



ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
NOVEMBER 14, 2016
AT 7:00 P.M.

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

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

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

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items (*none at this time*)
- V. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
 - October 6, 2016 - special called meeting minutes
 - October 17, 2016 - regular meeting minutes
- VII. Approval of Consent Agenda
 - Miscellaneous Action
 - Miscellaneous Resolutions/Proclamations
 - Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
- IX. Old Business
 1. Review and Consideration of Appropriation Resolution for Funding of Mini-Excavator
- X. New Business
 2. Review and Consideration of Transfer of Funds for the Purchase of Patrol Equipment
- XI. Committee Reports (*none at this time*)
- XII. Other Matters, Concerns and Rise 'N Shine Appearances

XIII. Closed Meeting and Action

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.

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

XIV. Adjournment

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

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

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

**ROCKY MOUNT TOWN COUNCIL
SPECIAL CALLED MEETING MINUTES
OCTOBER 6, 2016**

The October 6, 2016 Special Called Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 5:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

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

The following staff members were also present:

- John Boitnott, Town Attorney
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Matthew Hankins, Assistant Town Manager
- Jessica Heckman, Community Development Assistant
- Brian Schofield, Public Works Superintendent
- Linda P. Woody, Finance Director

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

APPROVAL OF AGENDA

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

Motion: To approve the agenda

Motion By: Council Member Snead

Second: Council Member Stockton

Motion Discussion: None

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

Nays: None

Action: Approved the agenda by a unanimous vote

Approval of Town Council to allow the Town Manager to sign the contract for Veterans' Memorial Park Erosion repair.

Presented to Council for consideration was a notice of award for the projects: Veterans' Memorial Park Erosion Repair and the Scuffling Hill Road Improvements. Additional information on the diaz at the time of the meeting with a breakdown of the costs for the project. The budgeted amount on this project was \$900,000. This project had been bid out three times. A notice of award was submitted from the Town of Rocky Mount to the prospective contractor, Fielder's Choice, in the amount of their bid which was for \$900,000. Staff recommended that Council approve the notice of award.

The Mayor asked where the additional \$92,000 would come from. Mr. Ervin responded that likely the Finance Director will bring forward a budgetary item either appropriating carry forward funds or appropriating fund balance. There is also a note from Carter Bank and Trust of \$1,500,000 as the agreeded on amount but \$900.00 of that is for Veterans' Park. The Mayor asked about the mobilization and demobilization cost. Mr. Ervin then explained what that entailed.

Mr. Brian Tew, with Thompson and Litton, spoke regarding the cost of the project and what dollar amount the bids came in for.

Council Member Cundiff asked if Mr. Tew had to have equipment in order for them to take bids. Council Member Cundiff stated the mobilization fees of \$286,000 was ridiculous.

Council Member Moyer stated that the two jobs were within sight of each other and the contractors should be able to work with the Town and that what the Town was to be charged was unrealistic. Council Member Moyer also stated that if the contractor couldn't reduce some of the amount on at least the Veteran's Park Job then Council could deny both of the jobs.

Vice Mayor Walker asked where the money will be coming from. Mr. Ervin stated that \$100,000 will be coming to us from Franklin County plus tax payer money and money that the Town has secured via a loan from Carter Bank.

Council Member Newbill asked if the parking lot would be used for staging. Mr. Ervin stated that the Town will be monitoring the activity there with a clerk of the works. Mr. Tew stated that the specifications require the contractors to photo document everything before the job is started in addition there will also be notes taken and site visits made.

Motion: To approve the Veterans' Park authorization for the Town Manager to enter a contract.

Motion By: Vice Mayor Walker

Second: Council Member Newbill

Motion Discussion: None

MEMBERS	ATTENDANCE	VOTE
Bobby M. Cundiff	Present	NO
Robert L. Moyer	Present	NO
Mark H. Newbill	Present	YES
Jon W. Snead	Present	YES
Billie W. Stockton	Present	YES
Gregory B. Walker	Present	YES

Ayes: 4

Nays: 2

Action: To go forward with the Veterans' Memorial Park Erosion Repair

Approval of Town Council to allow the Town Manager to sign the contract for Scuffling Hill Road Improvements.

Mr. Ervin spoke stating that the project was a million dollar project with half of the sum being VDOT money. The Mayor clarified that the Town would be responsible for the lines in the ground, for paving the road, and for one half of the construction cost.

Council Member Stockton asked what the estimated cost would be if Council decided to rebid this project again.

The Mayor asked if Council did not take this bid, what would the next lowest bid likely come in at to which Mr. Ervin replied \$400,000 over the current bid. Mr. Tew stated that there were no previous bids.

The Mayor pointed out that if the project passed, and then the contractor came back and asked for a change order; the Mayor stated that it would not pass.

Council Member Cundiff stated that there is no sewer line there where the stormdrain will be going through.

Council Member Cundiff asked if this involved putting in the sewer lines to which Brian Tew answered no it does not include the sewer lines. Council Member Cundiff stated that would be \$65,000 more.

Council Member Cundiff then asked if Council decided to wait and rebid it, would the number still be the same amount? Mr. Tew responded that likely the number would go up. If it is the consensus of Council to re-bid this job, Mr. Ervin recommended waiting until February 2017. However, the Mayor pointed out that rebidding the job would cost another \$7,500 and the Town would have to pay that.

Council Member Moyer asked if there was a time limit on the VDOT Revenue Sharing Funds to which Mr. Ervin replied, there was. The funds allocated would have to be used before any others were allocated again.

Council Member Moyer asked what would happen to the water? Mr. Tew shared there will be an underground detention for the water and eventually the water would be discharged into the Pigg River.

Let the record show that Mayor Angle opened the floor for a motion however, no motion was made for the Scuffling Hill Road Improvements.

Dump Truck Bid Revisions

Mr. Hankins spoke regarding the dump truck that was ordered. The promised delivery was for a 2016 F750 Ford Chasey 12 foot dump truck and plow which was supposed to be delivered within 150 to 180 days of the award. Upon calling to check on the truck, staff was told that it would be another 3 – 6 months. Our contract terms in the original bid gave the Town a clause that if the truck was not delivered on time, the Town could cancel the bid. Mr. Hankins cancelled the bid on September 20th, then went back to the original bidders and gave them the opportunity to revise their bid or tell the Town something that would work. They did deliver to the Town another bid on September 30th which was for 2017 models. The revised bids were for a freight liner and an international but both would have to be built and there is a 45-60 day issuance from the day of the purchase.

The bid for the freight chassey came in at \$72,076. The installation of the dump bed and the snow plow would be \$32,696. The total for this new truck outlined was \$104,772. The contract contains a clause that if the bidder fails to deliver, the Town can sue for additional costs that the Town incurs for going to the next bidder or for administrative costs that the Town incurs in going to a second bidder. Staff recommends proceeding with the truck as outlined. Council was given a supplemental appropriation resolution for the dump truck on the diaz prior to the Council meeting.

The Mayor asked if Council went forward with the purchase, would the truck be here to use during the winter. Mr. Hankins replied that it could be late winter or early spring.

Council Member Newbill asked how would the difference between the original bid and this bid be handled; an amount of \$12,000. Mr. Hankins stated that the Town would send them an invoice and anything beyond that, Mr. Boitnott would handle.

Council Member Cundiff asked would the Town be looking at 20-22 weeks or 45-60 days before delivery and 12-14 weeks for the dump bed. Mr. Hankins replied that Council should count on the 45-60 days as time span in which it would be delivered.

Council Member Moyer asked if everything was still working currently like it was working last year. Mr. Hankins stated that we could get by this up coming winter with what we used last winter but currently the newest truck that Public Works has is a 30 year old truck. Council Member Newbill asked how many trucks does the Town have to use. Mr. Schofield replied 4 and the newest truck was a 2006 model.

Council Member Cundiff asked what would happen to the old truck once the new one arrives. Mr. Hankins replied that it would continue to be a reserve truck in case the Town needed it.

Motion: To proceed with the dump truck

Motion By: Vice Mayor Walker

Second: Council Member Stockton

Motion Discussion: None

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

Nays: None

Action: To proceed with purchasing the dump truck as outlined in the supplemental appropriation resolution.

Adjournment

Motion: To adjourn meeting

Time: 6:06 p.m.

Motion By: Council Member Moyer

Second: Vice Mayor Walker

Motion Discussion: None

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

Nays: None

Action: Meeting convened

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Acting Town Clerk

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
OCTOBER 17, 2016**

The October 17, 2016 Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 7:00 p.m. with Vice Mayor Gregory B. Walker presiding.

