

ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
MARCH 12, 2012
AT 7:00 P.M.

NOTE: WHEN SPEAKING BEFORE TOWN COUNCIL, PLEASE COME TO THE PODIUM AND GIVE YOUR NAME AND ADDRESS, ADDRESSING THE TOWN COUNCIL AND NOT THE AUDIENCE. WHEN GIVING COUNCIL ANY DOCUMENTATION, COPIES ARE TO BE GIVEN TO TOWN CLERK PRIOR TO SPEAKING.

ALL CELLULAR PHONES MUST BE TURNED OFF DURING COUNCIL MEETING.

THE TOWN OF ROCKY MOUNT IS PLEASED TO OFFER ASSISTANCE DEVICES AT ITS MEETINGS FOR RESIDENTS WITH SPECIAL HEARING NEEDS. ASK ANY STAFF MEMBER OR THE CLERK AND A DEVICE WILL BE LOANED TO YOU.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items
(none at this time)
- V. Public Hearing(s)
 - A. Special Use Permit Request of Mary Thelma Wray
 - Mary Thelma Wray requesting special use permit for a mural sign to be erected on the north side of the Artisan Center building located at 224 Franklin Street, Rocky Mount, Virginia, and known as Franklin County Tax Map and Parcel Number 2070037200.
- VI. Approval of Draft Minutes
 - February 13, 2012 Regular Rocky Mount Town Council Meeting
 - March 5, 2012 Special Work Session Rocky Mount Town Council Meeting
- VII. Approval of Consent Agenda
 - Miscellaneous Resolutions/Proclamations
 - Miscellaneous Action
 - Review and consideration of authorizing funding for the ultraviolet upgrades at the Waste Water Treatment Plant and execution of Memorandum of Understanding.
 - Departmental Monthly Reports
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department

- VIII. Hearing of Citizens
(none at this time)

- IX. Old Business
 - A. VML/VACo Bond Resolution for Waste Water Treatment Plant Ultraviolet Project
 - Review and consideration by Rocky Mount Town Council for the approval to accept proposal for financing options with VML/VACo for replacing of ultraviolet equipment at the Waste Water Treatment Plant, and consideration of approval of draft resolution.

- X. New Business
 - A. Consideration of Eliminating Town of Rocky Mount Vehicle Decals
 - Review and consideration by Rocky Mount Town Council for the elimination of Town of Rocky Mount vehicle decals.

 - B. Grant Application Regarding Erosion at Old Furnace Creek
 - Review and consideration by Rocky Mount Town Council on design solution to the erosion at Old Furnace Creek, along with review and consideration of approval of draft resolution "Land & Water Conservation Fund Authorizing Resolution".

 - C. Request of Beautification and Urban Design Commission (BUD) for Re-appointment of Member to BUD Commission
 - Review and consideration by Rocky Mount Town Council for re-appointment of member to BUD Commission for a three-year term as a voting member.

 - D. Request of Franklin County Humane Society
 - Review and consideration by Rocky Mount Town Council to allow Franklin County Humane Society to hold three events on June 9, 2012.

 - E. STEP, Inc. Presentation
 - STEP, Inc. presenting Economic Impact to STEP, Inc. and giving update on their agency.

 - F. Security Measures at Town of Rocky Mount Facilities
 - Review and consideration by Rocky Mount Town Council to install security measures at Town of Rocky Mount facilities, specifically: fence be completed at rear of Public Works Department compound; minor fence repairs at Town of Rocky Mount impound lot; and security cameras at the Town of Rocky Mount Farmers' Market.

- XI. Committee Reports
 - A. Public Utilities Committee
 - Review and consideration by Rocky Mount Town Council on two items discussed during Public Utilities Committee meeting held February 28, 2012: (1) review of geographical analysis of the Town of Rocky Mount's water distribution system; and (2) consideration of hiring a consulting firm for a leak detection survey.

 - B. Performance Center Committee
 - Review and consideration of recommendation of Performance Center Committee.

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

- A. Referrals to Planning Commission from Rocky Mount Town Council
- B. Council Members Appearing with Town Staff on Rise 'N Shine

XIII. Closed Meeting and Action

- *Section 2.2-3711(A).5* - Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community

XIV. Adjournment

Copies of Agenda Packet are available for review at the Town Clerk's Office located at the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia Monday through Friday during normal working hours, or by going to Town of Rocky Mount website: www.rockymountva.org.

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

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

AGENDA ITEM	SYNOPSIS AGENDA MARCH 5, 2012 REGULAR ROCKY MOUNT TOWN COUNCIL MEETING
I. Roll Call II. Pledge of Allegiance	
III. Approval of Agenda	<i>Enclosure: Yes</i>
IV. Special Items	<p><i>(none at this time)</i></p> <p><i>Enclosure: No</i></p>
V. Public Hearing(s)	<p>A. <u>Request of Mary Thelma Wray</u></p> <p>On March 6, 2012, the Planning Commission met to hear the request of Mary Thelma Wray for a special use permit for a mural sign to be erected on the north side of the Artisan Center building located at 224 Franklin Street and known as Franklin County Tax Map and Parcel Number 2070037200. The proposed mural will depict the theme “people, places & things that make this area special” and will be painted by the artisans from the Center. Pursuant to Article 28-15(E) of the Zoning & Development Ordinance, a special use permit is required for all new signs of this type.</p> <p>During the Planning Commission public hearing, it was the unanimous decision of the Planning Commission to recommend to Rocky Mount Town Council approval of the request on the condition that: (1) Mrs. Wray work with the Community Development Director to insure that the mural does not have advertising or offensive content; and (2) that the maximum size of the mural shall be 512 square feet.</p> <p>Enclosed is a staff report submitted by the Assistant Town Manager regarding the recommendation of the Planning Commission on Mrs. Wray’s request.</p> <p><i>Enclosure: Yes</i></p>
VI. Approval of Draft Minutes	<ul style="list-style-type: none"> ● February 13, 2012 Regular Rocky Mount Council Meeting ● March 5, 2012 Special Work Session Rocky Mount Town Council Meeting <p><i>Enclosure: Yes</i></p>

VII. Approval of Consent Agenda	<ul style="list-style-type: none">● Miscellaneous Resolutions/Proclamations● Miscellaneous Action <p>- Review and consideration of authorizing funding for the ultraviolet upgrades at the Waste Water Treatment plant and execution of Memorandum of Understanding.</p> <ul style="list-style-type: none">● Departmental Monthly Reports<ul style="list-style-type: none">- Community Development- Finance Department- Fire Department- Police Department- Public Works Department- Wastewater Department- Water Department● Bill List <p><i>Enclosure: Yes</i></p>
VIII. Hearing of Citizens	<p><i>(none at this time)</i></p> <p><i>Enclosure: No</i></p>
IX. Old Business	<p>A. <u>VML/VACo Bond Resolution for Waste Water Treatment Plant Ultraviolet Project</u></p> <p>During the February 13, 2012 regular Rocky Mount Town Council meeting, Council approved accepting proposals for financing options for replacement of ultraviolet equipment at the Waste Water Treatment Plant.</p> <p>Enclosed is a draft resolution “Authorization for the Purchase of Replacement of Ultra Violet Disinfection Equipment for the Waste Water Treatment Plant and the Execution of a Tax-Exempt Lease/Purchase Agreement for Said Equipment” for Rocky Mount Town Council’s review and consideration of approval.</p> <p><i>Enclosure: Yes</i></p>
X. New Business	<p>A. <u>Consideration of Eliminating Town of Rocky Mount Vehicle Decals</u></p> <p>Enclosed is a synopsis from the Town Manager and Finance Director for Rocky Mount Town Council’s review and consideration of eliminating the Town of Rocky Mount vehicle decals.</p> <p><i>Enclosure: Yes</i></p>

**X. New Business
(continued)**

B. Grant Application Regarding Erosion at Old Furnace Creek

Enclosed is a synopsis from the Town Manager regarding a grant application to address the erosion at Old Furnace Creek, along with review and consideration of approval of Rocky Mount Town Council of draft resolution "Land & Water Conservation Fund Authorizing Resolution".

Enclosure: Yes

C. Request of Beautification and Urban Design Commission (BUD) Reappointment Consideration

BUD Commission Chairman Lorinda Lionberger is requesting the Rocky Mount Town Council to consider the reappointment of BUD Commission Member Jerry Trotter to a three-year term as a voting member. Mr. Trotter has agreed to serve, if appointed. Enclosed is a letter outlining their request.

Enclosure: Yes

D. Request of Franklin County Humane Society

Franklin County Humane Society President Donna Essig is requesting the Rocky Mount Town Council to consider allowing them to have three events that tie-in with each other that are scheduled for Saturday, June 9, 2012. Enclosed is a letter outlining their request. Assistant Chief of Police Roger Smith states that the Police Department has no problem with the routes planned for each event.

Enclosure: Yes

E. STEP, Inc. Presentation

STEP, Inc. Executive Director Mr. Jon Morris is requesting to come before the Rocky Mount Town Council to present their Economic Impact to STEP, Inc. and to give an update on their agency. Enclosed is a letter outlining their request.

Enclosure: Yes

F. Security Measures at Town of Rocky Mount Facilities

Enclosed is a synopsis from the Town Manager that addresses proposed security measures for Town of Rocky Mount Council consideration in order to address more secured Town of Rocky Mount facilities that will help eliminate theft and safety of those facilities.

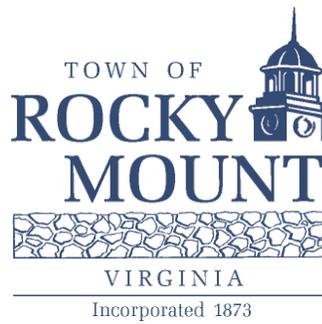
Enclosure: Yes

<p>IX. Committee Reports</p>	<p>A. <u>Public Utilities Committee</u></p> <p>The Public Utilities Committee met on February 28, 2012 to review and consider two items, being: (1) review of geographical analysis of the Town of Rocky Mount's water distribution system; and (2) consideration of hiring a consulting firm for a leak detection survey. Enclosed is a synopsis from the Town Manager regarding both items discussed.</p> <p><i>Enclosure: Yes</i></p> <p>B. <u>Performance Center Committee</u></p> <p>Enclosed is a synopsis from the Assistant Town Manager regarding the recommendation from the Performance Center Committee.</p> <p><i>Enclosure: Yes</i></p>
<p>XII. Other Matters, Concerns, and Rise 'N Shine Appearances</p>	<p>A. Referrals to Planning Commission from Town Council</p> <p><i>(none at this time)</i></p> <p><i>Enclosure: No</i></p> <p>B. Council Members Appearing with Town Staff on <i>Rise 'N Shine</i></p> <p>Town Manager James Ervin is scheduled to appear on the March 12, 2012 <i>Rise 'N Shine</i> show.</p> <p><i>Enclosure: No</i></p>
<p>XIII. Closed Meeting Items</p>	<p><i>Section 2.2-3711(A).5</i> - Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.</p> <p><i>Enclosure: No</i></p>

345 Donald Ave.
Rocky Mount, Virginia 24151

540.483.0907
FAX 540.483.8830

E-mail : prust@rockymountva.org
www.rockymountva.org



TOWN COUNCIL
Steven C. Angle, *Mayor*
Gregory B. Walker, *Vice Mayor*

Bobby M. Cundiff P. Ann Love
Jerry W. Greer, Sr. Bobby L. Moyer
Robert W. Strickler

Patrick Rust, *Town Planner*

MEMORANDUM

To: Mayor Angle and Members of Town Council
Janet Stockton, Chair

From: Matthew C. Hankins
Planning & Zoning Administrator

Date: March 7, 2012

Re: Special Exception Request of Mary Wray
224 Franklin Street, Tax Parcel ID 20700 37200

Members of Town Council:

Mary Wray has submitted a special exception/use application for a mural to be placed on the north side of the Artisan Center located at 224 Franklin Street.

Ms. Wray is working with local artists who will design various artistic scenes showing the "People, Places and Things" which make Rocky Mount and Franklin County special. The mural will be composed of 16 4'x8' composite panels which will then be affixed to the wall. A draft layout of the panels will be presented to you at the public hearing Monday, but a final concept has not been submitted or reviewed.

In the Central Business District, murals are allowed as special exceptions. Based on Article 28-15 of the Zoning Ordinance, all mural signs require a special use permit. Also the article states mural signs shall comply with the dimensional requirements of a wall sign. Exceptions are granted to landmark signs that may be preserved and maintained, even if they no longer pertain to the present use of the premises.

The Planning Commission held its site visit and public hearing March 6. Mrs. Wray was the only speaker. She indicates that the Artisan Center will maintain the mural going forward, that the panels will be attached by a professional sign company, and that framing, if necessary, may be added to enhance the visual appeal of the mural.

Staff recommended approval to the Planning Commission. After review and discussion, Planning Commission took the following action:

Motion was made by Planning Commission Member Tiggler to recommend to Town Council the approval of Mrs. Wray's special use request, on the conditions that: (1) Mrs. Wray work with the Community Development Director to insure that the mural does not have advertising or offensive content; and (2) that the maximum size of the mural shall be 512 square feet. The motion was seconded by Planning Commission Member Greer and carried unanimously, 7-0, on a roll call vote.

Potential Council Motions

Planning Commission Recommendation:

Conditional Approval

I move that the Town Council approve the special exception request for 224 Franklin Street, Tax Map & Parcel Number 20700 37200, with the following conditions: (1) Mrs. Wray work with the Community Development Director to insure that the mural does not have advertising or offensive content; and (2) that the maximum size of the mural shall be 512 square feet.

Other conditions as may be set by the Council:

Other Possible Motions

Unconditional Approval

I move that the Town Council approve of special exception request for 224 Franklin Street, Tax Map & Parcel Number 20700 37200.

Denial

I move that the Town Council deny the special exception request for 224 Franklin Street, Tax Map & Parcel Number 20700 37200.

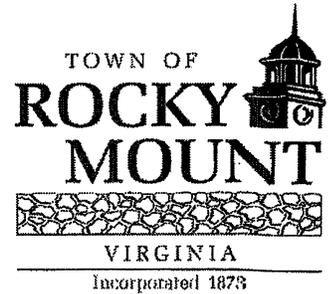
Table

I move that the Town Council table this request and direct staff to do the following to prepare Council to resolve this matter:

SPECIAL EXCEPTION/USE APPLICATION

APPLICANT INFORMATION

NAME: Mary Thelma Wray
ADDRESS: 1860 Riverbend Drive
Rocky Mount, VA 24151
PHONE: (540) 915-4139 (cell)



NATURE OF SPECIAL EXCEPTION/USE REQUEST (BRIEF DESCRIPTION)

Permission to erect a mural on the north wall of the Artisan Center Bldg. depicting the theme "People, Places + Things that make this area special". Painted by the Artisans from the Center.

PROPERTY OWNER & PROPERTY INFORMATION

PROPERTY OWNER NAME: James + Mary Wray
(IF DIFFERENT FROM APPLICANT)
MAILING ADDRESS: 1860 Riverbend Dr. Rocky Mount, VA 24151
EXACT LOCATION OF THE PROPERTY: 224 Franklin St. Rocky Mount, VA 24151
TAX MAP & PARCEL NUMBER: 2070037200

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

CURRENT LAND USE: VACANT AGRICULTURAL RESIDENTIAL COMMERCIAL INDUSTRIAL

SIZE OF PROPERTY (ACRES/SQ.FT.): 0.139 acres

SIZE OF PROPOSED SPECIAL EXCEPTION (ACRES/SQ.FT.): Consist of 4 x 8 panels with the number of panels to be determine by the participating artists.

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

ADDITIONAL INFORMATION/ATTACHMENTS

- SIZE AND SHAPE OF LAND (NOT APPLICABLE)
- SIZE AND SHAPE OF BUILDING/STRUCTURE IN RESPECT TO PROPERTY LINES
- PARKING SPACE(S) SHOWN IN RESPECT TO PROPERTY LINES/BUILDINGS/STRUCTURES
- RIGHT-OF-WAY OF STREETS OR HIGHWAYS ADJOINING LAND
- ADJACENT AND ADJOINING PROPERTY OWNERS

APPLICANT CERTIFICATION

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

Mary Melma Wray 2/14/12
APPLICANT SIGNATURE DATE

OWNER CERTIFICATION

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

Mary Melma Wray 2/14/12
OWNER SIGNATURE DATE

FOR COMMUNITY DEVELOPMENT OFFICE USE ONLY

postage = 40.25
FEE AMOUNT: \$475 + 40.25 = \$515.25 DATE RECEIVED: Waived per
 CASH CHECK (CHECK NO. WAIVED) Arts + Culture Dist. Ord.

DATE TO BE HEARD BY PLANNING COMMISSION: March 6, 2012

DATE TO BE HEARD BY TOWN COUNCIL: March 12, 2012

APPLICATION NO.: _____

I HEREBY APPROVE THIS APPLICATION AS PRESENTED, NOTING THAT ALL REQUIRED INFORMATION IS ATTACHED ACCORDING TO THE SPECIFICATIONS OF THIS APPLICATION FOR REZONING.

Patrick N. Rust 02-14-2012
ZONING ADMINISTRATOR SIGNATURE DATE

CERTIFIED

WRAY

ADJACENT AND ADJOINING PROPERTY OWNERS

Adjacent and adjoining property owners are mailed a notice of this request. Please provide owner's names and complete mailing address for all property owners that adjoin or are adjacent to (including across streets and at angles) the site. Names and addresses are available in the Real Estate Office located at the Franklin County Courthouse, or on-line at www.franklincountyva.gov.

/ (A) Name: The Grainery Corporation
Address: 6525 Providence Church Road Ferrum VA 24088
Tax Map and Parcel Number: 2070037201

/ (B) Name: Adam N & Kylee J. Robinson
Address: 85 Diamond Ave RM
Tax Map and Parcel Number: 2070036500

/ (C) Name: Kenneth W. Cooper
Address: 195 Maynor St. RM
Tax Map and Parcel Number: 2070036600

/ (D) Name: Maynor Street Housing, Incorporated
Address: 24 Clay St Martinsville VA 24112
Tax Map and Parcel Number: 2070036700

/ (E) Name: Jerry Wayne Dillon and Walter Buford + Betty D.
Address: 505 Lakeview Drive RM Turner
Tax Map and Parcel Number: 2070036800

< (F) Name: James H. Wray Jr + Mary Thelma Wray
Address: 1860 Riverbend Dr.
Tax Map and Parcel Number: 2070037300

/ (G) Name: First Baptist Church
Address: PO Box 671 RM
Tax Map and Parcel Number: 2070102000

CERTIFIED

WRAJ

ADJACENT AND ADJOINING PROPERTY OWNERS

Adjacent and adjoining property owners are mailed a notice of this request. Please provide owner's names and complete mailing address for all property owners that adjoin or are adjacent to (including across streets and at angles) the site. Names and addresses are available in the Real Estate Office located at the Franklin County Courthouse, or on-line at www.franklincountyva.gov.



