



**ROCKY MOUNT TOWN COUNCIL**  
**AGENDA**  
**REGULAR COUNCIL MEETING**  
TO BE HELD IN COUNCIL CHAMBERS  
ROCKY MOUNT MUNICIPAL BUILDING  
345 DONALD AVENUE  
ROCKY MOUNT, VIRGINIA  
**AUGUST 14, 2017**  
**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
- V. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
  - July 10, 2017 – regular meeting minutes
- VII. Approval of Consent Agenda
  - Miscellaneous Action (*none at this time*)
  - Miscellaneous Resolutions/Proclamations (*none at this time*)
  - 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. Resolution for Bond Proceeds
- X. New Business
  1. Friends of the Family Resource Center to hold a Run/Walk for Domestic Violence on October 21, 2017.
  2. Farmers Market Management Services
  3. Franklin County High School Homecoming Parade
  4. Franklin County Virginia Paranormal Ghost Walking Tour
  5. Request From Mr. Ben Pinckard of Mowing Bank on South Main Street
- XI. Committee Reports
  1. Streets, Sidewalks & Streetlights Committee Meeting on July 20, 2017

- XII. Referrals to Planning
- XIII. Other Matters, Concerns and Rise 'N Shine Appearances
- XIV. 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. Economic Development Authority.

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. Board of Zoning Appeals

- XV. 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](http://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  
REGULAR MEETING MINUTES  
JULY 10, 2017**

The July 10, 2017 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 Mayor Steven C. Angle presiding.

The following members of Council were present:

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

The following staff members were also present:

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

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

**PLEDGE OF ALLEGIANCE**

Mayor Angle led in saying the Pledge of Allegiance.

**APPROVAL OF AGENDA**

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 Moyer**

**Motion Discussion: None**

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

**Nays: None**

**Action: Approved the agenda by a unanimous vote.**

## **SPECIAL ITEMS**

Special recognition was given for J & J Fashions in regard of their 50<sup>th</sup> Anniversary of being in business in the Town of Rocky Mount for 50 years. A resolution was signed and presented by the Mayor to Mrs. Jewel Hunt and Mrs. Sheila Copenhaver, daughter of Mrs. Hunt and operator of the retail business since Mrs. Hunt's retirement.

## **PUBLIC HEARING**

### 1. Transfer of Industrial Park Property

Mr. Hankins stated that the property was jointly owned by the Town and the County in a 2/3, 1/3 arrangement; the Town having the smaller part. The land was developed as part of the jointly owned Rocky Mount Industrial Park between Franklin County and the Town of Rocky Mount in the early 1980's and has been vacant since then. The Town had received interest from an industrial property; a collision repair center that would like to purchase 2.4 acres of the property. The buyers, PK Properties, LLC, were willing to complete a performance agreement that would facilitate the transfer in addition to investing over \$350,000 in the property with machinery and tools as well as create five to ten new jobs.

Staff presented this to Town Council and to the Franklin County Board of Supervisors who will hold their public hearing later in July and will be contingent upon what Council's decision is from this meeting. The 2.4 acres in the survey would be jointly paid for by the Town and County. Staff recommended that Council authorize the transfer and authorize Staff to take care of all of the details necessary to complete the transfer. Mr. Hankins stated that Staff had talked to area property holders to insure a good fit, particularly with Empire Foods.

The Mayor opened the floor if anyone would like to speak regarding the transfer of Industrial Park Property. No one came forward.

**Discussion: None**

**Motion: To approve the transfer of industrial park property with vacating the lines.**

**Motion By: Council Member Snead**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

**Action: The motion was passed unanimously**

2. Special Exception Use Permit For Tabernacle of Praise Church of Christ, LLC.

Mr. Hankins stated that the Tabernacle of Praise Church of Christ LLC, represented by Mr. Holland Perdue, had applied for a special exception permit in order to operate a church at 850 State Street on property zoned as M1. The applicant had been contacted to purchase the property from the current owners if the permit was approved. The church was located at 370 Tanyard Road in the Eagle Plaza. Staff had reviewed the application and strongly recommended denial.

The M1 district was established primarily for an area of wholesale activities, warehouses and industrial operations of a light nature that would not create serious problems or create incompatibility to other land uses. Features of noise, dust, smoke and fumes should be minimal.

The application is for a church and churches are not provided for in any of the Town's industrial parcels, but are provided for in a number of commercial and residential parcels. A use not provided for is a use that is not included within the text of the permitted district uses. Because of their nature and anticipated impact, the uses require a review by the commission and governing body before approval could be granted. Uses not provided for were treated as a zoning amendment and Council reserved the right to approve or disapprove.

The subject property was approximately 6.392 acres situated at the corner of Weaver Street and State Street. The property featured a one story building, with an approximately 13,728 square foot building that was vacant. The church had intended to purchase and be located on "Lot 1" consisting of 3.074 acres, the remaining 3.318 acres would remain vacant for the current property owner to market.

Mr. Hankins stated that the proposed use violates several components of the adopted Comprehensive Plan, specifically that the industrial properties in the area should be developed for further industrial use.

The Planning Commission met on July 5, 2017 to consider the request and recommended denial on a 6-1 vote. Staff recommended that Council deny the request as the request for the church was not industrial in nature. Mr. Hankins stated that the Town did reach out to the church members to try to find a more suitable location. If there were no other sites available, Staff would still recommend against the special use permit because of the limited availability of industrial sites.

Mr. Holland Perdue then spoke on behalf of the Tabernacle of Praise Church of Christ, LLC. In the event the special use permit was approved, the goal would be to subdivide the lot into

two lots. Mr. Perdue stated that the church would like to stay in the community where Mr. Hairston grew up, and spend money with the Town. The church planned to remodel the 13,700 square foot building that had been on the market for only 2 months.

After Mr. Perdue spoke, the Mayor then called those in the audience that signed up to speak, one by one to step to the podium. He asked that each person keep their comments to 5 minutes or less.

Ms. Coretta Hale, 990 Diamond Avenue, Rocky Mount, Va. stated that she had been attending the Tabernacle for 5 years and in that time, she had seen the confidence of the children in the congregation growing with the pastor mentoring, building self-esteem as well as family values.

Mr. Jamie Hale, 990 Diamond Avenue, Rocky Mount, Va. stated that he was a 4 year heart transplant survivor and that he loved his church and his pastor and hoped the Town would consider the special exception permit.

Pastor Jeffrey Hairston, 400 Tanyard Road, Rocky Mount, Va. spoke. Mr. Hairston stated that he would like to offer a place where people could come together. Mr. Hairston made reference to the economy and said industrial growth was good but church would be open even when the places of business were closed.

Mr. Ken Belton, 1705 Waltor Circle, Salem, Va. stated that in working closely with Mr. Hairston, he had heard the plans that Council had for the Town but said the church was rapidly growing with youth and needed a larger place.

Mr. Richard Hopkins, 24 Lightfoot Lane, Rocky Mount, Va. stated that the church tried to represent the children and in doing so, had found that they needed a larger place with more room.

Mr. Doug Arrington, 270 Trail Drive, Rocky Mount, Va. stated that he had a business in the industrial park as well. Mr. Arrington spoke of there being so many places available with out having to take away the Town's Industrial Park property.

Ms. Pat Avalon, 100 Jinny Lin Way, Rocky Mount, Va. stated that she was trusting in God and the outreach of the people in the decision of the special exception permit.

The Mayor moved the meeting back into regular session and stated that he applauded the passion of the people in the church that came to speak but that the issue had to be focused on the Town's Comprehensive Plan and the industrial use it sets up. The Mayor stated that the Industrial Park was just about full and that type of property was extremely valuable and that Council had to consider the use of the property with the zoning regulations, laws and the Comprehensive Plan, etc.

Council Member Moyer stated that he appreciated everyones attitude with the church and that he hoped the church could find somewhere else to go that they like even better.

**Discussion: None**

**Motion:** To deny the request for special exception permit

**Motion By:** Council Member Moyer

**Second:** Council Member Cundiff

**Motion Discussion:** None

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

**Nays:** Stockton

**Action:** The request for special exception permit was denied by a 5-1 vote

## **APPROVAL OF MINUTES**

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

- June 12, 2017 – Regular Council Meeting

**Discussion:** None

**Motion:** To approve the draft minutes

**Motion By:** Vice Mayor Walker

**Second:** Council Member Cundiff

**Motion Discussion:** None

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

**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 Snead

**Second:** Vice Mayor Walker

**Motion Discussion:** None

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

**Nays: None**

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

## **HEARING OF CITIZENS**

Mayor Angle opened the floor to any citizens wishing to speak.

For the record, no one came forward.

## **OLD BUSINESS:**

### 1. Available Funds From Bond Issue

Mr. Ervin stated that the Town of Rocky Mount borrowed \$1,500,000 via a bond issue from Carter Bank at the April 10th meeting. This was intended to be funding for a variety of Council approved projects including principally the Veteran's Memorial Park bank stabilization project and the Scuffling Hill VDOT match for curbing and guttering. Unfortunately due to a miscommunication between the Town and Carter Bank, the bond funds were not available until after the Town had spent a considerable amount (\$237,622.50) on the Veteran's Park project. Additionally Council elected not to pursue the Scuffling Hill project. To date \$1,154,845.70 had been spent or allocated and \$345,154.30 remains. Council must use the funds for projects or the Town will be participating in arbitrage.

The following are projects that staff recommended using the remaining funds for.

- A. At the June Council meeting Council allocated \$600,000 of VDOT carry over funds from the South Main Bridge to the repair of the Angle Bridge. This bridge needed a deck evaluation, expansion joint repair and an overlay to prevent salt from harming the concrete and the supporting structural steel. The project was estimated to cost \$750,000. With the \$600,000 from VDOT, the town needed \$150,000 to initiate the project. The Angle Bridge project was Staff's priority recommendation for the use of excess bond proceeds.
- B. The Capital Improvement plans showed \$80,000 requested for renovations to Mary Elizabeth Park to include fencing, resurfacing and general upkeep that was very much needed.

- C. Also in the Capital plan was a replacement pickup truck for public works for \$42,000 that would feature a snow plow and not only serve as a normal truck, but will help clear smaller residential streets.
  
- D. One year out in the capital plan was a replacement chipper for Public Works. Given the frequency of repair and the high use, staff recommended accelerating this purchase for \$45,000.
  
