



**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 13, 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
  - Angle Hardware Resolution
  - Free Clinic Resolution
- V. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
  - October 9, 2017 – regular meeting minutes
  - November 2, 2017 – special called meeting minutes
- VII. Approval of Consent Agenda
  - Miscellaneous Action
    - Resolution for VDOT
    - Resolution for Trinity Packaging Economic Development Grant
  - 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 (*none at this time*)
- X. New Business
  1. Boundary Line Adjustment Request from the Franklin County Board of Supervisors
  2. Supplemental Appropriation Resolution for two Police Officers
  3. Comprehensive Economic Development Strategy (CEDs)
- XI. Committee Reports

1. Finance & Human Services Committee Meeting on November 2, 2017.
2. Public Safety Committee Meeting November 8, 2017.

XII. Referrals to Planning (*none at this time*)

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

XIV. Closed Meeting and Action

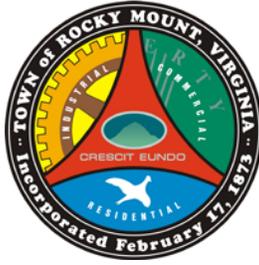
Section 2.2-3711(A)(5) Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. (Economic Development Downtown)

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.



RESOLUTION NO.: 2017.021

**RESOLUTION  
HONORING ANGLE HARDWARE ON THE OCCASION OF ITS 130th YEAR OF  
BUSINESS**

**WHEREAS**, Angle Hardware is a full-service hardware & supply store at the center of Rocky Mount's Central Business District, founded in 1887 by the Angle family and carried on through three different family ownerships over its history to become the longest-serving locally owned retail business in Rocky Mount; and

**WHEREAS**, over 130 years, Angle Hardware and its owners and staff have been of immeasurable and indispensable service to the residents of the Town of Rocky Mount and surrounding communities in Franklin County, providing all manner of hardware, tools, equipment, dry goods, building supplies, feed, seed and gardening material to the point where few buildings in our community lack hardware or materials not provided by Angle Hardware; and

**WHEREAS**, through its location in downtown Rocky Mount, Angle Hardware serves as a community gathering spot, reference point, and highly visible anchor of the local business community; and

**WHEREAS**, Angle Hardware is managed by co-owner Bob Mills, a second-generation operator of the store, who with his wife Karen manage the staff and inventory, support customers and go out of their way to provide outstanding customer service to every patron; and

**WHEREAS**, on this occasion of the 130<sup>th</sup> anniversary of the founding of the business, through an ever-evolving competitive marketplace, the Rocky Mount Town Council wishes to honor and celebrate the longevity, accomplishments and community spirit of Angle Hardware;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of Rocky Mount, Virginia, that it does hereby laud Angle Hardware for 130 years in business, and to celebrate the accomplishment, does declare the week of November 26-December 2, 2017 as Angle Hardware Week in the Town of Rocky Mount, and does hereby urge the residents of and visitors to Rocky Mount to celebrate downtown, shopping the hardware and thanking the owners and staff for their service to Rocky Mount.

**Given under my hand, this 13<sup>th</sup> day of November 2017.**

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Steven C. Angle, Mayor



RESOLUTION NO.: 2017.023

**RESOLUTION  
HONORING THE TWENTY-FIFTH ANNIVERSARY OF THE FREE CLINIC OF  
FRANKLIN COUNTY**

**WHEREAS**, the Free Clinic of Franklin County is a non-profit organization founded to provide access to quality, affordable primary health care for residents of Rocky Mount and Franklin County; and

**WHEREAS**, the Free Clinic works to improve community health and wellness through meeting primary health care needs, fostering disease prevention and awareness, and promoting wellness activities in the community; and

**WHEREAS**, the Free Clinic provided its first public clinic offering in November 1992 with a weekly event led by registered nurse Jeanne Bernard and staffed by volunteers, growing over the years to include daily services, paid staffing, dental services, women's health services, mental health services, and inmate health services; and

**WHEREAS**, the Free Clinic has grown through the generosity of donors such as Guy and Betty Beatty to be able to construct a new permanent facility for clinic care and operations, creating a central accessible location for low-income residents who require assistance with their health care needs; and

**WHEREAS**, the generous work of the Free Clinic is of immeasurable benefit to the community, ensuring that all who need health care are able to access it in a timely manner to create healthier, more vibrant residents of Rocky Mount and Franklin County;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Town of Rocky Mount, assembled this thirteenth day of November, 2017, that the Town does hereby celebrate and call to the observance of our grateful citizenry the occasion of the twenty-fifth anniversary of the start of service by the Free Clinic of Franklin County;

**AND, BE IT FURTHER RESOLVED** that Council does hereby proclaim the week of November 12-18, 2017 as Free Clinic of Franklin County Week in honor of the work by its staff, volunteers and donors to ensure a healthier community for all residents.

