inch	103.50		99.00	
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	20.70		19.80	
1-1/2 inch	41.40		39.60	
2 inch	51.75		49.50	
3 inch	69.00		66.00	
4 inch	103.50		99.00	
6 inch	207.00		198.00	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2013		EFFECTIVE AUGUST 2007	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	12.51	25.02	11.25	22.50
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	12.51	25.02	11.25	22.50
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			
greater than 10,000 square feet	50.00			
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch	0			
1 inch	6.00			
1-1/2 inch	12.00			
2 inch	15.00			
3 inch	30.00			
4 inch	45.00			
6 inch	90.00			
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0			
1 inch	18.00			
1-1/2 inch	36.00			
2 inch	45.00			
3 inch	60.00			
4 inch	90.00			
6 inch	180.00			

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2005		EFFECTIVE AUGUST 2004	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	11.00	22.00	10.75	21.50
from 3,001 to 10,000 gallons	3.30	6.60	3.25	6.50
from 10,001 to 50,000 gallons	3.20	6.40	3.15	6.30
from 50,001 to 100,000 gallons	3.10	6.20	3.05	6.10
from 100,001 to 250,000 gallons	3.00	6.00	2.95	5.90
from 250,001 to 500,000 gallons	2.85	5.70	2.80	5.60
from 500,001 or more gallons	2.55	5.10	2.50	5.00
SEWER RATES				
minimum use charge for first 3,000 gallons	11.00	22.00	10.75	21.50
from 3,001 to 10,000 gallons	3.25	6.50	3.15	6.30
from 10,001 to 50,000 gallons	3.10	6.20	3.00	6.00
from 50,001 to 100,000 gallons	3.00	6.00	2.90	5.80
from 100,001 to 250,000 gallons	2.90	5.80	2.80	5.60
from 250,001 to 500,000 gallons	2.80	5.60	2.70	5.40
from 500,001 or more gallons	2.40	4.80	2.30	4.60
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 WATER & SEWER CHARGES	EFFECTIVE AUGUST 2003		EFFECTIVE AUGUST 2001	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	10.25	20.50	9.00	18.00
from 3,001 to 10,000 gallons	2.40	4.80	2.20	4.40
from 10,001 to 50,000 gallons	2.35	4.70	2.20	4.40
from 50,001 to 100,000 gallons	2.30	4.60	2.20	4.40
from 100,001 to 250,000 gallons	2.25	4.50	2.15	4.30
from 250,001 to 500,000 gallons	2.20	4.40	2.15	4.30
from 500,001 or more gallons	2.15	4.30	2.10	4.20
SEWER RATES				
minimum use charge for first 3,000 gallons	10.25	20.50	9.00	18.00
from 3,001 to 10,000 gallons	2.25	4.50	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	2.15	4.30	2.00	4.00
from 100,001 to 250,000 gallons	2.10	4.20	1.95	3.90
from 250,001 to 500,000 gallons	2.00	4.00	1.95	3.90
from 500,001 or more gallons	1.90	3.80	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 1999		EFFECTIVE FEBRUARY 1991		
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	
WATER RATES					
minimum use charge for first 3,000 gallons	7.50	15.00	5.85	11.70	2000 gal
from 3,001 to 10,000 gallons	2.00	4.00	1.50	2.93	
from 10,001 to 50,000 gallons	2.00	4.00	1.50	2.93	
from 50,001 to 100,000 gallons	2.00	4.00	1.50	2.93	
from 100,001 to 250,000 gallons	2.00	4.00	1.50	2.93	
from 250,001 to 500,000 gallons	2.00	4.00	1.50	2.93	
from 500,001 or more gallons	2.00	4.00	1.50	2.93	
SEWER RATES					
minimum use charge for first 3,000 gallons	7.50	15.00	4.39	8.78	75% of wtr
from 3,001 to 10,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 10,001 to 50,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 50,001 to 100,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 100,001 to 250,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 250,001 to 500,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 500,001 or more gallons	1.80	3.60	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 MARCH 2019		EFFECTIVE JANUARY 2016	
	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 2015		EFFECTIVE JANUARY 2014	
	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 2013		EFFECTIVE AUGUST 2007	
	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 2005		EFFECTIVE AUGUST 2004	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	750	1,125
1 inch	1,500	3,000	1,500	2,250
1-1/2 inch	2,000	4,000	1,750	2,625
2 inch	2,500	5,000	2,500	3,750
3 inch	3,500	7,000	3,500	5,250
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	750	1,125
1 inch	1,500	3,000	1,500	2,250
1-1/2 inch	2,000	4,000	1,750	2,625
2 inch	2,500	5,000	2,500	3,750
3 inch	3,500	7,000	3,500	5,250
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 2003		EFFECTIVE AUGUST 2001	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	625	1,250	625	1,250
1 inch	1,250	2,500	1,250	2,500
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	625	1,250
1 inch	1,250	2,500	1,250	2,500
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	-	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 AUGUST 1999		EFFECTIVE FEBRUARY 1991	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	600	1,200		
1 inch	1,200	2,400		
1-1/2 inch	1,500	3,000		
2 inch	2,500	5,000		
3 inch	3,500	7,000		
above 3 inches	cost + 10%	cost + 25%		
CONNECTION FEES - SEWER				
5/8 inch	600	1,200		
1 inch	1,200	2,400		
1-1/2 inch	1,500	3,000		
2 inch	2,500	5,000		
3 inch	3,500	7,000		
above 3 inches	cost + 10%	cost + 25%		
IMPACT FEES - WATER				
5/8 inch	-	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
Community Agency Request for Funding
July 1, 2019 – June 30, 2020