(H)

Name: Samuel O. St Clair

Address: 35 High Street

Tax Map and Parcel Number: 2070101300

(H)

Name: _____

Address: _____

Tax Map and Parcel Number: _____

Name: _____

Address: _____

Tax Map and Parcel Number: _____

Name: _____

Address: _____

Tax Map and Parcel Number: _____

Name: _____

Address: _____

Tax Map and Parcel Number: _____

Name: _____

Address: _____

Tax Map and Parcel Number: _____

Name: _____

Address: _____

Tax Map and Parcel Number: _____

NON CERTIFIED

ADJACENT AND ADJOINING PROPERTY OWNERS

Adjacent and adjoining property owners are mailed a notice of this request. Please provide owner's names and complete mailing address for all property owners that adjoin or are adjacent to (including across streets and at angles) the site. Names and addresses are available in the Real Estate Office located at the Franklin County Courthouse, or on-line at www.franklincountyva.gov.

Name: Landon M + Denise L. Arrington
(I) Address: 1920 Sherwood Avenue Roanoke VA 24015
Tax Map and Parcel Number: 2070037100

Name: Charles W. and Virginia B. Turpin
(J) Address: 40 High St RM
Tax Map and Parcel Number: 2070101900

Name: Town of Rocky Mount
(K) Address: _____
Tax Map and Parcel Number: 2070102100

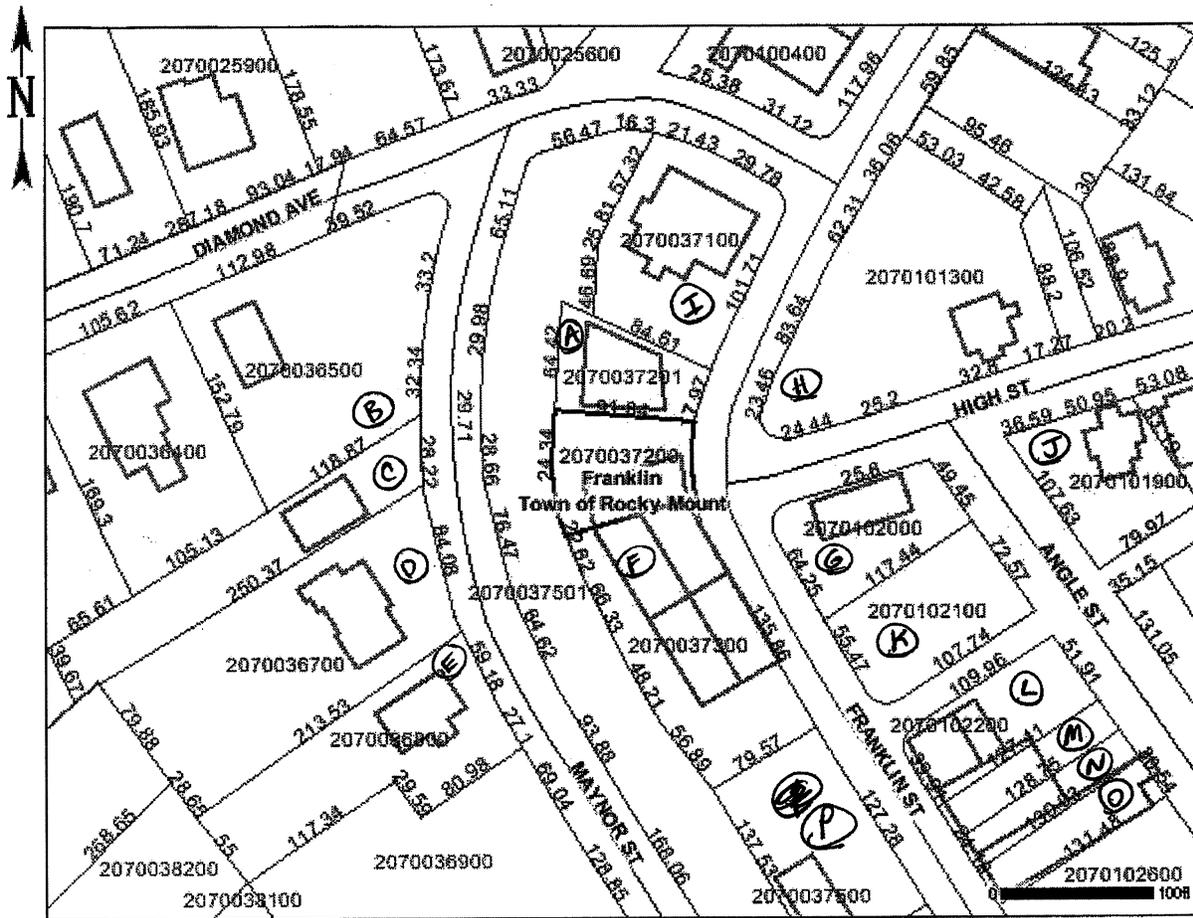
Name: Robert R. Martin Jr. + Jeanne M.
(L) Address: 776 Walnut Knob Rd Floyd VA 24091
Tax Map and Parcel Number: 2070102200

Name: Calvin L. Plybon + Juanita C. Plybon
(M) Address: 4374 Edwardsville Rd Hardy VA 24001
(N) Tax Map and Parcel Number: 2070102300

Name: Michael J + Jennifer Patterson
(O) Address: 407 Timber Ridge Rd Glade Hill VA 24092
Tax Map and Parcel Number: 2070102500

Name: Robert H. Guill Jr. + Sherry L. Holland
(P) Address: 5125 Alean Rd. Boones Mill VA 24065
Tax Map and Parcel Number: 2070037500

Franklin Co., VA



Parcels

Parcel ID: 2070037200

Map: 20700

Parcel: 37200

Zoning: CBD

Owner:

WRAY JAMES H JR & MARY THELMA

1860 RIVERBEND DRIVE

ROCKY MOUNT, VA 24151

Description 1: FRANKLIN ST

Description 2: LOT 2

Acres: 0.139

Land Value: \$24,200

Bldg Value: \$185,200

Land Use Value: \$0

Deed Book: 904

Deed Page: 1206

Instrument Type:

Instrument Year: 0

Instrument Number: 0

District: TR

Sale Price: \$2,105

Sale Date: 2/6/2007

Grantor: WRAY JAMES H JR & MARY THELMA

Plat Book: 969

Plat Page: 992

DISCLAIMER: The information contained on this page is NOT to be construed or used as a "legal description". Map information is believed to be accurate but accuracy is not guaranteed.

**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
FEBRUARY 13, 2012**

The February 13, 2012 regular Council meeting of the Rocky Mount Town Council was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

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

The meeting was called to order by Mayor Angle.

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

The Mayor led the *Pledge of Allegiance*.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval.

The Mayor requested that the agenda be amended to add under *New Business* that Council consider replacing Council Member Bobby M. Cundiff as a member serving on the STEP, Inc. Board, as Council Member Cundiff has indicated to the Mayor that he has a conflict to attend.

- Motion was made by Council Member Cundiff to approve the amended agenda as requested, seconded by Vice Mayor Walker and carried unanimously by those present.

SPECIAL ITEMS

Ms. Deanna Cox of Robinson, Farmer & Cox Associates (Town auditors) made a formal presentation of the Town of Rocky Mount's audit. Ms. Cox pointed out the following:

- Three year trend is a little off.
- Ending fund balance in General Fund was \$10.3 million. From an auditor's standpoint, this is healthy.
- Debt summary and actual debt have decreased.
- Water and sewer fund still relying on the General Fund.
- Referenced the "management comments" on pages 11 and 12.
- The last letter on page 13 is required communication from auditors to the Town.
- The Town does have a financial statement finding this year, but hope that this will be the last one as they are working with the Town's Finance Director to get through this so this will be the last year for a finding.
- Did have unqualified opinion this year, with the Town receiving an "A" rating, with there being no significant issues with the Town.

Ms. Cox concluded by stating that she thanks the Town staff for getting everything ready for them when they were doing the audit.

There were no questions from Council for Ms. Cox. The Mayor thanked her for the audit presentation.

PUBLIC HEARING

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

APPROVAL OF MINUTES

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

- January 9, 2012 Regular Council Meeting
- January 23, 2012 Special Work Session

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

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

APPROVAL OF CONSENT AGENDA

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

- Miscellaneous Resolutions/Proclamations
- Miscellaneous Action
 - Review and consideration of approval of request of Franklin County Historical Society for Town assistance in supporting three upcoming events, specifically: "Moonshine Express", "History In Bloom", and "Ghosts & More"; along with sponsorship fees for tour buses in the amount of \$300 each tour bus.
- Departmental Monthly Report
- Bill List

There being no comments, the Mayor entertained a motion.

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

HEARING OF CITIZENS

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

OLD BUSINESS

A. Rocky Mount Town Council iPad and Electronic Council Agenda Program Orientation

At the direction of Council, the Town Manager is setting up a time for Council's orientation for the iPads and electronic Council agenda during the month of March. The dates given by Council were March 5th, 7th or 14th. The Town Manager advised Council that the only two dates available at this time were March 5th and 14th.

It was the consensus of Council to do the orientation on March 5th at 4:00 p.m.

B. Financing Options for Replacement of Ultraviolet Equipment at Waste Water Treatment Plant

The Town Manager pointed out that Council had previously authorized the Town to accept a loan offer from Department of Environmental Quality (DEQ) (through the Virginia Clean Water Revolving Loan Fund) in the amount of \$278,600, with DEQ offering the Town 2.35% interest for 20 years. The Town Manager further pointed out that given the current interest rates, there is no reason for the Town to take this rate from DEQ when a similar rate can be obtained from the private sector without the DEQ oversight. Prior to the meeting, Council had received from the Town Manager a preliminary financing summary from VML/VACo regarding providing the same funds for a 10 year term.

The Town Manager stated that he and the Finance Director recommend obtaining these funds from VML/VACo via their pooling efforts with banks rather than the DEQ loan. He further stated that if the Town takes the loan from DEQ, the Town will have to comply with their procurement rules (Davis-Bacon wage act and pre-bid reviews from their staff), and if the Town can get a lower or identical rate without the heavy state oversights, then it is in the Town's best interest to pursue it.

There was discussion regarding Council Member Cundiff's comments that he did not see anything that mentioned the right of anticipation that had been referenced in an earlier motion made by Council during another Council meeting (November 14, 2011).

There being no further comments, the Mayor called for the motion.

- Motion was made by Council Member Cundiff to accept the proposal with right of anticipation to be included in it, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor carried unanimously by those present.

C. Town of Rocky Mount Holiday Pay

The Town Manager stated the following:

- The Finance & Human Services Committee had met on December 8, 2011 to give input to a revised Holiday Policy and to receive information from the Finance Department on the issue of compensation for hours worked by Police officers. No consensus was reached at that time as to how to alter the policy.
- Council Member Love has asked that this issue be brought back before the full Council and proposes that the policy be revised allowing those staff working 12 hour shifts to accrue holiday leave rather than being compensated for the holiday (at the rate of eight hours per holiday like all Town staff). Prior to the meeting, Council had received a draft of the new Holiday Policy that implements this request.

- The general consensus of the Committee during the meeting of December 8, 2011 was that this draft policy was in keeping with the goals of the Committee. The Committee did consider changing the way overtime was calculated for the Police Department and to pay sworn non-exempt law enforcement officers overtime for hours over 160 in a 28 day pay period, versus being paid overtime for hours over 171, which is the Town's current policy. Staff estimates this approach would cost the Town roughly \$16,000 a year. The Town absorbed a similar cost when it shifted from accrual of holidays to paid holidays. If moving back to a holiday accrual model, this would be a cost neutral change.
- Staff requested that Council take action to: (1) adopt or not adopt the proposed holiday policy or revise as desired; and (2) approve overtime as hours over 160 for sworn officers, or keep the current state approved policy of 171.

There was discussion regarding: the best way to go with the holiday pay; that all Town employees needed to be treated the same; how some employees bank their time at the beginning of the physical year and use it as they see fit by the end of the year; and what the difference was between the Police Department and other staff departments in being paid for holidays.

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

- Motion was made by Council Member Love to treat all 12-hour employees the same and allow them to bank the time, with motion on the floor being seconded by Council Member Cundiff. Discussion ensued regarding if the paid holiday should be retroaction, with the Town Manager informing Council that the January holiday has already been paid. Let the record show that Council Member Love amended her motion on the floor (with Council Member Cundiff amending his second to the motion on the floor) that the paid holiday start today. There being no further discussion, let the record show that the amended motion on the floor passed unanimously by those present.
- Motion was made by Council Member Strickler that the Town treat everyone the same with overtime for police officers starting at 161 hours, with motion on the floor being seconded by Council Member Greer. Discussion ensued regarding that the state requires 171 versus what the Finance Department payroll says that the Town employees are being paid, and what the Police Department officers are being paid. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

NEW BUSINESS

A. Water Department Request Regarding Replacement of Water Pump Electric Motors

The Town Manager informed Council that in order to achieve a significant reduction in the Water Department's use of electricity and to increase the reliability of the

Town's drinking water production facilities, staff is requesting funds to replace the Water Department's two raw water pump electric motors and its three finished water pump electric motors with new energy efficient models equipped with soft start capability and variable speed control. He further informed Council that with proper application of this technology, it will significantly reduce the Town's monthly energy costs. Prior to the meeting, Council had received the breakdown of labor and equipment for such replacements.

Council was also informed by the Town Manager that the Town's Fiscal Year 2012 Budget has a Utility Fund contingency of \$94,700, with Council requesting an estimate of the cost to modernize the equipment listed so that a portion of the contingency fund can be appropriated toward the purchase of the necessary equipment.

The Town Manager stated that staff is requesting approval or denial of the proposed draft "Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2012" for the appropriation of the requested funds in the amount of \$78,000.

There was discussion between Council, Town Manager and Water Department Superintendent regarding: what was being replaced; the electrical work will be procured within state guidelines, with the Town hoping that local people will be able to do the work; and what the life of the newer equipment would be. It was confirmed that the current equipment is at least 30 years old and that the newer equipment should last as long, and that it should come with a warranty.

There being no further comments, the Mayor called for a motion.

- Motion was made by Council Member Strickler to appropriate \$78,000 to replace the motors at the Water Plant as requested, with motion on the floor being seconded by Council Member Love. Discussion ensued. The Town Manager confirmed that the funds would be coming out of the Utility Fund contingency. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

B. Franklin County Family Resource Center Request

On behalf of the Franklin County Family Resource Center, the Town Manager stated that Cynthia Treadway, Executive Director for the Center, is requesting Council's permission to allow them and the VA Cooperative Extension to hold a joint fund-raiser for the women's shelter. The "Walk for Domestic Violence" is scheduled to be held on April 21, 2012, with the event starting at 8:00 a.m. to 10:00 a.m. The proposed route would start at Mary Elizabeth Park/Rocky Mount United Methodist Church parking lot, going out of the parking lot to the right, then turning left onto North Main Street at the former Red Clay Restaurant, turning left at the light at

Tuttle's Exxon, then continuing through Town to a left on Claiborne Avenue, then back to the Rocky Mount united Methodist Church parking lot.

Prior to the meeting, Assistant Chief of Police Roger Smith indicated that he has spoken with Mrs. Treadway regarding the proposed date, time and route of the event and the Police Department sees no problem with the request; plus, the Police Department will be assisting them with the walk in any way they can.

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

- Motion was made by Council Member Greer to approve the request of Franklin County Family Resource Center, with motion on the floor being seconded by Council Member Strickler. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

C. Rocky Mount Breast Cancer Awareness Hearts Desire Request

The Town Clerk had received a request from Ms. JoAnne Menefee, Executive Director of Rocky Mount Breast Cancer Awareness Hearts Desire, asking to come before Council for a donation of funding that will go towards their upcoming survivors' event. Prior to the Council meeting, Ms. Menefee requested the Town Clerk withdraw her request until she can bring before Council further information needed at staff's recommendation that will help Council make a better decision regarding her request for a donation from the Town.

Let the record show that the Mayor honored Ms. Menefee's request for funding be withdrawn at this time, pending her coming back before Council.

D. Habitat for Humanity of Franklin County, Virginia Request

On behalf of Renae McBride, Board of Directors member for Habitat for Humanity of Franklin County, Virginia, the Town Manager stated that the organization has submitted a request for Council to consider waiving the connection fees for water and sewer at one of the current builds that is located out-of-town corporate limits at 94 Circle View Street. The Mayor confirmed to Council Member Moyer that similar requests from Habitat have been granted in the past. The Town Manager went over the out-of-town connection fees, confirmed that the lines are already at the site, and the person that would end up living in the Habitat house would be paying the out-of-town fees.

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

- Motion was made by Council Member Greer to approve the request of Habitat for Humanity of Franklin County, Virginia, with motion on the floor being seconded by Council Member Strickler. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

E. Outlaw Cruisers Car Club Request

Mr. Ray Agee, Vice President of Outlaw Cruisers Car Club, came before Council asking approval to hold two events: (1) annual car show on May 7, 2012 from 1:00 p.m. to 4:00 p.m. (rain date of June 3, 2012; same date and time) in the downtown area; and (2) two Cruise-Ins downtown at same location, with dates being June 30, 2012 and September 29, 2012, starting at 5:30 p.m. and ending by 8:00 p.m. (no rain dates have been selected).

For both events, the Club is asking Council's permission to close Franklin Street and the streets intersecting it, beginning at Arrington Flowers and ending at the stoplight intersection of the Post Office. Regarding the Cruise-Ins, there was discussion when most businesses close on Saturdays.

Mr. Agee explained that it is the plan of the Club for the proceeds from the annual car show to benefit the United Way of Franklin County and other non-profit organizations.

The Town Manager stated it is staff's recommendation of approval and requests Council's authorization to use Community Development funds to run advertisements in support of these events so that more visitors and shoppers can be drawn to the Town and community.

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

- Motion was made by Vice Mayor Walker to approve the request of Outlaw Cruisers Car Club, and to include the advertising per Town Manager's suggestion, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

F. Franklin County Historical Society Request

On behalf of the Franklin County Historical Society, the Town Manager informed Council that they are requesting approval from Council to close portions of East Court Street and portions of Main Street in front of the Franklin County Courthouse for a short duration in order to hold their annual "Veterans' Memorial Day" event on May 26, 2012. The event is scheduled to begin around 9:45 a.m. to accommodate the Veterans' Memorial Commission event the same day at Veterans' Memorial Park.

Chief of Police David Cundiff has indicated that he has no problem with the Historical Society's request.

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

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

G. Proposed Fiscal Year 2013 Budget Process Calendar

The Town Manager informed Council that he, along with the Finance Director, were presenting to the full Council a proposed Fiscal Year 2013 budget schedule for their review and consideration of approval. He further confirmed to the Mayor that additional work sessions can be added as Council sees fit.