Given under my hand, this 13<sup>th</sup> day of November 2017.

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Steven C. Angle, Mayor

**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 9, 2017**

The October 9, 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
- Mark Lovern, Lieutenant of Patrol
- Jeff Rakes, Fire Chief
- 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 Newbill

**Second:** Vice Mayor Walker

**Motion Discussion:** None

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

**Nays:** None

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

## **SPECIAL ITEMS**

As October is National Chiropractic Health Month, special recognition was given to the Rocky Mount area Chiropractors. Mayor Angle read and presented guest chiropractors with a resolution for their help in non-drug approaches to pain management.

Cherie Compton, a new member of the Town Staff was introduced at this time. Cherie comes to the Town as Administrative Assistant to Community Development and after having spent 12 years with Carter Bank and Trust.

## **PUBLIC HEARING**

Franklin County Public Schools has applied for a rezoning of approximately 40 acres of property on Perdue Lane in order to match the current zoning of the high school. Upon approval, Franklin County will transfer ownership to Franklin County Public Schools to continue to be held for future high school expansion. Staff has reviewed the application and recommends approval, as does the Planning Commission with a (7-0) vote. The application was advertised in the Franklin News-Post as required by law, and the public hearing notice was posted.

On October 3, 2017, the Town of Rocky Mount Planning Commission held a site visit and a public hearing. The town planner gave a summary of the staff report and recommended approval of the rezoning based on compliance with the Comprehensive plan and future land use map. The applicant's representative was present and answered questions from the commission. Approximately 10 residents attended the meeting, mostly Perdue Lane neighbors to the property, with public comment from one property owner, Brenda Muse, who expressed several concerns she would hope to have addressed by the schools as future expansion plans progressed, but noted she fully supported expansion. The planning commission noted that the school could expand on the property whether zoned R2 (Residential) or POS (Public Open Space), so there would be no impacts on neighboring from the rezoning itself.

Franklin County Public Schools proposed to rezone adjoining property at Perdue Lane from R2 (Residential District) to POS (Public Open Space). This land was vacant and earmarked for potential future school expansion.

The applicant wishes to have the property rezoned to Public Open Space so that it will be appropriately zoned for expanding and extending the high school campus. Due to its current zoning classification, the school could be limited in future expansions that involved recreational facilities.

A rezoning to Public Open Space will allow future expansion of the school campus that could include public and school recreational, educational and parking facilities. The rezoning was supported by staff and the Town's Comprehensive Plan.

Council Member Stockton asked if anyone could put a timeline on the improvements being discussed. Mr. Jon Crutchfield, of 265 Ruritan Road, Rocky Mount, who is the current principal at Franklin County High School, stated that perhaps from start to finish, the amount of time it would take would be approximately 3 - 4 years, which would include funding and approval from the Board of Supervisors and the Franklin County School Board.

Brenda Muse of 145 Perdue Lane, Rocky Mount, VA spoke regarding the high school expansion particularly the POS rezoning and any restrictions. Ms. Muse stated that because she does live on Perdue Lane, close to the High School, over the years there had been many times when she was inconvenienced by the school and at times, could not even get onto her property because of things going on at the school. Ms. Muse raised the concern of the rezoning having a direct impact on their property taxes and will there be a new mandate on the property that has been zoned POS. Ms. Muse also stated that there were already 500 plus student cars and 70 plus buses each day over Perdue Lane and asked if the road could handle that amount of traffic? Also, what type of safety measures would be in place with that volume of traffic? A few more of her concerns were how close to the residents living there would the lighting be, what about a speed limit on Perdue Lane and would there be an additional exit to the existing road.

The Mayor stated that there was a traffic study being conducted and that the things brought to Council's attention, would be addressed in the future.

A discussion ensued.

**Discussion: None**

**Motion: To approve the rezoning request.**

**Motion By: Council Member Snead**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

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

## **APPROVAL OF MINUTES**

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

- September 11, 2017 – Regular Meeting Minutes
- April 10, 2017 – Regular Meeting Minutes
- April 11, 2017 – Budget Work Session No. 1 Minutes

Note that the minutes being approved from April 10, 2017 and April 11, 2017 were from a scrivener's error. Mr. Ervin stated that the error was a date error caught by the auditors. The minutes being brought before Council for approval at this meeting was to create a good paper trail of correcting that error.