The following members of Council were present:

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

The following staff members were also present:

- John Boitnott, Town Attorney
- Tim Burton, Waste Water Superintendent
- Robert Deitrich, Water Plant Superintendent
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Josh Gibson, Town Planner
- Matthew Hankins, Assistant Town Manager
- Brian Schofield, Public Works Superintendent
- Linda P. Woody, Finance Director

APPROVAL OF AGENDA

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

Motion: To approve the agenda

Motion By: Council Member Snead

Second: Council Member Stockton

Motion Discussion: None

Ayes: Cundiff, Moyer, Snead, Stockton, Newbill

Nays: None

Action: Approved the agenda by a unanimous vote

SPECIAL ITEMS

Let the record show there was no special items at this time.

PUBLIC HEARING

Let the record show there was no public hearing at this time.

APPROVAL OF MINUTES

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

- September 12, 2016 – regular meeting minutes

Discussion: None

Motion: To approve the minutes as presented

Motion By: Council Member Moyer

Second: Council Member Newbill

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Stockton

Nays: None

Action: Approved the motion by a unanimous vote.

APPROVAL OF CONSENT AGENDA

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

- (1) **Miscellaneous Action:** None at this time
- (2) **Miscellaneous Resolutions/Proclamations:** None at this time
- (3) **Department Monthly Reports**
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department

Discussion: None

Motion: To approve the consent agenda as presented.

Motion By: Council Member Newbill

Second: Council Member Snead

Motion Discussion: None

Ayes: Cundiff, Newbill, Moyer, Snead, Stockton

Nays: None

Action: Approved the consent agenda as presented by a unanimous vote.

HEARING OF CITIZENS

Vice Mayor Walker opened the floor to any citizens wishing to speak. No one came forward.

OLD BUSINESS:

Let the record show there was one item of old business.

1. Review and Consideration to Purchase a Mini-Excavator for the Town of Rocky Mount Public Works Department

Mr. Hankins spoke regarding the mini excavator. The current budget contains, \$40,000 to replace the sewer line on Hillcrest Drive but the repair had cost considerably less.

Council Member Cundiff asked what the cost was to repair the sewer line. Mr. Hankins stated it was less than \$1,500. Council Member Cundiff stated that the funds to purchase the mini excavator should have come from the general fund instead of the utility capital fund that is reserved for major repairs and or the replacement of the aging Water Treatment Plant and Wastewater Treatment Plant.

Council Member Cundiff stated that he had no problem with getting the excavator however he did have a problem with using utility funds for it.

Council Member Newbill asked if the excavator would be used for water, sewer and general projects. Council Member Newbill also asked if staff could move some money from the Public Works CIP to the Utility CIP to cover the expense. Mr. Ervin stated that if the equipment was to be used for the three departments, then funding should be split 1/3 water, 1/3 sewer and 1/3 general or 2/3 utility and 1/3 general.

Council Member Moyer asked if the excavator was coming from water and sewer repair funds. Mr. Ervin recommended that the excavator come from some general and some utility funds but that Council could decide what funding would be advised.

Council Member Snead stated that the equipment was needed and that there would be less heartburn if the purchase came from the general fund. Mr. Ervin then stated that Staff could code the purchase to a general fund account and bring a document next month for the funding appropriation.

Discussion: None

Motion: To purchase the mini-excavator

Motion By: Council Member Newbill

Vice Mayor Walker asked Council Member Newbill if he would amend the motion to include the funding for the excavator was to come from the general fund. Council Member Newbill stated he would like it to be 1/3, 1/3, 1/3 but was okay with the general fund.

Second: Council Member Stockton

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Stockton

Nays: None

Action: To purchase the mini-excavator from the general fund

NEW BUSINESS

Let the record show that there was only one item of new business.

1. Review and consideration for Approval to Award an HVAC System Contract to Whitlock Plumbing and Heating, Inc.

Mr. Deitrich stated that the engineer prepared the bid documents and the Town received three good bids from regional contractors. The low bid will meet what was budgeted. There is a 60 day lead time so it may be here during the winter. The notice to proceed will go out on October 18th and once the contract is signed, a preconstruction meeting will be set up.

Council Member Stockton asked what the \$36,300 included. Mr. Deitrich stated that the boiler, air handler and condenser were all included.

Council Member Cundiff asked if the HVAC would be coming from the utility funds. Staff replied that this was Utility Capital Fund Project. Mr. Ervin stated that if the individual heaters were not replaced now, the bidding process would have to be restarted and Council would likely see the heaters in next year's budget.

Council Member Cundiff stated that he would like to see Council do it all now just as Council did with the Water Plant's electrical project.

Discussion: None

Motion: To award the contract

Motion By: Council Member Cundiff

Second: Council Member Snead

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Stockton

Nays: None

Action: To award the contract and add the alternate one for \$63,600 for all of the work to be done now

COMMITTEE REPORTS

Let the record show there are no committee reports at this time.

OTHER MATTERS & CONCERNS

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

ADJOURNMENT

Motion: To adjourn meeting

Time: 7:40 p.m.

Motion By: Council Member Newbill

Second: Council Member Snead

Motion Discussion: None

Ayes: Cundiff, Moyer, Newbill, Snead, Stockton

Nays: None

Action: Meeting convened

Vice Mayor, Gregory B. Walker

ATTEST:

Rebecca H. Dillon, Acting Town Clerk

MONTHLY STAFF REPORT

DATE:	November 14, 2016
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director
DEPARTMENT:	Finance Department
MONTH:	November meeting

This report contains the following monthly information for October 2016 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

434 walk-in transactions

1025 drive-thru transactions

746 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING OCTOBER 2016**

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

REPAIRS / PERSONAL SERVICES:

Outerwall (CoinStar), 3 locations, self-service coin counting kiosk

ITERANT MERCHANT:

Nelson Kia Subaru, sale in Wal-mart parking lot, November 2016

TOWN OF ROCKY MOUNT
Investment Portfolio
at September 30, 2016

<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:									
FHLMC	3/30/2016	12/30/2020	210,000	100.020	210,042.00	1.24%	2.00%	3134G8BH1	2,625.00
FNMA	12/26/2013	12/26/2017	500,000	100.045	500,225.00	0.99%	0.99%	3135G0SJ3	5,000.00
Bond Totals			<u>710,000</u>		<u>710,267.00</u>	1.12% avg. return			<u>7,625.00</u>
Certificates of Deposits:									
Am Express Centurion	5/28/2020		245,000	102.549	251,245.05	1.99%	2.05%	02587DYH5	5,022.50
Bank Deerfield WIS	2/26/2021		245,000	99.908	244,774.60	1.25%	1.25%	061785DM0	3,062.50
Bank Hampton Rds. VA	9/27/2017		245,000	100.216	245,529.20	0.99%	1.00%	062492BH5	2,450.00
Bank of Perry Co. Tenn	2/20/2018		248,000	101.016	250,519.68	1.23%	1.25%	06425KBN8	3,100.00
Barclays BK Del Retail	8/20/2019		225,000	102.571	230,784.75	2.04%	2.10%	06740LHV2	4,725.00
Capital One BK VA	7/20/2021		245,000	99.951	244,879.95	1.50%	1.50%	140420ZW3	3,675.00
CIT BK Salt Lake UT	4/10/2017		190,000	100.008	190,015.20	0.99%	1.00%	17284CBJ2	1,900.00
Discover Bk Greenwood DL	7/22/2020		245,000	103.461	253,479.45	2.22%	2.30%	254671VH0	5,635.00
Essa BK Stroudsburg PA	11/30/2016		245,000	100.081	245,198.45	0.99%	1.00%	29667RGE7	2,450.00
Everbank Jacksonville FL	3/29/2019		245,000	101.867	249,574.15	1.47%	1.48%	29976DW3	3,675.00
First Merchants BK N A	9/30/2019		245,000	102.634	251,453.30	1.94%	2.00%	32082BDS5	4,900.00
Goldman Sachs USA	1/13/2021		245,000	104.112	255,074.40	2.20%	2.30%	38148J5F4	5,635.00
HSBC BK McLean VA	3/10/2021		230,000	100.772	231,775.60	1.29%	1.30%	40434AP45	2,990.00
State BK India NY NY	12/5/2019		245,000	103.301	253,087.45	2.12%	2.20%	8562843E2	5,390.00
Synchrony Bk Retail CTF	6/13/2019		230,000	102.431	235,591.30	1.95%	2.00%	87164YAP9	4,600.00
CD Totals			<u>3,573,000</u>		<u>3,632,982.53</u>	1.61% avg. return			<u>59,210.00</u>
Total Investments			<u>4,283,000</u>		<u>4,343,249.53</u>	1.55% avg. return			<u>66,835.00</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Sep-15	1,820,172.63	0.17%
Oct-15	1,843,408.19	0.18%
Nov-15	1,459,985.45	0.19%
Dec-15	1,362,202.20	0.28%
Jan-16	1,378,906.26	0.40%
Feb-16	1,395,966.46	0.44%
Mar-16	1,781,023.61	0.46%
Apr-16	1,798,222.49	0.48%
May-16	1,815,782.67	0.48%
Jun-16	2,254,647.98	0.48%
Jul-16	1,671,851.75	0.50%
Aug-16	1,745,568.10	0.54%
Sep-16	2,155,960.66	0.59%

TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF OCTOBER 31, 2016

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	-	2,035	1,061	8,243	576,715	0.18%
Real Estate Tax - Delinquent	729	517	6,576	4,422	14,000	46.97%
Public Service Tax	-	-	-	-	29,226	0.00%
Personal Property Tax	-	655	393	4,806	239,609	0.16%
Personal Property Tax - Delinquent	431	281	1,250	3,170	5,000	24.99%
Machinery & Tools Tax	-	-	-	-	128,700	0.00%
Penalties on Tax	26	328	878	4,084	3,500	25.09%
Interest on Tax	19	118	1,583	706	1,700	93.10%
Local Sales Tax	14,977	14,783	30,329	30,210	179,404	16.91%
Meals Tax	120,915	111,797	351,480	334,564	1,450,864	24.23%
Utility Tax	27,432	29,000	84,472	87,093	326,904	25.84%
Communications Tax	15,524	15,571	46,099	47,113	218,734	21.08%
Bank Stock Tax	-	-	-	-	194,900	0.00%
Penalty-Meals Tax	-	149	3,308	783	2,000	165.42%
Interest-Meals Tax	-	2	25	52	250	10.01%
Lodging Tax	17,321	10,315	40,024	27,541	190,998	20.96%
Cigarette Tax	5,901	7,289	30,734	27,932	84,000	36.59%
BPOL-Retail	182	1,523	3,996	4,997	340,000	1.18%
BPOL-Professional	-	-	2,430	15,234	139,000	1.75%
BPOL-Contractor	183	48	336	1,611	16,000	2.10%
BPOL-Repairs/Services	-	20	3,908	4,137	130,000	3.01%
BPOL-Alcoholic Beverages	-	-	-	-	800	0.00%
BPOL-Penalty/Interest	22	1	1,204	2,779	3,000	40.14%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	15,000	0.00%
BPOL-Miscellaneous	500	50	537	150	2,500	21.47%
Solicitor Permits	-	-	20	-	-	0.00%
Farmer's Market Fees	176	60	462	505	3,000	15.40%
Welcome Center Fees	636	400	2,556	1,560	3,500	73.03%
Planning/Zoning Fees	1,115	520	2,784	3,268	8,000	34.79%
Court Fines	4,161	10,383	11,897	12,930	48,000	24.79%
Parking Fines	10	-	80	45	100	80.00%
Garbage Violation Fines	-	-	110	-	-	0.00%
Interest Earnings	-	8,539	2,749	8,210	58,409	4.71%
Return Check Fees	40	20	230	225	330	69.70%
Rental of Property	420	-	420	-	420	100.00%
Bond Proceeds	-	-	-	-	1,500,000	0.00%
Mortgage Payments	256	256	768	1,024	3,073	25.00%
Loan Repayment - Paving	1,500	728	2,956	3,638	8,732	33.85%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	-	-	0.00%
Grave Preparation	375	1,125	375	1,125	1,500	25.00%
Security Services	480	1,074	1,590	1,149	3,000	53.00%
Passport Service Fees	403	485	2,040	2,831	10,000	20.40%
Police Reports	125	118	341	316	1,000	34.10%
Fingerprint Service Fees	35	60	165	145	400	41.25%
Piedmont Community Services Staffing	700	-	2,800	-	-	100.00%
Garbage Collection Fees	9,544	7,777	23,415	21,791	88,944	26.33%
Truck Rental Program	20	40	90	160	150	60.00%
Credit Card Fees	123	182	527	787	1,900	27.73%
Weed Control Charges	53	-	53	-	150	35.29%
Miscellaneous Services	50	-	95	23	100	94.93%
Donations	-	24	24	33	-	0.00%
Merchandise Sales	1	7	7	207	200	3.38%
Miscellaneous	-	1	2	214	200	0.84%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF OCTOBER 31, 2016**

Community Grant - Police Dept.	-	2,000	-	2,000	-	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	181	1,366	669	1,566	-	0.00%
Unrealized Gain on Investments	-	5,651	1,867	4,574	-	0.00%
Appropriated Fund Balance	-	-	-	-	1,697,820	0.00%
Total Local Revenues	224,567	235,297	669,714	677,954	7,731,932	8.66%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	-	3,324	3,748	3,600	92.34%
Litter Tax	-	2,640	-	2,640	2,600	0.00%
Other Categorical Aid	-	-	96	23	-	0.00%
Fire Programs	-	-	14,016	13,689	15,210	92.15%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
DMV Grants	-	4,410	5,045	4,410	-	0.00%
CDBG Grant	-	-	-	-	25,000	0.00%
Street Maintenance	-	-	346,716	335,840	1,370,226	25.30%
Volunteer Fire Dept.	-	-	7,500	7,500	30,000	25.00%
Law Enforcement-599 Funds	-	-	27,988	27,115	108,460	25.80%
Va. Commission of the Arts Grant	-	-	240	-	-	0.00%
Other Categorical Aid-County	-	-	-	100,000	-	0.00%
Other Categorical Aid-Schools	29,632	29,632	29,632	29,632	29,632	100.00%
Total State Revenues	29,632	36,682	488,418	578,457	1,638,589	29.81%
TOTAL GENERAL FUND REVENUES	254,199	271,979	1,158,132	1,256,411	9,370,521	12.36%
UTILITY FUND REVENUES:						
Water Sales	126,384	98,685	299,481	270,915	1,144,700	26.16%
gallons billed	22,959,356	22,057,466	88,218,119	84,956,349		
Water Connections	1,981	-	6,256	11,275	20,990	29.80%
Reconnect Fees	275	160	1,000	1,310	2,500	40.00%
Penalties	3,425	2,188	11,396	8,671	24,000	47.48%
Bulk Water Purchases	-	-	368	1,283	2,400	15.31%
Sewer Collection Charges	80,516	63,392	196,714	174,469	713,900	27.55%
gallons billed	17,572,596	16,375,932	66,792,249	61,576,139		
Sewer Connections	-	-	1,000	8,000	8,000	12.50%
Cell Tower Rent	5,734	2,113	17,537	13,852	47,086	37.24%
Recoveries	-	128	-	360	500	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Transfer from Other Funds	-	-	-	-	55,280	0.00%
Appropriated Fund Balance	-	-	-	-	834,695	0.00%
TOTAL UTILITY FUND REVENUES	218,315	166,667	533,752	490,134	2,854,051	18.70%
CAPITAL PROJECTS REVENUES:						
Microenterprise Loan Payments	102	58	408	252	-	0.00%
EDA Loan Repayment (for HPC)	-	-	-	544,829	-	0.00%
Transfers from General Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	102	58	408	545,081	-	0.00%

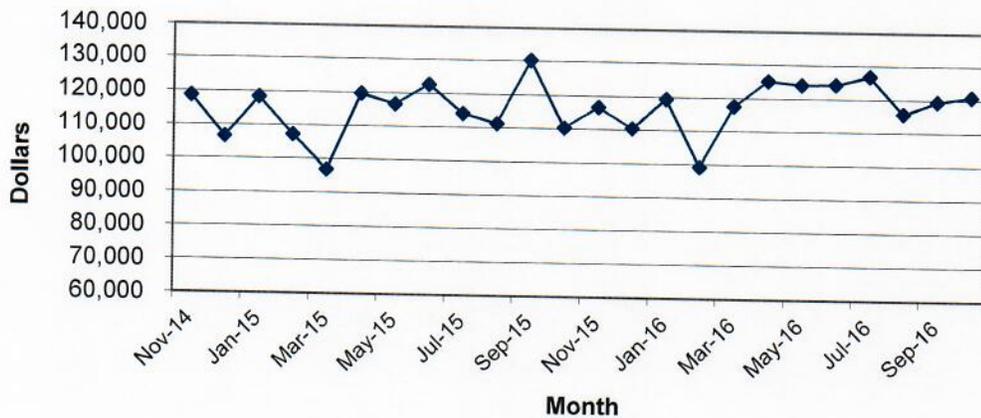
TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF OCTOBER 31, 2016