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

- Motion was made by Council Member Love to accept the proposed Fiscal Year 2013 Budget process calendar, with motion on the floor being seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

H. Replacement of Council Member Bobby M. Cundiff on STEP, Inc. Board

Due to a scheduling conflict, the Mayor informed Council that Council Member Cundiff has requested that he be removed from the STEP, Inc. Board. The Mayor stated that if there were any members of Council that would like to serve on the Board in place of Council Member Cundiff, to please contact the Town Manager or himself. The Town Manager confirmed that the Board meets every third Thursday. Let the record show that at this time, no Council member indicated that they desired to serve on the Board.

COMMITTEE REPORTS

A. Performance Center Committee

The Assistant Town Manager informed Council that the Performance Center Committee had met on February 7, 2012 to review the proposed project timeline for the Center's development, and to review the Request for Proposals (RFP) responses for architectural and engineering services for the Center. He further informed Council that the Committee had: reviewed a tentative schedule for the development of the Performance Center; reviewed potential options for external funding; and determined which respondents to interview for architectural and design services for the building. It was determined by the Committee that they will meet again on February 21, 2012 to interview three firms selected, starting at 4:30 p.m.

Let the record show that no action was needed from Council at this time.

On an unrelated matter, the Assistant Town Manager also updated Council on the Zoning Ordinance "Blue Book" that was being reviewed and updated by himself and Deputy Clerk Stacey Sink.

B. Finance & Human Services Committee

At the beginning of the Council meeting, Ms. Deanna Cox of Robinson, Farmer & Cox Associates (Town auditors) made a formal presentation of the Town of Rocky Mount's audit.

As Chair of the Finance & Human Services Committee, Council Member Strickler stated it was the Committee's recommendation to accept the presented audit.

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

- Motion was made by Council Member Strickler to accept the auditors' report that was presented by Robinson, Farmer & Cox Associates, with motion on the floor being seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

OTHER MATTERS, CONCERNS AND RISE 'N SHINE APPEARANCES

A. Referrals to Planning Commission from Town Council

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

B. Rise 'N Shine Appearances

The Assistant Town Manager confirmed to Council that he appeared on the *Rise 'N Shine* show this morning.

COUNCIL CONCERNS

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

CLOSED MEETING

At 7:49 p.m., motion was made by Council Member Greer to go into *Closed Meeting*, and seconded by Vice Mayor Walker and carried unanimously to discuss the following:

- Section 2.2-3711(A).1 – Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment,

promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (specifically: Town Clerk, Town Attorney, Town Manager).

At 9:45 p.m., motion was made by Council Member Strickler to come out of *Closed Meeting* and to reconvene the meeting back into open session, with motion on the floor being seconded by Council Member Love and carried unanimously by those present.

CERTIFICATE OF CLOSED MEETING

Whereas, the Town of Rocky Mount Council has convened a *Closed Meeting* on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires certification by this council that such *Closed Meeting* was conducted in conformity with Virginia Law.

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

Steven C. Angle, Mayor

- Motion was made by Council Member Strickler certifying that: (1) only public business matters lawfully exempted from open meeting requirements under this chapter was discussed; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body was discussed. Motion was seconded by Council Member Greer. The Mayor swore to adopt the motion on the floor by Council Member Strickler that this was all that was discussed as defined in Section 2.2-3712 Code of Virginia. Voting yes were Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Robert W. Strickler.

The Mayor reported that no action was taken.

ADJOURNMENT

At 9:47 p.m., motion was made by Council Member Greer to adjourn, seconded by Council Member Love and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

**ROCKY MOUNT TOWN COUNCIL
SPECIAL WORK SESSION
COUNCIL MEETING
MARCH 5, 2012**

The March 5, 2012 special work session meeting of the Rocky Mount Town Council was held at the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 4:00 p.m. with Vice Mayor Gregory B. Walker presiding in the absence of Mayor Steven C. Angle.

On behalf of the Rocky Mount Town Council, the meeting was called to order by Vice Mayor Walker, with the following members of Council being present:

Council Members Bobby M. Cundiff, P. Ann Love, Robert L.
Moyer and Robert W. Strickler

For the record, the following were present: All members of Town Council as noted, Town Manager C. James Ervin and Town Clerk Patricia H. Keatts

Let the record show that Mayor Angle was present at the meeting immediately after meeting was called to order, and Council Member Jerry W. Greer, Sr. was present at 4:45 p.m.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval.

- Motion was made by Council Member Cundiff to approve the agenda as presented, with motion on the floor being seconded by Vice Mayor Walker and approved unanimously by those present.

ELECTRONIC AGENDA IPAD TRAINING FOR ROCKY MOUNT TOWN COUNCIL MEMBERS

Mr. Mike Greer with Virginia Western Community College (VWCC) introduced himself, giving a brief background on his roots with Franklin County and the Town of Rocky Mount. He stated that he was pleased that VWCC was able to do the electronic agenda ipad training for the Rocky Mount Town Council members, and introduced the trainer, Meg Swecker, to Council, with Ms. Swecker proceeding with the training.

After the training, the Mayor thanked Ms. Swecker for the presentation of the electronic ipad training.

ADJOURNMENT

At 6:35 p.m., motion was made by Council Member Strickler to adjourn, seconded by Vice Mayor Walker and carried unanimously.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Council has previously authorized funding for the ultraviolet upgrades at the Waste Water Treatment Plant. Included in the costs calculated for that project are engineering fees. The attached agreement retains Thompson and Litton to perform the design and preparation of bid documents to complete the project. The proposed fee is \$18,400.</p> <p>Staff asks that Council authorize the execution of the attached MEMORANDUM OF UNDERSTANDING NUMBER THREE (3) TO RETAINER AGREEMENT BETWEEN THE TOWN OF ROCKY MOUNT, VIRGINIA AND THOMPSON & LITTON, INC.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

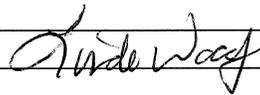
FOLLOW-UP ACTION: (To be completed by Town Clerk)

MONTHLY STAFF REPORT

DATE:	March 8, 2012
TO:	Rocky Mount Town Council
FROM:	Matthew C. Hankins, Assistant Town Manager Community Development Director
DEPARTMENT:	Community Development Department
MONTH:	February 2012

The Community Development Department monthly report will be given out prior to the Council meeting.

MONTHLY STAFF REPORT

DATE:	March 7, 2012
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director 
DEPARTMENT:	Finance Department
MONTH:	March

This report contains the following monthly information for February 2012 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Project to date expenditures on the Uptown Revitalization Project & Pigg River Heritage Trail

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Water Accountability Percent chart

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department is unavailable at this time.

1916 walk-in transactions

1656 drive-thru transactions

1619 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING FEBRUARY 2012**

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

Repairs:

John D. Atkinson, 430 Leonor St., notary public services

TOWN OF ROCKY MOUNT
Investment Portfolio
at January 31, 2012

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
Fixed Income / Bonds:									
FFCB	9/24/2012	3/24/2016	500,000	101.348	506,740.00	2.40%	2.44%	31331KFK1	12,200.00
FFCB	7/18/2012	7/18/2016	225,000	100.747	226,680.75	2.07%	2.09%	31331KRN2	4,702.50
FHLB	5/18/2012	11/18/2015	500,000	100.521	502,605.00	2.03%	2.05%	313373PF3	10,250.00
FHIB	5/25/2012	2/25/2016	500,000	100.578	502,890.00	2.03%	2.05%	313373TX0	10,250.00
FHLM	6/29/2012	6/29/2016	230,000	100.561	231,290.30	1.98%	2.00%	3134G2LW0	4,600.00
FHLB	4/13/2012	10/13/2016	255,000	100.189	255,481.95	1.12%	1.13%	3134G2T69	2,868.75
FNMA	10 days	4/29/2015	500,000	101.837	509,185.00	1.96%	2.00%	3136FRGH0	10,000.00
FNMA	2/10/2012	8/10/2015	500,000	100.010	500,050.00	1.62%	1.63%	3136FRH30	8,125.00
FNMA	10 days	12/28/2016	500,000	100.276	501,380.00	0.99%	1.00%	3136FTVF3	5,000.00
Bond Totals			<u>3,710,000</u>		<u>3,736,303.00</u>	1.62% avg. return			<u>67,996.25</u>
Certificates of Deposits:									
Ally Bank Midvale UT	12/23/2013		245,000	99.951	244,879.95	1.10%	1.10%	02005QYE7	2,695.00
Am Express Centurion	11/17/2015		225,000	100.149	225,335.25	1.74%	1.75%	02587DGX0	3,937.50
BMW Salt Lake UT	5/13/2013		225,000	100.643	226,446.75	0.99%	1.00%	05568PZR1	2,250.00
CIT BK Salt Lake UT	10/13/2016		190,000	100.215	190,408.50	1.99%	2.00%	17284AZY7	3,800.00
Discover Bk Greenwood	9/15/2014		245,000	100.085	245,208.25	1.29%	1.30%	254670W40	3,185.00
GE Bk Draper Utah	9/30/2014		245,000	100.002	245,004.90	1.39%	1.40%	36159C3F1	3,430.00
GE Cap Fin'l Retail	12/29/2016		245,000	99.449	243,650.05	2.11%	2.11%	36160YMM4	5,145.00
Goldman Sachs NYC	11/3/2014		245,000	100.061	245,149.45	1.49%	1.50%	38143AAP0	3,675.00
Natl Rep Chicago CTF	1/25/2016	A	245,000	99.857	244,649.65	1.00%	1.00%	63736QRT0	2,450.00
Security Bk Aiken SC	7/27/2016	A	245,000	99.715	244,301.75	1.25%	1.25%	81423LAV4	3,062.50
Southside Bk Tyler TX	9/21/2016		245,000	100.157	245,384.65	1.00%	1.00%	84470QDY0	2,450.00
CD Totals			<u>2,600,000</u>		<u>2,600,419.15</u>	1.40% avg. return			<u>36,080.00</u>
Total Investments			<u>6,310,000</u>		<u>6,336,722.15</u>				<u>104,076.25</u>

Note A New CD's purchased to replace bond called with a 2.10% yield

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Jan-11	1,848,061.55	0.19%
Feb-11	1,908,579.80	0.20%
Mar-11	2,627,559.44	0.19%
Apr-11	2,144,710.12	0.17%
May-11	2,162,400.97	0.14%
Jun-11	1,758,838.13	0.11%
Jul-11	1,465,085.58	0.11%
Aug-11	1,533,274.30	0.13%
Sep-11	881,399.90	0.14%
Oct-11	901,749.88	0.15%
Nov-11	912,347.27	0.17%
Dec-11	374,363.03	0.14%
Jan-12	390,911.37	0.16%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF FEBRUARY 29, 2012**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
						THIS YEAR
GENERAL FUND - Local Revenues:						
Real Estate Tax	351,892	211,355	492,069	376,376	547,772	89.83%
Public Service Tax	27,056	12,417	27,060	26,119	25,078	107.90%
Personal Property Tax	143,668	81,902	186,094	116,226	133,679	139.21%
Machinery & Tools Tax	16,507	52,465	19,854	54,752	85,175	23.31%
Penalties on Tax	348	275	1,492	947	1,000	149.16%
Interest on Tax	725	1,056	1,569	1,235	500	313.87%
Local Sales Tax	15,736	14,761	81,001	83,484	157,495	51.43%
Meals Tax	89,118	90,588	661,259	620,194	1,030,125	64.19%
Utility Tax	28,276	33,929	188,945	195,655	332,100	56.89%
Communications Tax	13,473	3,035	109,209	107,349	197,880	55.19%
Decals	12,603	11,965	22,857	23,170	89,470	25.55%
Bank Stock Tax	-	-	-	-	202,320	0.00%
Penalty-Meals Tax	89	34	2,721	1,394	750	362.84%
Interest-Meals Tax	25	305	1,452	862	200	726.21%
Lodging Tax	5,409	2,186	50,355	47,250	84,890	59.32%
Cigarette Tax	8,905	-	83,575	-	250,000	33.43%
BPOL-Retail	65	-	119,091	5,249	253,157	47.04%
BPOL-Professional	-	-	11,568	10,971	119,101	9.71%
BPOL-Contractor	30	30	1,468	564	14,019	10.47%
BPOL-Repairs/Services	30	-	1,234	4,100	95,845	1.29%
BPOL-Alcoholic Beverages	-	-	-	100	500	0.00%
BPOL-Penalty/Interest	-	-	6,820	2,175	800	852.48%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	6,400	0.00%
BPOL-Miscellaneous	-	-	503	296	2,322	21.66%
Solicitor Permits	-	-	20	60	-	0.00%
Farmer's Market Fees	300	300	1,260	1,185	1,900	66.32%
Welcome Center Fees	560	140	2,885	4,745	6,000	48.08%
Depot Management Fees	-	-	-	-	-	0.00%
Planning/Zoning Fees	410	255	7,661	3,629	7,500	102.15%
Court Fines	1,612	2,005	14,053	17,552	25,500	55.11%
Parking Fines	-	80	205	160	390	52.56%
Interest Earnings	4,861	17,644	21,126	75,454	72,538	29.12%
Return Check Fees	60	60	560	560	640	87.50%
Rental of Property	-	-	420	420	420	100.00%
Sale of Materials	406	-	441	10	-	0.00%
Sale of Property	-	-	-	930	4,000	0.00%
Grave Preparation	800	-	1,550	-	1,000	155.00%
Security Services	330	-	2,640	2,910	2,500	105.60%
Passport Service Fees	1,234	655	4,888	2,526	3,500	139.66%
Police Reports	197	185	1,121	1,305	1,500	74.73%
Garbage Collection Fees	7,433	7,486	43,913	44,249	88,350	49.70%
Truck Rental Program	-	10	160	130	300	53.33%
Miscellaneous Services	851	-	2,203	-	-	0.00%
Donations	-	6,255	340	211,293	-	0.00%
Insurance Recovery	-	-	-	447,775	-	0.00%
Merchandise Sales	-	-	-	-	-	0.00%
Miscellaneous	429	1,414	15,139	30,237	-	0.00%
Curb & Gutter Recoveries	-	-	-	960	-	0.00%
Recoveries	0	9,502	14,679	11,841	500	2935.78%
Bond Proceeds	-	-	-	20,959	-	0.00%
Appropriated Fund Balance	-	-	-	-	116,846	0.00%
Total Local Revenues	733,436	562,293	2,205,461	2,557,357	3,964,162	55.63%

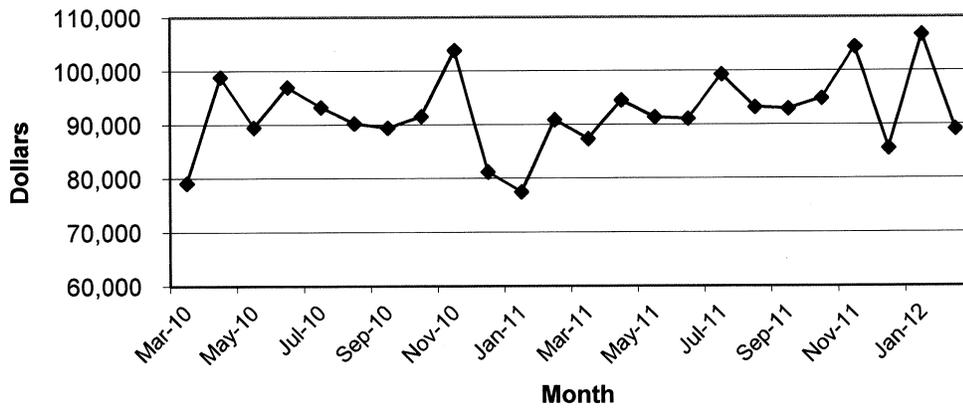
**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF FEBRUARY 29, 2012**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
GENERAL FUND - State Revenues:						
ABC Profits	-	-	-	-	-	0.00%
Wine Tax	-	-	-	-	-	0.00%
Rolling Stock Tax	-	-	3,144	3,255	3,000	104.80%
Litter Tax	-	-	2,054	2,501	2,500	82.16%
Other Categorical Aid	-	-	-	295	-	0.00%
Fire Programs	-	-	-	10,401	10,000	0.00%
FEMA Grants	-	-	-	-	-	0.00%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
School Resource Officers	-	15,126	-	15,126	59,888	0.00%
DMV / 402 Grant	-	-	-	6,989	-	0.00%
VDOT Grant	-	-	-	-	-	0.00%
Local Law Enforcement	-	-	-	-	-	0.00%
DMV Mini Grants	-	-	19,110	-	-	0.00%
Street Maintenance	-	-	595,555	558,701	1,117,402	53.30%
Volunteer Fire Dept.	-	-	14,455	15,100	30,000	48.18%
Law Enforcement-599 Funds	-	-	54,230	56,202	112,406	48.24%
Police Grants	-	-	-	12,401	-	0.00%
Va. Commission of the Arts Grant	-	-	-	5,000	-	0.00%
Va. Dept. of Conservation & Recreation	-	-	-	-	-	0.00%
County Community Funds	-	-	-	-	-	0.00%
Total State Revenues	-	15,126	742,409	739,831	1,389,057	53.45%
TOTAL GENERAL FUND REVENUES	733,436	577,419	2,947,870	3,297,189	5,353,219	55.07%
UTILITY FUND REVENUES:						
Water Sales	86,218	93,532	509,336	518,580	1,013,000	50.28%
gallons billed	16,503,507	18,217,375	162,591,486	175,408,757		
Water Connections	-	-	14,300	20,225	169,550	8.43%
Reconnect Fees	175	255	1,975	1,630	2,400	82.29%
Penalties	1,665	4,031	13,629	17,592	18,500	73.67%
Bulk Water Purchases	42	64	1,430	1,013	1,800	79.45%
County Bulk Water Sales	-	-	-	-	-	0.00%
Health Dept.	-	-	-	-	-	0.00%
Va. Water Grant - water loss	-	25,000	-	25,000	-	0.00%
Sewer Collection Charges	48,383	50,224	321,667	322,760	650,964	49.41%
gallons billed	12,321,442	13,454,515	119,624,434	129,439,102		
Sewer Connections	-	1,000	10,000	8,125	152,500	6.56%
Leacheate Collection Charges	-	-	-	-	-	0.00%
Cell Tower Rent	3,912	-	25,384	22,724	45,903	55.30%
Bond Proceeds	-	-	71,797	32,000	-	0.00%
VML Safety Grant	-	-	4,000	-	-	0.00%
Meals Tax Transfer	-	-	394,278	514,278	394,278	100.00%
Recoveries	91	-	496	-	-	0.00%
Transfer from General Fund	-	-	-	-	59,857	0.00%
Appropriated Fund Balance	-	-	-	-	675,500	0.00%
TOTAL UTILITY FUND REVENUES	140,486	174,107	1,368,292	1,483,928	3,184,252	42.97%
CAPITAL PROJECTS REVENUES:						
CBDG Grant	-	-	-	-	-	0.00%
TEA-21 Grant	-	-	-	-	-	0.00%
Tobacco Grant	-	-	-	-	-	0.00%
VDOT Grant	-	-	-	-	-	0.00%
Bonds / Loans	-	-	35,754	78,420	-	0.00%
Uptown Loan Repayments	163	-	1,345	-	-	0.00%
Recoveries	144,900	-	144,900	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	246,750	0.00%
TOTAL CAPITAL PROJECTS REVENUES	145,063	-	181,999	78,420	246,750	0.00%
8 months of the 12 months of the fiscal year						66.67%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
Mar-10	79,144
Apr-10	98,890
May-10	89,506
Jun-10	97,011
Jul-10	93,303
Aug-10	90,238
Sep-10	89,407
Oct-10	91,547
Nov-10	103,824
Dec-10	81,219
Jan-11	77,485
Feb-11	90,888
Mar-11	87,365
Apr-11	94,522
May-11	91,368
Jun-11	91,062
Jul-11	99,354
Aug-11	93,225
Sep-11	92,951
Oct-11	94,896
Nov-11	104,455
Dec-11	85,579
Jan-12	106,760
Feb-12	89,118