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 2019 – 2020:

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 13, 2019 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	501C3	FY 17 Actual	FY 18 Actual	FY 19 Actual	FY 20 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	0	0	0	0
Southern VA Child Advocacy Center (CAPS)	yes	200	200	200	200
STEP, Inc.	yes	0	0	0	0
Stepping Stone Mission	yes	750	750	750	750
Warren Street Society	yes	0	0	0	0
We Care of Franklin County	no	500	500	500	500
Undesignated for unexpected requests	n/a	1,050	1,050	1,050	1,050
TOTAL CONTRIBUTIONS/REQUESTS		16,500	16,500	16,500	16,500

Town of Rocky Mount Agency Requests FY 2020							
	FY 19		FY 20	FY 20	FY 20	FY 20	
	Adopted		Requested	Proposed	Unfunded	Request Submitted	FY 20 Use of Town's Contribution
Boys & Girls Clubs of Southwest Virginia	0	new	3,000	0	3,000	yes	RM Elementary location to 6 p.m.
Brain Injury Services of SWVA	0		300	0	300	yes	fund 10% of Rocky Mount clients
Disability Rights & Resource Center	0		0	0	0	no	
Franklin County Family Resource Center	500		1,000	500	500	yes	Shelter expenses
Franklin County YMCA	0		3,000	0	3,000	yes	wellness scholarships; childcare
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
Faith Network of Franklin County, The	0	new	3,000	0	3,000	yes	assist 10 Rocky Mount homeless clients
Helping Hands	3,000		3,000	3,000	0	yes	emergency financial assistance
Piedmont Community Services	0		2,000	0	2,000	yes	"same day" access to behavioral health
Southern VA Child Advocacy Center (CAPS)	200		500	200	300	yes	support annual Johnny CASA 5 miler
Stepping Stone Mission	750		2,000	750	1,250	yes	daily operating expenses
Warren Street Society	0		0	0	0	no	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		32,300	16,500	16,850		

Town of Rocky Mount insured vehicles January 2019

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
Town Manager			Christmas Decorations		\$100,000	Miscellaneous
P & Z Admin			DJI Phantom drone		\$1,500	Miscellaneous
			total Municipal Bldg = 3 cars			
			1 drone, 1 lot ch'mas décor			
Fire	50	1929	Fire Truck	9893	\$8,971	Emergency
Fire	53	1993	Pierce Fire Truck	131	\$19,141	Emergency
Fire	32	1995	Chevy Suburban	7381	\$10,000	Emergency
Fire	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		2018	Nexhaul 7 x 14 enclosed trailer	6040	\$7,500	Trailer
Fire			Fire Protective & Misc. Equipment		\$500,000	Equipment
			Total Fire Dept. = 8 fire trucks, 4 vehicles			
			3 trailers; 1 group misc equip			
Police		1994	Chevy Ambulance	3396	\$6,000	Emergency
Police	57	1996	Trailer	116	\$1,600	Emergency
police		1997	Ford Explorer	6401	\$0	Private Passenger
Police		2004	AM General Humvee	6188	\$0	Medium Truck
Police		2008	Chevrolet Impala	7310	\$18,225	Emergency
Police		2008	Ford Crown Victoria	2147	\$22,229	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	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		2017	Ford Taurus Interceptor	3173	\$26,000	Police Sedan
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
			Total Police = 16 vehicles, 2 rental veh, 1 Humvee			
			0 pick-up, 1 command veh, 0 surplus veh, 3 K-9's			
			1 trailer; misc mobile equipment			