- E. Mayor Angle had mentioned previously that a marquee would be a good economic development tool for the Farmer's Market and the Harvester. \$25,000 could be set aside for the project.
  
- F. The remaining funds (\$3,154) could be allocated towards the purchase of the refuse collection truck to offset current year expenses as this is a valid capital project.

Mr. Ervin stated that the above mentioned items were all estimates and were projects the Town would get the most benefit from if Council wanted to commit the funds. Mr. Ervin spoke of Angle Bridge and said that Staff would be bringing bids to Council regarding repair work that needed to be done to the bridge. The fees to be paid for the bridge would have to be paid out of the bond proceeds; not out of the VDOT funding.

Mr. Ervin also spoke of Mary Elizabeth Park. Mr. Ervin stated that the Town had let the park go down and while funds were available; before they were spread to other things; it would be a good time to give the park a face lift. The lower court was discussed and ways that the court could be improved upon. Also discussed by Council Member Cundiff were the restrooms. Council Member Cundiff suggested building new restrooms instead of trying to repair the existing ones since the existing ones had been there for so long.

**Discussion: None**

**Motion: To move forward with the projects as prioritized**

**Motion By: Council Member Newbill**

**Second: Council Member Stockton**

**Motion Discussion: None**

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

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

## 2. Water and Wastewater Rate Study Proposal

Mr. Ervin stated that Council had directed staff to include a water and sewer rate study proposal in with the economic impact study of the Harvester. The last rate study was performed in-house and was over seven years ago. Mr. Ervin stated that Virginia Tech was called on to perform a study but could not perform such a study as it was outside of their expertise. Draper Aden Associates was the leading rate study firm in Virginia (Staff have worked with them before) and they published the annual comparative report on municipal utility rates that had been shared with Council previously. Staff asked Council to authorize the study, using \$15,000 of contingency funds, to coincide with the economic impact study so that Town Council could evaluate the Town's economic development and utility expenses at a series of work sessions designed to prioritize expenses and rates over the next five years.

The Mayor asked what time frame was estimated? Mr. Ervin stated about a 6 month process.

Council Member Cundiff stated that the Town should be reminded that about 50-60% of the Town's residents were on a "fixed" income; therefore Council Member Cundiff could not support a study that would encourage a rate increase to the water bills.

Council Member Moyer stated that the Town is in the black currently and the Town is believed to have an emergency fund set aside in case anything comes up in the future; therefore he did not see the necessity of spending \$15,000 for a study. Council Member Moyer further stated that when things begin to decline, perhaps Council could take another look at the study then.

The Mayor spoke stating that it was the consensus of Council to hold off on the study until all of Council meets in the fall to have a utility work session. Perhaps it could be brought up then.

## 3. First Responders Memorial

Mr. Hankins stated that the Town was in the 6<sup>th</sup> year of working with its First Responders Memorial which would cover fallen first responders such as Fire, EMT and Police. The Town had a bid for the work and the commission is prepared to move forward with the work. The cost of the memorial would be \$36,510 of which the County would contribute \$10,000. The Town had held \$10,000 in its reserve accounts since the commission was formed and there was also \$8,757 to be applied as well to the fund from the Lights for Life campaign. The Town had also proposed using \$7,753 from the Town's branding account. Mr. Hankins asked if Council would approve the funding.

**Discussion: None**

**Motion: To approve the request**

**Motion By: Council Member Snead**

**Second: Vice Mayor Walker**

**Motion Discussion:** None

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

**Nays:** None

**Action:** Motion approved by a unanimous vote

### **NEW BUSINESS**

None at this time

### **COMMITTEE REPORTS**

None at this time

### **REFERRALS TO PLANNING**

None at this time

### **OTHER MATTERS AND CONCERNS**

Mr. Hankins and the Mayor were on Rise n' Shine.

### **CLOSED MEETING AND ACTION**

Enter Closed Meeting

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

**Time:** 8:15 p.m.

**Virginia Code Section:**

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.

**Motion By:** Council Member Moyer

**Second:** Vice Mayor Walker

**Motion Discussion:** None

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

**Nays:** None

**Action:** To go into a closed meeting

**Certificate of Closed Meeting Discussion:**

**Council certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.**

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, March 14, 2016 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia (1950), as amended, requires certification by this Council that such closed meeting was conducted in conformity with Virginia law;

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

---

Steven C. Angle, Mayor

**ADJOURNMENT**

**Motion: To adjourn meeting**

**Time: 8:25 p.m.**

**Motion By: Vice Mayor Walker**

**Second: Council Member Snead**

**Motion Discussion: None**

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

**Nays: None**

**Action: Adjourned by a unanimous vote**

---

Steven C. Angle, Mayor

ATTEST:

---

Rebecca H. Dillon, Town Clerk

DRAFT





## MONTHLY STAFF REPORT

<b>DATE:</b>	August 14, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Linda Woody, Finance Director
<b>DEPARTMENT:</b>	<b>Finance Department</b>
<b>MONTH:</b>	August meeting

This report contains the following monthly information for July 2017 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:

536 walk-in transactions

1165 drive-thru transactions

1140 mail transactions

**TOWN OF ROCKY MOUNT  
NEW BUSINESS LICENSES  
DURING JULY 2017**

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

**CONTRACTOR:**

UHC United Heating & Cooling LLC, renovations Franklin St.

Jeff Martin, construction Lakeview Dr.

Keefer Building, renovations Lakeview Dr.

Hunt Brothers Construction, construction Stoney Mill Rd.

**REPAIR / PERSONAL SERVICE:**

Senior Care Center, 453 South Main, adult day care

**TOWN OF ROCKY MOUNT**  
**Investment Portfolio**  
**at June 30, 2017**

<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>
<b>Fixed Income / Bonds:</b>									
FHLMC	12/29/2017	12/29/2021	500,000	100.027	500,135.00	2.19%	2.20%	3134GAC28	11,000.00
FHLMC	3/30/2016	12/30/2020	210,000	99.682	209,332.20	1.25%	2.00%	3134G8BH1	2,625.00
FNMA	7/27/2017	7/27/2017	493,000	99.637	491,210.41	1.65%	1.65%	3135GOS46	8,134.50
<b>Bond Totals</b>			<u>1,203,000</u>		<u>1,200,677.61</u>	1.70%	avg. return		<u>21,759.50</u>
<b>Certificates of Deposits:</b>									
Am Express Centurion		4/5/2022	245,000	100.879	247,153.55	2.42%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS		2/26/2021	245,000	97.688	239,335.60	1.27%	1.25%	061785DM0	3,062.50
Barclays BK Del Retail		8/20/2019	225,000	100.751	226,689.75	2.08%	2.10%	06740LHV2	4,725.00
Capital One Nat'l McLean VA		12/29/2021	230,000	100.579	231,331.70	2.23%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Allen VA		7/20/2021	245,000	97.948	239,972.60	1.53%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood DL		7/22/2020	245,000	101.470	248,601.50	2.26%	2.30%	254671VH0	5,635.00
Everbank Jacksonville FL		3/29/2019	245,000	99.916	244,794.20	1.50%	1.48%	29976DW3	3,675.00
First Merchants BK N A		9/30/2019	245,000	100.747	246,830.15	1.98%	2.00%	32082BDS5	4,900.00
Goldman Sachs USA		1/13/2021	245,000	101.585	248,883.25	2.26%	2.30%	38148J5F4	5,635.00
HSBC BK McLean VA		3/10/2021	230,000	99.924	229,825.20	1.30%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH		11/30/2020	245,000	100.116	245,284.20	1.89%	1.90%	48126XNJ0	4,655.00
Finl BK Chicago Ill		12/10/2018	190,000	99.473	188,998.70	1.10%	1.10%	55266CSB3	2,090.00
State BK India NY NY		12/5/2019	245,000	100.732	246,793.40	2.38%	2.20%	8562843E2	5,390.00
<b>CD Totals</b>			<u>3,080,000</u>		<u>3,084,493.80</u>	1.86%	avg. return		<u>57,610.00</u>
<b>Total Investments</b>			<u>4,283,000</u>		<u>4,285,171.41</u>	1.83%	avg. return		<u>79,369.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
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%
Oct-16	2,173,045.06	0.61%
Nov-16	2,192,607.53	0.61%
Dec-16	2,592,286.69	0.67%
Jan-17	2,210,004.46	0.81%
Feb-17	2,228,269.83	0.84%
Mar-17	1,724,795.08	0.89%
Apr-17	1,741,606.06	0.98%
May-17	2,659,997.06	0.99%
Jun-17	3,054,217.68	1.05%

TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JULY 31, 2017

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	700	92	700	92	588,308	0.12%
Real Estate Tax - Delinquent	1,339	205	1,339	205	14,000	9.57%
Public Service Tax	-	-	-	-	28,474	0.00%
Personal Property Tax	846	767	846	767	232,980	0.36%
Personal Property Tax - Delinquent	877	257	877	257	5,000	17.53%
Machinery & Tools Tax	-	-	-	-	132,379	0.00%
Penalties on Tax	305	149	305	149	4,000	7.63%
Interest on Tax	150	64	150	64	1,700	8.84%
Local Sales Tax	16,034	15,067	16,034	15,067	188,064	8.53%
Meals Tax	136,527	126,812	136,527	126,812	1,489,112	9.17%
Utility Tax	27,427	28,127	27,427	28,127	325,033	8.44%
Communications Tax	15,371	15,636	15,371	15,636	186,119	8.26%
Bank Stock Tax	-	-	-	-	216,500	0.00%
Penalty-Meals Tax	186	2,973	186	2,973	2,000	9.28%
Interest-Meals Tax	204	-	204	-	700	29.16%
Lodging Tax	17,629	5,224	17,629	5,224	163,977	10.75%
Cigarette Tax	10,185	10,132	10,185	10,132	93,314	10.91%
BPOL-Retail	72	706	72	706	345,830	0.02%
BPOL-Professional	1,536	-	1,536	-	176,131	0.87%
BPOL-Contractor	731	153	731	153	15,923	4.59%
BPOL-Repairs/Services	460	1,983	460	1,983	132,319	0.35%
BPOL-Alcoholic Beverages	-	-	-	-	700	0.00%
BPOL-Penalty/Interest	350	(236)	350	(236)	3,000	11.67%
BPOL-Amusement	-	-	-	-	208	0.00%
BPOL-Utility	-	-	-	-	12,978	0.00%
BPOL-Miscellaneous	-	-	-	-	5,500	0.00%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	70	78	70	78	4,100	1.71%
Welcome Center Fees	480	120	480	120	4,000	12.00%
Planning/Zoning Fees	970	200	970	200	7,300	13.29%
Court Fines	3,398	4,875	3,398	4,875	52,500	6.47%
Parking Fines	-	40	-	40	100	0.00%
Garbage Violation Fines	60	10	60	10	100	59.86%
Interest Earnings	-	-	-	-	73,007	0.00%
Return Check Fees	40	50	40	50	400	10.00%
Rental of Property	-	-	-	-	420	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Mortgage Payments	257	-	257	-	3,073	8.36%
Loan Repayment - Paving	683	-	683	-	1,455	46.92%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Grave Preparation	-	-	-	-	1,500	0.00%
Security Services	-	700	-	700	2,840	0.00%
Passport Service Fees	967	433	967	433	10,000	9.67%
Police Reports	90	42	90	42	1,100	8.18%
Fingerprint Service Fees	25	25	25	25	490	5.10%
CIT / PAC Room Staffing	1,050	-	1,050	-	8,400	12.50%
Garbage Collection Fees	7,888	7,795	7,888	7,795	90,792	8.69%
Truck Rental Program	60	50	60	50	300	20.00%
Credit Card Fees	228	94	228	94	1,919	11.89%
Weed Control Charges	186	-	186	-	150	124.23%
Administrative Charges for Services	50	-	50	-	300	16.67%
Miscellaneous Services	-	-	-	-	-	0.00%
Donations	-	-	-	-	-	0.00%

TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JULY 31, 2017

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
Merchandise Sales	-	1	-	1	25	0.00%
Miscellaneous	-	7	-	7	300	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	50	488	50	488	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>Total Local Revenues</b>	<b>247,481</b>	<b>223,121</b>	<b>247,481</b>	<b>223,121</b>	<b>4,628,820</b>	<b>5.35%</b>
<b>GENERAL FUND - State Revenues:</b>						
Rolling Stock Tax	-	-	-	-	3,250	0.00%
Litter Tax	-	-	-	-	2,475	0.00%
Other Categorical Aid	-	-	-	-	200	0.00%
Fire Programs	-	-	-	-	15,210	0.00%
PPTRA from the State	-	-	-	-	53,861	0.00%
DMV Grants	-	-	-	-	-	0.00%
VDOT Grant	-	-	-	-	600,000	0.00%
CDBG Grant	-	-	-	-	-	0.00%
Street Maintenance	-	-	-	-	1,421,537	0.00%
Volunteer Fire Dept.	7,400	8,150	7,400	8,150	30,000	24.67%
Law Enforcement-599 Funds	-	-	-	-	108,460	0.00%
Va. Commission of the Arts Grant	-	240	-	240	-	0.00%
Other Categorical Aid-Schools	-	-	-	-	29,632	0.00%
<b>Total State Revenues</b>	<b>7,400</b>	<b>8,390</b>	<b>7,400</b>	<b>8,390</b>	<b>2,264,625</b>	<b>0.33%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>254,881</b>	<b>231,511</b>	<b>254,881</b>	<b>231,511</b>	<b>6,893,445</b>	<b>3.70%</b>
<b>UTILITY FUND REVENUES:</b>						
Water Sales	105,655	96,361	105,655	96,361	1,185,669	8.91%
gallons billed	22,030,208	21,385,643	22,030,208	21,385,643		
Water Connections	7,550	1,000	7,550	1,000	17,825	42.36%
Reconnect Fees	575	100	575	100	2,750	20.91%
Penalties	2,716	3,177	2,716	3,177	28,440	9.55%
Bulk Water Purchases	160	21	160	21	1,000	15.96%
Sewer Collection Charges	64,848	62,900	64,848	62,900	750,958	8.64%
gallons billed	16,675,790	15,918,533	16,675,790	15,918,533		
Sewer Connections	1,000	-	1,000	-	8,000	12.50%
Cell Tower Rent	8,083	1,800	8,083	1,800	47,339	17.08%
Recoveries	-	1,187	-	1,187	-	0.00%
Dept of Health Grant	2,810	-	2,810	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Transfer from Other Funds	-	-	-	-	112,405	0.00%
Appropriated Fund Balance	-	-	-	-	887,992	0.00%
<b>TOTAL UTILITY FUND REVENUES</b>	<b>193,397</b>	<b>166,545</b>	<b>193,397</b>	<b>166,545</b>	<b>3,042,378</b>	<b>6.36%</b>
<b>CAPITAL PROJECTS REVENUES:</b>						
Microenterprise Loan Payments	885	58	885	58	6,924	12.79%
Transfers from General Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>885</b>	<b>58</b>	<b>885</b>	<b>58</b>	<b>6,924</b>	<b>0.00%</b>

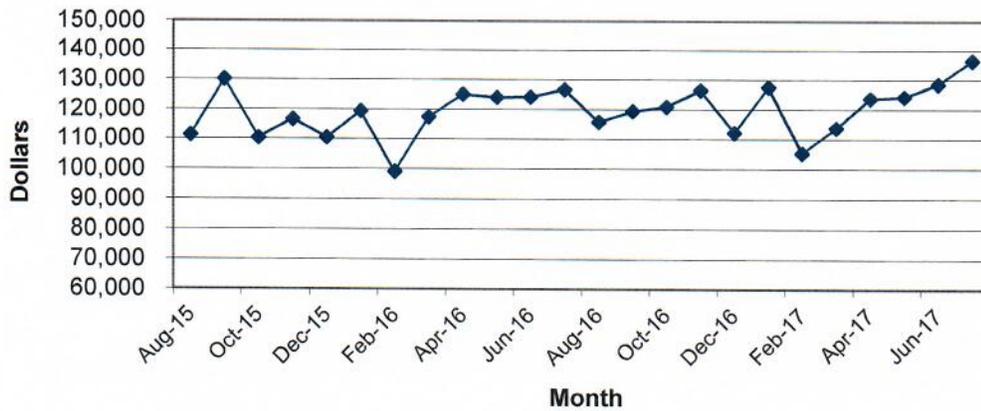
TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JULY 31, 2017

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>UTILITY CAPITAL REVENUES:</b>						
Proceeds from Bond	-	-	-	-	-	0.00%
Capital Recovery Fees-Water	23,560	23,211	23,560	23,211	281,721	8.36%
Capital Recovery Fees-Sewer	19,284	19,013	19,284	19,013	229,383	8.41%
Capital Recovery Fees-Garbage	1,682	1,663	1,682	1,663	20,472	8.21%
Appropriated Fund Balance	-	-	-	-	606,973	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
<b>TOTAL UTILITY CAPITAL REVENUES</b>	<b>44,526</b>	<b>43,887</b>	<b>44,526</b>	<b>43,887</b>	<b>1,138,549</b>	<b>3.91%</b>
<b>PERFORMANCE VENUE REVENUES:</b>						
Transfers from General Fund	-	-	-	-	354,682	0.00%
<b>TOTAL PERFORMANCE VENUE REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>354,682</b>	<b>0.00%</b>
			1 month of th	1 month of the 12 months of f		8.33%

TOWN OF ROCKY MOUNT  
MEALS TAX COLLECTIONS

Month	Collections
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
Nov-16	126,512
Dec-16	112,194
Jan-17	127,602
Feb-17	105,380
Mar-17	113,755
Apr-17	123,775
May-17	124,351
Jun-17	128,601
Jul-17	136,527

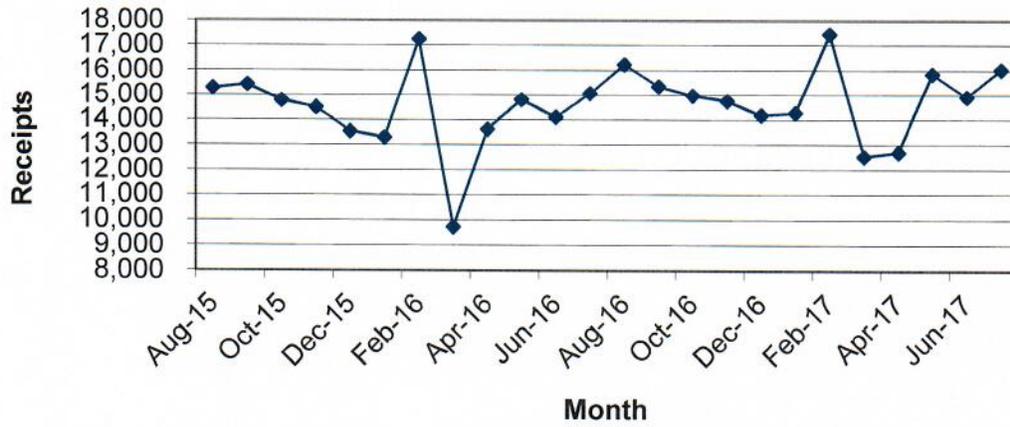
**Meals Tax Collections**



Town of Rocky Mount  
Local Sales Tax

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
Nov-16	14,766
Dec-16	14,186
Jan-17	14,275
Feb-17	17,453
Mar-17	12,547
Apr-17	12,710
May-17	15,859
Jun-17	14,918
Jul-17	16,034