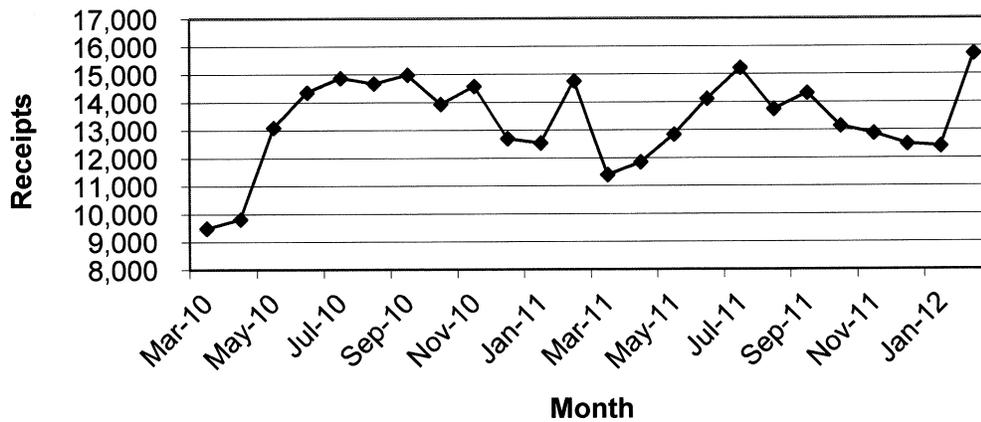
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

Mar-10	9,492
Apr-10	9,816
May-10	13,100
Jun-10	14,362
Jul-10	14,877
Aug-10	14,677
Sep-10	14,987
Oct-10	13,933
Nov-10	14,572
Dec-10	12,695
Jan-11	12,536
Feb-11	14,761
Mar-11	11,395
Apr-11	11,848
May-11	12,835
Jun-11	14,118
Jul-11	15,223
Aug-11	13,747
Sep-11	14,327
Oct-11	13,146
Nov-11	12,878
Dec-11	12,496
Jan-12	12,419
Feb-12	15,736

Local Sales Tax



**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF FEBRUARY 29, 2012**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
						THIS YEAR
GENERAL FUND:						
Mayor & Council	7,540	5,357	59,338	59,944	105,481	56.26%
Town Manager	13,683	14,133	119,196	119,244	179,327	66.47%
Town Attorney	250	5,981	30,689	18,973	39,190	78.31%
Finance Department	54,252	34,753	218,737	200,264	311,675	70.18%
Electoral Board	-	-	-	-	3,000	0.00%
Police Department	113,074	127,272	1,103,091	919,832	1,596,117	69.11%
Volunteer Fire Dept.	2,675	8,452	66,931	82,116	102,829	65.09%
Public Works Admin.	1,434	1,297	10,232	10,460	17,156	59.64%
Street Lights	7,418	7,018	56,237	53,920	91,150	61.70%
Traffic Control & Parking	1,983	3,625	124,901	44,751	78,390	159.33%
Streets	23,324	25,741	562,788	310,736	911,417	61.75%
Sidewalks & Curbs	80	666	2,635	4,435	73,692	3.58%
Old Fort Road Extension	-	-	-	41,955	-	0.00%
Street Cleaning	2,568	1,505	13,456	11,975	16,818	80.01%
Refuse Collection	7,070	7,849	103,681	86,244	154,218	67.23%
Snow Removal	-	-	2,870	12,444	25,350	11.32%
Municipal Building	5,891	3,057	38,442	35,447	63,097	60.92%
Emergency Services Bldg.	6,961	8,606	34,440	35,300	58,350	59.02%
Public Works Building	1,304	1,296	2,931	4,916	19,060	15.38%
Cemetery	357	915	13,344	10,315	16,293	81.90%
Playgrounds	169	298	14,341	11,071	26,988	53.14%
Celeste Park	-	-	1,163	-	-	0.00%
Pigg River Heritage Trail	-	5,793	22,223	61,954	-	0.00%
Gilley's Park	-	-	-	-	9,500	0.00%
Veterans' Park erosion repairs	-	-	-	-	97,000	0.00%
Pigg River Dam Safety	-	-	573	3,106	30,000	1.91%
Planning & Zoning	8,051	5,093	65,072	56,231	122,353	53.18%
Community Development	12,180	9,040	114,497	102,190	189,073	60.56%
Citizen's Square	4,870	880	16,822	6,767	15,400	109.23%
Hospitality Center	932	1,237	7,636	6,566	17,150	44.52%
Main Street Program	-	-	-	15,487	-	0.00%
Passport Services Expenses	274	95	830	2,476	1,050	79.04%
Music Venue Operating	1,294	-	1,437	-	-	0.00%
Remediation Blighted Structures	671	-	5,284	-	40,000	13.21%
Non-Departmental:						
Wages & Fringes	114	2,467	41,955	33,316	45,959	91.29%
Employee Wellness Program	-	-	3,555	2,685	7,300	48.70%
Employee Drug Testing	199	42	596	437	1,200	49.64%
Letter of Credit Reimbursement	-	-	-	-	250,000	0.00%
Insurance	-	-	58,832	60,854	67,000	87.81%
Contributions to Others	-	-	22,500	25,000	22,500	100.00%
Debt Service-Principal	-	-	189,300	82,778	189,300	100.00%
Debt Service-Interest	-	-	126,381	96,298	127,201	99.36%
Transfer to Utility Fund	-	-	394,278	514,278	454,135	86.82%
Transfer to Capital Proj. Fund	-	-	-	-	-	0.00%
Contingency	-	-	-	50,000	27,500	0.00%
TOTAL GENERAL FUND EXPENDITURES	278,616	282,468	3,651,216	3,194,765	5,603,219	65.16%

**TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF FEBRUARY 29, 2012**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
WATER & SEWER FUND:						
Water System Operation	5,095	5,438	99,763	113,067	264,690	37.69%
Meter Reading	4,063	4,096	17,521	18,860	45,332	38.65%
Water Plant	31,858	38,379	304,477	320,781	658,716	46.22%
Water Loss Study	-	-	-	1,800	-	0.00%
Oaks / Fralin Development Sewer Line	-	-	3,747	6,766	-	0.00%
Scuffling Hill Sewer Line	-	-	5,000	-	-	0.00%
Diamond Ave. Water Line Replacement	-	-	12,626	-	-	0.00%
Wastewater System Operation	28,335	34,941	106,756	77,158	144,077	74.10%
Wastewater Treatment Plant	27,550	31,575	199,882	202,367	379,870	52.62%
Utility Billing & Administration	21,713	13,281	81,359	78,816	135,688	59.96%
Non-Departmental:						
Wages & Fringes	-	-	8,881	6,244	-	0.00%
Insurance	-	-	19,611	20,285	22,313	87.89%
Debt Service-Principal	-	-	340,761	330,599	658,922	51.71%
Debt Service-Interest	-	25,450	78,772	114,127	182,444	43.18%
Transfer to Capital Projects Fund	-	-	-	-	-	0.00%
Contingency	-	-	-	1,000	16,700	0.00%
Depreciation	-	-	-	-	675,500	0.00%
TOTAL WATER & SEWER FUND EXPENSES	118,614	153,160	1,279,154	1,291,869	3,184,252	40.17%
CAPITAL IMPROVEMENTS FUND:						
Needmore	-	-	-	-	-	0.00%
Uptown Redevelopment Project	8,524	174,269	616,130	917,346	-	0.00%
Industrial Park - Site Improvements	-	-	411	43,985	-	0.00%
Music Venue Development	-	-	248,922	-	246,750	100.88%
TOTAL CAPITAL PROJECTS EXPENDITURES	8,524	174,269	865,464	961,331	246,750	0.00%
8 months of the 12 month fiscal year						66.67%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2012

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>
BUDGETED CONTINGENCY	27,500	94,700
COMMITTED:		
WTP replacement electric motors -- Feb 2012		(78,000)
AVAILABLE CONTINGENCY FUND BALANCE	<u>27,500</u>	<u>16,700</u>
Available / (overexpended)		

TOWN OF ROCKY MOUNT									
UPTOWN REVITALIZATION PROJECT (04.3460)									
THROUGH 2/29/12									
PROJECT TO DATE EXPENSES BY FUNDING SOURCES:									
3460	UPTOWN PROJECT		EXPENSES	0050	0060	0070	0090	TOTAL	VARIANCE
	CATEGORY:	BUDGET	THIS MONTH	CDBG	VDOT	TOWN	PRIVATE	EXPENDITURES	fav / (unfav)
1000	Administration	80,000	-	-		228,493		228,493	(148,493)
1031	Interim Assistance	-	-	-				-	-
1031	Water Lines	59,000	-			104,631		104,631	(45,631)
1032	Streets (PW crews)	-	-	-	224,135	252,525		476,661	(476,661)
1033	Drainage	95,750	-	162,781	40,697	242,034		445,511	(349,761)
1036	Streetscapes	652,728	7,885	32,887	467,140	1,247,891		1,747,919	(1,095,191)
1037	Marketing	12,500	-	1,869		2,843		4,712	7,788
1038	Warren Street	73,950	-	-		46,935		46,935	27,015
1044	Warren St. Sewer (nc	-	-			50,084		50,084	(50,084)
1039	West Church Street	100,000	-	-		38,774		38,774	61,226
1040	South Main Street	219,410	-	-		50,994		50,994	168,416
1041	Court St. Parking	204,250	-			-		-	204,250
1042	Façade Program	308,000	-	63,612				63,612	244,388
1043	Loan Pool	110,000	-	40,000				40,000	70,000
1701	Housing Rehab	149,598	638	111,416		377	5,200	116,993	32,605
	TOTAL PROJECT	2,065,186	8,524	412,565	731,972	2,265,583	5,200	3,415,320	(1,350,134)
								3,415,320	(1,350,134)
	FUNDING CAP FROM OUTSIDE AGENCIES			666,648	405,000		140,000	1,211,648	
	KEPT FOR ADMIN-VDOT				(14,297)				
	REMAINING FUNDS FROM OUTSIDE AGENCIES			254,083	(326,972)		134,800	61,911	
	FUNDING FROM TOWN (BALANCE OF TOTAL PROJECT)					1,293,686			
	REMAINING FUNDS FROM TOWN TO BE EXPENDED					(971,897)			

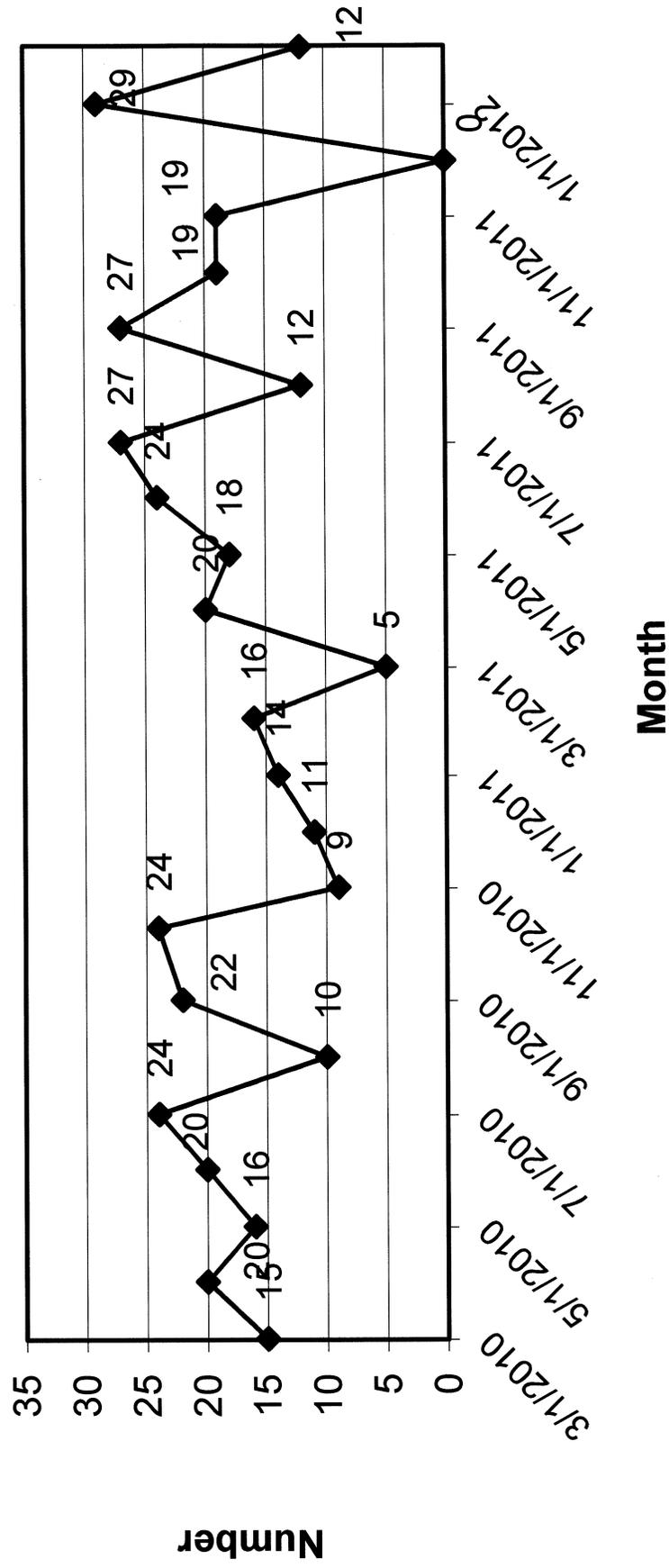
TOWN OF ROCKY MOUNT
PIGG RIVER HERITAGE TRAIL (01.4355)
PROJECT TO DATE EXPENDITURES
AT 2/29/12

	Budget	This Month	Project to Date	Variance
Salaries & Fringes		-	40,454	
Supplies & Materials		-	28,234	
Contractual		-	38,987	
Totals	<u>156,500</u>	<u>-</u>	<u>107,675</u>	<u>48,825</u>

TOWN OF ROCKY MOUNT
UTILITY BILLING
WATER CONSUMPTION PERCENTAGES
FOR THE MONTH OF FEBRUARY 2012

	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,760	5,837,660	\$ 27,775	62%	35%	32%
COMMERCIAL	317	4,201,972	\$ 18,707	11%	25%	22%
INDUSTRIAL	49	3,043,940	\$ 10,713	2%	18%	12%
TOTAL	2,126	13,083,572	\$ 57,195	75%	79%	66%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	671	2,146,895	\$ 20,431	24%	13%	24%
COMMERCIAL	47	1,185,350	\$ 8,677	2%	7%	10%
INDUSTRIAL	2	87,690	\$ 577	0%	1%	1%
TOTAL	720	3,419,935	\$ 29,685	25%	21%	34%
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,431	7,984,555	\$ 48,206	85%	48%	55%
COMMERCIAL	364	5,387,322	\$ 27,385	13%	33%	32%
INDUSTRIAL	51	3,131,630	\$ 11,290	2%	19%	13%
TOTAL	2,846	16,503,507	\$ 86,880	100%	100%	100%

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
January-12

Water Plant Finished Water Pumped		<u>26,140,000</u>
Water Consumption Billed	16,503,507	
Meters Read and Not Billed	842,270	
Water Obtained from Water Plant (to bill)	300	
Water Obtained from Public Works Hydrant (to bill)	-	
Flusing Water Lines Reported to WTP or PW	-	
Flow Meter Checks at Hydrants	-	
Filling Water Tanks	-	
 Grand Total of Water Metered / Consumed / Tracked		 <u>17,346,077</u>
 Percent Finished Water Accounted		 66.36%

NOTE: 1-2 man team used 1st wk in Jan. for Dec. usage (previous month) due to equip failure of 2nd unit; took longer last month (5 weeks) to read so there was a shorter period this month (3 weeks)

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	-	
001-0188-00-01	Impound Lot	9,000	
002-0317-20-01	Public Works Bldg	750	
002-0317-30-01	Public Works Bldg-new bldg	2,000	
004-1067-00-01	Veteran's Memorial Park	-	
005-1300-00-01	Mary Elizabeth Park	-	
005-1343-00-04	Music Venue	30	
005-1384-00-01	Farmer's Market	-	
005-1457-00-01	Municipal Bldg.	2,000	
006-1710-00-01	Welcome Center / Depot	180	
009-2523-50-01	Emergency Services Bldg.	6,300	
010-3099-00-01	20 Goodview St.	10	
011-0050-90-01	Rt 122 Pump Station	-	
041-0034-00-01	WasteWater Treatment Plant	254,000	
	Water Plant Process	568,000	

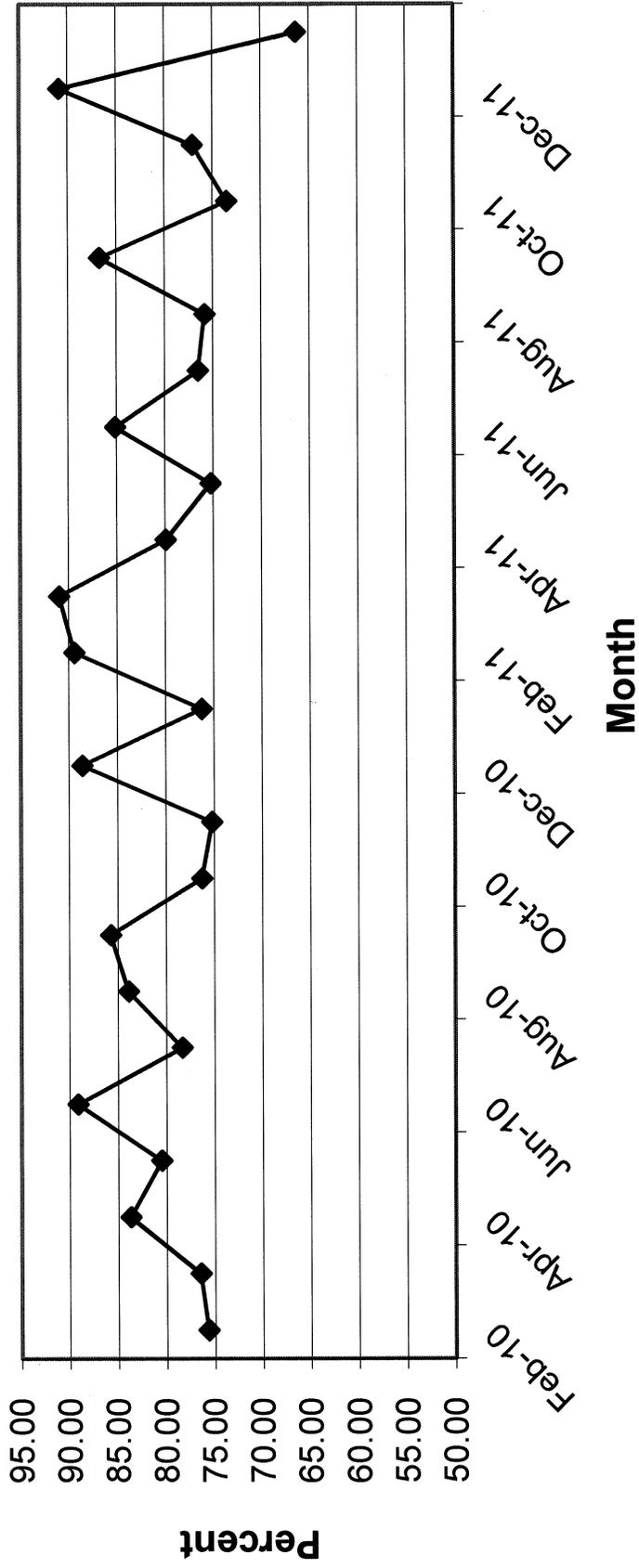
TOTAL Meters Not Billed		<u>842,270</u>
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Water Line Repairs by Public Works during the month:
2 - 6" water mains on Green Meadow Lane
installed fire hydrant extension on Diamond Ave.