Town of Rocky Mount insured vehicles January 2019

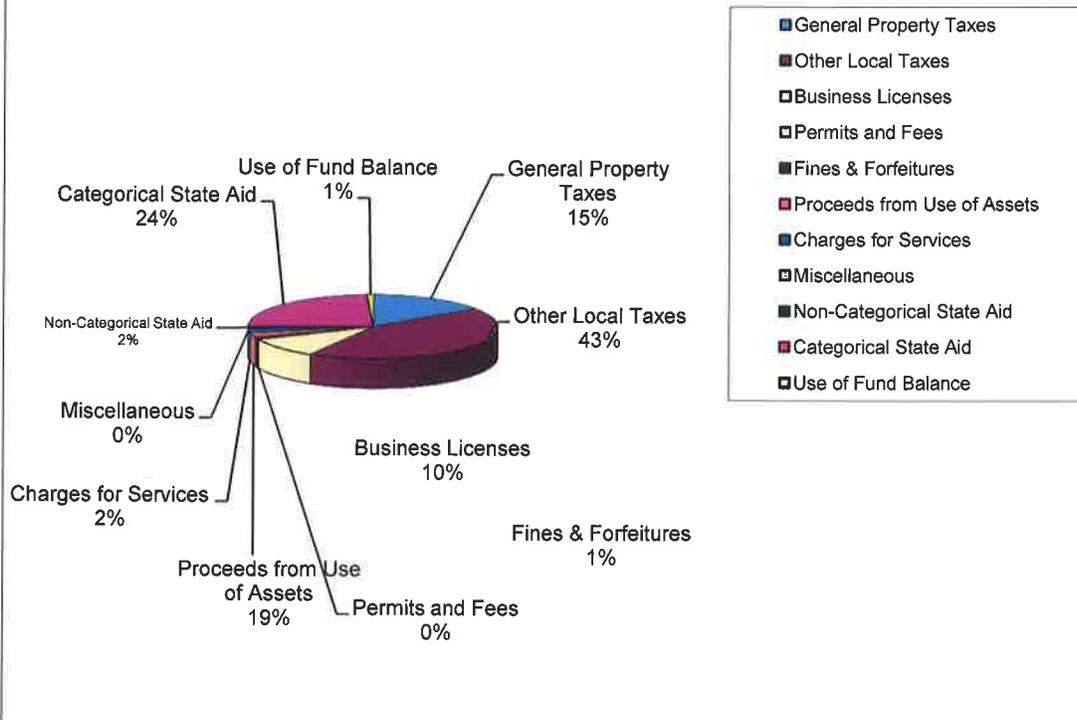
Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type	
Public Works		1969	Trailer	22TR	\$200	Trailer	
Public Works	51	1987	Hudson Trailer	23	\$7,325	Trailer	
Public Works	27	1986	Chevy	6251	\$36,550	Heavy Truck	
Public Works	20	1987	Chevy Dump Truck	4096	\$21,251	Medium Truck	
Public Works		1989	John Deere 544E Loader	DW544ED525803	\$25,000	Equipment	
Public Works		1992	John Deere 455G Crawler	T0455GA777696	\$165,000	Equipment	
Public Works	4	1994	Trailer	1204	\$650	Trailer	
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	
			Total PW = 6 trailers, 10 pick-ups, 8 dump trucks,				
			2 loaders, 1 leaf machines, 1 street sweepers,				
			2 tractors, 2 garbage trucks, 2 backhoes,				
			1 each of crawler, sewer truck, roller, mini excavator,				
			1 each of wood chipper, grader, bucket truck				
			1 each of misc equip, contractor's equip, old sewer plant				
Wastewater	52	1993	Trailer	67	\$1,900	Trailer	
Wastewater		1993	John Deere 2155 Tractor	1102155G710729X	\$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	
			Total WW = 1 tractor, 2 pick-ups				
			1 trailer; 1 camera				
Water	64	2006	Ford Pick Up	3735	\$17,054	Light Truck	
Water			Kubota B2100 Tractor & Deck	73100 & 12399	\$14,400	Equipment	
Water	46	1994	GMC Pickup	8619	\$13,390	Light Truck	
			Total Water = 2 pick-ups, 1 tractor				

GRAPHS

TOWN OF ROCKY MOUNT
 GENERAL FUND REVENUES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
General Property Taxes	1,039,433	15%
Other Local Taxes	2,961,953	43%
Business Licenses	682,518	10%
Permits and Fees	21,200	0%
Fines & Forfeitures	49,250	1%
Proceeds from Use of Assets	159,642	2%
Charges for Services	130,964	2%
Miscellaneous	-	0%
Non-Categorical State Aid	97,562	1%
Categorical State Aid	1,649,628	24%
Use of Fund Balance	60,000	1%
Total General Fund Revenues	<u>6,852,150</u>	<u>100%</u>