Local Sales Tax



**TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF JULY 31, 2017**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
						THIS YEAR
<b>GENERAL FUND:</b>						
Mayor & Council	13,483	14,379	13,483	14,379	78,832	17.10%
Town Manager	25,067	20,061	25,067	20,061	251,239	9.98%
Town Attorney	-	-	-	-	36,745	0.00%
Finance Department	58,387	54,920	58,387	54,920	353,287	16.53%
Electorial Board	-	-	-	-	2,900	0.00%
Police Department	181,135	178,443	181,135	178,443	2,100,267	8.62%
Volunteer Fire Dept.	21,026	17,943	21,026	17,943	179,871	11.69%
Public Works Admin.	11,877	4,375	11,877	4,375	111,722	10.63%
Street Lights	8,861	9,087	8,861	9,087	112,633	7.87%
Traffic Control & Parking	6,096	9,908	6,096	9,908	676,999	0.90%
Streets	161,622	66,891	161,622	66,891	938,361	17.22%
Sidewalks & Curbs	324	1,049	324	1,049	50,869	0.64%
Scuffing Hill Drainage	-	2,883	-	2,883	-	0.00%
Street Cleaning	954	470	954	470	19,388	4.92%
Refuse Collection	48,327	11,906	48,327	11,906	159,751	30.25%
Snow Removal	476	436	476	436	74,586	0.64%
Municipal Building	3,165	5,812	3,165	5,812	72,012	4.40%
Emergency Services Bldg.	6,073	26,129	6,073	26,129	62,412	9.73%
Public Works Building	3,983	2,037	3,983	2,037	28,305	14.07%
Cemetery	4,180	3,619	4,180	3,619	19,198	21.77%
Playgrounds	6,782	6,458	6,782	6,458	42,874	15.82%
Gilley's Park	-	-	-	-	35,000	0.00%
Impound Lot	2,432	-	2,432	-	-	0.00%
Veterans Memorial Park erosion	2,000	-	2,000	-	-	0.00%
Planning & Zoning	6,270	9,835	6,270	9,835	140,372	4.47%
Community Development	26,975	25,102	26,975	25,102	288,223	9.36%
Citizen's Square	1,041	2,203	1,041	2,203	20,351	5.11%
Hospitality Center	2,182	2,169	2,182	2,169	31,013	7.04%
Passport Services Expenses	210	250	210	250	2,210	9.50%
Economic Development Authority	446	123	446	123	15,960	2.80%
Remediation of Blighted Structures	3,277	-	3,277	-	15,000	21.85%
<b>Non-Departmental:</b>						
Wages & Fringes	2,247	5,537	2,247	5,537	62,307	3.61%
Employee Wellness Program	1,788	-	1,788	-	3,900	45.84%
Employee Drug Testing	47	171	47	171	1,850	2.55%
Insurance	64,458	74,299	64,458	74,299	72,524	88.88%
Contributions to Others	15,450	15,450	15,450	15,450	16,500	93.64%
Debt Service-Principal	130,000	-	130,000	-	295,000	44.07%
Debt Service-Interest	23,435	-	23,435	-	59,644	39.29%
Transfer to Performance Operations	-	-	-	-	354,682	0.00%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	28,796	0.00%
Contingency - to reimburse fund balance	-	50,000	-	50,000	27,862	0.00%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>844,076</b>	<b>621,945</b>	<b>844,076</b>	<b>621,945</b>	<b>6,893,445</b>	<b>12.24%</b>
<b>WATER &amp; SEWER FUND:</b>						
Water System Operation	22,624	25,795	22,624	25,795	203,979	11.09%
Meter Reading	2,519	3,554	2,519	3,554	36,140	6.97%
Water Plant	59,709	55,065	59,709	55,065	642,777	9.29%
Wastewater System Operation	11,969	9,255	11,969	9,255	177,085	6.76%
Wastewater Treatment Plant	36,219	43,292	36,219	43,292	505,364	7.17%
Utility Billing & Administration	22,217	21,874	22,217	21,874	168,871	13.16%
<b>Non-Departmental:</b>						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	21,486	24,766	21,486	24,766	25,757	83.42%
Debt Service-Principal	105,500	-	105,500	-	292,500	36.07%
Debt Service-Interest	41,612	-	41,612	-	84,647	49.16%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	7,266	0.00%
Depreciation	-	-	-	-	887,992	0.00%
<b>TOTAL WATER &amp; SEWER FUND EXPENSES</b>	<b>323,854</b>	<b>183,601</b>	<b>323,854</b>	<b>183,601</b>	<b>3,042,378</b>	<b>10.64%</b>



TOWN OF ROCKY MOUNT  
CONTINGENCY FUNDS  
FISCAL YEAR 2018

	<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:	28,796	7,266	
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	<u>28,796</u>	<u>7,266</u>	
<hr/>			
BUDGETED FOR REIMBURSEMENT TO FUND BALANCE COMMITTED:	27,862		
AVAILABLE FOR REIMBURSEMENT TO FUND BALANCE	<u>27,862</u>		

TOWN OF ROCKY MOUNT  
UTILITY BILLING  
WATER CONSUMPTION PERCENTAGES  
FOR THE MONTH OF JULY 2017

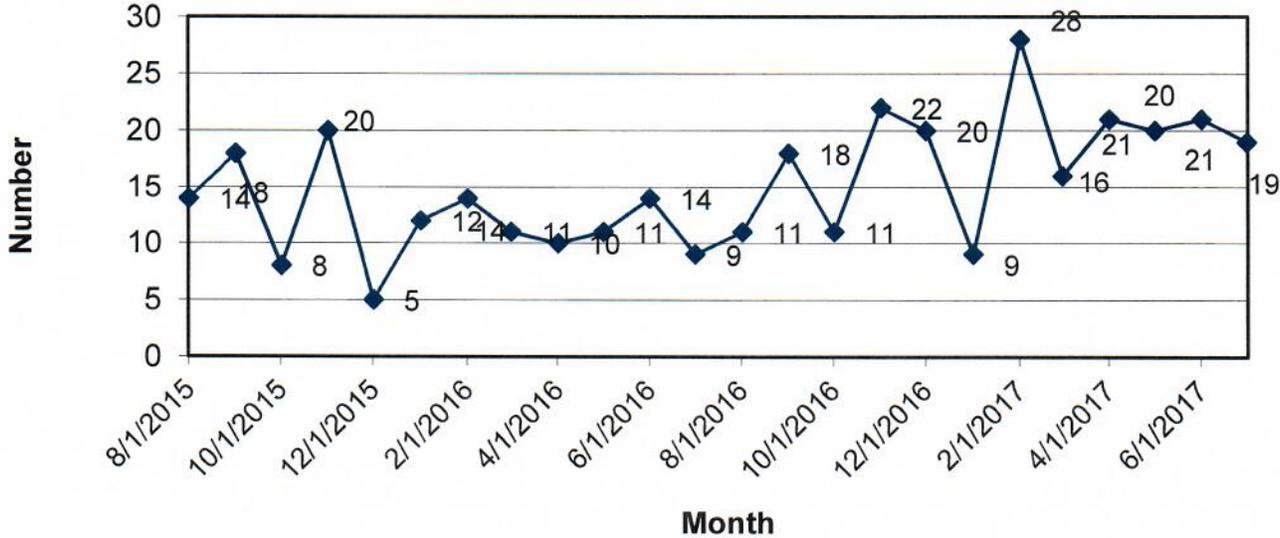
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
<b>IN-TOWN CUSTOMERS</b>						
RESIDENTIAL	1,779	7,423,870	\$ 44,628	61%	34%	34%
COMMERCIAL	349	6,848,450	29,431	12%	31%	23%
INDUSTRIAL	49	4,254,770	\$ 14,628	2%	19%	11%
TOTAL	<u>2,177</u>	<u>18,527,090</u>	<u>\$ 88,687</u>	<u>74%</u>	<u>84%</u>	<u>68%</u>
<b>OUT-OF-TOWN CUSTOMERS</b>						
RESIDENTIAL	671	2,435,330	\$ 30,709	23%	11%	24%
COMMERCIAL	76	1,051,860	\$ 10,350	3%	5%	8%
INDUSTRIAL	2	16,000	\$ 154	0%	0%	0%
TOTAL	<u>749</u>	<u>3,503,190</u>	<u>\$ 41,213</u>	<u>26%</u>	<u>16%</u>	<u>32%</u>
				100%	100%	100%
<b>GRAND TOTAL (ALL CUSTOMERS)</b>						
RESIDENTIAL	2,450	9,859,200	\$ 75,337	84%	45%	58%
COMMERCIAL	425	7,900,310	\$ 39,781	15%	36%	31%
INDUSTRIAL	51	4,270,770	\$ 14,782	2%	19%	11%
TOTAL	<u>2,926</u>	<u>22,030,280</u>	<u>\$ 129,899</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>

TOWN OF ROCKY MOUNT  
 UTILITY BILLING  
 PERCENT CONSUMPTION & PERCENT REVENUE  
 PER CUSTOMER CLASS  
 FISCAL YEAR 2018

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-17	34%	34%	31%	23%	19%	11%	84%	68%	11%	24%	5%	8%	0%	0%	16%	32%
Aug-17																
Sep-17																
Oct-17																
Nov-17																
Dec-17																
Jan-18																
Feb-18																
Mar-18																
Apr-18																
May-18																
Jun-18																
Average	34%	34%	31%	23%	19%	11%	84%	68%	11%	24%	5%	8%	0%	0%	16%	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 2018 (year ended 6/30/18).

### Number of Water Cut-off's



TOWN OF ROCKY MOUNT  
WATER ACCOUNTABILITY  
June-17

Water Plant Finished Water Pumped (June 5 - July 6) (meters read 7/5 - 7/7)		<u>24,669,324</u>
Water Consumption Billed	22,030,208	
Water Plant Process	599,000	
Meters Read and Not Billed	186,830	
Water Obtained from Water Plant (to bill)	10,000	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	18,900	
Flushing Water Lines, Hydrants, Tanks	350,000	
Flow Meter Checks at Hydrants	-	

Grand Total of Water Metered / Consumed / Tracked		<u>23,194,938</u>
---	--	-------------------

Percent Finished Water Accounted		94.02%
----------------------------------	--	--------

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	200
001-0188-00-01	Impound Lot	-
002-0317-20-01	Public Works Bldg	70
002-0317-30-01	Public Works Bldg-new bldg	1,000
004-1067-00-01	Veteran's Memorial Park	11,500
005-1300-00-01	Mary Elizabeth Park	400
005-1343-10-01	Harvester Performance Center	5,000
005-1384-00-01	Farmer's Market	8,000
005-1457-00-01	Municipal Bldg.	2,000
006-1710-00-01	Welcome Center / Depot	660
009-2523-50-01	Emergency Services Bldg.	9,000
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	149,000