UTILITY CAPITAL REVENUES:						
Proceeds from Bond	-	-	-	-	65,000	0.00%
Capital Recovery Fees-Water	23,361	17,854	89,878	69,253	243,834	36.86%
Capital Recovery Fees-Sewer	19,038	15,516	68,974	55,623	204,701	33.69%
Capital Recovery Fees-Garbage	1,672	1,650	6,651	6,642	19,874	33.47%
Appropriated Fund Balance	-	-	-	-	67,724	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
TOTAL UTILITY CAPITAL REVENUES	44,071	35,020	165,503	131,519	601,133	27.53%
PERFORMANCE VENUE REVENUES:						
Transfers from General Fund	-	-	-	-	331,146	0.00%
TOTAL PERFORMANCE VENUE REVENUES	-	-	-	-	331,146	0.00%
4 months of the 12 months of the fiscal year						33.33%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
Nov-14	118,725
Dec-14	106,535
Jan-15	118,367
Feb-15	107,244
Mar-15	96,859
Apr-15	119,709
May-15	116,730
Jun-15	122,695
Jul-15	114,250
Aug-15	111,303
Sep-15	130,219
Oct-15	110,364
Nov-15	116,664
Dec-15	110,434
Jan-16	119,400
Feb-16	99,134
Mar-16	117,536
Apr-16	125,165
May-16	124,133
Jun-16	124,265
Jul-16	126,812
Aug-16	115,737
Sep-16	119,407
Oct-16	120,915

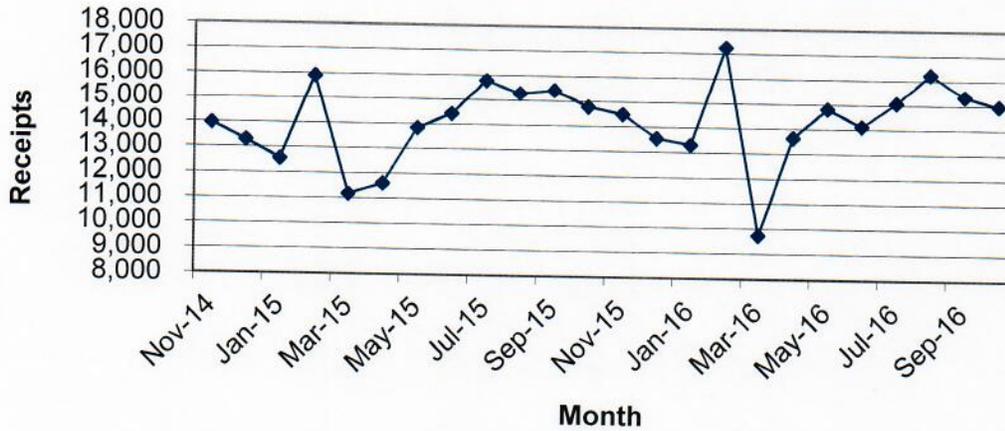
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

Nov-14	13,969
Dec-14	13,288
Jan-15	12,560
Feb-15	15,912
Mar-15	11,180
Apr-15	11,616
May-15	13,835
Jun-15	14,434
Jul-15	15,795
Aug-15	15,283
Sep-15	15,428
Oct-15	14,783
Nov-15	14,500
Dec-15	13,547
Jan-16	13,307
Feb-16	17,249
Mar-16	9,733
Apr-16	13,632
May-16	14,819
Jun-16	14,114
Jul-16	15,067
Aug-16	16,242
Sep-16	15,351
Oct-16	14,977

Local Sales Tax



TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF OCTOBER 31, 2016

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND:						
Mayor & Council	5,232	4,305	28,970	23,847	80,709	35.89%
Town Manager	21,278	25,906	77,124	70,688	241,084	31.99%
Town Attorney	192	7,003	7,994	9,220	39,140	20.42%
Finance Department	21,394	25,302	119,025	115,705	335,242	35.50%
Electoral Board	-	-	-	-	-	0.00%
Police Department	147,564	188,330	583,929	576,980	2,056,727	28.39%
Volunteer Fire Dept.	16,041	10,628	44,168	42,284	216,200	20.43%
Public Works Admin.	11,600	1,311	46,260	3,408	15,657	295.46%
Street Lights	9,123	8,553	26,762	25,648	115,991	23.07%
Traffic Control & Parking	5,306	4,846	37,226	9,568	116,672	31.91%
Streets	49,092	70,619	164,198	199,445	1,099,494	14.93%
Sidewalks & Curbs	-	40	1,049	3,022	596,735	0.18%
Scuffling Hill Drainage	1,350	3,228	6,970	17,793	394,122	0.00%
Bernard Rd Drainage	3,000	-	3,000	-	119,092	0.00%
Street Cleaning	-	3,296	1,046	6,431	20,116	5.20%
Refuse Collection	6,682	12,766	35,272	55,329	181,148	19.47%
Snow Removal	-	-	436	341	39,581	1.10%
Municipal Building	6,389	6,883	54,064	18,062	133,449	40.51%
Emergency Services Bldg.	7,966	8,153	17,583	16,657	77,904	22.57%
Public Works Building	3,153	365	7,802	1,787	24,669	31.63%
Cemetery	39,513	1,495	47,228	7,004	21,386	220.84%
Playgrounds	5,927	1,918	32,450	27,486	997,068	3.25%
Celeste Park	-	-	-	-	5,245	0.00%
Gilley's Park	-	-	-	-	25,000	0.00%
Veterans Memorial Park Erosion	3,850	-	5,594	-	884,771	0.00%
Planning & Zoning	10,777	12,312	39,516	40,787	135,215	29.22%
Community Development	22,372	17,958	64,362	57,147	300,345	21.43%
Citizen's Square	2,195	1,161	8,054	4,336	20,934	38.47%
Hospitality Center	3,087	3,286	9,888	15,768	32,854	30.10%
Passport Services Expenses	24	12	291	582	2,225	13.08%
Economic Development Authority	-	-	246	123	54,845	0.45%
Remediation of Blighted Structures	-	-	-	-	20,000	0.00%
Non-Departmental:						
Wages & Fringes	1,705	1,816	10,503	11,972	52,183	20.13%
Employee Wellness Program	-	-	-	-	5,100	0.00%
Employee Drug Testing	201	219	201	219	1,400	14.39%
Insurance	-	-	74,299	70,531	73,352	101.29%
Contributions to Others	-	-	15,450	16,500	16,500	93.64%
Debt Service-Principal	-	-	-	-	165,000	0.00%
Debt Service-Interest	-	-	61,359	22,412	35,059	175.02%
New Debt Service-Principal & Interest	-	-	-	-	158,447	0.00%
Transfer to Utility Operating Fund	-	-	-	-	55,280	0.00%
Transfer to Utility Capital Fund	-	-	-	-	-	0.00%
Transfer to Capital Proj. Fund	-	-	-	-	-	0.00%
Transfer to Performance Operations	-	-	-	-	331,146	0.00%
Contingency - General Purposes	-	-	50,000	-	50,000	100.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	27,505	0.00%
Contingency - Fire Dept Stipends	-	-	-	-	12,100	0.00%
Contingency - to reimburse fund balance	-	-	-	-	50,136	0.00%
TOTAL GENERAL FUND EXPENDITURES	405,011	421,709	1,682,316	1,471,082	9,436,828	17.83%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF OCTOBER 31, 2016

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
WATER & SEWER FUND:						
Water System Operation	17,138	17,080	44,780	36,549	148,004	30.26%
Meter Reading	2,396	2,794	8,410	10,997	43,205	19.47%
Water Plant	55,581	66,740	160,957	161,344	628,769	25.60%
Wastewater System Operation	4,944	6,910	26,855	26,297	129,624	20.72%
Wastewater Treatment Plant	33,030	47,164	106,047	118,841	489,758	21.65%
Utility Billing & Administration	8,668	11,512	35,034	40,005	164,435	21.31%
Non-Departmental:						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	-	-	24,766	23,510	25,451	97.31%
Debt Service-Principal	-	-	104,000	102,000	284,000	36.62%
Debt Service-Interest	-	-	-	7,669	88,898	0.00%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	7,213	0.00%
Depreciation	-	-	-	-	834,695	0.00%
TOTAL WATER & SEWER FUND EXPENSES	121,757	152,200	510,850	527,212	2,854,052	17.90%
CAPITAL IMPROVEMENTS FUND:						
Microenterprise Loan Program	-	-	-	15,000	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	-	-	-	15,000	-	0.00%
UTILITY CAPITAL FUND:						
Water Distribution Utility Projects	4,300	-	11,500	500	20,000	57.50%
Water Plant Small Capital	-	20,189	-	22,739	-	0.00%
Meter Reading Capital Equipment	-	-	-	-	19,500	0.00%
Water iPhone Based Loss / Leak Detection	-	-	3,314	-	3,500	94.69%
Grassy Hill Lower Pump Rebuild	-	-	-	-	5,000	0.00%
WTP Finished Pump Impeller	-	-	-	-	13,000	0.00%
220 S Tank Mixer	380	-	380	-	-	0.00%
Oak St. Water Line Replacement	-	-	-	751	-	0.00%
Orchard Ave. Ext. Water Replacement	-	4,631	-	13,085	-	0.00%
Lee Waid Water Line Replacement	-	-	-	17,189	-	0.00%
WTP Chlorine Conversion	-	193	-	123,407	-	0.00%
Continuous Chlorine Analyzer	-	-	-	-	3,500	0.00%
Altitude Valve Replacement 220N	-	-	-	-	12,000	0.00%
WTP Boiler & HVAC Replacement	-	-	8,963	-	50,000	17.93%
Wastewater Collection Utility Projects						
Scuffling Hill Sewer Line	-	-	-	-	-	0.00%
Sewer Portable Flow Meters	-	-	-	-	65,000	0.00%
Portable Smoke Machine for Sewer	-	-	-	-	7,000	0.00%
Wastewater Treatment Plant Utility Projects	-	-	2,380	-	3,000	79.32%
WWTP Main Pump Station Drive	-	-	-	-	-	0.00%
WWTP Replace Main Pumps	-	-	17,966	-	14,000	128.33%
WWTP Replace Sampler	-	-	-	-	50,000	0.00%
WWTP Replace Flow Meter	-	-	-	-	6,500	0.00%
WWTP Replace HVAC	-	-	-	-	8,000	0.00%
New Debt Service - Principal & Interest	-	-	-	-	15,000	0.00%
Contingency	-	-	-	-	7,177	0.00%
Reserved Fund Balance Transfer	-	-	-	-	60,000	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	4,680	25,012	44,503	177,671	362,177	12.29%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF OCTOBER 31, 2016