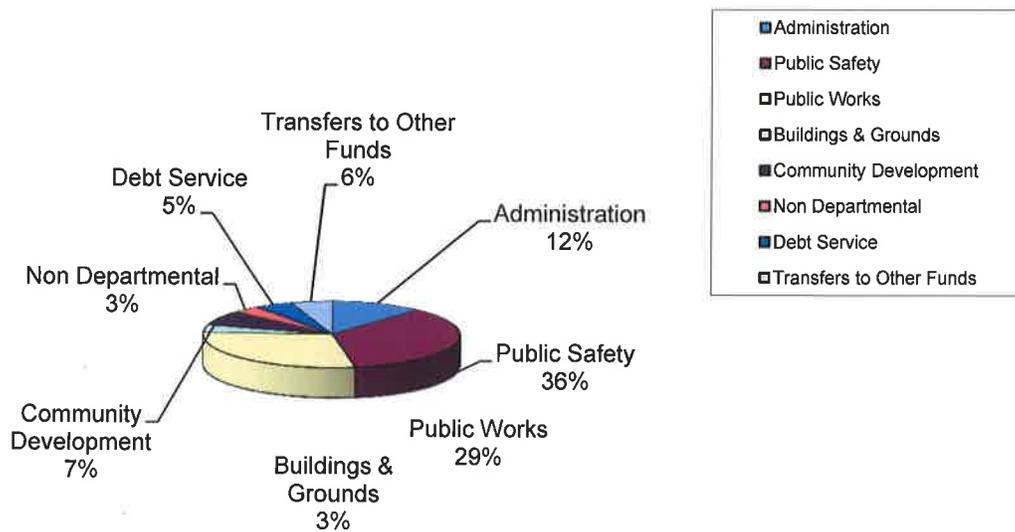
GENERAL FUND PROPOSED REVENUE FY 2020



TOWN OF ROCKY MOUNT
 GENERAL FUND EXPENDITURES
 PROPOSED FY 2020 BUDGET

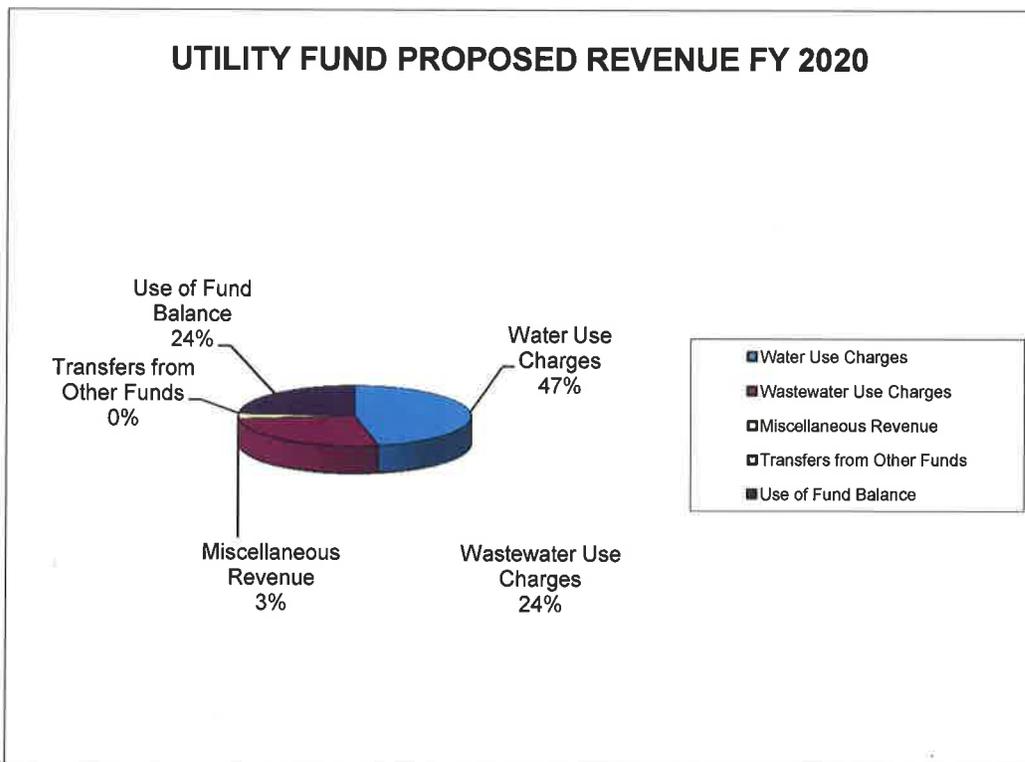
	<u>Dollars</u>	<u>Percent</u>
Administration	789,070	12%
Public Safety	2,442,464	36%
Public Works	1,971,053	29%
Buildings & Grounds	240,322	4%
Community Development	488,765	7%
Non Departmental	236,338	3%
Debt Service	328,652	5%
Transfers to Other Funds	355,484	6%
Total General Fund Expenditures	<u><u>6,852,148</u></u>	<u><u>100%</u></u>