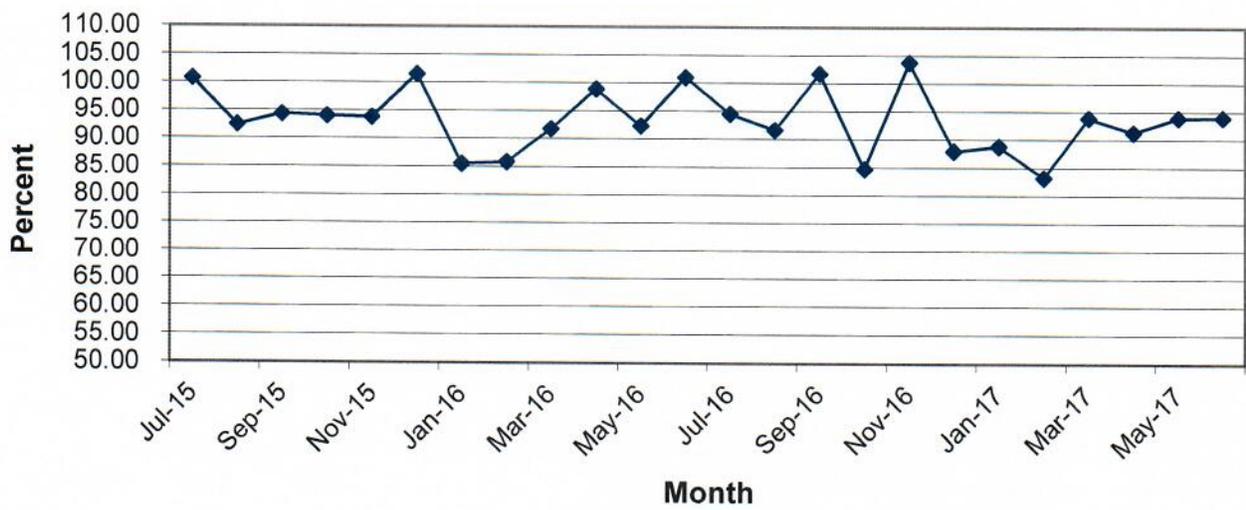
TOTAL Meters Not Billed		<u>186,830</u>
-------------------------	--	----------------

Water Line Repairs by Public Works during the month:  
none

Sewer Line Repairs by Public Works during the month:  
repaired 3 sewer mains or laterals

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	24,306,250	20,588,415	84.70%	3,717,835		
Nov-16	21,880,726	22,717,470	103.82%	(836,744)		
Dec-16	21,635,071	19,022,100	87.92%	2,612,971	92.15%	1,831,354.00
Jan-17	22,378,818	19,872,860	88.80%	2,505,958		
Feb-17	22,161,701	18,450,824	83.26%	3,710,877		
Mar-17	22,996,579	21,581,949	93.85%	1,414,630	88.64%	2,543,821.67
Apr-17	21,437,984	19,569,580	91.28%	1,868,404		
May-17	23,804,286	22,358,520	93.93%	1,445,766		
Jun-17	24,669,324	23,194,938	94.02%	1,474,386	93.08%	1,596,185.33
AVG.	23,257,686	21,506,120	92.46%	1,751,566	92.46%	1,751,566
TOTAL	279,092,234	258,073,442		21,018,792		
Monthly Avg. Percent Unaccounted =			7.54%			
Monthly Avg. Percent Accounted =			92.46%			
12 out of 12 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%	20,588,415	87.39%	2,919	22,909,000	36.95%	14,921,919	65.14%
Nov-16	288.00	24,490,000	40.82%	22,840,000	38.07%	22,717,470	99.46%	2,917	18,150,000	30.25%	16,447,810	90.62%
Dec-16	275.90	22,550,000	36.37%	21,240,000	34.26%	19,022,100	89.56%	2,918	20,770,000	33.50%	14,590,710	70.25%
Jan-17	294.50	23,840,000	38.45%	22,590,000	36.44%	19,872,860	87.97%	2,916	28,179,000	45.45%	15,011,750	53.27%
Feb-17	266.00	21,810,000	38.95%	20,850,000	37.23%	18,450,824	88.49%	2,911	20,244,000	36.15%	14,061,491	69.46%
Mar-17	291.40	24,180,000	39.00%	23,130,000	37.31%	21,581,949	93.31%	2,920	22,103,000	35.65%	16,724,430	75.67%
Apr-17	294.00	23,660,000	39.43%	22,740,000	37.90%	19,569,580	86.06%	2,923	32,490,000	54.15%	14,776,730	45.48%
May-17	297.60	24,270,000	39.15%	23,170,000	37.37%	22,358,520	96.50%	2,924	37,107,000	59.85%	16,159,020	43.55%
Jun-17	300.00	24,400,000	40.67%	23,920,000	39.87%	23,194,938	96.97%	2,926	21,210,000	35.35%	16,675,790	78.62%
<b>AVG.</b>	<b>292.73</b>	<b>24,295,833</b>	<b>39.94%</b>	<b>23,187,708</b>	<b>38.12%</b>	<b>21,506,120</b>	<b>92.66%</b>	<b>2,914</b>	<b>23,819,083</b>	<b>39.12%</b>	<b>15,853,614</b>	<b>69.73%</b>

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").

**TOWN OF ROCKY MOUNT  
UTILITY PROFILE  
FISCAL YEAR 2018**

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-17	306.90	25,710,000	41.47%	24,530,000	39.56%		0.00%		18,600,000	30.00%		0.00%
Aug-17			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Sep-17			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Oct-17			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Nov-17			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Dec-17			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Jan-18			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Feb-18			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Mar-18			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Apr-18			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
May-18			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
Jun-18			0.00%		0.00%		#DIV/0!			0.00%		#DIV/0!
AVG.	306.90	25,710,000	41.47%	24,530,000	39.56%	0	#DIV/0!	0	18,600,000	30.00%	0	#DIV/0!

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

<b>DATE:</b>	August 14, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Jeff Rakes
<b>DEPARTMENT:</b>	<b>Fire Department</b>
<b>MONTH:</b>	June 2017

The Rocky Mount Fire Department had a total of 35 calls for the month of June 2017. There were 14 calls inside town limits and 21 calls outside town limits.

The Fire Department vehicles traveled a total of 1,640 miles answering all of these calls. A total of 65 gallons of gasoline and 103 gallons of diesel fuel were used.

Of the 35 calls there was 4 structure fires, 1 wood and grass fire, 16 motor vehicle accidents, 10 fire alarms, 1 smoke/odor removal, 2 debris in roadway, 1 smoke report.

The Fire Department members are gearing up for the upcoming budget year and have in place our yearly pump testing on all engines, ladder test on Tower 1, SBA testing on all air packs and bottles as well as the yearly test and maintenance on our cascade system.

The Rocky Mount Fire Department members would like to say Thank You to the Rocky Mount Town Officials and the Rocky Mount Town Council for all of their support.

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 14, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Chief Ken E. Criner, Jr.
<b>DEPARTMENT:</b>	<b>Police Department</b>
<b>MONTH:</b>	July 2017

**Rocky Mount Police Department participated in CHILL on 07/14. Students against underage drinking!**



**RMPD was invited to participate in Bedford Police Department's "COP Camp" on 07/14**



**See attached report for more information on stats and events for month of July**

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: JULY 2017

MAY

JUNE

JULY

	MAY	JUNE	JULY
UNIFORM TRAFFIC SUMMONS ISSUED	143	106	138
TRAFFIC STOPS	271	223	685
SPEEDING TICKETS ISSUED	43	32	40
DUI	6	0	2
COLLISIONS INVESTIGATED (TREDS)	17	14	15
MOTORIST AIDES	70	65	90
CRIMINAL ARRESTS "MISDEMEANOR"	55	21	50
CRIMINAL ARRESTS "FELONY"	16	13	14
INCIDENTS ADDRESSED	3550	2881	3994
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	87	74	103
GRAND LARCENY WARRANTS	4	5	2
BREAKING & ENTERING REPORTS	1	1	2
BREAKING & ENTERING WARRANTS	1	0	0
BOLO'S (Be On Look Out)	95	105	107
FOLLOW-UP'S	95	56	143
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	2304	1895	2338
SCHOOL CHECKS	157	54	82
ALARM RESPONSES	31	33	30
OPEN DOORS, WINDOWS, ETC. UNSECURED	10	9	5
COURT HOURS	33.75	41.5	36
TRAINING HOURS:	261.5	191	260.5
SPECIAL ASSIGNMENT HOURS:	93.5	156.75	55.25
HARVESTER HOURS WORKED:	80	80	35
ECO/TDO	6	2	0
ECO/TDO HOURS:	17.5	6.5	0

## 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 13 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, Leanor 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, Brookside Swim Club, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, Center Stage Catering, Check Into Cash, China City, Christian Heritage Academy, Coast to Coast, Comfort Inn, Cook Out, Country Kids, 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, 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:

- July 1<sup>st</sup>, 2017 - Open Door @ Thompson Tire
- July 7<sup>th</sup>, 2017 - RMPD participated at the Franklin County Recreational Park with the "Boy Scout Camp"
- July 12<sup>th</sup>, 2017 - Open Door @ Lee M. Waid Elementary
- July 14<sup>th</sup>, 2017 - RMPD participated in CHILL "Students against underage drinking"
- July 14<sup>th</sup>, 2017 - RMPD participated in Bedford Police Departments "COP CAMP"
- July 16<sup>th</sup>, 2017 - Open Door @ Knob Apartments
- July 21<sup>st</sup>, 2017 - Open Door @ 20 Leonor Street
- July 22<sup>nd</sup>, 2017 - Open Door @ The Harvester
- July 26<sup>th</sup>, 2017 - RMPD participated in Carnival Days at the Franklin County Public Library
- July 27<sup>th</sup>, 2017 - Attended Grand Opening of Buddy's BBQ in Town

**SPEEDING TICKETS ISSUED**

Tanyard Road (x 15)

School Board Road (x 10)

North Main Street (x 7)

State Street (x 3)

Grassy Hill Road (x 2)

Green Meadow Lane (x 2)

Booker T. Washington Highway

## CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth	Old Franklin Turnpike (x 2)
Possession of Schedule I or II Drug	Old Franklin Turnpike (x 3)
Possession of Schedule III Drug	Old Franklin Turnpike
Possession of Schedule IV Drug	Old Franklin Turnpike
Possession of Marijuana	Penny Lane (x 2)
Possession of Marijuana	North Main Street
Possession of Drug Paraphernalia	Old Franklin Turnpike
Driving Under the Influence	North Main Street
Driving Under the Influence	Old Franklin Turnpike
Drunk In Public	North Main Street (x 2)
Drunk In Public	East Court Street (x 2)
Drunk In Public	Old Franklin Turnpike (x 2)
Drunk In Public	Windy Lane
Drunk In Public	Franklin Street
Drunk In Public	Sycamore Street
Drunk In Public	Montview Avenue
Drunk In Public	South Main Street
Drunk In Public	Wrays Chapel Road
Refusal of Blood/Breath Test	Old Franklin Turnpike
Refusal of Blood/Breath Test	North Main Street
Malicious Wounding	Windy Lane
Domestic Assault	Windy Lane
Domestic Assault	Pendleton Street
Domestic Assault	East Court Street
Felony Shoplifting	Old Franklin Turnpike (x 2)