Sewer Line Repairs by Public Works during the month:
replaced sewer lateral on Hillcrest Dr.

TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY FISCAL YEAR 2012						
Month	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Gallons Variance	Average Quarterly Accounted	Average Quarterly Variance
Jul-11	29,970,000	22,938,756	76.54%	7,031,244		
Aug-11	29,660,000	22,492,662	75.84%	7,167,338		
Sep-11	26,480,000	22,972,213	86.75%	3,507,787	79.71%	5,902,123
Oct-11	26,610,000	19,566,322	73.53%	7,043,678		
Nov-11	23,940,000	18,449,825	77.07%	5,490,175		
Dec-11	25,400,000	23,090,210	90.91%	2,309,790	80.50%	4,947,881
Jan-12	26,140,000	17,346,077	66.36%	8,793,923		
Feb-12				-		
Mar-12				-	66.36%	8,793,923
Apr-12				-		
May-12				-		
Jun-12				-	0.00%	-
AVG.	26,885,714	20,979,438	78.14%	5,906,276	75.52%	6,547,976
TOTAL	188,200,000	146,856,065				
			Avg. Percent Unaccounted =	21.86%		
			Percent Accounted =	78.14%		
			2 out of 7 months this fiscal year > 80% accountability			

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2012**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Account ed	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Account ed
Jul-11	337.90	30,790,000	49.66%	29,970,000	48.34%	22,938,756	76.54%	2,832	19,964,000	32.20%	15,260,620	76.44%
Aug-11	331.70	30,570,000	49.31%	29,660,000	47.84%	22,492,662	75.84%	2,837	17,949,000	28.95%	15,975,402	89.00%
Sep-11	309.00	27,300,000	45.50%	26,480,000	44.13%	22,972,213	86.75%	2,823	20,610,000	34.35%	16,482,743	79.97%
Oct-11	310.00	28,650,000	46.21%	26,610,000	42.92%	19,566,322	73.53%	2,828	21,018,000	33.90%	13,998,572	66.60%
Nov-11	285.00	25,370,000	42.28%	23,940,000	39.90%	18,449,825	77.07%	2,814	22,650,000	37.75%	12,954,085	57.19%
Dec-11	331.70	27,180,000	43.84%	25,400,000	40.97%	23,090,210	90.91%	2,818	31,961,000	51.55%	16,159,480	50.56%
Jan-12	306.90	27,540,000	44.42%	26,140,000	42.16%	17,346,077	66.36%	2,846	24,056,000	38.80%	12,321,442	51.22%
Feb-12	298.70	26,440,000	47.21%	25,270,000	45.13%				20,010,000	35.73%		
Mar-12			0.00%		0.00%					0.00%		
Apr-12			0.00%		0.00%					0.00%		
May-12			0.00%		0.00%					0.00%		
Jun-12			0.00%		0.00%					0.00%		
AVG.	313.86	27,980,000	46.05%	26,683,750	43.92%	20,979,438	78.14%	2,828	22,277,250	36.65%	14,736,049	67.28%

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

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

MONTHLY STAFF REPORT

DATE:	March 2, 2012
TO:	Rocky Mount Town Council
FROM:	Charles Robertson, Fire Chief
DEPARTMENT:	Rocky Mount Fire Department
MONTH:	January 2011

- The Rocky Mount Fire Department answered a total of 35 calls for the month of January 2012.
- A total of 6 calls in the town limits and 29 calls were in the County.
- There were a total of 320 man hours accumulated on these calls.
- There were a total of 1850 miles traveled on a Dept. vehicles for the month
- There were a total of 221.6 gallons of diesel fuel used, and 62.5 gallons of gasoline used.
- There were 6 structure fires—4 woods and grass fires—19 motor vehicle accidents—2 fire (false) alarms—1 chimney fires—1 sprinkler (service) call—1 electrical (utility line or pole) call—1 assistance to the rescue squad
- Work continued on purchasing all the necessary equipment to finalize and activate the replacement “Pumper 1” engine. This equipment will be mounted and stabilized on the truck upon its arrival.
- Members also continued with our training on all equipment.

MONTHLY STAFF REPORT

DATE:	March 2, 2012
TO:	Rocky Mount Town Council
FROM:	David R. Cundiff, Chief of Police
DEPARTMENT:	Police Department
MONTH:	February 2012

*Nothing to report for the month of February.

Attachment(s): Yes

DATE: February 2012

	DEC.	JAN.	FEB.
TRAFFIC ARRESTS	30	52	41
TRAFFIC WARNING	79	48	36
CRIMINAL ARRESTS	36	17	27
LEGAL DOCUMENTS; TRESPASS NOTICES	0	0	0
JUVENILE REFERRALS P-UPS, ETC.	10	1	0
ALARM RESPONSES	61	43	38
ACCIDENTS INVESTIGATED	23	23	27
INCIDENTS ADDRESSED	1262	1119	1141
INCIDENTS, OFFENSES REPORTABLE	41	43	28
BUSINESSES, RESIDENCES CHECKED	330	223	288
DOORS, WINDOWS, ETC. UNSECURED	3	2	3
MOTORIST AIDES	115	77	100
BREAKING & ENTERING REPORTS	2	0	1
BREAKING & ENTERING WARRANTS	0	0	0
FELONY WARRANTS	2	3	2
GRAND LARCENY WARRANTS	0	1	0
MISDEAMEANOR WARRANTS	32	21	18
DUI	4	3	4

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 15 reportable accidents with 14 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: (102) Ann Sink Street, Bernard Road, Booker T. Washington Highway, Candlewood Apartments, Center Street, Circle Drive, Claiborne Avenue, Cornell Road, Darlington Drive, Diamond Avenue, Donald Avenue, East Court Street, Edgemont Street, Fairlawn Drive, Foster Street, Glen Meadow Drive, Goodview Street, Hatcher Street, Highland Hills, Hillcrest Drive, Leonor Street, Muse Lane, North Main Street, Oak Street, Old Franklin Turnpike, Oxford Circle, Patterson Avenue, Pendleton Street, Scuffling Hill Road, Tanyard Road, Trail Drive, West College Street, Windy Lane, Woodlawn Drive & Wray's Chapel Road.
- ◇ Business Foot Patrols: (110) BB&T, Benjamin Franklin Middle School, Bojangles, Burger King, Christian Heritage Academy, Comfort Inn, Eagle Cinema, El Rodeo, Family Pharmacy, Franklin County High School, Fleetwood Homes, Franklin Memorial Hospital, Franklin Outdoors, Franklin Street, Frank's Pizza, Hub Restaurant, Ippy's, Jones Produce, Kroger, Lee M. Waid School, Little Ceaser, Los Tres Amigos, Lowe's, Martinsville DuPont Credit Union, McDonald's, Mod-U-Kraf, North Main Street, Ntelos, Old Franklin Turnpike, Pizza Hut, Quizno's, Riverside Minute Market, Roses, School Board Road, Sheetz, South Main Street, Trinity Missions, Trinity Packaging, Two By Two BBQ, Wal-Mart, Wendy's, & YMCA.

MISCELLANEOUS:

- ◇ February 1st, 2012 - Canine "Call Out"
- ◇ February 4th, 2012 - Security at Wrestling Competition "FCHS"
- ◇ February 8th, 2012 - Drug Take Down "Call Out"
- ◇ February 11th, 2012 - Open Door "Canton Restaurant"
- ◇ February 14th, 2012 - SWAT Training
- ◇ February 16th, 2012 - SWAT Training
- ◇ February 23rd, 2012 - SWAT Call Out at Ferrum College
- ◇ February 24th, 2012 - Provide Law Enforcement Personnel to assist Ferrum College with an assault per their request.
- ◇ February 24th, 2012 - Open Door "Tanglin First"
- ◇ February 25th, 2012 - Open Door "FCHS"
- ◇ February 29th, 2012 - ROCIC Training at RMPD

INVESTIGATIONS:

- ◇ New Criminal Investigations: 13
- ◇ New Drug Investigations: 10
- ◇ Cases Cleared: 21
- ◇ Misdemeanor charges: 2
- ◇ Felony Charges: 29

TRAFFIC CONTROL UPDATES:

- ◇ No new updates for this month.

CRIMINAL ARRESTS & LOCATIONS:

Possession of Marijuana	South Main Street
Possession of Marijuana	East Court Street
Possession of Drug Paraphernalia	South Main Street
Driving Under the Influence (x 2)	Old Franklin Turnpike
Driving Under the Influence Highway	Virgil H. Goode
Driving Under the Influence Washington Hwy.	Booker T.
Drunk In Public	Franklin Street
Drunk In Public Highway	Virgil H. Goode
Possession of Alcohol Underage	South Main Street
Possession of Alcohol Underage	Franklin Street
Aggravated Assault	East Court Street
Domestic Assault	Edgemont Street
Disorderly Conduct	Leonor Street
Resisting Arrest	Leonor Street
Larceny	North Main Street
Shoplifting (x 3)	Old Franklin Turnpike
Shoplifting	Tanyard Road
Trespassing	Old Franklin Turnpike
Altered Vehicle Registration	Pell Avenue

SPEEDING TICKETS ISSUED

East Court Street (x 6)

Scuffling Hill Road (x 4)

South Main Street (x 3)

Old Fort Road

Bernard Road

Franklin Street

Tanyard Road

Hatcher Street

North Main Street

Old Franklin Turnpike

Virgil H. Goode Highway

MONTHLY STAFF REPORT

DATE:	March 5, 2012
TO:	Rocky Mount Town Council
FROM:	Cecil R. Mason, Public Works Director
DEPARTMENT:	Public Works Department
MONTH:	February 2012

1. Finished cleaning sewer easements and repairs found.
2. Replaced 400' of sewer line on Leonor Street.
3. Replaced 48 each 5/8" meters; three each 1" meters; one each 1½" meter; and one each 2" meter.
4. Read water meters on three days.
5. Cleaned water line easements.
6. Repaired 2" water line on Montview Street.
7. Installed four each water meters for Fralin's development.
8. Dug one each grave.
9. Removed house at 55 Buckner Street.
10. Repairing and painting tables at the Farmers' Market.
11. Did cleanup for three days.
12. Pushed snow February 19-20.

MONTHLY STAFF REPORT

DATE:	March 2, 2012
TO:	Rocky Mount Town Council
FROM:	Tim Burton, Superintendent
DEPARTMENT:	WWTP
MONTH:	February

Average Daily Flow	0.690 mgd
TSS Reduction	99 %
BOD Reduction	99 %
Leachate (F.C. Landfill)	121,500 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	88.70 Tons
Rain Total 2.08 inches	Snow Total 6.0 inches

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	March 3, 2012
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Superintendent
DEPARTMENT:	Water Department
MONTH:	February 2012

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 10.3 hours per day, which yielded approximately 870,000 gallons of water per day.

Total Raw Water Pumped:	26.44 million gallons
Total Drinking Water Produced:	25.27 million gallons
Average Daily Production:	870,000 gallons per day
Ave Percent of Production Capacity:	44%
Flushing of Hydrants/Tanks:	20,000
Plant Process Water, Gallons Used:	620,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	None

Operational Issues:

- All routine monthly bacteriological samples were negative (no bacteria detected).
- Quarterly Disinfection By-Products and all other routine samples were well within limits.
- We have received preliminary notice from our Virginia Department of Health District Engineer that our Water Plant has once again been awarded a Silver Award for meeting certain optimum treatment goals. The certificate will be presented at a later date.

Repairs/Maintenance:

- A new back-flow device has been installed in the chlorine gas feed system by plant staff, per Health Department recommendations.
- Staff filled cracks in the pump room floor with an industrial joint sealant.
- Our water storage tank level sensors were checked and serviced by an instrumentation service company.

Other:

- Four of our water tanks will be painted this year in accordance with our on-going maintenance contract. The scheduling will be finalized in the next few weeks. Painting will likely begin by the end of March. No service disruptions are expected. We will do all we can to minimize wasted water and to prevent pressure and quality issues.
- We are already receiving calls regarding the new Fire System Inspection Program. Over the first few weeks of March, we expect to communicate with all 50+ water customers affected by the new program and will work to make the transition as trouble free for them as possible.

ITEM(S) TO BE CONSIDERED UNDER:

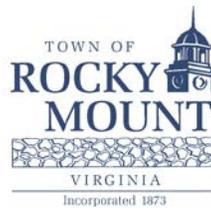
- Hearing of Citizens
 Consent Item
 Old Business
 New Business
 Committee Report
 Other

FOR COUNCIL MEETING DATED:	March 12, 2012
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>During the February 13, 2012 regular Rocky Mount Town Council meeting, Council approved to accept proposal for financing options with VML/VACo for replacement of Waste Water Treatment Plant ultraviolet equipment, with right of anticipation.</p> <p>Based upon this decision by Council, attached for Council's review and consideration is a draft "Authorization for the Purchase of Replacement of Ultra Violet Disinfection Equipment for the Waste Water Treatment Plant and the Execution of a Tax-Exempt Lease/Purchase Agreement for Said Equipment".</p>
ACTION NEEDED:	Approval/denial of approval of draft resolution.

Attachment(s): Yes

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



DRAFT

**AUTHORIZATION FOR THE PURCHASE OF REPLACEMENT ULTRA VIOLET
DISINFECTION EQUIPMENT FOR THE WASTE WATER TREATMENT PLANT AND THE
EXECUTION OF A TAX-EXEMPT LEASE/PURCHASE AGREEMENT FOR
SAID EQUIPMENT**

WHEREAS, it is deemed necessary and advisable that the Town of Rocky Mount, (the "Town") purchase certain ultra violet disinfection equipment for use within the Town (the "Equipment"); and

WHEREAS, the Town desires to enter into a tax-exempt lease/purchase agreement to finance the Equipment (the "Agreement"); and

WHEREAS, The Industrial Development Authority of the County of Stafford and the City of Staunton, Virginia (the Authority) has agreed to acquire the Agreement under terms favorable to this Council; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN, as follows:

Section 1. The Town hereby authorizes the Town Manager, (the "executing official") on behalf of the Town and without further action by the Council, to negotiate the terms of, and execute and deliver the Agreement and other related documentation necessary to carry out this Resolution and obtain financing for the Equipment.

Section 2. Maintenance of Tax-Exempt Status. The Town covenants not to take any action or omit any action if the taking or omission would cause interest paid pursuant to the Agreement to be includable in gross income for federal income tax purposes pursuant to Section 103(a) of the Internal Revenue Code of 1986, as amended (the "Code"). The Executing Official may enter into additional covenants on behalf of the Town to protect the tax-exempt status of interest which is payable under the Agreement.

This resolution shall become effective immediately upon its adoption.

ADOPTED by the Council of the Town, at a regular meeting thereof held this 12th day of March, 2012.