GENERAL FUND PROPOSED EXPENDITURES FY 2020



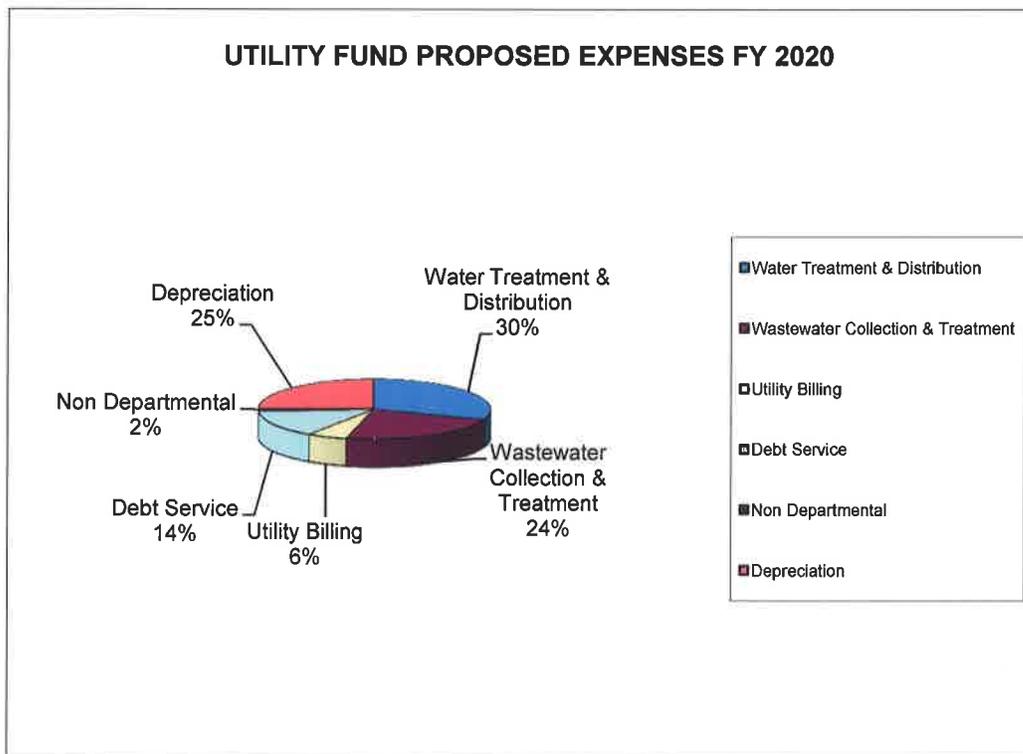
TOWN OF ROCKY MOUNT
 UTILITY FUND REVENUES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Use Charges	1,595,625	47%
Wastewater Use Charges	909,778	26%
Miscellaneous Revenue	99,852	3%
Transfers from Other Funds	-	0%
Use of Fund Balance	814,012	24%
Total Utility Fund Revenues	<u>3,419,267</u>	<u>100%</u>



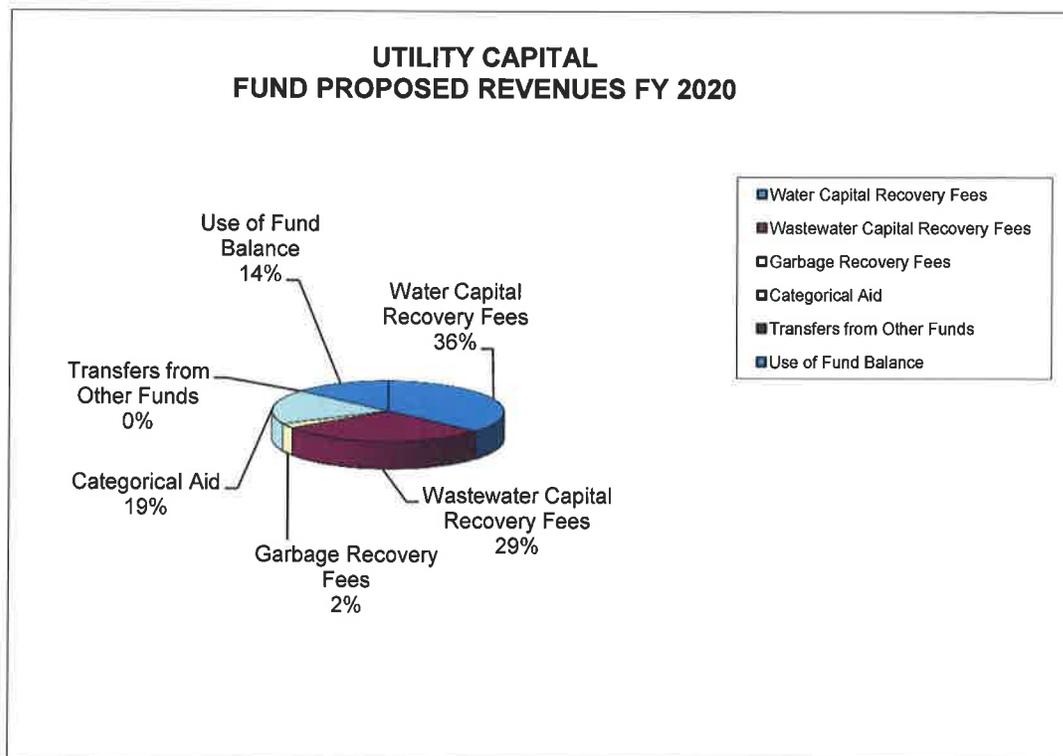
TOWN OF ROCKY MOUNT
 UTILITY FUND EXPENSES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Treatment & Distribution	990,588	30%
Wastewater Collection & Treatment	766,450	23%
Utility Billing	182,248	6%
Debt Service	471,744	14%
Non Departmental	38,773	1%
Depreciation	814,012	25%
Total Utility Fund Expenses	<u>3,263,815</u>	<u>100%</u>