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages - Full Time	11,861	13,733	36,826	28,987	154,190	23.88%
Wages - Part Time	-	2,114	2,582	6,522	21,914	11.78%
Wages - Security	2,055	1,605	5,295	6,075	25,000	21.18%
Fringes	5,872	5,435	18,611	15,944	71,312	26.10%
Contractual Services	1,268	27,279	1,648	28,515	15,000	10.99%
Custodial Services	-	-	-	-	-	0.00%
Repairs & Maintenance	671	588	671	588	4,000	16.77%
Advertising	-	-	-	-	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	-	0.00%
Postage & Delivery Services	-	-	339	-	730	46.44%
Utilities	-	3,224	-	6,268	30,000	0.00%
Communications	195	652	715	2,152	9,000	7.94%
Stipends	-	-	-	-	-	0.00%
Office Supplies	-	-	810	-	-	0.00%
Data Processing Equipment	-	-	700	-	-	100.00%
TOTAL PERFORMANCE VENUE EXPENSES	21,922	54,630	68,197	95,051	331,146	20.59%
			4 months of the 12 month fiscal year			33.33%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2017

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY - GENERAL PURPOSES COMMITTED:	50,000	10,000	60,000
AVAILABLE CONTINGENCY - GENERAL PURPOSES	<u>50,000</u>	<u>10,000</u>	<u>60,000</u>
<hr/>			
BUDGETED FOR SUPPLEMENTAL PAY ADJUSTMENTS COMMITTED:	27,505	7,213	
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	<u>27,505</u>	<u>7,213</u>	
<hr/>			
BUDGETED FOR FIRE OFFICER SUPPLEMENTAL STIPENDS COMMITTED:	12,100		
AVAILABLE FOR VOL. FIRE SUPPLEMENTAL STIPENDS	<u>12,100</u>		
<hr/>			
BUDGETED FOR REIMBURSEMENT TO FUND BALANCE COMMITTED:	50,136		
Industrial Incentive (July)	(50,000)		
AVAILABLE FOR REIMBURSEMENT TO FUND BALANCE	<u>136</u>		

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 WATER CONSUMPTION PERCENTAGES
 FOR THE MONTH OF OCTOBER 2016

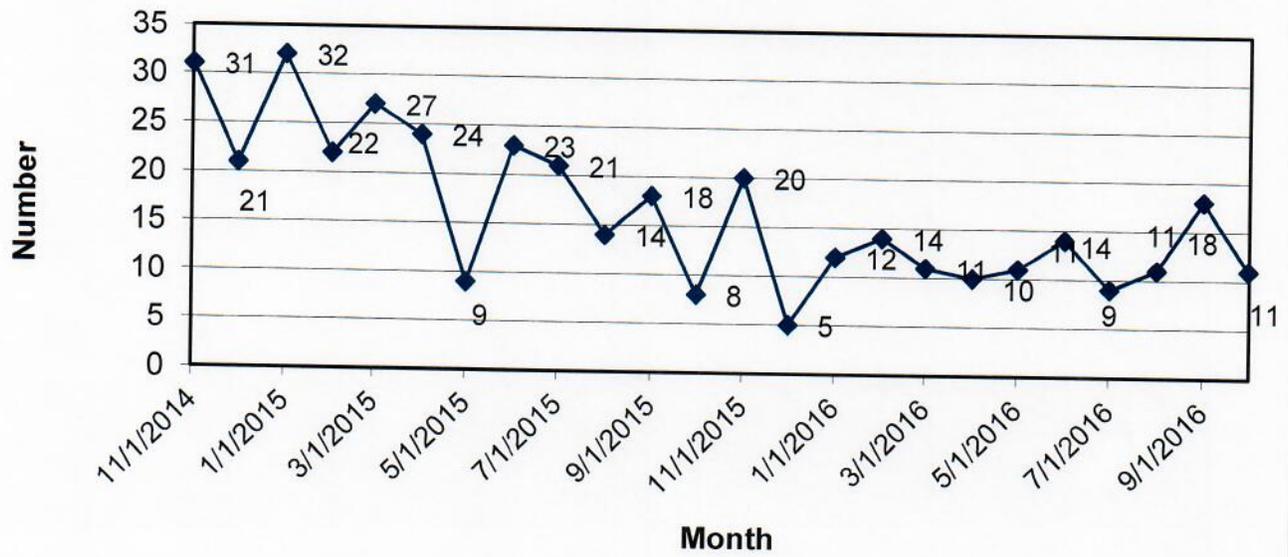
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,774	7,169,955	\$ 43,734	61%	31%	33%
COMMERCIAL	347	7,525,511	31,399	12%	33%	24%
INDUSTRIAL	46	4,442,030	\$ 15,129	2%	19%	11%
TOTAL	2,167	19,137,496	\$ 90,263	75%	83%	68%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	663	2,565,230	\$ 31,356	23%	11%	24%
COMMERCIAL	75	1,247,630	\$ 11,497	3%	5%	9%
INDUSTRIAL	2	9,000	\$ 102	0%	0%	0%
TOTAL	740	3,821,860	\$ 42,954	25%	17%	32%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,437	9,735,185	\$ 75,090	84%	42%	56%
COMMERCIAL	422	8,773,141	\$ 42,897	15%	38%	32%
INDUSTRIAL	48	4,451,030	\$ 15,231	2%	19%	11%
TOTAL	2,907	22,959,356	\$ 133,217	100%	100%	100%

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 PERCENT CONSUMPTION & PERCENT REVENUE
 PER CUSTOMER CLASS
 FISCAL YEAR 2017

Month	In Town								Out of Town							
	Residential		Commercial		Industrial		Total		Residential		Commercial		Industrial		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-16	34%	34%	30%	22%	17%	10%	82%	66%	12%	24%	6%	10%	0%	0%	18%	34%
Aug-16	33%	34%	33%	24%	17%	10%	84%	68%	11%	23%	5%	9%	0%	0%	16%	32%
Sep-16	31%	33%	34%	24%	20%	12%	84%	69%	10%	22%	5%	9%	0%	0%	16%	31%
Oct-16	31%	33%	33%	24%	19%	11%	83%	68%	11%	24%	5%	9%	0%	0%	17%	32%
Nov-16																
Dec-16																
Jan-17																
Feb-17																
Mar-17																
Apr-17																
May-17																
Jun-17																
Average	32%	34%	33%	24%	18%	11%	83%	68%	11%	23%	5%	9%	0%	0%	17%	32%

***NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, commercial, and industrial customers for FY 2017 (year ended 6/30/17).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
September-16

Water Plant Finished Water Pumped (Sept 6 - Oct 5) (meters read 10/3 - 10/7)		<u>23,869,000</u>
Water Consumption Billed	22,959,356	
Water Plant Process	648,000	
Meters Read and Not Billed	213,520	
Water Obtained from Water Plant (to bill)	-	
Water Obtained from Public Works Hydrant (to bill)	-	
Flushing Water Lines	457,500	
Flow Meter Checks at Hydrants	-	
 Grand Total of Water Metered / Consumed / Tracked		 <u>24,278,376</u>
 Percent Finished Water Accounted		 101.72%

Meters Read and Not Billed		
001-0122-10-01	Mary Bethune Park	600
001-0188-00-01	Impound Lot	-
002-0317-20-01	Public Works Bldg	30
002-0317-30-01	Public Works Bldg-new bldg	1,000
004-1067-00-01	Veteran's Memorial Park	4,400
005-1300-00-01	Mary Elizabeth Park	300
005-1343-10-01	Harvester Performance Centre	7,000
005-1384-00-01	Farmer's Market	1,600
005-1457-00-01	Municipal Bldg.	3,000
006-1710-00-01	Welcome Center / Depot	590
009-2523-50-01	Emergency Services Bldg.	9,000
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	186,000