**Discussion:** None

**Motion:** To approve the draft minutes

**Motion By:** Vice Mayor Walker

**Second:** Council Member Stockton

**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**
- (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 Moyer

**Second:** Council Member Snead

**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:**

None at this time

## **NEW BUSINESS**

### 1. Sewer Ordinance Chapter 58 of Town Code

Mr. Ervin stated that Chapter 58 of Town Code dealt with utilities and the regulation of those connecting to our water and waste water services. The current code was decades old and failed to reflect current EPA and DEQ standards and minimum requirements for local code. Over the past year and a half, Mr. Burton has been developing a rewrite of Chapter 58 with input from the Town Attorney, Town Manager and the Water Treatment Plant Superintendent. Your Town Attorney used this opportunity to fold in prior changes to Chapter 58 so that they could be codified prior to the issuance of a code supplement.

Submitted for Town Council's consideration was the result of the review, a revised Chapter 58. The principle additions to the code were rules for industrial users and the formalization of a pre-treatment process. The rules were required by state and federal regulations, but were also essential as the Town attempts to recruit industrial utility users.

The Public Utilities Committee reviewed the new Chapter 58 with staff on September 27, 2017 and recommended that Town Council adopt the proposed code revision.

The Mayor asked Mr. Cundiff who was Chairman of the Public Utilities Committee, if he had any input. Mr. Cundiff stated that the revision would be an enforcement that the Town needed at the Wastewater Treatment Plant and would give Mr. Burton the opportunity to say yes or no to questions as they came along.

**Discussion: None**

**Motion: To adopt the sewer ordinance Chapter 58, to update the Town Code.**

**Motion By: Council Member Cundiff**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

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

## 2. BPOL Tax Regarding Temporary Automotive Dealership at Walmart

Mr. Ervin stated that approximately 3 years ago, Nelson Automotive began having sales at Walmart. Some members of Council had asked about the amount of Business, Professional and Occupational Licenses fees they pay for such events. Nelson Automotive had performed the events under an annual Itinerant Merchant License for a fee of \$500.

The Itinerant Merchant License fees were considered by Council when the automotive industry first started the events and elected to not change the BPOL rules as there were no new car dealers in Town that they were competing with. Additionally § 58.1-3734 provides that automotive dealers subject to a BPOL tax may itemize that tax on the sale of a vehicle.

There was flexibility in addressing this, ranging from creating a maximum allowed gross sales under the Itinerant Merchant license. However, such a change could simply result in an itemized charge to the purchaser.

Staff seeks guidance from Council as to if this should be addressed or if it was still the consensus of Council that no additional BPOL fees should be applied to these transactions until such times as there is a dealer in Rocky Mount that would be placed at a competitive disadvantage by competing with a seller that did not have normal BPOL fees collected from their transactions.

Mr. Ervin stated that Nelson Automotive were having a sale approximately once a quarter in Rocky Mount. Vice Mayor Walker asked what would a person that sells Christmas Trees at the Farmer's Market have to pay? Ms. Woody stated that for Itinerant Merchants, that were selling perishable goods; the fee was \$50.00. If the goods being sold were nonperishable goods such as an automobile; then the fee was \$500.00.

Council Member Moyer stated that he would like to see the automobile dealer purchase a license to sell automobiles while in Franklin County to support Franklin County while they were in Franklin County.

Mr. Ervin asked if the consensus of Council was to take the subject to committee and discuss the options. The Finance and Human Services Committee would meet and discuss and report back to Town Council at the November 13, 2017 Town Council meeting.

## **COMMITTEE REPORTS**

Public Utilities Committee Meeting Report from September 27, 2017

The item was considered under new business.

## **REFERRALS TO PLANNING**

None at this time

## **OTHER MATTERS AND CONCERNS**

Mr. Hankins stated that the Board of Zoning Appeals had met and approved the request from Council Member Snead to build a new carport at his residence. The Board of Zoning Appeals allowed Council Member Snead to encroach on his side yard.

Council Member Moyer asked for an update on the First Responders Memorial on North Main Street. Mr. Hankins stated that the landscape architects had marked the location and checked the site for accessibility. Also, Mr. Hankins indicated that staff was almost finished with the design so the design could go to production. Staff hoped to have the memorial produced by the end of October and were hoping to get the memorial up in November. Mr. Ervin stated that Council will be invited to a dedication, weather permitting, when that time arrives.