Felony Larceny	Old Franklin Turnpike
Possession of a Stolen Credit Card	Old Franklin Turnpike
Embezzlement	Tanyard Road (x 2)
Credit Card Fraud	Old Franklin Turnpike
Larceny	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 9) (506)
Soliciting w/out a Permit from Town	Knollwood Drive (x 2)
Drive on Administrative Suspended License	North Main Street
Warrant Service (Felony)	Grassy Hill Road (x 2)
Warrant Service (Felony)	Windy Lane
Warrant Service (Felony)	Bland Street
Warrant Service (Misdemeanor)	North Main Street (x 3)
Warrant Service (Misdemeanor)	Trail Drive
Warrant Service (Misdemeanor)	Windy Lane
Warrant Service (Misdemeanor)	Tyree Street
Warrant Service (Misdemeanor)	Pendleton Street
Warrant Service (Misdemeanor)	Old Furnace Road
Warrant Service (Misdemeanor)	Hunter's Valley Lane

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 14, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Brian Schofield, Public Works Superintendent
<b>DEPARTMENT:</b>	<b>Public Works Department</b>
<b>MONTH:</b>	July 2017

1. Read meters (5 days)
2. Installed twenty seven 5/8" meters
3. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
4. Meter cutoffs: 21
5. Clean-up 5 days
6. Mowed streets, and parks
7. Swept streets
8. Repaired restrooms and tables in the parks from vandals
9. Cut trees along roads, sidewalks and parks
10. Repaired or unplugged three different sewer mains or laterals
11. Did two new water taps
12. Repaired and replaced signs
13. Paved this month and did Rejuvenator on Tanyard Hill
14. Worked on the new impound lot

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 14, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Tim Burton
<b>DEPARTMENT:</b>	<b>Waste Water Treatment Plant</b>
<b>MONTH:</b>	July 2017

Average Daily Flow	0.600 MGD
TSS Reduction	99.2 %
BOD Reduction	99.3 %
Leachate (F.C. Landfill)	85,500 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	71.52 Tons
Rain Total      2.51 inches	Snow Total      0 inches

Staff continues to use the cameras and work with Public Works to find and fix sewer line problems.

The wastewater plant had five after hour alarms during the month of June.

Staff had several maintenance issues to deal with this month such as replacing a bearing on the Oxidation Ditch (\$2,000), replacing a controller at one of the pump stations (\$3,000), rebuilding two pumps at another pump station (\$1,000) and several other smaller repairs.

Parking lot and driveway got rejuvenated and cracks sealed; looks good.

Respectfully Submitted,

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 14, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Bob Deitrich, Water Plant Superintendent
<b>DEPARTMENT:</b>	<b>Water Department</b>
<b>MONTH:</b>	July 2017

### **Operation and Production Summary:**

The actual water production time (filtering of water) for the entire month averaged 9.9 hours per day which yielded approximately 770,000 gallons of water per day. Rainfall was a scant 2 inches as measured at the water treatment plant.

Total Raw Water Pumped:	25.71 million gallons
Total Drinking Water Produced:	24.53 million gallons
Average Daily Production:	770,000 gallons per day
Ave Percent of Production Capacity:	39%
Flushing of Hydrants/Tanks/FD Use:	370,000 gallons
Plant Process Water:	657,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	11,000 gallons
Bulk Water used at PW Shop	18,000 gallons

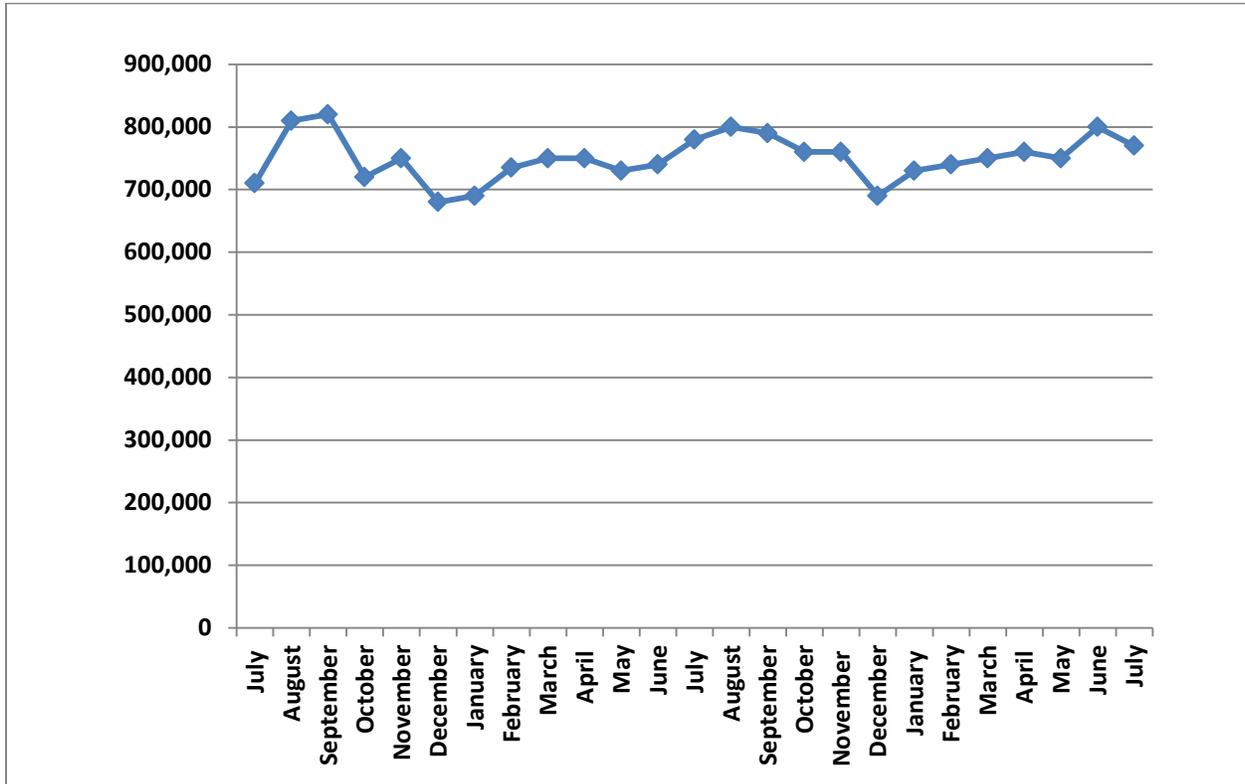
### **Testing:**

- All routine monthly bacteria samples were free of bacteria. We have all 20 lead and copper samples collected and all have been well within limits. These samples are collected from homes throughout the distribution system every three years. Quarterly disinfection byproducts samples are due in August.

### **Activities / Maintenance / Improvements**

- Our new Streaming Current Monitor has been installed by plant staff. This replaces our original one that was more than 10 years old. This particular device monitors the positive or negative electrical charge of the water at the millivolt level which allows us to fine tune our chemical treatment.
- Scuffling Hill Water Tank has been drained temporarily to improve water quality in the 40 West area. The heat of the summer combined with the age of the water tends to increase levels of disinfection byproducts in the water to unacceptable levels. We will be adding aeration equipment to the Scuffling Hill Tank in September that has proven to be very effective in our Rt 220 South Water Tank. Scuffling Hill Tank will likely remain empty until the aeration equipment is installed.
- Staff repaired leaky piping and valves on our third floor fire hose cabinet. The other two floors will need similar repair in the future.

## Water Plant Production in Gallons Per Day (July 2015 to July 2017)



ITEM(S) TO BE CONSIDERED UNDER:

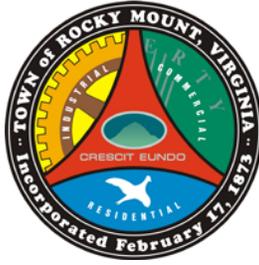
- Hearing of Citizens     Consent Item     Old Business     New Business  
 Committee Report     Other

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager Linda Woody, Finance Director
BRIEF SUMMARY OF REQUEST:	Attached is the supplemental expenditure appropriation to allocate the \$345,154 bond proceeds to the following capital projects not funded in the Fiscal Year 2018 adopted budget:  Angle Bridge Repairs \$150,000 Mary Elizabeth Park renovations \$80,000 Public Works pick-up \$42,000 Public Works chipper \$45,000 Farmer's Market marquee and repairs \$25,000 Public Works plow for pick-up \$3,154
ACTION NEEDED:	To approve Council's allocation of bond proceeds approved during Council's July 2017 meeting.

Attachment(s): Yes. The supplemental appropriation for the allocation of bond proceeds.