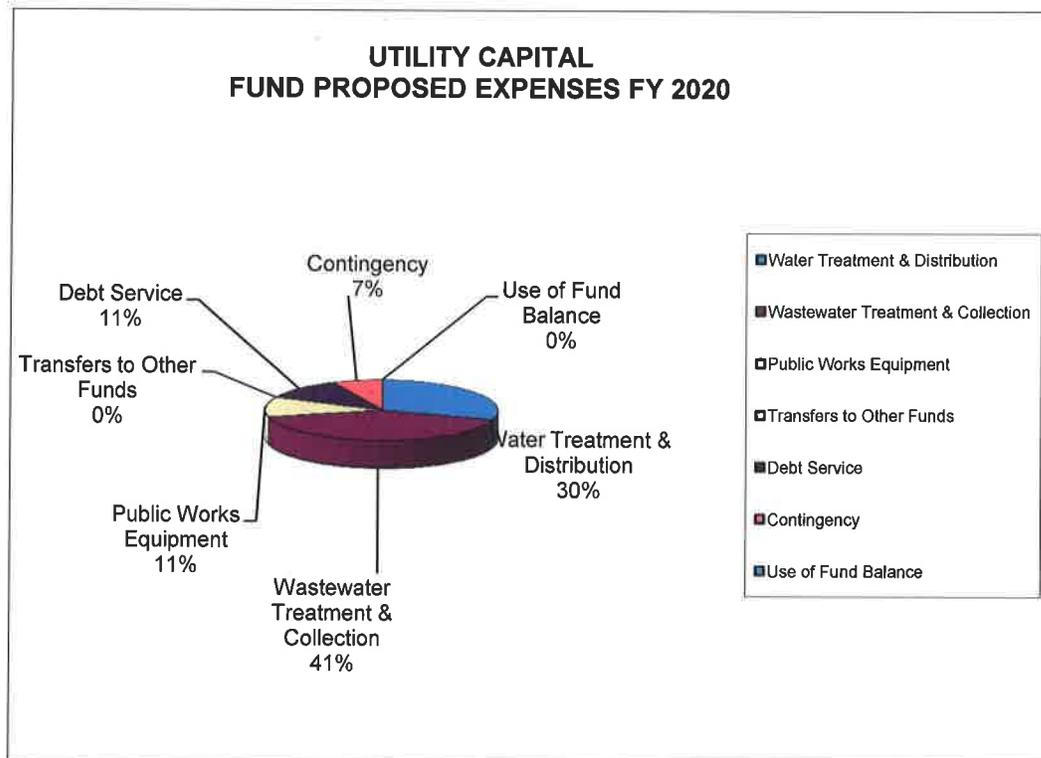
TOWN OF ROCKY MOUNT
 UTILITY CAPITAL FUND REVENUES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Capital Recovery Fees	294,237	36%
Wastewater Capital Recovery Fees	235,532	29%
Garbage Recovery Fees	20,247	2%
Categorical Aid	150,000	19%
Transfers from Other Funds	-	0%
Use of Fund Balance	110,193	14%
Total Utility Capital Fund Expenses	<u>810,209</u>	<u>100%</u>



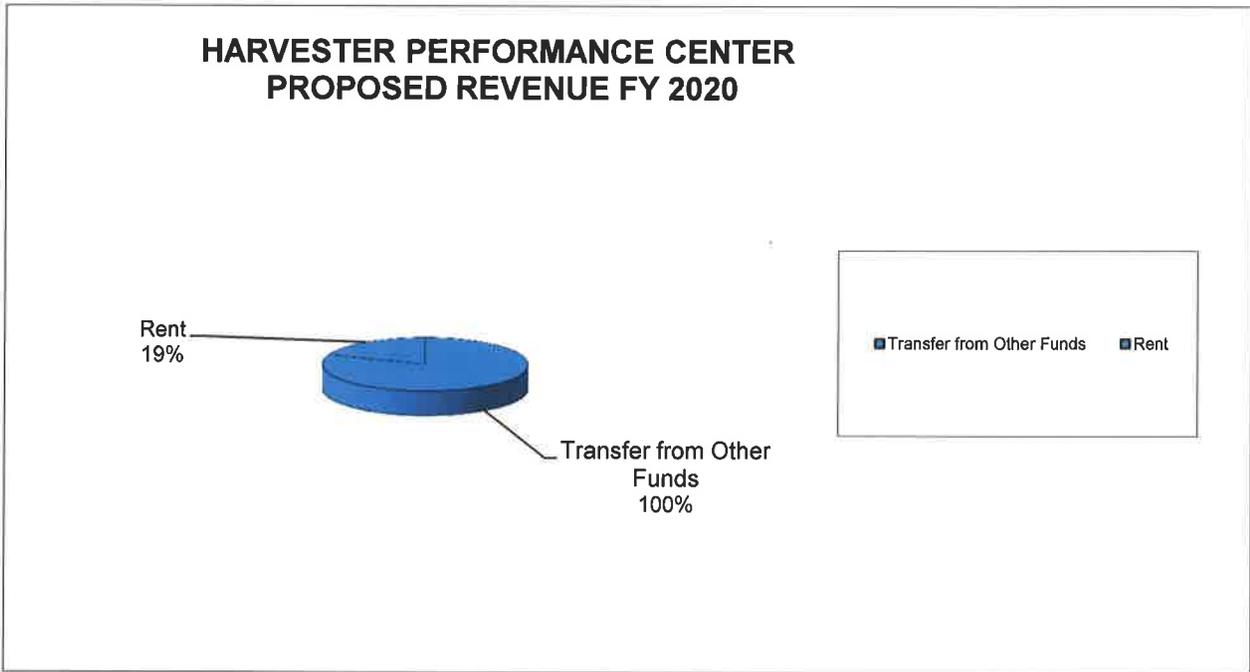
TOWN OF ROCKY MOUNT
 UTILITY CAPITAL FUND EXPENSES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Water Treatment & Distribution	256,000	30%
Wastewater Treatment & Collection	355,000	41%
Public Works Equipment	91,500	11%
Transfers to Other Funds	-	0%
Debt Service	96,186	11%
Contingency	60,000	7%
Use of Fund Balance	-	0%
Total Utility Capital Fund Expenses	<u>858,686</u>	<u>100%</u>