Mr. Hankins spoke regarding the Cops and Bobbers Youth Fishing Rodeo at Gilley's Pond at 790 Trail Drive, to be held October 28<sup>th</sup>, from 9 a.m. – 1 p.m. Come out and fish with the kids. Officer Andy Pendleton had taken over the responsibility for the event regarding the policing side and Mr. Burton was helping.

## **CLOSED MEETING AND ACTION**

Enter Closed Meeting

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

**Time:** 7:44 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. (Impound Lot)

**Motion By:** Council Member Snead

**Second:** Council Member Stockton

**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.

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Steven C. Angle, Mayor

**ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 8:07 p.m.

**Motion By:** Council Member Newbill

**Second:** Vice Mayor Walker

**Motion Discussion:** None

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

**Nays:** None

**Action:** Adjourned by a unanimous vote

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

**ROCKY MOUNT TOWN COUNCIL  
SPECIAL CALLED MEETING MINUTES  
NOVEMBER 2, 2017**

The November 2, 2017 Special Called 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
- Bobby M. Cundiff
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton
- Mark H. Newbill

The following staff members were also present:

- Ken Criner, Chief of Police
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Matthew C. Hankins, Assistant Town Manager

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

**CLOSED MEETING AND ACTION**

Enter Closed Meeting

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

**Time: 5:02 p.m.**

**Virginia Code Section:**

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. (Police Department)

**Motion By: Council Member Newbill**

**Second: Council Member Stockton**

**Motion Discussion: None**

**Ayes: Cundiff, Moyer, Snead, Stockton, 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.

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Steven C. Angle, Mayor

**ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 5:40 p.m.

**Motion By:** Council Member Stockton

**Second:** Council Member Moyer

**Motion Discussion:** None

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

**Nays:** None

**Action:** Adjourned by a unanimous vote

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

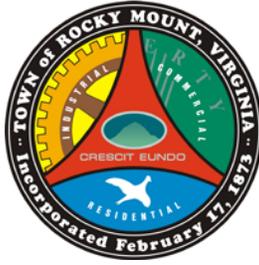
- Hearing of Citizens**     **Consent Item**     **Old Business**     **New Business**  
 **Committee Report**     **Other**     **Special Items**

FOR COUNCIL MEETING DATED:	November 13, 2017
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STAFF MAKING REQUEST:	Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	A resolution authorizing a local official to execute agreements with the Virginia Department of Transportation (VDOT) and acknowledgment of local funding commitment as required in VDOT funding agreements relative to the Reallocation of funds to the Angle Bridge improvements.
ACTION NEEDED:	Approve the resolution

Attachment(s): yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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RESOLUTION NO.: 2015.020

## RESOLUTION

### **AUTHORIZING A LOCAL OFFICIAL TO EXECUTE AGREEMENTS WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) AND ACKNOWLEDGMENT OF LOCAL FUNDING COMMITMENT AS REQUIRED IN VDOT FUNDING AGREEMENTS**

**WHEREAS**, the Town of Rocky Mount desires to have and maintain a safe and efficient road system; and

**WHEREAS**, from time to time the Town of Rocky Mount and the Virginia Department of Transportation (VDOT) work together to enhance the transportation system; and

**WHEREAS**, certain agreements between the Town of Rocky Mount and VDOT must be executed for this cooperative work to be accomplished.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of the Town of Rocky Mount does hereby authorize the Town Manager or Designee to execute agreements, and any modifications to such agreements, with VDOT as needed to advance transportation projects; and,

**BE IT FURTHER RESOLVED**, that the Council of the Town of Rocky Mount does hereby commit to fund its local share of preliminary engineering, right of way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project agreement(s) financial documents.

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Steven C. Angle, Mayor

ATTEST:

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Rebecca Dillon, 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 13, 2017
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Matthew C. Hankins, Community & Economic Development
BRIEF SUMMARY OF REQUEST:	Trinity Packaging has met the hiring and job investment requirements contained in the 2014 agreement between the Town and the County, authorized by Town Council and the Board of Supervisors. The Tobacco Commission and the Virginia Economic Development Authority have paid their shares. The County expects to pay its portion of the agreed incentives this month.
ACTION NEEDED:	Appropriate incentive payment from undesignated fund balance.