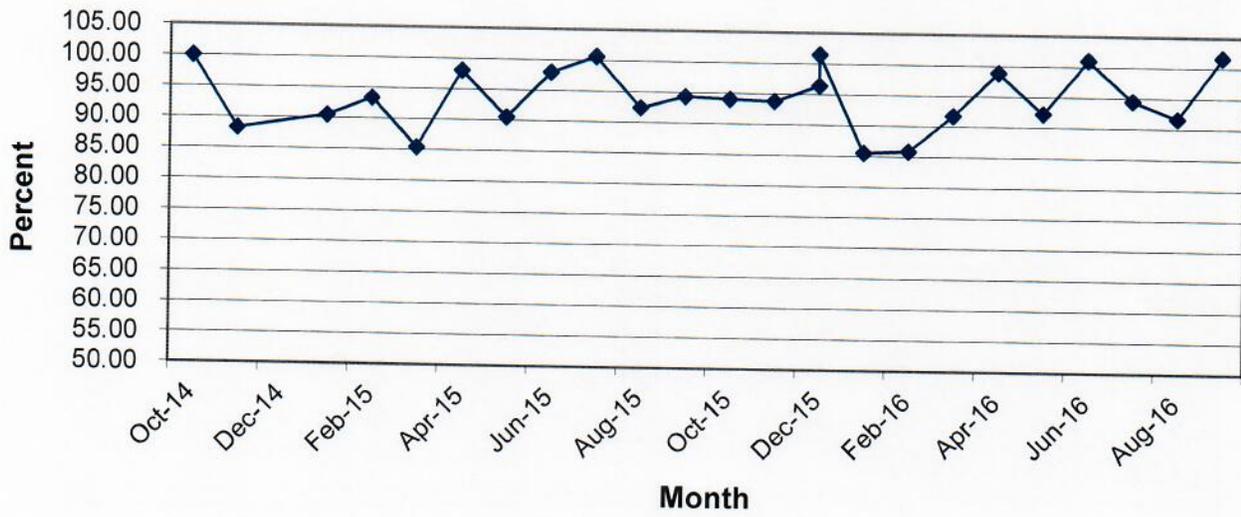
TOTAL Meters Not Billed		<u>213,520</u>
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Water Line Repairs by Public Works during the month:
Franklin Street (40 West)

Sewer Line Repairs by Public Works during the month:
none

TOWN OF ROCKY MOUNT						
WATER ACCOUNTABILITY						
FISCAL YEAR 2017						
	Finished	Total		Monthly	Average	Average
	Water	Water	Percent	Gallons	Accounted	Monthly
Month	Treated	Gallons	Accounted	Variance	Variance	Variance
		Accounted			per Quarter	per Quarter
Jul-16	22,844,872	21,596,079	94.53%	1,248,793		
Aug-16	27,107,623	24,842,331	91.64%	2,265,292		
Sep-16	23,869,000	24,278,376	101.72%	(409,376)	95.96%	1,034,903
Oct-16				-		
Nov-16				-		
Dec-16				-	0.00%	-
Jan-17				-		
Feb-17				-		
Mar-17				-	0.00%	-
Apr-17				-		
May-17				-		
Jun-17				-	0.00%	-
AVG.	24,607,165	23,572,262	95.96%	1,034,903	95.96%	1,034,903
TOTAL	73,821,495	70,716,786		3,104,709		
Monthly Avg. Percent Unaccounted =			4.04%			
Monthly Avg. Percent Accounted =			95.96%			
3 out of 3 months this fiscal year > 80% accountability						

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2017**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Accounted	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Accounted
Jul-16	297.60	25,200,000	40.65%	22,844,872	36.85%	21,596,079	94.53%	2,892	20,615,000	33.25%	15,173,279	73.60%
Aug-16	310.00	26,350,000	42.50%	27,107,623	43.72%	24,842,331	91.64%	2,900	23,002,000	37.10%	18,127,841	78.81%
Sep-16	297.00	25,620,000	42.70%	24,260,000	40.43%	24,278,376	100.08%	2,907	19,050,000	31.75%	17,572,596	92.24%
Oct-16	300.70	25,180,000	40.61%	23,560,000	38.00%		0.00%		22,909,000	36.95%		0.00%
Nov-16			0.00%		0.00%					0.00%		
Dec-16			0.00%		0.00%					0.00%		
Jan-17			0.00%		0.00%					0.00%		
Feb-17			0.00%		0.00%					0.00%		
Mar-17			0.00%		0.00%					0.00%		
Apr-17			0.00%		0.00%					0.00%		
May-17			0.00%		0.00%					0.00%		
Jun-17			0.00%		0.00%					0.00%		
AVG.	301.33	25,587,500	41.61%	24,443,124	39.75%	23,572,262	95.42%	2,900	21,394,000	34.76%	16,957,905	81.55%

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:	November 14, 2016
TO:	Rocky Mount Town Council
FROM:	Jeff Rakes
DEPARTMENT:	Fire Department
MONTH:	September 2016

The Rocky Mount Fire Department had a total of 38 calls for the month of September 2016.

A total of 84 gallons of gasoline and 152 gallons of diesel fuel were used.

Of the 38 calls there were 5 structure fires, 4 motor vehicle fires, 1 wood & grass fire, 1 utilities fire, 17 motor vehicle accidents, 2 fire alarms, 2 service calls, 1 debris in roadway and 1 smoke in the area.

The members of the Department trained a total of 24 man hours during September with 16 members present.

The Department is now gearing up for the fall brush fire season as well as colder temperatures and chimney fires.

MONTHLY STAFF REPORT

DATE:	November 14, 2016
TO:	Rocky Mount Town Council
FROM:	Chief Ken E. Criner, Jr.
DEPARTMENT:	Police Department
MONTH:	October

Rocky Mount Police Department would like to welcome Patrolman Brad M. Campbell to our department. Brad was formerly employed with Ferrum College. He started with us on 10/22/16. WELCOME Brad!

Our second annual Trunk or Treat on Monday, October 31st was a HUGE success with over 4,300 people attending!

Chief Criner, Lt. A.P. Arrington, Administrative Assistant, Regina Stanley and Records Clerk, Karry Hodges attended the Southern Software Training Conference from October 24th – October 27th, 2016. Much knowledge was gained from attending this conference on our Software we use!

See attached report for more information on monthly stats!