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



RESOLUTION NO.: 2015.015

**TOWN OF ROCKY MOUNT  
SUPPLEMENTAL APPROPRIATION RESOLUTION  
FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

**WHEREAS**, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2017 through June 30, 2018, hereafter known as FY 2018;

**WHEREAS**, there are bond proceeds of \$345,154 to allocate to additional projects not funded in the fiscal year 2018 capital improvement plan and,

**WHEREAS**, Town Council during their July meeting authorized the following projects to be funded,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditures for FY 2018:

Account 01.4108.0000.0000.7010 (Angle Bridge Repairs)	\$150,000
Account 01.4314.0000.0000.7010 (Mary Elizabeth Park)	\$ 80,000
Account 01.4108.0000.0000.7005 (Public Works pick-up)	\$ 42,000
Account 01.4203.0000.0000.7004 (Public Works chipper)	\$ 45,000
Account 01.8103.0000.0000.7010 (Farmer's Market)	\$ 25,000
Account 01.4108.0000.0000.7005 (PW pick-up plow)	\$ 3,154

Account 01.1500.4051 (bond proceeds)	\$345,154
--------------------------------------	-----------

**GIVEN UNDER MY HAND, THIS 14<sup>TH</sup> DAY OF AUGUST 2017:**

\_\_\_\_\_  
Steven C. Angle, Mayor

ATTESTED:

\_\_\_\_\_  
Rebecca H. Dillon, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Friends of the Family Resource Center and the Family Resource Center would like to hold a 5K run/walk event beginning at 9:00 a.m. on October 21, 2017 on the streets of Rocky Mount. Angela Phillips, Director of the Franklin County Family Resource Center has been in touch with the Rocky Mount Police Department and they have reviewed and approved the event.
ACTION NEEDED:	Approve or deny

Attachment(s): yes

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



## Franklin County Family Resource Center

PO Box 188  
Rocky Mount, VA 24151

Thursday, July 06, 2017

**Town Council of Rocky Mount**  
345 Donald Avenue  
Rocky Mount, VA 24151

Office Number:  
(540) 483-5088

Hotline Number:  
(540) 483-1234

Fax Number:  
(540) 483-1368

Website:  
[franklincountyva.org/shelter](http://franklincountyva.org/shelter)

TTY Available

**Dear Town Council Members:**

The Friends of the Family Resource Center and the Family Resource Center are planning a major awareness project that will also be a fundraiser for the Friends of the Family Resource Center which benefits our clients 100%. If approved, this will be the first annual Friends of the Family Resource Center 5K. Run/walk events are popular for Domestic Violence Programs because of the opportunity for bringing awareness as well as raising much needed funds for victims. Our cause will be "Run/Walk for Domestic Violence". We have chosen to have the event, with your permission, on October 21<sup>st</sup>, 2017, with registration at 8:00 a.m. and race starting at 9 a.m.

At this time I am writing to request approval from the Council for the walk to be held on October 21, 2017, following the route provided and approved by the Rocky Mount Police Department.

### Walk Route

The Rocky Mount Police departments Mark Lovern helped to map out a safe route. The Race will start at the Farmer's Market back parking lot, with runners/walkers crossing W. Church Street, onto Randolph St. The Race will continue up Randolph and take a left onto Main Street. Race participants will continue on Main Street in designated running lane, runners will turn right onto Trail drive and left into the RMPD back parking lot exiting the parking lot and turning right back onto Main following Main back and taking the right onto Randolph Street and end at the Farmers Market. Participating Walkers will follow the same route but be instructed to use sidewalks at all times during their walk.

We are very appreciative of the Police Department for taking the time to meet with us and provide us an approved route.

I would also like to thank the Town of Rocky Mount for considering our request and for continued support of our cause.

*With Sincere Regards,*

**Angela Phillips, Director Franklin County Family Resource Center**

## CITIZEN SQUARE/CONCESSION STAND RENTAL FORM

*The organization renting the Citizen Square/Concession Stand agrees to hold the Town and any of their respective employees or agents harmless from any and all injury or illness which may result from the rental of Citizen Square/Concession Stand by said organization and by signing this form, agrees to such waiver of liability. A representative of the organization must sign this application and agrees that the organization and its members shall abide by all the rules and regulations of the Citizen Square. It is also understood that by signing this rental form, the renter acknowledges that they are renting the center portion of the Citizen Square only, and they are not renting any booths, which are currently rented to vendors.*

**CITIZEN SQUARE RENTAL INFORMATION:**

**A) NAME AND ADDRESS OF RENTER:**

Franklin County Family Resource Center

PO BOX 188

Rocky Mount, VA 24151

**PHONE NO.:** 540-483-5088 ext 2406

**B) SIGNATURE OF PERSON AUTHORIZING RENTAL:**



**DATE:** 7/6/17

**C) RENTAL DATE:** 10/21/17  
**RENTAL TIME:** 8am-11am

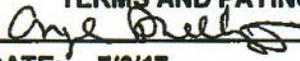
**DATE FEE RECEIVED**

\_\_\_\_\_ **RENTAL FEE OF \$** \_\_\_\_\_ **RECEIVED**

\_\_\_\_\_ **DEPOSIT FEE OF \$** \_\_\_\_\_ **RECEIVED**  
**(REFUNDABLE)**

**D) TYPE OF EVENT:**  
Domestic Violence Awareness 5k Run

**E) SIGNATURE OF PERSON AGREEING TO TERMS AND PAYING FEE:**

  
**DATE:** 7/6/17

**CONCESSION STAND RENTAL INFORMATION**

**A) NAME AND ADDRESS OF RENTER:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PHONE NO.:** \_\_\_\_\_

**B) SIGNATURE OF PERSON AUTHORIZING RENTAL:**

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

**C) RENTAL DATE:** \_\_\_\_\_  
**RENTAL TIME:** \_\_\_\_\_

**DATE FEE RECEIVED:**

\_\_\_\_\_ **RENTAL FEE OF \$** \_\_\_\_\_ **RECEIVED**

\_\_\_\_\_ **DEPOSIT FEE OF \$** \_\_\_\_\_ **RECEIVED**  
**(REFUNDABLE)**

**D) TYPE OF EVENT:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**E) SIGNATURE OF PERSON AGREEING TO TERMS AND PAYING FEE:**

\_\_\_\_\_  
**DATE:** \_\_\_\_\_

**NOTE:** *The deposit will be refunded upon inspection of the Town Manager's Office to ascertain Concession Stand is left in good condition at the termination of occupancy. Said deposit shall be refunded within two (2) weeks of the rental. The organization renting the Concession Stand shall be responsible for any damage done to any appliances or appurtenances to the Concession Stand. Said damage shall be ascertained by the Town Manager upon termination of occupancy and shall be deducted from the deposit. If said damage exceeds the deposit, the Finance Director will bill the renter for the excess and said bill shall be paid within ten (10) days.*

**DEPOSIT REFUND OF \$** \_\_\_\_\_ **RETURNED TO RENTER. DATE:** \_\_\_\_\_

**REFUND SENT TO:**  
 \_\_\_\_\_  
 \_\_\_\_\_

**EXPLANATION:** \_\_\_\_\_  
 \_\_\_\_\_

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>In the Spring of 2009, Rocky Mount Town Council authorized the Town staff to engage Franklin County Retail Merchants Association and its executive director, Mrs. Dorothy Cundiff, to handle daily management of the Rocky Mount Farmers Market.</p> <p>Over the past eight years, Mrs. Cundiff has been extremely valuable in handling the daily affairs of the market. Her office is located near the market, and her knowledge of the vendors and their crops, crafts and products has helped to continue a robust market. There are however, procurement requirements and to meet those requirements Council must make a decision regarding the further management of the market. The contract for the market is valued at over \$5,000 per year so the Town must do one of the following items listed below.</p>
ACTION NEEDED:	<ol style="list-style-type: none"> <li>1) Bid the contract out to interested parties, welcoming the opportunity for Retail Merchants or any other interested party to submit a bid; or</li> <li>2) Return the management to the Community Development Department. Should this occur, staff would recommend hiring a part-time staff member to be on site for the start of market days.</li> </ol>

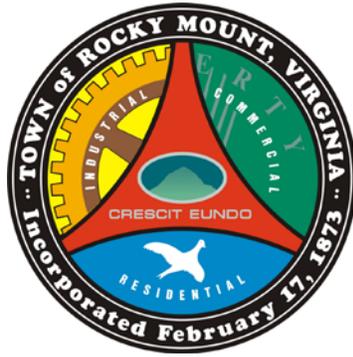
Attachment(s): yes

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

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

540.483.7660  
FAX : 540.483.8830

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



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

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

MATTHEW C. HANKINS  
*Assistant Town Manager*  
*Director, Community Development*

## MEMORANDUM

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

From: Matthew C. Hankins, Assistant Town Manager

Date: July 18, 2017

Re: Farmers Market Management Services

### Members of Council:

In the Spring of 2009, Rocky Mount Town Council authorized the Town staff to engage Franklin County Retail Merchants Association and its executive director, Mrs. Dorothy Cundiff, to handle daily management of the Rocky Mount Farmers Market.

Over the past eight years, Mrs. Cundiff has been extremely valuable in handling the daily affairs of the market. Her office is located near the market, and her knowledge of the vendors and their crops, crafts and products has helped to continue a robust market.

To meet our procurement requirements, Council must make a decision regarding the further management of the market. Because the market contract is valued at over \$5,000 per year, the Town must either:

- 1) Bid the contract out to interested parties, welcoming the opportunity for Retail Merchants or any other interested party to submit a bid; or
- 2) Return the management to the Community Development Department. Should this occur, staff would recommend hiring a part-time staff member to be on site for the start of market days.

Without objection from council, staff will issue a request for proposals for market management services.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Franklin County High School Student Council Association (SCA) is requesting permission to have the annual Homecoming Parade in Rocky Mount. The parade will be held on September 21, 2017 beginning at 6:30 p.m. The parade route is different from last year but it has been reviewed and approved by Lt. Lovern of your police department.
ACTION NEEDED:	Approve or deny the request for the parade.

Attachment(s): yes

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

August 8, 2017

Rocky Mount Town Council  
Rocky Mount Municipal Building  
345 Donald Avenue  
Rocky Mount, VA 24151

Rocky Mount Town Council Members:

The 2017-2018 Student Council Association (SCA) of Franklin County High School requests permission from the Rocky Mount Town Council to sponsor a homecoming parade on Thursday, September 21, 2017 beginning at approximately 6:30 p.m. The parades held in the past years were very successful, and SCA met its goals in positively promoting school spirit amongst students, faculty, staff, and the community. SCA looks forward to continuing this tradition.

The parade would begin at the high school, exit onto Perdue Lane, make a left onto Tanyard Rd., right onto Pell Ave., left onto Donald Ave., a left onto Tanyard Rd., and finally enter back at the High School in the Law parking lot. This is a shortened route from last year's parade. There will be no rescheduling if the parade gets rained out.

The student officers of SCA are eager to begin working specific details for the Homecoming festivities. Please support Franklin County High School and the student council and its goal to provide an opportunity for all to participate, support, and demonstrate pride in our schools and community. Feel free to contact me with any further questions at (540) 483-0221.