Attachment(s): yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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RESOLUTION NO.: 2017.019

**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 18;

**WHEREAS**, the Town Council of Rocky Mount wishes to provide funding as part of a performance incentive agreement with a business in the Town limits for \$79,000 which represents the Town's share of the agreement signed in 2014 to come from the Town's general fund fund balance,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure and supplemental revenue for FY 18:

Account 01.9102.0000.0000.9959 (contingency)	\$79,000
Account 01.4100.9999 (appropriated fund balance)	\$79,000

**GIVEN UNDER MY HAND, THIS 13<sup>TH</sup> DAY OF NOVEMBER 2017:**

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Steven C. Angle, Mayor

ATTESTED:

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Rebecca H. Dillon, Town Clerk



<b>ZONING PERMITS</b>		<b>TOTAL: 1</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	CurrentZoning	Date Approved	NOTES
ZP17-015	Jeremy Spence	25 Mountain View Drive	2020100600	Residential	R-1	10/18/2017	Single Family Residence
<b>ZONING LETTER</b>		<b>TOTAL: 0</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	CurrentZoning	Letter Date	
<b>MOBILE FOOD UNIT PERMITS</b>		<b>TOTAL: 0</b>					
Permit #	Applicant Name	Locations	Approval Date				

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 13, 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>	November meeting

This report contains the following monthly information for October 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:

595 walk-in transactions

1249 drive-thru transactions

1071 mail transactions

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

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

**RETAIL:**

Rocky Tobacco & Vape Inc, 868 Tanyard Rd, Suite 7, retail

Franklin Glass, 270 Franklin St, new owner, repair & retail

Better Built Performance LLC, 850 State St, retail parts & service

**CONTRACTOR:**

Robert Arrington Construction, job on Franklin St.

**TOWN OF ROCKY MOUNT**  
**Investment Portfolio**  
**at September 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	100.003	500,015.00	2.19%	2.20%	3134GAC28	11,000.00
FHLMC	3/30/2016	12/30/2020	210,000	99.702	209,374.20	1.25%	2.00%	3134G8BH1	2,625.00
FNMA	7/27/2017	7/27/2017	493,000	99.662	491,333.66	1.65%	1.65%	3135GOS46	8,134.50
<b>Bond Totals</b>			<u>1,203,000</u>		<u>1,200,722.86</u>	1.70% avg. return			<u>21,759.50</u>
<b>Certificates of Deposits:</b>									
Am Express Fed Svgs Bk	8/29/2022		245,000	100.551	246,349.95	2.38%	2.40%	02587CFU9	5,880.00
Am Express Centurion	4/5/2022		245,000	100.822	247,013.90	2.43%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS	2/26/2021		245,000	97.740	239,463.00	1.27%	1.25%	061785DM0	3,062.50
Barclays BK Del Retail	8/20/2019		225,000	100.596	226,341.00	2.08%	2.10%	06740LHV2	4,725.00
Capital One Nat'l McLean VA	12/29/2021		230,000	100.793	231,823.90	2.23%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Allen V/	7/20/2021		245,000	98.123	240,401.35	1.52%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood DL	7/22/2020		245,000	101.180	247,891.00	2.27%	2.30%	254671VH0	5,635.00
Everbank Jacksonville FL	3/29/2019		245,000	99.847	244,625.15	1.50%	1.48%	29976DW3	3,675.00
Goldman Sachs USA	1/13/2021		245,000	101.343	248,290.35	2.26%	2.30%	38148J5F4	5,635.00
HSBC BK McLean VA	3/10/2021		230,000	99.907	229,786.10	1.30%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH	11/30/2020		245,000	99.937	244,845.65	1.90%	1.90%	48126XNJ0	4,655.00
Finl BK Chicago Ill	12/10/2018		190,000	99.471	188,994.90	1.10%	1.10%	55266CSB3	2,090.00
State BK India NY NY	12/5/2019		245,000	100.955	247,339.75	2.37%	2.20%	8562843E2	5,880.00
<b>CD Totals</b>			<u>3,080,000</u>		<u>3,083,166.00</u>	1.89% avg. return			<u>59,080.00</u>
<b>Total Investments</b>			<u>4,283,000</u>		<u>4,283,888.86</u>	1.86% avg. return			<u>80,839.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
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%
Jul-17	3,079,129.85	1.16%
Aug-17	2,656,125.66	0.12%
Sep-17	3,070,508.79	1.21%