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: October 2016

August

September

OCTOBER

	August	September	OCTOBER
UNIFORM TRAFFIC SUMMONS ISSUED	93	89	77
TRAFFIC STOPS	178	182	173
SPEEDING TICKETS ISSUED	31	21	17
DUI	2	1	1
COLLISIONS INVESTIGATED (TREDS)	16	16	22
MOTORIST AIDES	65	39	64
CRIMINAL ARRESTS "MISDEMEANOR"	40	44	55
CRIMINAL ARRESTS "FELONY"	26	16	14
INCIDENTS ADDRESSED	2346	1799	2146
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	80	97	90
GRAND LARCENY WARRANTS	6	4	3
BREAKING & ENTERING REPORTS	1	1	0
BREAKING & ENTERING WARRANTS	0	1	2
BOLO'S (Be On Look Out)	63	38	53
FOLLOW-UP'S	97	48	63
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1430	1058	1328
SCHOOL CHECKS	107	80	46
ALARM RESPONSES	32	24	25
OPEN DOORS, WINDOWS, ETC. UNSECURED	19	9	18
COURT HOURS	25.5	13.25	27.5
TRAINING HOURS:	214	159	11
SPECIAL ASSIGNMENT HOURS:	89.25	93.75	167.5
HARVESTER HOURS WORKED:	42	42	66.5
ECO/TDO	1	7	3
ECO/TDO HOURS:	2	11	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 22 reportable accidents with 18 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Altice Mill Road, Anderson Street, Ann Sink Street, Avalon Street, Bernard Road, Bland Street, Booker T. Washington Highway, Brookshire Drive, Buckner Street, Bunny Lane, Byrd Lane, Candlewood Apartments, Cedar Street, Center Street, Circle Drive, Circle View Street, Claiborne Avenue, Cobb Street, Cornell Road, Cromwell Drive, Dent Street, Diamond Avenue, Donald Avenue, East Church Street, East Court Street, East Street, Edgemont Street, Fairlawn Drive, Friendly Street, Frontage Road, Glen Meadow Drive, Glenwood Drive, Goodview Street, Grayson Street, Grassy Hill Road, Green Meadow Lane, Greenview Avenue, Greer Lane, Hale Street, Harvey Street, Hatcher Street, Herbert Street, High Street, Highland Hills Road, Highview Terrace, Hillcrest Drive, Hilltop Drive, Jubal Pass, Knob Apartments, Knollwood Drive, Lakeview Drive, Law Street, Lawndale Drive, Leonor Street, Luke Street, Lynch Drive, Mamie Avenue, Maple Avenue, Mary Coger Lane, Maynor Street, Montview Avenue, Mountain View Drive, Musefield Road, Noel Street, Norris Street, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Oxford Circle, Parker's Drive, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Randolph Street, Riverview Street, School Board Road, Scuffling Hill Road, Smithers Street, Spring Street, State Street, Summit Drive, Sycamore Street, Taliferro Street, Tanyard Village, Trail Drive, Walnut Street, Warren Street, West Church Street, West College Street, West Court Street, Whitten Street, Willow Avenue, Wilson Street, Windsor Drive, Windy Lane, Woodlawn Drive, Wrays Street and Wray's Chapel Road.
- ◇ Business Foot Patrols: Aaron's, ABC Store, Advance Auto, AEP, All American Car Wash, American National Bank, Ameristaff, Angle Hardware, Applebee's, Arby's, Arrington Sports Awards, Auto Zone, BB& T Bank, BFMS, Bojangles, Bootleggers Café, Brookside Swim Club, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, China City, Christian Heritage Academy, Comfort Inn, Cook Out, Country Kids, CATCE Center, Center Stage Catering, Check Into Cash, China City, Christian Heritage Academy, Coast to Coast, Comfort Inn, Cook Out, Cox's, Crooked Stitch, Curves, CVS, Dairy Queen, Davenport Gas, Davis Law Firm, Department of Social Services, DMV, Dollar General, Dollar Tree, Domino's, Eagle Cinema, Edward Johnson Investment, El Rio, El Rodeo, Empire Foods, Enterprise Rent-A-Car, Essig Center, Family Dollar, Family Pharmacy, Farmer's Market, Fast Stop, Fast Tan, FCHS, First Baptist Church, Fisher Auto Parts, Fleetwood Homes, Flora Funeral Home, Flowers By Jones, Foley's Automotive, Food Lion, Francis of Assisi, Franklin Auto Glass, Franklin Center, Franklin Community Bank, Franklin County Dialysis, Franklin County Health Department, Franklin County Library, Franklin Dental Associates, Franklin Health Care, Franklin Heating & Air, Franklin Heights Baptist Church, Franklin Memorial Hospital, Franklin Outdoors, Frank's Pizza, Free Clinic, Furnace Creek Baptist Church, Get Ur Fix, Goodwill, The Grainery, Gusler's Alignment, H & R Block, Hair Fashions, Hardee's, Harper's Plumbing, Harvester Center, Haywood's Jewelry, Hema's, Highlander Laundry, Hodgesville Penicostal Holiness Church, Holiday Inn Express, Hollywood Beauty Salon, Hometown Rentals, Hub Restaurant, Hutchinson Insurance, Ideal Building Supply, Industrial Avenue, Ippys, J & J Fashions, Jackson Hewitt, Jammin Apparel, Kay's Corner, Kentucky Fried Chicken, Kids Corner, Kim's Nails, Kroger, Kupkavery, Lee M. Waid, Lesley Wray Photography, Little Ceasers, Long & Foster Realty, Los Tres Amigos, Lowe's, Lynch Park, Mary Bethune Park, Mary Elizabeth Park, McDonalds, Member One, Mod-U-Kraf, Moose Lodge, NAPA, National Guard Armory, Newbold, Nice Nails, Ntelos, Oasis Salon, Old's Cool, Olympia Sports, Papa Johns, Peebles, Pell Animal Clinic, Pet Clinic, Piedmont Community Services, Pizza Hut, Pizza King, Plygem, Prillaman's Auto Sales, Probation & Parole, Quiznos', Radio Shack, Real Estate Rentals, Rent-A-Center, Retail Merchants, Riverside Minute Market, Rocky Mount Auto Repair, Rocky Mount Bowling Center, Rocky Mount Christian Church, Rocky Mount Church of God, Rocky Mount Elementary, Rocky Mount Public Works, Rocky Mount Ready Mix, Rocky Mount United Methodist Church, Ron Ayers Motorworks, Roses, Schewel's, School Board Road, Sheetz, Shell Station, Shentel, Sherwin Williams, Shoe Show, State Farm, Step Inc., Subway, Sun Tan City, Sunoco, Suntrust Bank, Team Nurse, Trinity Missions, Trinity Packaging, Turner's Ready Mix, US Cellular, Union Bank, Valley Star Credit Union, Veteran's Park, Vintage Spa, Walgreens, Wal-Mart, Wendy's, Women's Shelter, Wood Grains, YMCA and The Zone.

MISCELLANEOUS:

- October 1st, 2016 - National Law Enforcement Day @ Farmer' Market
- October 3rd, 2016 – Open Door @ FCHS
- October 10th, 2016 – Open Door @ BFMS
- October 10th, 2016 – Open Door @ FCHS
- October 10th, 2016 – Open Door @ Rocky Mount Public Works
- October 11th, 2016 – Open Door @ Train Depot
- October 11th, 2016 – Open Door @ Franklin Heights Baptist Church
- October 11th, 2016 – Open Door @ Jones Building
- October 14th, 2016 – Foot Patrol/Traffic Patrol @ FCHS Football Game
- October 14th, 2016 – Open Door @ Franklin Heights Baptist Church
- October 16th, 2016 – Open Door @ Franklin Heights Baptist Church (x3)
- October 19th, 2016 – Open Door @ FCHS (x2)
- October 19th, 2016 – Open Door @ Jones Building
- October 19th, 2016 – Open Door @ Franklin Glass & Mirror
- October 20th, 2016 – Open Door @ 110 Hilltop Drive
- October 20th, 2016 – Open Door @ Franklin Heights Baptist Church
- October 24th, 2016 – Open Door @ Franklin Heights Baptist Church
- October 31st, 2016 – Trunk or Treat @ RMPD

CRIMINAL ARRESTS & LOCATIONS:

Possession of Schedule I or II Drug	Booker T. Washington Highway
Possession of Marijuana w/ Intent to Distribute	Booker T. Washington Highway
Possession of Marijuana	Old Franklin Turnpike (x 2)
Possession of Marijuana	Jubals Pass
Possession of Marijuana	Tanyard Road
Possession of Marijuana	Grayson Street
Possession of Marijuana	North Main Street
Possession of Marijuana	School Board Road
Driving Under the Influence	South Main Street
Drunk In Public	Circle Drive
Drunk In Public	Weaver Street
Drunk In Public	North Main Street
Possession of Alcohol Underage on School Property	Technology Drive
Possession of Alcohol Underage	North Main Street
Possession of Alcohol Underage	Claiborne Avenue
Malicious Wounding	East Court Street
Domestic Assault	Pell Avenue
Domestic Assault	Diamond Avenue
Domestic Assault	Old Franklin Turnpike
Possession of Stun Gun on School Property	North Main Street
Felony Larceny	Maynor Street
Felony Shoplifting	Old Franklin Turnpike (x 3)
Shoplifting	Old Franklin Turnpike (x 12)
Receive Stolen Goods	Old Franklin Turnpike
Breaking & Entering	Franklin Street (x 2)

Trespassing	Pell Avenue
Trespassing	North Main Street
Trespassing	Old Franklin Turnpike
Disorderly Conduct	Tanyard Road (x 2)
Obstruction of Justice	Pell Avenue
Felony Evading Police	Maple Avenue
Intimidation	Technology Drive
Contribute to the Delinquency of a Minor	Old Franklin Turnpike
Give False Identification to Law Enforcement	Old Franklin Turnpike
Embezzlement	Old Franklin Turnpike
Warrant of Extradition	Old Franklin Turnpike
Warrant Service (Capias)	Old Franklin Turnpike (x 2)
Warrant Service (Capias)	Sycamore Street
Warrant Service (Capias)	North Main Street
Warrant Service (Capias)	East Court Street
Warrant Service (Felony)	Old Franklin Turnpike (x 2)
Warrant Service (Misdemeanor)	Floyd Avenue
Warrant Service (Misdemeanor)	Franklin Street
Warrant Service (Misdemeanor)	Diamond Avenue
Emergency Custody Order	Tanyard Road
Leave the Scene of an Accident	North Main Street
Defective Equipment	Tanyard Road
Driving Suspended – 3 rd Offense	Maple Avenue
Switching Tags on a Vehicle	Maple Avenue
Driving Suspended	Tanyard Road
Driving Suspended	Sycamore Street
Driving Suspended	North Main Street

SPEEDING TICKETS ISSUED

North Main Street (x 11)

State Street (x 2)

Bernard Road

Franklin Street

Grassy Hill Road

Booker T. Washington Highway

MONTHLY STAFF REPORT

DATE:	November 14, 2016
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	October 2016

1. Read meters (5 days)
2. Installed five 5/8" meters
3. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
4. Meter cutoffs: 15
5. Mowed sewer line easements
6. Clean-up 5 days
7. Swept streets
8. Repaired water line break on S. Main Street, Knob Hill Ave.
9. Replaced 60 feet of 15 inch sewer line on our main line behind Mary Coger Ln.
10. Mowed streets, and Parks
11. Finished Replacing Broken equipment in the parks
12. Cut trees along sidewalks and parks
13. Asphalt patched all potholes and problem areas for winter.
14. Dug one Grave
15. Replaced cameras at two traffic light intersections, 40E and Dent and Sheetz

MONTHLY STAFF REPORT

DATE:	November 14, 2016
TO:	Rocky Mount Town Council
FROM:	Tim Burton
DEPARTMENT:	Waste Water Treatment Plant
MONTH:	October

Average Daily Flow	.739 MGD
TSS Reduction	99.5 %
BOD Reduction	99.9 %
Leachate (F.C. Landfill)	129,518 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	61.64 Tons
Rain Total 4.9 inches	Snow Total 0 inches

The WWTP had one after hour's alarm.