TOWN OF ROCKY MOUNT

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Linda Woody, Finance Director
BRIEF SUMMARY OF REQUEST:	<p>The Franklin County Board of Supervisor voted to eliminate the vehicle decal effective with the 2014 decal. County residents must purchase one this year and in 2013, but after that, a license fee will be added to their personal property tax bill, starting on Dec. 5, 2013.</p> <p>In eliminating the decal, the County listed cost savings from the printing of decals, forms and postage to mail notices, and saved man-hours. The Town of Rocky Mount has decals available on January 2nd so that they can be purchased when paying personal property taxes (due February 28th). The Town prints a sentence at the bottom and on the back of the personal property tax ticket to purchase a decal when paying personal property taxes. The decals are required to be displayed by March 31st and a reminder to purchase decals is listed in the Franklin News-Post when the due date for taxes and due date for decals approaches. The Town considers the sale of the decal as part of the personal property tax transaction and therefore, do not consider it as a man-hour that could be eliminated.</p> <p>Based on the above scenario, the only costs to the Town directly associated with the sale of vehicle decals is the cost of the printing of the decals and the cost of the newspaper notice directly related to the March 31st deadline. This year the decal printing cost \$2,269 and the newspaper ad is estimated to cost \$124 (for two ads). Decal revenue is budgeted at \$89,470 this fiscal year.</p>

	<p>Decals are the Town's main personal property tax collection effort since they cannot be purchased until after the tax is paid; however, without a County decal, Town Police will not be able to enforce the use of Town decals. If decals are eliminated, a DMV stop would be the collection tool. The Town does not currently participate in this program. The DMV stop is placed by a locality onto the taxpayers DMV license renewal. The local taxes and decal fee would be collected by DMV before a delinquent taxpayer could purchase their current VA license plate renewal.</p> <p>Currently, there is a \$30 administrative fee charged by DMV to place the delinquent tax and decal fee onto their program and a \$20 stop release fee for a total of \$50 per taxpayer. These fees are passed on to the taxpayer but not reimbursed to the Town until collected by DMV. DMV also withholds 4% from the taxes and fees collected before remitting the balance to the locality. Most localities write-off the 4% not collected although some do impose (and add) the 4% when sending the hold to DMV. To access the DMV service requires an account with DMV for which they charge \$65 a month per employee. Five employees of the Town would be required to have access, costing \$3,900 a year. An unknown cost would be the staff time to participate in the DMV program.</p> <p>If Council wishes to eliminate the Town decal, the following need to be resolved prior to drafting the required changes to Town code: -When would such an elimination take effect? -Will the fee be placed on the personal property tax bill as in the case of Franklin County?</p>
<p>ACTION NEEDED:</p>	<p>Input from Town Council on the continued requirement to purchase a Town of Rocky Mount decal.</p>

Attachment(s): No

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>	

ITEM(S) TO BE CONSIDERED UNDER:

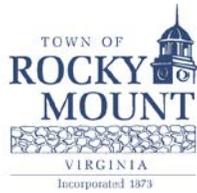
- Hearing of Citizens**
 Consent Item
 Old Business
 New Business
 Committee Report
 Other

FOR COUNCIL MEETING DATED:	March 12, 2012
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STAFF MAKING REQUEST:	C. James Ervin Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Anderson and Associates is assisting the Town of Rocky Mount with the design of a solution to the erosion at Old Furnace Creek. This design will be coordinated with VDOT and implemented when the bridge is replaced. The Town Manager has also asked Anderson and Associates to make application on behalf of the Town for a grant from the Department of Conservation and Recreation to fund the repair.</p> <p>The Virginia Department of Conservation and Recreation, in partnership with the National Park Service, has approximately \$1 million to award through the Land and Water Conservation Fund. The deadline for preliminary applications is March 19, 2012. A draft application is attached for Council's review, with Anderson and Associates having a final ready to submit prior to the deadline.</p> <p>The project is estimated to cost \$300,000. The Town is seeking a grant for \$150,000 to assist with the project. A draft resolution supporting the application is enclosed for consideration.</p>
ACTION NEEDED:	Approval/denial authorizing Town Manager to submit a grant application to Department of Conservation and Recreation substantially like the draft provided and adoption of the draft resolution.

Attachment(s): Yes

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



DRAFT

**RESOLUTION BY THE
ROCKY MOUNT TOWN COUNCIL FOR
LAND & WATER CONSERVATION FUND
AUTHORIZING APPLICATION FOR FEDERAL FUNDING ASSISTANCE
FROM THE LAND AND WATER CONSERVATION FUND TO THE
VIRGINIA DEPARTMENT OF CONSERVATION & RECREATION
AS PROVIDED BY THE LAND AND WATER CONSERVATION FUND ACT OF 1965 (AS AMENDED)**

WHEREAS, under the provisions of Land and Water Conservation Fund, federal funding assistance is requested to aid in financing the cost of land acquisition and/or facility development; and

WHEREAS, Town of Rocky Mount considers it in the best public interest to complete the land acquisition and/or development project described in the application.

NOW, THEREFORE BE IT RESOLVED that:

1. The Town Manager be authorized to make formal application to Virginia Department of Conservation & Recreation for funding assistance.
2. Any fund assistance received be used for implementation and completion of improvements to Veterans' Memorial Park.
3. Town of Rocky Mount hereby certifies that project funding is currently available and is committed for this project.
4. We are aware that the grant, if approved by the National Park Service, will be paid on a reimbursement basis. This means we may only request payment after eligible and allowable costs have already been paid to our vendors and evidence of such has been provided to Virginia Department of Conservation & Recreation in the format required.
5. We acknowledge that any property acquired and/or developed with financial aid from the Land & Water Conservation Fund must be placed in use and be retained in perpetuity as a public outdoor recreation area in accordance with the provisions and requirements of the Land & Water Conservation Fund Act of 1965, as amended.
6. We acknowledge that for any property no non-recreational uses may be made of the property without undergoing a conversion of use process and obtained approval from the Department of Conservation and Recreation and the U.S. Department of Interior/National Park Service.
7. We acknowledge that we are responsible for compliance with the National Environmental Policy Act, Endangered Species Act, Historic Preservation Act, and all other applicable state and federal laws.
8. We acknowledge that appropriate opportunity for public comment will be provided on this application and evidence of such is a required component for approval.
9. This resolution becomes part of a formal application to the Virginia Department of Conservation & Recreation.

This resolution was adopted by the Rocky Mount Town Council during the meeting held March 12, 2012 held at the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia.

Given under my hand this 12th day of March 2012.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts, Town Clerk

345 Donald Ave.
Rocky Mount, Virginia 24151

540.483.7660
FAX 540.483.8830

E-mail : jervin@rockymountva.org
www.rockymountva.org



TOWN COUNCIL
Steven C. Angle, *Mayor*
Gregory B. Walker, *Vice Mayor*

Bobby M. Cundiff P. Ann Love
Jerry W. Greer, Sr. Bobby L. Moyer
Robert W. Strickler

C. James Ervin
Town Manager

March 13, 2012

Department of Conservation and Recreation
Attention: Sarah Richardson
Virginia Land Conservation Foundation
203 Governor Street, Suite 302
Richmond, Virginia 23219

Dear Ms. Richardson:

The Town of Rocky Mount is pleased to support this project.

As a partner in this endeavor, we commit to providing the following resources and services toward the project as match for a grant from the Department of Conservation and Recreation: \$150,000 matching funds.

Please find enclosed documentation that supports this match.

Sincerely,

C. James Ervin
Town Manager

CJE:phk

Enclosures



2012 Land & Water Conservation Fund Application

You should read the 2012 Land & Water Conservation Fund Manual before completing this application.

A. Applicant Information

Sponsor Name: The Town of Rocky Mount, Virginia
Project Name: Veterans Park Furnace Creek Stabilization
Contact: Mr. James Ervin
Title: Town Manager

Address: 345 Donald Avenue

Rocky Mount Virginia 24151

City

State

ZIP Code

Phone: (540) 483 7660

E-mail Address: jervin@rockymountva.org

Grant Request: **\$150000**

Name and address of person to receive notification of Preliminary Application status if different from contact:
Same as above

B. Legislative Information

US Congressional District: VA-5

Legislator Name(s): Robert Hurt

Virginia Senate District: 19

Legislator Name(s): Ralph Smith

Virginia House District: 9

Legislator Name(s): Charles Poindexter

C. Basic Project Information

1. Please select project type:

Acquisition Development Combination

2. Please list the element (s) to be assisted by the LWCF program:

The two main elements that need to be addressed at the park is safety and access to state waters.

3. What is the current or future name of the park? Veterans' Memorial Park
Indicate if name is current or future by checking appropriate box.

4. Indicate the total number of acres of the park: **0.430**

5. Indicate the number of acres that will be placed under the protection of the LWCF program:

0.15

5a. If the number of acres to be protected will be less than the total acreage of the park, explain:

The memorial monument area is not included in the protected area.

6. Will this project provide access to state waters? Yes No

6a. If yes, what type of access (boating, fishing, swimming, etc)? **Fishing**

6b. What is the name of the body of water? **Pigg River**

7. Does this proposal represent the creation of the first public park within the locality? Yes No

7a. Does this proposal represent the first LWCF protected park within the locality? Yes No

8a. Who will hold title to the property assisted by LWCF? **The Town of Rocky Mount**

8b. Who will manage and operate the site(s)? **The Town of Rocky Mount**

8c. What is the sponsor's type of ownership and control of the property? Please check:

- Fee simple ownership
 Less than fee simple. Explain:

9a. Describe the nature of any rights-of-way, easements, reversionary interests, etc. to what will be the Section 6(f) park area.

A small section of the VDOT Right of Way will be in the Park Area along the eastern side of the box culverts.

9b. Does the applicant understand that a Section 6(f) conversion may occur if private or non-recreation activities occur on any pre-existing right-of-way, easement, leased area if they are included in the 6(f) area?

Yes No

D. Project Location Information

1. Provide GPS coordinates for the entrance to the Park: Lat: **36.9851** Long: **-79.8880**

2. Zip Code for park location: **24151**

3. Provide driving directions to project site from 203 Governor Street, Richmond, VA 23219

Start out going southwest on Governor Street toward Bank Street. Go .07 miles.

Take the 1st left onto Bank Street/East Franklin Street. Go .08 miles.

Take the 1st left onto North 14th Street. Go .20 miles.

Turn right onto US-33/US-250/East Broad Street. Go .03 miles.

Merge onto I-95 North toward I-64. Go 4.5 miles.

Merge onto I-64 West via Exit 79 toward Charlottesville. Go 99.6 miles.

Merge onto I-81 South via the left exit toward Lexington/Roanoke. Go 78.2 miles.

Merge onto US-220 South via exit 143 on the left toward Airport/Roanoke. Go 30.1 miles

Take the VA-40 exit toward VA-112/Rocky Mount/Gretna. Go .2 miles
Turn left onto VA-40/Tanyard Road/Franklin Street/Pell Aveune. Go 1.1 miles.
Tanyard Road becomes South Main Street/US-220-BR. Contine for 1.0 miles
Turn right onto Scuffline Hill Road. Go .01 miles. Park entrance is on the left.

E.

Purpose and Need

1. In the space provided, give a brief narrative describing the purpose and need of the proposal.

The purpose of the project will be to stabilize Furnace Creek at it's intersection with the Pigg River and provide a safe access to the recreational waters. The project is needed as the current conditions along Furnace Creek pose a safety hazard due to erosion of the stream banks. The steep banks provide a hazard and make the park inaccessible to the Pigg River that threatens to erode away sections of the park. In addition, the erosion transfer adds to the existing TMDL issues on the Pigg River that threaten the Roanoke Log Perch Habitat.

2. What alternatives were considered to the proposed action?

Alternatives considered included the use of gabion baskets and/or armament mats to line the stream banks and prevent further erosion. Both options would stabilize the stream banks but not correct all of the erosion issues and resolve safety.

2a. Why is the proposed course of action the best choice?

The proposed action, which is to install box culverts, is the best choice because it addresses both of the issues along Furnace Creek which are streambank erosion and safety. None of the other alternatives considered addressed both issues. In addition, the box culvert option expands the uasable land area of the existing park for future recreational use.

F.

2007 Virginia Outdoors Plan

*1. Indicate in the space provided to what extent the proposed project meets needs identified in the **2007 Virginia Outdoors Plan**? Be sure to include page references. The **2007 Virginia Outdoors Plan** is available online at http://www.dcr.virginia.gov/recreational_planning/vop.shtml*

Based on Table x-12 on page 481 of the 2007 Virginia Outdoors Plan, as of 2010 there was a deficit of 605 miles of streams for use. Based on the projections there will be a deficit of 624 miles of streams for use in 2020.

2. Is the project a specific recommendation of the 2007 Virginia Outdoors Plan? To be considered specific the project must be referenced by name in the regional section for the project area, please give page number, item number and quote the reference.

Example: If the project application is for the acquisition of property in the Winterpock area of Chesterfield County for a regional park, the project would be a specific recommendation of the existing VOP. The response to this question would be:

Yes, see page 530, item 68: "Chesterfield County should acquire and develop a regional park site in the Winterpock area to serve the fast-growing Spring Run community and the south-western quadrant of the county".

The project is not mentioned by name, however its partner project downstream at the old power dam is mentioned in item 14 on page 474 of the 2007 Virginia Outdoors Plan. The report states "Work should continue of the removal of the dam on the Pigg River and the development of the Whitewater Park near Rocky Mount."

G. Combination Proposals

*If the proposal involves acquisition and development, answer the Development Proposal section **and** Acquisition Proposal sections of this document below.*

H. Development Proposals

1. *For existing parks, briefly describe the facilities currently available to the public.*

The existing Veterans Memorial Park provides a scenic view of the Pigg River and access to the Veterans Memorial Monument. A new wooden boardwalk has been recently constructed that connects the park to the adjacent Lynch Park in Franklin County. Veterans Park has no current safe access to the Pigg River due to the steep and unstable banks.

2. *If the proposal involves renovation of facilities, which facilities will be renovated? Give the age of the facilities, the extent of the renovation and why the renovation is needed.*

N/A

3. *Indicate the number and type of resources that will be made available with assistance from the Land & Water Conservation Fund.*

One Recreational Access Route will be made available with the funds.

4. *As a result of this project, describe **new** types of outdoor recreation opportunities and capacities that will result and the anticipated short and long term public benefits.*

In conjunction with the USFWS Veterans Park Dam Removal and Stabilization, the assistance from the Land & Water Conservation Fund will help stabilize the area around the park and provide safe recreational access to the river.

5. *Explain any existing non-recreation and non-public uses that will continue on the project site(s) and describe any that are proposed for the future that may occur within the 6(f) boundary.*

N/A

6. *When will the project be completed and open for public use?*

The project will be completed in conjunction with the VDOT Route 221 Bridge Replacement Project Adjacent to the park.

I. Acquisition Proposals

Applicants submitting proposals for acquisition must read the acquisition requirements in the 2012 Land & Water Conservation Fund Manual.

1. *How many acres will be acquired with assistance from the Land & Water Conservation Fund?*
2. *What is the estimated purchase price of the property?*
- 2a. *What is this estimate based upon?*
3. *Indicate the types of existing resources and features of the site and the quantity (acres, number of feet, etc):*
 - a. *Wetlands* *Present:* *Quantity:* *Not Present:* *Unknown:*
 - b. *Waterfront* *Present:* *Quantity:* *Not Present:* *Unknown:*
 - c. *Beachfront* *Present:* *Quantity:* *Not Present:* *Unknown:*
 - d. *Forested areas* *Present:* *Quantity:* *Not Present:* *Unknown:*
 - e. *Open/Clear areas* *Present:* *Quantity:* *Not Present:* *Unknown:*
 - f. *Existing utilities* *Present:* *Quantity:* *Not Present:* *Unknown:*
(underground or above)
Indicate type and location:
 - g. *Historical resources* *Present:* *Quantity:* *Not Present:* *Unknown:*
Indicate type and location:
 - h. *Unique features* *Present:* *Quantity:* *Not Present:* *Unknown:*
Indicate type and location:
 - i. *Contamination* *Present:* *Quantity:* *Not Present:* *Unknown:*
 - j. *Other:* *Describe:*
4. *Indicate how and when the site will be made open and accessible for public outdoor recreation use (signage, entries, parking, site improvements, allowable activities, etc) once the property is acquired.*
5. *Describe development plans for the proposed public outdoor recreation use within the next three (3) years.*
- 5a. *If development will be delayed for more than one year from the date of the acquisition, explain why immediate acquisition is needed.*
7. *Explain any existing non-recreation and non-public uses that will continue on the project site(s) and describe any that are proposed for the future that may occur within the 6(f) boundary. If the project is a combination project and you answered this question in the development section of the application you may answer see H.5, above.*
8. *When will the project be completed and open for public use? If the project is a combination project and you answered this question in the development section of the application you may answer see H.6, above.*

J.

Operation & Maintenance

1. Describe the management, operation and maintenance of the park and its facilities. Outline the support staffing dedicated to the management and operation of the park. For parks to be created, indicate the number of support staffing that will be provided to operate and maintain the park. In both scenarios, clearly indicate who is responsible for each action and how frequently the action occurs.

The existing Town Staff operates and maintains the Park Site. The staff provides upkeep of the grounds such as mowing and trash removal.

K.

Accessibility

1. All projects must be accessible to (and usable by) disabled citizens. The intent is to enable disabled citizens to participate in outdoor recreation activities in a way that parallels as closely as possible participation of non-disabled citizens. Describe how this proposal addresses this requirement. If the proposal does not address accessibility, explain why.

All currently accessible areas of the park are ADA compliant. All new areas of access provided by the funds will be accessible to disable citizens.

L.

Planning Process

1. Describe the planning process that led to the development of this proposal. You must address:
 - a. How the interested and affected public was notified and provided an opportunity to be involved in the planning for the Land and Water Conservation Fund proposal.

The Town Staff has reviewed the erosion and safety issues with the Town Council. All Town Council meetings concerning the Veteran's Park issues were held open to the public.

- b. Who was involved and how were they able to review the proposal, including any state, local, federal agency professionals, subject matter experts, members of the public and local Indian Tribes.

TOWN INPUT

- c. Describe any public meetings held and/or formal public comment periods including dates and lengths of time provided for public input into the planning process and/or comments on the completed proposal.

TOWN INPUT

2. What information was made available to the public for review and comment? Did the applicant provide written responses addressing received comments? If so, include the responses as an attachment to this application.

TOWN INPUT

3. If the proposal has not been made available to the public during the planning process, does the applicant understand that a 30 day public comment period will be required for compliance with the National Environmental Policy Act?

Yes No

M.**Environmental**

1. Describe how the project helps promote environmentally responsible activities. Indicate the use of native plant materials for landscaping, drip or treated effluent irrigation, energy efficient lighting, recycled material use, minimizing removal of existing forested areas and vegetation, reduction of impervious surfaces, balancing of natural and active areas, etc.

This project provides stabilization of the existing banks around the park to limit sediment transfer down stream. All sediment control directly helps in USFWS's efforts to protect the existing Roanoke Log Perch Habitat along the Pigg River and reduce TMDL loading.

2. Has any environmental scoping been conducted for this proposal?

Yes No

- 2a. If yes, indicate with whom the scoping was conducted, the environmental resources analyzed and the identified resource impact issues.

N/A

3. List all the required federal, state and local permits/approvals needed for the proposal and explain their purpose and status.

This project will be incorporated into the VDOT Bridge Replacement Project adjacent to the Park. All permits which include, FEMA, USFWS, DCR, COE, VMRC, and DEQ shall be obtained in conjunction with the VDOT bridge work at the Pigg River.

- 3a. If no permits are needed for the proposal, please explain why.

As stated above, all permits shall be coordinated through the VDOT Bridge Replacement Project.

4. If no environmental scoping has been conducted for this proposal does the applicant understand that environmental review to satisfy the National Environmental Policy Act, Historic Preservation Act, and Endangered Species Act, will be required? Also, projects located in the Coastal Zone Management Area will be required to obtain Federal Consistency Determinations.

Yes No

N.**Unmet Needs**

1. As part of the annual reporting requirements associated with the Land and Water Conservation Fund the Department of Conservation and Recreation is required to provide the dollar value of unmet recreational needs within Virginia.

In order to provide a more accurate estimate for Virginia we are requiring that each applicant provide the total funding needed to acquire, develop, and rehabilitate public outdoor recreation resources that were not met in 2011. This estimate should include all unmet public outdoor recreation needs (not including operation and maintenance costs).

Provide the dollar estimate below for the unmet needs for your locality/ agency/ park authority and give a short explanation of how you developed your estimate. Indicate in the explanation how much funding was needed for acquisition, new park development, park renovation and/or rehabilitation and new developments at existing parks.