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

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
						THIS YEAR
<b>GENERAL FUND - Local Revenues:</b>						
Real Estate Tax	164	-	1,295	1,061	588,308	0.22%
Real Estate Tax - Delinquent	1,384	729	3,848	6,576	14,000	27.49%
Public Service Tax	-	-	-	-	28,474	0.00%
Personal Property Tax	336	31	4,369	393	232,980	1.88%
Personal Property Tax - Delinquent	2,668	400	8,542	1,250	5,000	170.83%
Machinery & Tools Tax	-	-	-	-	132,379	0.00%
Penalties on Tax	355	26	2,524	878	4,000	63.09%
Interest on Tax	303	19	1,588	1,583	1,700	93.44%
Local Sales Tax	15,529	14,977	31,159	30,329	188,064	16.57%
Meals Tax	124,629	120,915	348,294	351,480	1,489,112	23.39%
Utility Tax	26,203	27,432	81,920	84,472	325,033	25.20%
Communications Tax	15,166	15,524	44,870	46,099	186,119	24.11%
Bank Stock Tax	-	-	-	-	216,500	0.00%
Penalty-Meals Tax	31	-	907	3,308	2,000	45.36%
Interest-Meals Tax	26	-	293	25	700	41.87%
Penalty-Lodging Tax	47	-	47	-	-	0.00%
Interest-Lodging Tax	-	-	-	-	-	0.00%
Lodging Tax	18,008	17,321	44,919	40,024	163,977	27.39%
Cigarette Tax	10,185	5,901	20,824	30,734	93,314	22.32%
BPOL-Retail	319	182	1,986	3,996	345,830	0.57%
BPOL-Professional	2,714	-	6,752	2,430	176,131	3.83%
BPOL-Contractor	64	183	2,303	336	15,923	14.47%
BPOL-Repairs/Services	424	-	6,317	3,908	132,319	4.77%
BPOL-Alcoholic Beverages	-	-	50	-	700	7.14%
BPOL-Penalty/Interest	371	22	1,787	1,204	3,000	59.57%
BPOL-Amusement	-	-	-	-	208	0.00%
BPOL-Utility	-	-	-	-	12,978	0.00%
BPOL-Miscellaneous	-	500	522	537	5,500	9.48%
Solicitor Permits	-	-	-	20	-	0.00%
Farmer's Market Fees	10	176	260	462	4,100	6.34%
Welcome Center Fees	2,270	630	3,450	2,550	4,000	86.25%
Farmers Mkt EBT's Deposits	-	-	64	-	-	0.00%
Planning/Zoning Fees	1,048	1,115	3,618	2,784	7,300	49.57%
Court Fines	3,541	4,161	6,448	11,897	52,500	12.28%
Parking Fines	-	10	15	80	100	15.00%
Garbage Violation Fines	70	-	410	120	100	410.00%
Interest Earnings	-	7,403	12,850	10,152	73,007	17.60%
Return Check Fees	100	40	314	230	400	78.51%
Rental of Property	-	420	-	420	420	0.00%
Sale of Property	6,000	-	6,000	-	-	0.00%
Bond Proceeds	-	-	-	-	345,154	0.00%
Mortgage Payments	406	256	1,375	768	3,073	44.75%
Loan Repayment - Paving	-	1,500	683	2,956	1,455	46.92%
Sale of Materials	-	-	-	-	-	0.00%
Grave Preparation	750	375	750	375	1,500	50.00%
Security Services	-	480	-	1,590	2,840	0.00%
Passport Service Fees	590	403	3,801	2,040	10,000	38.01%
Police Reports	119	125	437	341	1,100	39.73%
Fingerprint Service Fees	50	35	200	165	490	40.82%
CIT / PAC Room Staffing	1,050	700	3,500	2,800	8,400	41.67%
Garbage Collection Fees	7,901	7,868	22,007	21,739	90,792	24.24%
Truck Rental Program	60	20	210	90	300	70.00%
Credit Card Fees	256	123	1,081	527	1,919	56.32%
Weed Control Charges	128	53	314	53	150	209.39%
Administrative Charges for Services	50	50	1,184	95	300	394.64%
Miscellaneous Services	-	-	25	-	-	0.00%