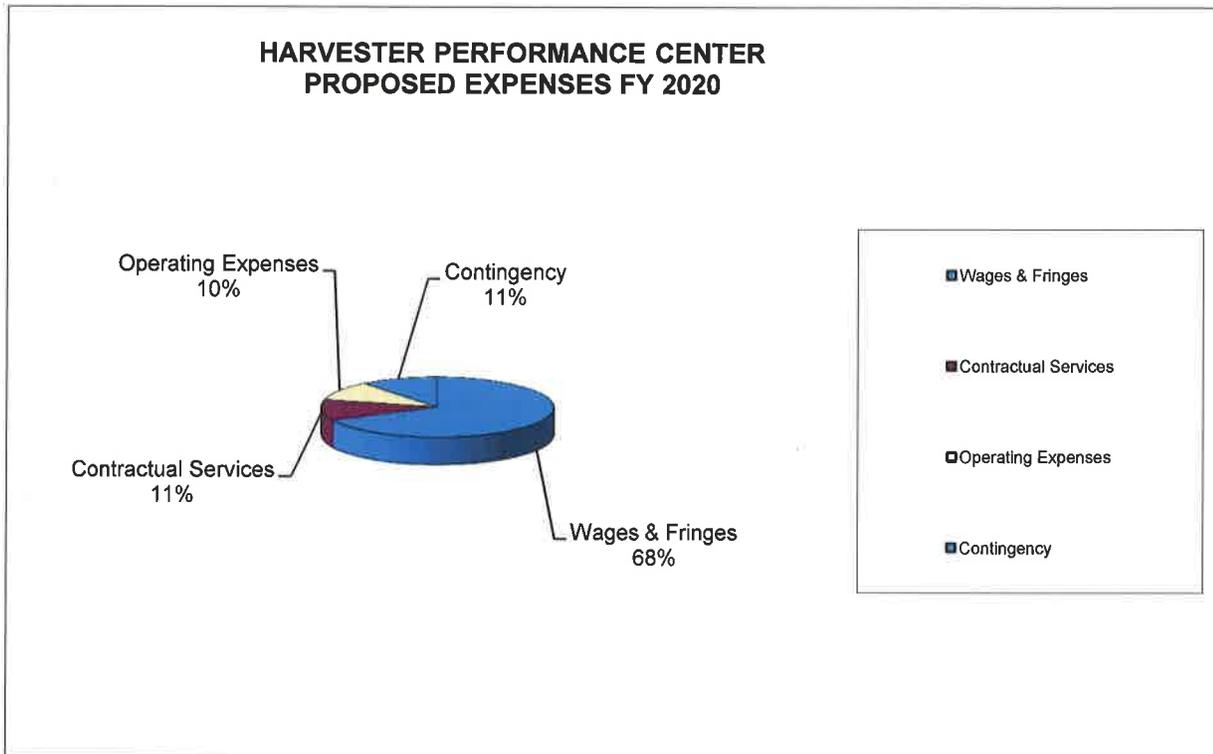
TOWN OF ROCKY MOUNT
 HARVESTER PERFORMANCE CENTER REVENUES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Transfer from Other Funds	355,484	81%
Rent	85,200	19%
Total Harvester Center Revenues	<u><u>440,684</u></u>	<u><u>81%</u></u>