O.**Five Minute Sales Pitch**

1. *The Land and Water Conservation Fund is a highly competitive grant program. In a typical grant cycle funding request are triple the amount of available funding. In the space provided, indicate why this proposal should selected for funding over other projects, particularly those may be similar in nature.*

The citizens of the Town of Rocky Mount see Veterans Memorial Park as a significant landmark to the Town and wish to see the Park preserved and maintained. In conjunction with the USFWS project to remove the existing dam and stabilize the stream banks along the Pigg River and protect existing habitat from TMDL pollutants, the Town hopes that the stabilization of Furnace Creek will eliminate the erosion that threatens the park, expand the usable areas of the memorial site, and provide recreational access to the river. This will open the park to fishing and lead to future blueway projects.

P.**Preliminary Application Attachments*****The following items must be included with the Preliminary Application:***

- Location Maps** - Provide maps that show:
 - Locality within Commonwealth of Virginia
 - Jurisdiction within the locality
 - Site of Park within locality
- Concept/Site Plan** – Identify which elements are to be assisted by LWCF
- Deed** (Acquisition proposals do not need to include with the Preliminary Application)
- Two copies of the 6(f) boundary map** (Acquisition proposals should include a map showing the area to be acquired by LWCF and the number of acres to be protected). Refer to the 2012 Land and Water Conservation Fund Manual for details regarding the 6(f) boundary map.
- Acquisition projects must include property tax assessment** to support the estimated purchase cost. (Be sure to read the requirements for acquisition in the 2012 Land & Water Conservation Fund Manual)
- Project Timeline** – Careful consideration should be taken in providing the tasks and time associated for each in this outline. The timeline submitted will be used to create the milestones for the project and its progress over the life of the grant should it receive formal approval.
- Copies of responses submitted on comments received during any public commenting period.**
- Governing Body Resolution**
- Application Signature Page**



Budget Information

Provide a budget estimate of the Land & Water Conservation Fund proposal.

The budget estimate must provide a complete estimated cost of the project. Estimates should include cost increases that may occur during the construction period.

If the LWCF assisted elements are a component of a much larger proposal, your estimate must consider only the elements that will receive federal assistance.

List the projected cost of the proposed element(s), give the priority rating of the element, and itemize the percent of total project cost for each activity.

The priority rating indicates how important the development of that particular element is to the overall project and will be taken into consideration during any requested changes in scope of work for the project. **Projects providing public access to waters of the U.S., must list those elements as the number 1 priority.**

Percentage of Total Project Costs is the amount of a particular venue divided by the sum of construction and non-construction costs.

Notes:

The sponsor must have the funding currently in place to complete the project. The Land & Water Conservation Fund is a 50-50, matching, reimbursement program. **All cost are incurred by the grantee prior to receiving reimbursement (whether partial or in full).** The program requires that 20% of the award be held back until all LWCF elements are 100% complete.

No costs are eligible for reimbursement until after approval by the National Park Service and a Project Agreement between DCR and the grantee is formalized.

The sponsor must have funds in place to start construction on the project no later than 5 months from signing the project agreement with DCR.

A completed example budget estimate is included in the appendices of the **2012 Land & Water Conservation Fund Manual.**

If you need more space you may re-create the form below to add as many rows as. However, be sure to include all the requested information if you create and use your own form.

Land & Water Conservation Fund Preliminary Application Signature Page

"On behalf of the Project Sponsor, **The Town of Rocky Mount**

I hereby certify the information contained in the attached application is true and correct. I understand this application will be rated on the basis of the information submitted and the submission of incorrect data or an incomplete application can result in this application being withdrawn from consideration for funding."

"I hereby certify the applicant will comply with all applicable local, state and Federal laws and regulations."

"I hereby certify the availability of funding for the total project costs as represented in this application."

"I hereby certify that the applicant understands that the LWCF program reimburses at 50% and that documentation supporting expenditures must be submitted for verification in order to receive payment, whether partial or in full. Further, it is understood that 20% of the grant award must be held back until the project is 100% complete."

"I hereby certify that the property will be placed under Section 6 (f) (3) protection of the Land & Water Conservation Act and will have wording to such effect placed in the deed of the property."

Signed this _____ day of _____

By _____

Title _____

Attested by _____

The LWCF Preliminary Application is due no later than **4:00 pm on March 19, 2012.**

Deliver 4 complete copies of the Preliminary Application plus one complete electronic version to DCR no later than 4:00pm at 203 Governor Street, Suite 326, Richmond, Virginia 23219.

Postmarks, faxes and email submissions will **not** be accepted.

Applicants are responsible for effecting delivery by the deadline above; late submissions will be rejected without consideration.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
----------------------------	----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Lorinda G. Lionberger, Chairman of Rocky Mount Beautification and Urban Design Commission (BUD), is requesting on behalf of the Commission Council's review and consideration of re-appointing Mr. Jerry Trotter to a three-year term as a voting member of the BUD Commission. Mr. Trotter has consented to serve, if appointed.</p> <p>Attached is the letter from Mrs. Lionberger regarding the request.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

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

**ROCKY MOUNT BEAUTIFICATION
AND
URBAN DESIGN COMMISSION**

345 Donald Avenue
Rocky Mount, Virginia 24151
10 February 2012

Mayor and Town Council
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, VA 24151

REF: B.U.D. Commission appointments

Dear Mayor Angle:

At its January meeting the Commission approved the following recommendation to Town Council:

That Jerry Trotter be re-appointed to a three-year term as a voting member of the B.U.D. Commission. He has consented to serve if appointed.

The Commission would appreciate consideration of this recommendation at the March Council meeting.

Please call me at 576-1590 if further information is needed, or there are questions.

Sincerely,

Lorinda G. Lionberger
Chairman

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
----------------------------	----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Ms. Donna Essig, President of Franklin County Humane Society, is requesting Council's review and consideration of three events that tie-in with each other that they plan on holding on Saturday, June 9, 2012: (1) "Dash Hound Classic 5k" race starting at 8:00 a.m.; (2) a short dog walk on the sidewalks through downtown area from 8:30 a.m. to 9:00 a.m.; and a (3) "Heels for Hounds" short dash at 9:00 a.m.</p> <p>Assistant Chief of Police Roger Smith has looked at the requests and has no problem with the proposed routes.</p> <p>Attached is the letter from Ms. Donna Essig regarding the request.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>

fax 483-8830



February 27, 2012

To the Mayor and Town Council of Rocky Mount:

The Humane Society is requesting to hold a Dash Hound Classic 5k race on Saturday, June 9, 2012.

5k proposed route- 8 am start time:

Start on Franklin Street near the Farmer's Market

Run up Franklin Street toward Main Street

Left on North Main Street

Right on State Street

Turn around at Industrial Park

Run State Street back to intersection with Main Street

Left onto Main Street

Right onto Franklin Street

Right onto Diamond Avenue

Left onto Spring Street

Left onto Maynard Street

Right onto Diamond Street

Left onto Franklin Street

Finish at the Farmer's Market.

We also want to have a short dog walk on the sidewalks through the downtown area from 8:30 – 9 am and a "Heels for Hounds" short dash at 9 am.

I have called Chief Cundiff and left a message about our request.
Thank you for your consideration of our request.

Sincerely,

Donna Essig

President, Franklin County Humane Society
(540)493-2583 cell

Franklin County Humane Society Inc.
Mail Address: P.O. Box 2118, Rocky Mount, VA 24151
Street Address: 18401 Virgil Goode Highway, Rocky Mount, VA 24151
(540) 489-3491 • www.plannedpethoodrockymount.com
Email: plannedpethoodrockymount@yahoo.com

Pat Keatts

From: Pat Keatts
Sent: Tuesday, March 06, 2012 10:41 AM
To: 'Roger Smith'
Subject: RE: Heels for Hounds Walk

10.4

*Patricia H. Keatts, MMC
Town Clerk
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, VA 24151
(540) 483-7660*

From: Roger Smith [<mailto:rogersmith@rockymountva.org>]
Sent: Tuesday, March 06, 2012 9:48 AM
To: Pat Keatts
Cc: David Cundiff
Subject: Heels for Hounds Walk

Pat, I spoke with Mrs. Essig by phone. I got the correct date June 9th Saturday from her. I don't see any problems with her request at this time. I ask about the Dog Walk and she assured me that the Dogs would be on a leash and someone would follow up behind them for clean up if needed.

Thanks,

Assistant Chief Roger Smith
*Rocky Mount Police Department
1250 N. Main Street
Rocky Mount, VA 24151
(540)483-9275*

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
----------------------------	----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Mr. Jon Morris, Executive Director for STEP, Inc., is requesting to come before Council to present the Economic Impact to STEP, Inc. and to give an update on their agency.</p> <p>Attached is the letter from Mr. Jon Morris regarding the request.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes

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



Empowering People
Changing Lives

February 16, 2012

Mayor Steven Angle and Rocky Mount Town Council
Attn: Pat Keatts, Town Clerk
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, VA 24151

Dear Mayor Angle and Town Council Members:

I respectfully request to be placed on the agenda for the March 12, 2012 Town Council meeting. I would like to present the Economic Impact of STEP, Inc. and give you an update on our agency.

Sincerely,



Jon Morris
Executive Director

Corporate Office
200 Dent Street, Rocky Mount, VA 24151
Phone: 540-483-5142 Fax: 540-483-2506

Patrick County Office
4559 Wayside Road, Stuart, VA 24171
Phone: 276-694-2239 Fax: 276-694-6954



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
----------------------------	----------------

STAFF MAKING REQUEST:	C. James Ervin Town Manager
BRIEF SUMMARY OF REQUEST:	<p>RE: Security Concerns at the Public Works Department and at the Farmers' Market</p> <p>The Town has recently had items stolen from the Public Works Department. There is open access to the department storage areas from the rear of the property. This area was never fenced when the new building was constructed. The recent increase in the price of metals has resulted in individuals walking through the wooded area to gain access to the rear of the compound to steal pipes, fittings and meters. Additionally, there was a round of vandalism at the facility last year. To address these issues, and provide to for the safety of the public, it is proposed that the fence be completed in the rear of the compound. It is estimated that this will cost \$18,000. Additionally, there are minor fence repairs that need to be made at the Town's impound lot. The Chief of Police has proposed that when a contractor is selected to install the fence at Public Works that the same contractor be used to repair the impound lot. The price for the repairs is unknown, but likely to be under \$3,000.</p> <p>Last summer there was an alleged brandishing of a firearm at our Farmers' Market. There is also frequent use of the area by skate boarders and that use is damaging to the tables. To provide additional assistance to our Police Department in providing for the safety and security of this Town facility, it is proposed that a security camera system be installed at the Market. It is estimated that this system will cost \$5,000.</p> <p>The Town currently has \$27,000 in our General Fund contingency. Given that we are approaching the end of our current budget year and are developing a budget for next year, it is proposed that these funds be used to address these security and safety issues rather than including them as budget items in FY2013.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): No

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
----------------------------	----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Utilities Committee met on February 28, 2012 to review and consider two items:</p> <ol style="list-style-type: none">1. The results of a comprehensive meter audit was reported to the Committee. Every parcel contiguous to our water distribution system was identified and all meters were located using GPS technology. Parcels on our system, with structures, were identified for investigation. In-town, there were 12 parcels with structures and no identifiable water meter. These parcels were field verified to determine if the meter was located outside of the parcel or if they were on a well. All 12 parcels were accounted for. There are many parcels that were identified in the County that had structures, were adjacent to our water system but did not have a meter. These parcels are assumed to be operating on wells, but a list is being provided to the Public Works Department, which will inspect each parcel in the coming months. At present all parcels in the Town have been accounted for from a water billing perspective.2. A proposal was reviewed to hire a firm to perform leak detection services in the Town. Attached is a sample report that they prepared when performing a leak detection survey. Based on a review of their methods, they should be able to identify issues for the Town to address down to the nearest foot. They do this by using complex computer listening devices at valves, service meters and fire hydrants. With the data gathered, they

	<p>are able to model the sounds they detect into a graphical representation of a leak's location and size. The Committee discussed the merits of the offered service and reviewed the results from other communities where the work has been performed. Staff recommended the appropriation of our remaining FY2012 Utility Fund Contingency to have this work performed in an effort to address our water accountability numbers. Staff will have to issue a Request For Proposals (RFP) for the services and have it performed in the summer. An appropriation resolution is attached for Council's consideration.</p> <p>The committee requested that staff continue their efforts at locating other types of water loss, specifically verifying that we are accounting for use through our fire suppression connections.</p>
<p>ACTION NEEDED:</p>	<p>Approval/denial of requests.</p>

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>	

Final Report



Water Line Leak Detection Project for:
Sample City, ST

Project Dates:
April 25, 2011 through May 5, 2011



919 SW 150th St, Suite B
Burien, WA 98166

Phone: (877) 585-LEAK(5325)
Fax: (206) 244-0278
Email: info@leakdetectionservice.com

Web: www.leakdetectionservice.com

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COVER LETTER

May 10, 2011

Sample City
Attn: John Doe
1234 5th St
Sample City, ST 67891

Dear Mr. Doe:

Utility Services Associates, LLC, (USA) is pleased to submit the enclosed Final Report on leak detection services recently completed.

The information contained in this Final Report details the procedures and results specific to this project. When applicable, recommendations have been made concerning the best approach for the repair of leaks detected and preparation for future leak detection projects.

As you review this Final Report, please pay close attention to the Field Technician's remarks and field observations in the Project Observation section of this report. These may assist you in determining the best course of action regarding specific leaks.

At times specific individual Leak Reports may differ in the Final Report from those provided during the course of the project. These changes, usually insignificant, generally pertain to the manner in which we report leaks and do not alter the methods used or results of pinpointing.

We strongly suggest you contact us prior to excavating any leak that we have labeled with "CAUTION" for further explanation.

This leak detection project is productive since we pinpointed leakage that, when repaired, can reduce your water loss, saving the Sample City dollars now and in the future. We appreciate your confidence in USA. If you have any questions, call us at (877) 585-5325 or (206) 244-0370.

Sincerely,

Rob Meston
President

EXECUTIVE SUMMARY

LEAK DETECTION EXECUTIVE SUMMARY

From April 25, 2011 through May 5, 2011, USA completed a leak survey for the **Sample City, ST**. Our Field Technician, used and appreciated the information provided by John Doe to expedite and provide an accurate survey. The tables below detail the information gathered.

Time Spent on Project	
Surveying:	70 Hr
Pinpointing:	11.25 Hr
Other Time:	1.25 Hr
Total Time:	82.5 Hr

Total Areas Surveyed	
Total Distance in Miles	22.32
Total Distance in feet	117,845

The mileage was estimated by the technician and may not match maps.

Access Points Contacted	
Hydrants	407
Valves	616
Services	432
Other	12
Total	1,467

Leak Type Noises Detected	
Hydrants	186
Valves	10
Services	30
Other	0
Total	226

Leaks Pinpointed	
Main	1
Hydrant	0
Valve	6
Service Line	2
Service Connection	5
Curbstop	1
Total	15

Total Water Loss Identified	
Gallons Per Minute (GPM):	27.50
Gallons Per Day (GPD):	39,600
Gallons Per Year (GPY):	14,454,000

Average Water Loss Identified	
Gallons Per Minute (GPM):	1.83
Gallons Per Day (GPD):	2,635.20
Gallons Per Year (GPY):	961,848

This project was divided into two phases; the survey phase and the pinpointing phase. The following pages outline exactly how those two phases progressed and the results of each. Any leaks pinpointed will be detailed in the attached Leak Reports.

SURVEY PHASE REVIEW

SURVEY PHASE REVIEW (Water Distribution Lines)

The first step in our survey was to review the distribution maps of the system for familiarization of the pipe network and available appurtenances to be used for contact points.

As the leak survey progressed, we determined the distances that even quiet leak type sounds traveled in various pipe materials, pipe sizes and pressure zones in each area of the system. This might have been done by slightly turning on fire hydrants, hose bibs, etc., creating a simulated, quiet leak sound. Appurtenances in that area were then checked with a sound amplification instrument to see how far the simulated leak sounds traveled, thus determining how often we would make contact with appurtenances in a given section of the water distribution system. In most areas, contact was made with pipe appurtenances at intervals no greater than 300 feet where contact points were available and accessible at pre-determined distances as noted in Paragraph B (whichever distance is necessary to obtain complete coverage). This allowed for even more quiet leaks to be located. Whenever we surveyed PVC lines, all available appurtenances were contacted.

We then conducted a comprehensive survey by making physical contact with all available main line appurtenances (valves, hydrants, etc.) and necessary customer services. USA used a sonic leak detection amplification instrument designed for this purpose.

Appurtenances Surveyed

Hydrant	407
Valves	616
Services	432
Other	12
Total	1,467

When normal contact points were not available or could not be created within a reasonable distance, we made an attempt to use a sonic ground listening instrument to make physical ground contact at intervals no greater than 6 feet directly over the pipe. If conditions did not allow this procedure our Field Technician advised you at time of project and notes of such are included in the Project Observations. Ground listening devices are employed when ground cover is pavement, cement or similar hard surface.

When ground cover was not a hard surface and normal contact points were not available, we made an attempt to use probe rods or a specially designed sounding plate at 6-foot intervals. A sound amplification instrument with 3VG or greater transducer was employed in conjunction with this equipment, directly over the pipe. If conditions did not allow this procedure our Field Technician advised you at time of project and was detailed in the Project Observations section of this Final Report. Direct contact to the main line at intervals outlined in Preparation for Service resulted in the most thorough survey.

A detailed report of decibel levels at suspected leak sound locations and observations were compiled during the survey for reinvestigation and possible pinpointing at a later time. This reinvestigation increased the speed of the survey and eliminated correlating on most false leak sounds.

Leak Type Noises Detected

Contact Points	Noises Detected
Hydrant	186
Valves	10
Services	30
Other	0
Total	226

All indications of leaks found during the survey were verified a second time, after which, the leaks were pinpointed with a computer based sound correlator when possible. Pinpointing information can be found in the Pinpointing and Leak Reports Sections.