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

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
Donations	3	6	3	30	-	0.00%
Merchandise Sales	2	1	2	7	25	8.20%
Miscellaneous	-	1	-	2	300	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	6,886	-	6,886	488	-	0.00%
Unrealized Gain on Investments	-	(2,306)	758	(439)	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>Total Local Revenues</b>	<b>250,216</b>	<b>227,808</b>	<b>691,761</b>	<b>672,966</b>	<b>4,973,974</b>	<b>13.91%</b>
<b>GENERAL FUND - State Revenues:</b>						
Rolling Stock Tax	-	-	3,340	3,324	3,250	102.78%
Litter Tax	2,480	-	2,480	-	2,475	100.20%
Other Categorical Aid	-	-	207	130	200	103.65%
Fire Programs	-	-	16,044	14,016	15,210	105.48%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
DMV Grants	-	-	2,906	5,045	-	0.00%
VDOT Grant	-	-	-	-	600,000	0.00%
CDBG Grant	-	-	-	-	-	0.00%
Street Maintenance	-	-	352,507	346,716	1,421,537	24.80%
Volunteer Fire Dept.	-	-	7,500	7,500	30,000	25.00%
Law Enforcement-599 Funds	-	-	27,988	27,988	108,460	25.80%
Va. Commission of the Arts Grant	-	-	-	240	-	0.00%
Other Categorical Aid-Police	-	-	1,614	-	-	0.00%
Other Categorical Aid-Schools	29,632	29,632	29,632	29,632	29,632	100.00%
<b>Total State Revenues</b>	<b>32,112</b>	<b>29,632</b>	<b>498,079</b>	<b>488,452</b>	<b>2,264,625</b>	<b>21.99%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>282,328</b>	<b>257,440</b>	<b>1,189,840</b>	<b>1,161,418</b>	<b>7,238,599</b>	<b>16.44%</b>
<b>UTILITY FUND REVENUES:</b>						
Water Sales	98,062	103,572	277,231	276,670	1,185,669	23.38%
gallons billed	19,369,020	22,959,356	85,273,108	88,218,119		
Water Connections	-	1,981	23,439	6,256	17,825	131.50%
Reconnect Fees	1,200	275	3,310	1,000	2,750	120.36%
Penalties	2,701	3,425	10,420	11,396	28,440	36.64%
Bulk Water Purchases	189	-	1,271	368	1,000	127.05%
Sewer Collection Charges	59,795	68,437	174,152	184,635	750,958	23.19%
gallons billed	23,007,490	17,572,596	72,646,150	66,792,249		
Sewer Connections	-	-	2,000	1,000	8,000	25.00%
Cell Tower Rent	5,949	5,734	20,260	17,537	47,339	42.80%
Recoveries	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	887,992	0.00%
<b>TOTAL UTILITY FUND REVENUES</b>	<b>167,895</b>	<b>183,425</b>	<b>512,083</b>	<b>498,862</b>	<b>2,929,973</b>	<b>17.48%</b>

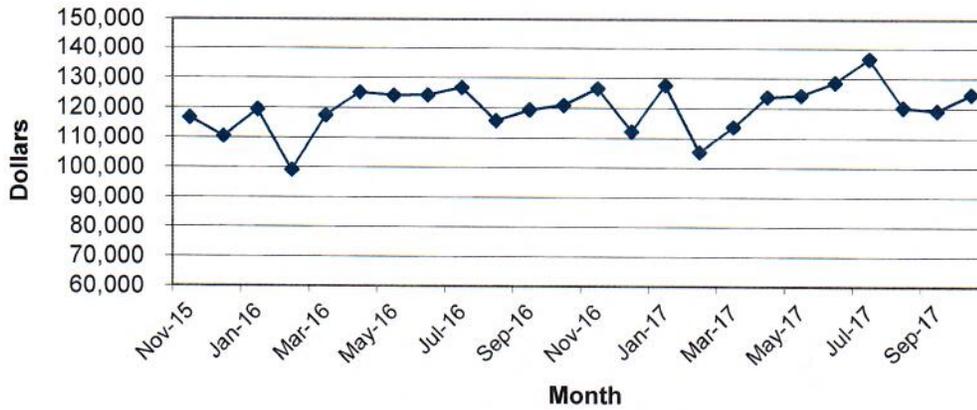
TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF OCTOBER 31, 2017

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET THIS YEAR	% OF BUDGET THIS YEAR
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR		
<b>CAPITAL PROJECTS REVENUES:</b>						
Microenterprise Loan Payments	136	102	1,552	408	6,924	22.41%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>136</b>	<b>102</b>	<b>1,552</b>	<b>408</b>	<b>6,924</b>	<b>0.00%</b>
<b>UTILITY CAPITAL REVENUES:</b>						
Proceeds from Bond	-	-	-	-	-	0.00%
Capital Recovery Fees-Water	23,661	23,361	91,104	89,878	281,721	32.34%
Capital Recovery Fees-Sewer	19,341	19,038	70,168	68,974	229,383	30.59%
Capital Recovery Fees-Garbage	1,684	1,672	6,733	6,651	20,472	32.89%
Appropriated Fund Balance	-	-	-	-	606,973	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
<b>TOTAL UTILITY CAPITAL REVENUES</b>	<b>44,685</b>	<b>44,071</b>	<b>168,005</b>	<b>165,503</b>	<b>1,138,549</b>	<b>14.76%</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>
4 months of the 12 months of the fiscal year						33.33%