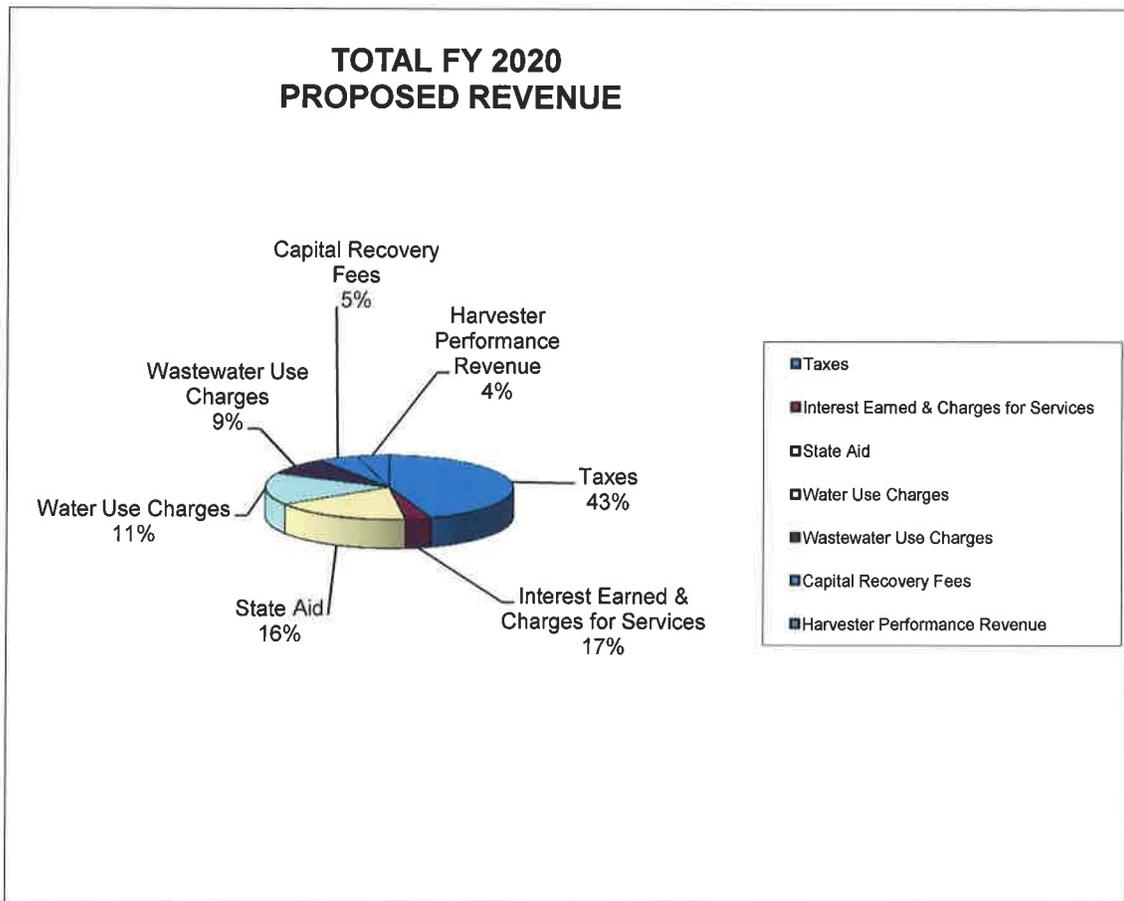
TOWN OF ROCKY MOUNT
 HARVESTER PERFORMANCE CENTER EXPENSES
 PROPOSED FY 2020 BUDGET

	<u>Dollars</u>	<u>Percent</u>
Wages & Fringes	334,016	76%
Contractual Services	55,200	13%
Operating Expenses	51,470	12%
Contingency	53,568	12%
Total Harvester Center Expenses	<u><u>440,684</u></u>	<u><u>100%</u></u>



TOWN OF ROCKY MOUNT
 TOTAL FY 2020
 PROPOSED REVENUE
 (transfers between funds & appropriated
 fund balance for depreciation have been
 eliminated)

Category	Amount	Percent
Taxes	4,683,904	44%
Interest Earned & Charges for Services	361,056	3%
State Aid	1,897,190	18%
Water Use Charges	1,695,477	16%
Wastewater Use Charges	909,778	9%
Capital Recovery Fees	550,016	5%
Harvester Performance Revenue	440,684	4%
Total Town Revenue	10,538,105	91%



TOWN OF ROCKY MOUNT
TOTAL FY 2020
PROPOSED EXPENSES
(transfers between funds & appropriated
fund balance for depreciation have been
eliminated)

Category	Amount	Percent
Administration & Community Development	1,277,835	12%
Public Safety	2,442,464	23%
Public Works & Public Facilities	2,211,375	21%
Insurance, Contributions, & Contingency	627,379	6%
Debt Service	896,582	10%
Water Treatment & Distribution	1,172,836	11%
Wastewater Collection & Treatment	766,450	7%
Utility Capital Expenses	702,500	7%
Harvester Performance Expenses	440,684	4%
Total Town Expenses	10,538,105	89%