Areas Surveyed

From	To	Distance
Hillcrest Dr & Radcliff St	Hillcrest & Downing St	1,115
Berwick Dr & Radcliff	Berwick & Downing	1,150
Clarabelle Dr & Radcliff	Clarabelle & Downing	1,180
North end of Nutmeg	South end of Nutmeg Ave	2,080
North end of Maple Ave	Maple Ave & Curesta St	720
North end of Laurel Ave	South end of Laurel Ave	2,140
Juniper Ave & Elena St	Juniper & Avalon St	1,195
Ironwood Ave & Elena St	Ironwood & CA State Hwy 41	2,750
Hemlock Ave & Elena St	Hemlock & Avalvon St	1,180
Sunset Ave & Hill	South end of line Sunset Ave	250
Greenwood & Elena St	Greenwood Ave & Avalon St	885
Elena St & Koa Ave	Elena & Main St	1,070
Elm Ave & Pico St	Elm & Bonita St	750
Main St & Elena St	Main St & CA State Hwy 41 (south end)	3,100
Main St & Hwy 41	Main St & Radcliff St	950
Quintana Rd & Quintana Pl	Quintana Rd & Kennedy Way	1,000
Main St & Quintana Pl	Main St & Olive St	3,200
Morro Ave & Scott Ave	Morro & Olive St	3,450
Intersecting Lines		89,680
Total Area Surveyed in Feet		117,845
Total Area Surveyed in Miles		22.32

End of Section

PINPOINTING PHASE REVIEW

PINPOINTING PHASE REVIEW (Water Distribution Lines)

All indications of leaks found during the survey were verified a second time, after which, the leaks were pinpointed with a computer based sound correlator when possible. Pinpointing leak locations through interpretation of sound intensity, either by ear, decibel metering or other like methods was not used when contact points were available for use with the correlator. However, ground listening devices were used as a quick double check on pinpointed leaks.

The equipment used did not normally require valves to be operated during surveying and pinpointing. However, on occasion, services or valves were operated to eliminate service draw noises or to change velocity noise.

The correlator equipment used had the capability to prompt the operator to input the variables when different pipe sizes and/or pipe material were encountered in the same span to be investigated. This is necessary to insure accuracy of results based on the automatic computation of the correct leak sound velocity in leak pinpointing operations. Our correlators have the capability of correlating up to seven various pipe sizes and types at one time in a given space. To insure effective performance in all field environments encountered in the distribution system (i.e. traffic noise, draw, pump operation, industrial noise, etc.), the correlator equipment provides 16 auto filter options and/or infinite manual filter options.

We provided a copy of leak reports, when pinpointed, which included leak locations and estimated GPM loss.

Leaks Pinpointed

Number	Leak Type	Location	GPM
1	Service Connection	2340 NW 155th Ter	10.00
2	Valve	14701 NW 37th St	5.00
3	Service Line	3510 NW 177th Ter	1.00
4	Service Connection	3400-3410 NW 174tjh St	1.00
5	Valve	17211 NW 27th Ct	0.50
6	Valve	NW 174th St & NW 33rd Ct	0.50
7	Service Connection	3145 NW 165th St	1.00
8	Service Connection	16235 NW 27th Pl	1.00
9	Curb Stop	2850 NW 155th Ter	0.25
10	Service Connection	3000 NW 157th Ter	1.00
11	Valve	13100 NW 131st St	0.25
12	Service Line	13932 NE 1st Ave	0.25
13	Main	145 NE 139th St	5.00
14	Valve	455 Central Island Dr	0.25
15	Valve	540 North Island Dr	0.50
Total			27.50

These leak reports, also included a leak repair priority classification. These classifications are as follows:

Class I Any leak which is hazardous in terms of potential undermining, possibly resulting in surface collapse, encroachment and/or damage to nearby utilities, commercial or private properties or leaks severe enough to warrant immediate repair.

Class II All leaks that display water losses significant enough to be monitored on a regular repair schedule.

Class III Relatively small leaks that should be repaired as workload permits.

Repair Priority

Number	Leak Type	Location	GPM
1	Service Connection	2340 NW 155th Ter	10.00
Total Class I			10.00

Number	Leak Type	Location	GPM
2	Valve	14701 NW 37th St	5.00
13	Main	145 NE 139th St	5.00
Total Class II			10.00

Number	Leak Type	Location	GPM
3	Service Line	3510 NW 177th Ter	1.00
4	Service Connection	3400-3410 NW 174th St	1.00
5	Valve	17211 NW 27th Ct	0.50
6	Valve	NW 174th St & NW 33rd Ct	0.50
7	Service Connection	3145 NW 165th St	1.00
8	Service Connection	16235 NW 27th Pl	1.00
9	Curb Stop	2850 NW 155th Ter	0.25
10	Service Connection	3000 NW 157th Ter	1.00
11	Valve	13100 NW 131st St	0.25
12	Service Line	13932 NE 1st Ave	0.25
14	Valve	455 Central Island Dr	0.25
15	Valve	540 North Island Dr	0.50
Total Class III			7.50

Whenever any of the leaks detected by USA were repaired prior to completion of the field work, we gave the Sample City the option to have that section of the system re-surveyed to be sure no very quiet leaks were missed due to an over powering noisy leak sound.

Please note that leakage that was detected and pinpointed may be larger or smaller than estimated. Estimates are based on several variables including type and size of pipe, pressure and interpretation of correlation filter results.

It should be noted that we have listed one area as "Undefined". This is an area where we believe one or more leaks exist, however, after spending considerable time at each location, we could not pinpoint the suspect leakage. This may be due to one or more of many different variables including; poor sound travel, limited number of appurtenances, etc. For further information and/or assistance, please contact our main office.

Undefined Leaks

Leak Location	Notes
1306 Berwick Dr	Noise detected at meter for 1306 but not at neighboring meters or those across the street. Ground microphone use was ineffective. Two correlation setups did not indicate leak location.

In addition we identified one possible consumer side leaks. Although pinpointing consumer side leaks was not part of the scope of this project, we have listed it below as a courtesy.

Possible Consumer Side Leaks

Leak Location	Notes
1320 Main St	Visible small drip on consumer side in meter box.

End of Section

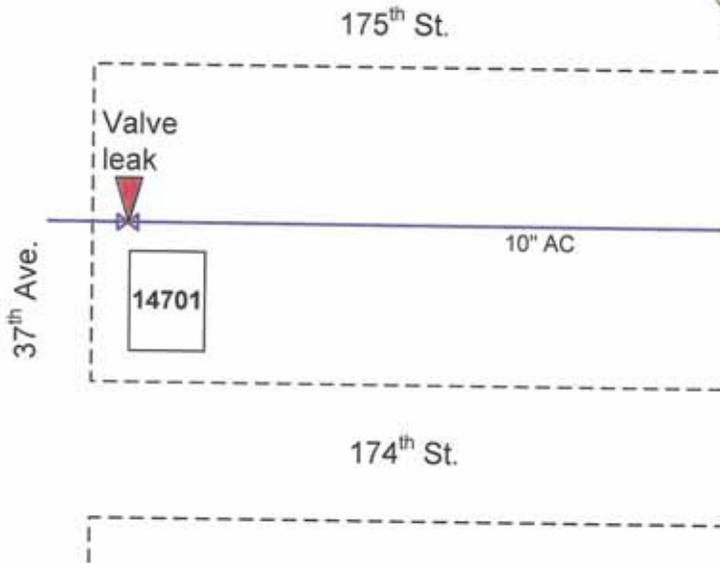
LEAK REPORTS

Utility Services Associates, LLC

Leak Report

Location: 14701 N.W. 37th Ave.
 Map #: 40 GPS: _____
 Remarks: Valve packing leak.
 Leak Type: Valve
 Recommendations: Excavate & Repair

Map Not To Scale



Field Tech: JD
 Leak No: 2
 Leak Class: III
 Leak Rate: 5.0 GPM
 Cover Type: Soil
 Site Marked: No
 Date: 04/29/11
 Job No: SAMPLE

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Equipment used: LD-15 Portable Listening Device

Computer Correlation Results

Scan Time	Grade	Dist "Red"	Dist "Blue"

Water Loss
(this leak, in gallons)

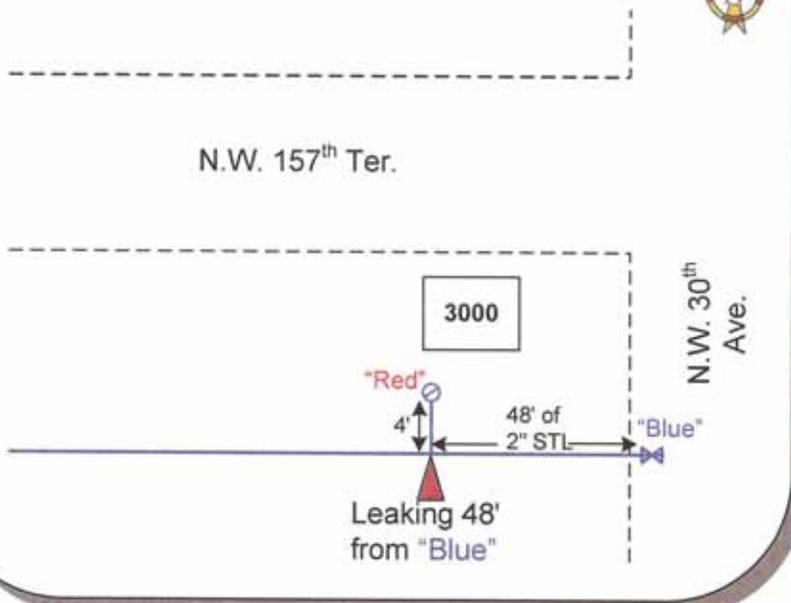
DAILY..... 7,200
 WEEKLY..... 50,400
 MONTHLY 201,600

Utility Services Associates, LLC

Leak Report

Location: 3000 N.W. 157th Ter.
 Map #: 41 GPS: _____
 Remarks: Noise at valve correlated to service connection on 2" main. Tall grass nearby.
 Leak Type: Service Connection
 Recommendations: Excavate & Repair

Map Not To Scale



Field Tech: JD
 Leak No: 10
 Leak Class: III
 Leak Rate: 1.0 GPM
 Cover Type: Soil
 Site Marked: No
 Date: 05/03/11
 Job No: Sample

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Equipment used: LD-15 Portable Listening Device & LC-2500 Correlator
Probe Rod

Computer Correlation Results

Scan Time	Grade	Dist "Red"	Dist "Blue"
60	A	4'	48'

Water Loss
(this leak, in gallons)

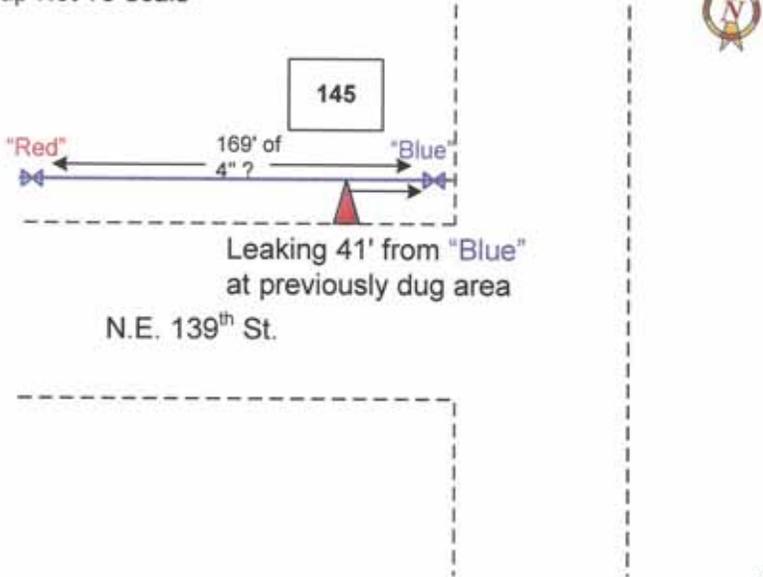
DAILY 1,440
 WEEKLY 10,080
 MONTHLY 40,320

Utility Services Associates, LLC

Leak Report

Location: 145 N.E. 139th St.
 Map #: 30 GPS: _____
 Remarks: Noise on valves and services correlated to leak in fresh dirt site on 4" main.
 Leak Type: Main
 Recommendations: Excavate & Repair

Map Not To Scale



Field Tech: JD
 Leak No: 13
 Leak Class: II
 Leak Rate: 5.0 GPM
 Cover Type: Soil
 Site Marked: Yes
 Date: 05/03/11
 Job No: Sample

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Equipment used: LD-15 Portable Listening Device & LC-2500 Correlator

Computer Correlation Results

Scan Time	Grade	Dist "Red"	Dist "Blue"
45	A	128'	41'

Water Loss
(this leak, in gallons)

DAILY 7,200
 WEEKLY 50,400
 MONTHLY 201,600

Leak Report

Utility Services Associates, LLC

Location: 1306 Berwick Dr.

Map #: 2-8 GPS: _____

Remarks: Good leak noise audible with equipment on meter (1306) but not neighboring or across the street. Ground mic ineffective. Correlation undefined. Two correlations run.

Leak Type: Undefined

Recommendations: _____

Map Not To Scale



Field Tech: JD

Leak No: U-1

Leak Class: 0

Leak Rate: 0 GPM

Cover Type: Asphalt

Site Marked: No

Date: 08/05/10

Job No: Sample

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Equipment used: S-30 & LD-15 Portable Listening Devices
LC-2500 Correlator

Computer Correlation Results

Scan Time	Grade	Dist "Red"	Dist "Blue"

Water Loss
(this leak, in gallons)

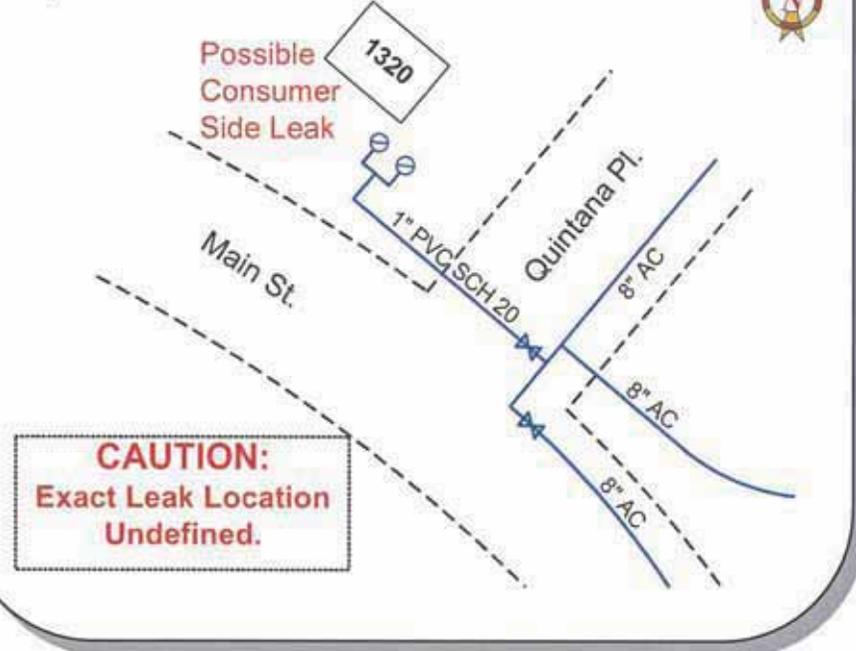
DAILY 0
WEEKLY 0
MONTHLY 0

Leak Report

Utility Services Associates, LLC

Location: 1320 Main St.
 Map #: 2-8 GPS: _____
 Remarks: Visible small drip on consumer side in meter box.
 Leak Type: Suspected Consumer Side
 Recommendations: _____

Map Not To Scale



CAUTION:
 Exact Leak Location
 Undefined.



Field Tech: JD
 Leak No: B
 Leak Class: 0
 Leak Rate: 0 GPM
 Cover Type: _____
 Site Marked: No
 Date: 08/05/10
 Job No: Sample

Space left blank for
 digital photo.

Equipment used: S-30 Portable Listening Device

Computer Correlation Results

Scan Time	Grade	Dist "Red"	Dist "Blue"

Water Loss
 (this leak, in gallons)

DAILY 0
 WEEKLY 0
 MONTHLY 0

CONCLUSION

LEAK SURVEY CONCLUSION

Our thanks to John Doe and all persons involved with this project for their assistance in gathering all the necessary paperwork and personnel to create, with USA, a mutually beneficial leak detection project.

With this survey you have demonstrated concern for prudent water utilization and conservation.

Capitalizing on the most advanced leak detection technology available today, USA has successfully completed this Leak Detection Survey. The contents of this Final Report provide the Sample City with a permanent record of the activities performed to complete a Leak Survey along with the results achieved.

An important characteristic of this Leak Report is that the facts contained herein can be used in formulating a database for decision making regarding: the need for possible future meter programs, rehabilitation and pipe line replacement and/or the investigation of new water sources, etc. These types of decisions, regarding your utilization of water, now can be predicated more on facts rather than supposition or conjecture.

Prompt repair of any leaks reported provide an immediate benefit to the Sample City, which includes recovery of most water revenue and water conservation, etc.

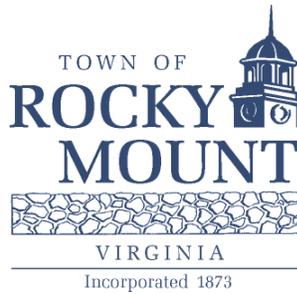
Having achieved these results, we recommend that you continue to set up the infrastructure necessary to continue investigating leakage in the water distribution system. Implementation of any on-going leak survey program will ensure that leak losses are kept to a minimum, and the added enhancement of saving costs due to emergency call outs.

Utility Services Associates, LLC, is proud to have served the Sample City in this way and we wish to thank you for your substantial assistance and cooperation in this project.

If you or your staff has any questions regarding this Final Report, please feel free to call us at (877) 585-5325 or (206) 244-0370.

Best Regards,

Rob Meston
President



DRAFT

**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2012**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2011 through June 30, 2012, hereafter known as FY 2012; and

WHEREAS, Utility Services Associates, a company that specializes in water leak detection, has submitted an estimate of \$19,000 to test the 70 miles of the Town's water system, and there is \$16,700 available in the Utility Fund contingency with the balance of the funds (\$2,300) to come from expenditure reductions in the Utility Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure from contingency for FY 2012 to conduct the water leak detection study:

Expenditure:		
Account 02.5000.0000.0000.3004 (Contractual Services)		\$16,700
Contingency:		
Account 02.6900.0000.0000.9959 (Contingency)		\$16,700

GIVEN UNDER MY HAND, THIS 12TH DAY OF MARCH 2012

Steven C. Angle, Mayor

ATTESTED:

Patricia H. Keatts, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	March 12, 2012
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STAFF MAKING REQUEST:	Matthew C. Hankins Assistant Town Manager Community Development Director
BRIEF SUMMARY OF REQUEST:	<p>The Performance Center Committee has met over the past month to review, interview and select a firm to complete the design of the Performance Center at the Lynch Hardware Building.</p> <p>After diligently and thoroughly reading proposals, interviewing architects and designers, and deliberating the merits of each firm, the committee has made its selection to recommend for your review and approval.</p> <p>At the direction of the Committee, the Assistant Town Manager has been negotiating with the selected firm for the past week in an effort to complete a draft contract for your review. At the time at which packets were due, the negotiations were not complete and Council will not have a contract to review for this meeting.</p>
ACTION NEEDED:	In order to keep the project close to schedule, Town staff will request that you hold a special meeting in order to review the proposal by the recommended firm and to review the proposed contract.

Attachment(s): No

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