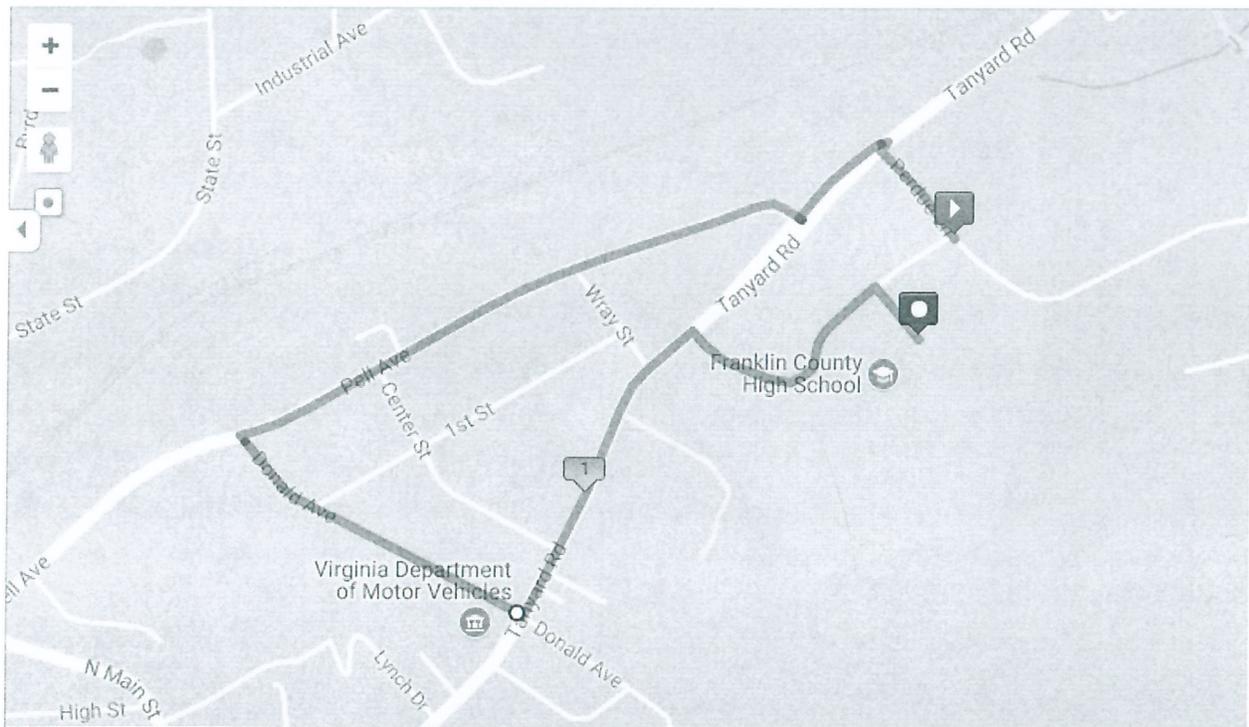
Sincerely,

Mrs. Kirsten Yaffe, Teacher & Student Council Association Faculty Advisor  
Franklin County High School

cc: Mr. Steven C. Angle, Town Mayor

## Proposed Homecoming Parade Route

The 2017 Franklin County Homecoming Parade would start at 6:30pm on Thursday, September 21, 2017 at the High School. It would exit the high school on Perdue Lane, make a left onto Tanyard Rd., right onto Pell Ave., left onto Donald Ave., a left onto Tanyard Rd., and finally enter back at the High School. This is a shortened route from last year's parade.



If there are any questions or concerns, please contact Kirsten Yaffe, FCHS Student Council Advisor, at (717)222-9671. Thank you!

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Franklin County Virginia Paranormal (FCVAP) would like to conduct a ghost walking tour on the streets of downtown Rocky Mount. The walk is planned for the dates of October 6, October 13, October 20 and October 27 <sup>th</sup> , 2017. The walk will be guided with a narrator and guide. This had been approved by your police department.
ACTION NEEDED:	Approve or deny the request.

Attachment(s): yes

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

**James Williams II**

**Franklin County VA**

**Paranormal**

**540-352-0402**

**fcvap53@yahoo.com**

**Town of Rocky Mount**

**Town Council**

**345 Donald Ave**

**Rocky Mount, Virginia 24151**

**Council:**

**My group, Franklin County VA Paranormal (FCVAP), wish to conduct a ghost walking tour in Rocky Mount, VA. The walk will be in October, downtown, on the sidewalks, guided, with a narrator and guides, there will be no actors. The walk will be roughly 1 mile long, stopping at points of interest. There will be no one in the street and only crossing a few side streets. The walk will be conducted in a professional, educational, informative manner.**

**Tentatively, I've planned a walk on the evenings of October 6, October 13, October 20 and October 27 if I have the interest and your blessing to do so.**

**The walk attendees will meet us in the public parking lot behind Old's Cool, planned route as follows, up High St, down Claiborne Ave, west on Franklin St, east on Floyd Ave, up S. Main St, west on W, Court St., down Warren St, east on Franklin St.**

**Thank you ,**

**James Williams II**

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Mr. Pinkard has asked to address Council regarding the mowing of a bank area on South Main street. He believes that VDOT promised to mow those areas when the street was widened but has not done so. He would like the Town to mow them more frequently. Staff have met with Mr. Pinkard and agreed to mow the bank twice a year; once in the spring and once in the fall; but that additional mowing's would be outside of the manpower of the Public Works Department. In addition to Mr. Pinkard, there are other residents who have asked for more frequent bank/slope mowing and all have been given the same reply that for staffing reasons banks and slopes not directly adjacent to a street are mowed twice annually.</p> <p>Additionally, if Council wishes to address the banks outside of mowing, staff has obtained two estimates for treatments to address the banks without mowing. The first is for the installation of Hard fescue (a non-mowed grass recommended for banks and slopes in Virginia) costing \$12,785. The second is for the installation of stone rip-rap costing \$34,061.</p>
ACTION NEEDED:	None

Attachment(s):

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

## Rebecca Dillon

---

**From:** benpinckard@shentel.net  
**Sent:** Wednesday, July 26, 2017 9:52 AM  
**To:** rdillon@rockymount.va.org  
**Subject:** Fwd: Maintenance of slopes on Main Street and Riverview Street

----- Forwarded message -----

From: [benpinckard@shentel.net](mailto:benpinckard@shentel.net)  
To: [rdillon@rockymount.va.org](mailto:rdillon@rockymount.va.org)  
Sent: July 26 2017 6:49 AM  
Subject: Maintenance of slopes on Main Street and Riverview Street

Rebecca,  
Good Morning,

I respectfully request to be placed on the August agenda of the town council. I would like to discuss with council the maintenance of the slopes on South Main and Riverview Streets. The slopes were cut when South Main Street was made four lane and the intersection of South Main Street and Riverview was redirected. When the road improvements were made, promises were made to the land owners, who were required to allow highway construction easements on their properties. Promises were made concerning maintenance which was VDOT's justification for not paying for the construction easements.

Thanks,  
Ben

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	August 14, 2017
----------------------------	-----------------

STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Streets, Sidewalks &amp; Streetlights Committee met on July 20, 2017 to discuss two potential right-on-red prohibitions.</p> <p>The committee does not recommend either prohibition at this time.</p> <p><b><u>Scuffling Hill</u></b>  The first intersection, the right from South Main southbound onto Scuffling Hill westbound, has been watched by the Police Department, Public Works and Community Development staffs. The 90-degree turn requires a near-stop and low speed to make. No reportable accidents have occurred in the past year related to the turn from Riverside Minute Market.  <b>Recommendation:</b> The committee recommends the following: staff should continue to monitor the intersection. If hazards emerge, the next step would be to install appropriate traffic warning signs near the intersection. If further hazards emerge, council should reconsider prohibiting right turns on red at the intersection.</p> <p><b><u>Hub Intersection</u></b>  Traffic with right-of-way had backed up as drivers failed to fully enter turn lanes and blocked traffic while waiting for a light. A council member requested considering a right-on-red prohibition to keep the intersection from being blocked. Police, Public Works and Community Development were already working on a fix, erecting "Do Not Block Intersection" signs in accordance with existing state code.  <b>Recommendation:</b> Those signs appear effective. All staff note few instances of intersection blockages from either 40 approach, but will observe when school traffic returns. The Committee had concerns about long lines of traffic backing up on both approaches and the impact on traffic signal timing if vehicles cannot flow freely. The committee recommends staff monitor the intersection and that police ticket violators who block the intersection without implementing a right-on-red prohibition.</p>
ACTION NEEDED:	None

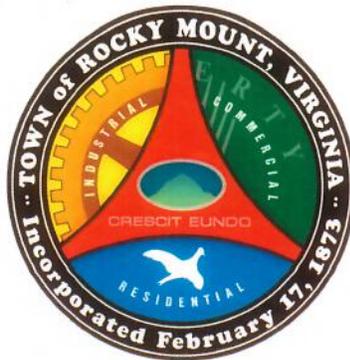
Attachment(s):

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

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

540.483.7660  
FAX : 540.483.8830

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



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

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

MATTHEW C. HANKINS  
*Assistant Town Manager*  
*Director, Community Development*

## MEMORANDUM

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

From: Matthew C. Hankins   
Assistant Town Manager

Date: August 9, 2017

Re: Streets, Sidewalks & Streetlights Committee recommendations

### Members of Council:

The committee met in July to discuss two potential right-on-red prohibitions. The committee does not recommend either prohibition at this time.

#### Scuffling Hill

The first intersection, the right from South Main southbound onto Scuffling Hill westbound, has been watched by the Police Department, Public Works and Community Development staffs. The 90-degree turn requires a near-stop and low speed to make. No reportable accidents have occurred in the past year related to the turn from Riverside Minute Market. The lone reported accident was a driver who caused the accident by failing to observe that a passing truck was pulling a trailer.

**Recommendation:** The committee recommends the following: staff should continue to monitor the intersection. If hazards emerge, the next step would be to install appropriate traffic warning signs near the intersection. If further hazards emerge, council should reconsider prohibiting right turns on red at the intersection.

#### Hub Intersection

Traffic with right-of-way had backed up as drivers failed to fully enter turn lanes and blocked traffic while waiting for a light. A council member requested considering a right-on-red prohibition to keep the intersection from being blocked. Police, Public Works and Community Development were already working on a fix, erecting "Do Not Block Intersection" signs in accordance with existing state code.

**Recommendation:** Those signs appear effective. All staff note few instances of intersection blockages from either 40 approach, but will observe when school traffic returns. The Committee had concerns about long lines of traffic backing up on both approaches and the impact on traffic signal timing if vehicles cannot flow freely. The committee recommends staff monitor the intersection and that police ticket violators who block the intersection without implementing a right-on-red prohibition.