DEQ has sent the new permit to us to review. There are no changes in our testing and we were able to keep our reduced testing for another five years as long as we do not receive any violations. All limits stayed the same. We are picking up some additional testing on storm water discharges due to EPA regulations. There are a few details that have got to be worked out on that before December 1st.

The wastewater staff and the public works staff are working together very well in identifying and repairing sewer line problems. Both cameras are getting a workout.

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	November 14, 2016
TO:	Rocky Mount Town Council
FROM:	Bob Deitrich, Water Plant Superintendent
DEPARTMENT:	Water Department
MONTH:	October 2016

Operation and Production Summary:

Water customer demand remained high in October but it began to wane mid month as is typical this time of year. A few water leaks were found but fixed quickly. Our first heavy rains in quite a while caused flooding but since then, the river has been amazingly clear and easy to treat. The actual water production time (filtering of water) for the entire month averaged 9.7 hours per day which yielded approximately 760,000 gallons of water per day. Rainfall for the month was substantial, totaling about 7 inches as measured at the water treatment plant.

Total Raw Water Pumped:	25.18 million gallons
Total Drinking Water Produced:	23.56 million gallons
Average Daily Production:	760,000 gallons per day
Ave Percent of Production Capacity:	38%
Flushing of Hydrants/Tanks/FD Use:	750,000 gallons (drained Scuffling Hill Tank)
Plant Process Water:	679,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	None

Testing:

- All routine monthly bacteria samples were free of bacteria. Disinfection byproduct samples are scheduled for November.

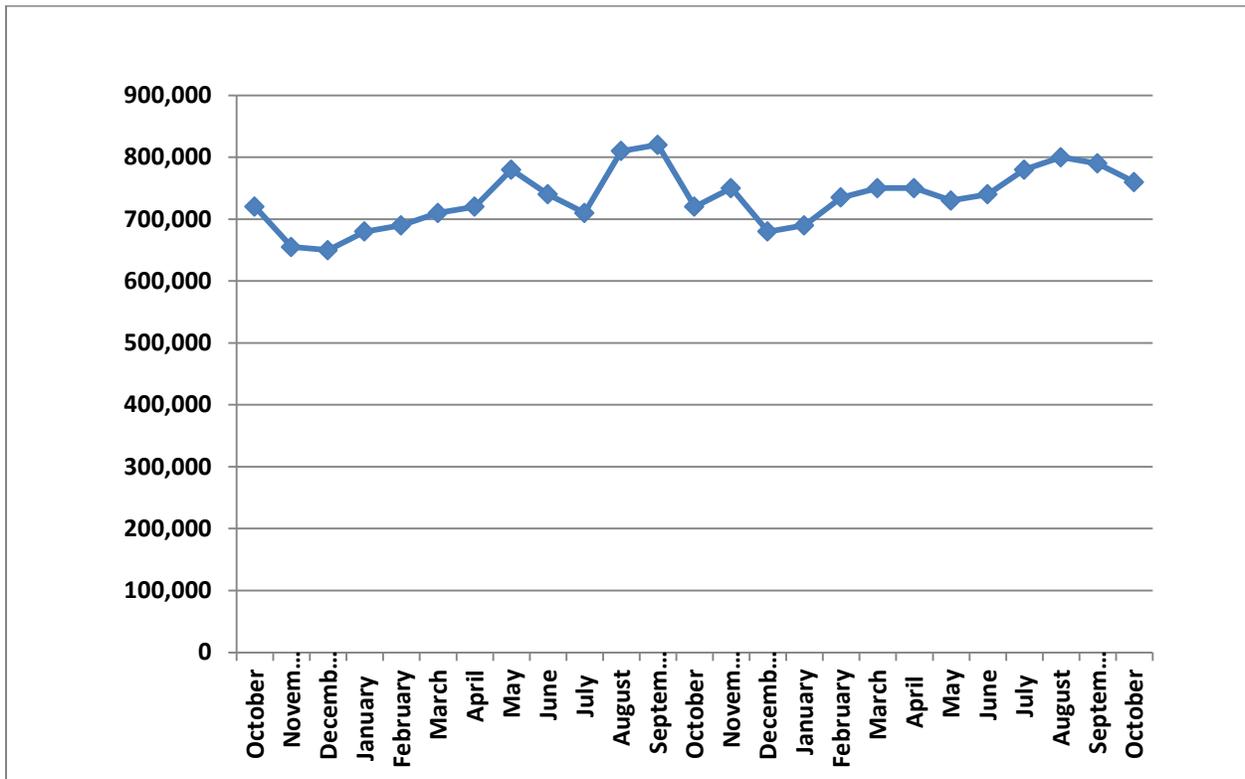
Activities / Maintenance / Improvements

- With the drop in demand we are prepping for some maintenance activities. Scuffling Hill Tank was emptied for cleaning.
- One of our oldest chemical pumps has reached the end and we are taking the opportunity to relocate the new pump to a more convenient spot and to simplify the plumbing. Work is ongoing.
- Disinfection byproduct sample results have been much improved by our tank aeration equipment installed in our Rt. 220 South tank, but test results at our Rt. 40 West sample site continue to be inconsistent. I have again reached out to the equipment company for a proposal to add aeration to the Scuffling Hill water tank in 2017.

Upcoming

Washout of Bald Knob tank, raw pump building, mixing basins

Water Plant Production in Gallons Per Day (October 2014 to October 2016)



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 14, 2016
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Brian Schofield, Public Works Director
BRIEF SUMMARY OF REQUEST:	The \$39,067 funding for the mini-excavator that Public Works purchased can be transferred from the postponed Scuffling Hill Drainage project. Both projects are in the general fund.
ACTION NEEDED:	Approve the attached budget adjustment for funding the excavator.

Attachment(s):

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2017**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2016 through June 30, 2017, hereafter known as FY 2017; and

WHEREAS, the Public Works Department has purchased a mini-excavator after soliciting bids, and

WHEREAS, the funding for the equipment will come from the postponed Scuffling Hill Drainage project,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental adjustment for FY 2017:

Account 01.4307.0000.0000.7004 (cemetery equipment) \$39,067
Account 01.4118.0000.0000.7010 (Scuffling Hill drainage) \$39,067

GIVEN UNDER MY HAND, THIS 14TH DAY OF NOVEMBER 2016:

Steven C. Angle, Mayor

ATTESTED:

Rebecca H. Dillon, Acting Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 14, 2016
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>It has been discovered that Town Police Officers are having to bring personally owned firearms to carry in their vehicles. This is due to the desire of the department to have access to Patrol Rifles. Patrol rifles offer the ability to engage targets with great precision beyond the range of our current issue handguns and shotguns. Recent school shootings, ambush situations, and acts of domestic terrorism have shown the need for a change in weapons and tactics used by patrol officers and to be prepared for these scenarios. If these items are to be used by Town Officers, it is staff's preference that they be issued by the Town and purchased by the Town. Just as we do not ask other departments to bring their own equipment, the Town's needs are best met by providing the equipment used.</p> <p>To that end, the attached appropriation resolution transfers \$11,600 to Police Supplies for this purpose (\$3,600 in savings in workers compensation insurance and \$8,000 in savings from wages).</p>
ACTION NEEDED:	Approve or deny the request.

Attachment(s):

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

TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2017

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2016 through June 30, 2017, hereafter known as FY 2017;

WHEREAS, the Town of Rocky Mount Police Department wishes to use departmental savings in salaries and workers compensation premiums to purchase patrol rifles,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following expenditure transfer within the Police Department for FY 2017:

Account 01.3101.0000.0000.6010 (police supplies)	\$11,600
Account 01.3101.0000.0000.2011 (workers comp)	\$3,600
Account 01.3101.0000.0000.1001 (wages-full time)	\$8,000

GIVEN UNDER MY HAND, THIS 14TH DAY OF NOVEMBER 2016:

Steven C. Angle, Mayor

ATTESTED:

Rebecca H. Dillon, Acting Town Clerk