**TOWN OF ROCKY MOUNT  
MEALS TAX COLLECTIONS**

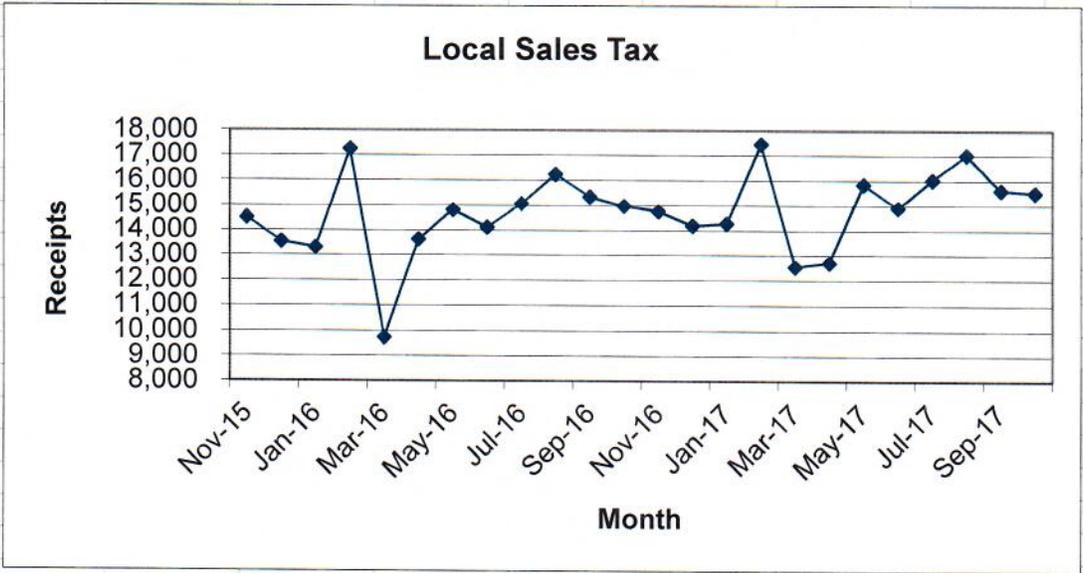
Month	Collections
Nov-15	116,664
Dec-15	110,434
Jan-16	119,400
Feb-16	99,134
Mar-16	117,536
Apr-16	125,165
May-16	124,133
Jun-16	124,265
Jul-16	126,812
Aug-16	115,737
Sep-16	119,407
Oct-16	120,915
Nov-16	126,512
Dec-16	112,194
Jan-17	127,602
Feb-17	105,380
Mar-17	113,755
Apr-17	123,775
May-17	124,351
Jun-17	128,601
Jul-17	136,527
Aug-17	120,248
Sep-17	119,236
Oct-17	124,629

**Meals Tax Collections**



Town of Rocky Mount  
Local Sales Tax

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
Aug-17	17,021
Sep-17	15,631
Oct-17	15,529



TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF OCTOBER 31, 2017

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>GENERAL FUND:</b>						
Mayor & Council	4,124	5,232	23,606	28,970	78,832	29.94%
Town Manager	19,347	21,416	76,704	77,262	251,239	30.53%
Town Attorney	-	192	9,699	7,994	36,745	26.39%
Finance Department	21,168	21,989	119,231	119,620	353,287	33.75%
Electorial Board	-	-	-	-	2,900	0.00%
Police Department	152,521	150,426	636,223	586,791	2,100,267	30.29%
Volunteer Fire Dept.	6,126	16,391	63,318	44,518	179,871	35.20%
Public Works Admin.	7,421	11,600	37,823	46,260	111,722	33.85%
Street Lights	8,648	9,123	26,164	26,762	112,633	23.23%
Traffic Control & Parking	22,511	5,187	52,468	37,107	676,999	7.75%
Streets	43,586	50,591	358,511	165,697	983,515	36.45%
Sidewalks & Curbs	737	-	4,819	1,049	50,869	9.47%
Scuffing Hill Drainage	-	1,350	-	6,970	-	0.00%
Bernard Rd Drainage	-	3,000	-	3,000	119,092	0.00%
Angle Bridge	2,065	-	2,065	-	150,000	1.38%
Street Cleaning	614	-	2,413	1,046	19,388	12.44%
Refuse Collection	7,314	7,098	79,019	35,688	204,751	38.59%
Snow Removal	14,467	-	14,943	436	74,586	20.04%
Municipal Building	4,151	6,389	36,018	54,064	72,012	50.02%
Emergency Services Bldg.	6,663	6,417	29,911	14,034	62,412	47.93%
Public Works Building	3,187	3,562	9,762	7,211	28,305	34.49%
Cemetery	1,083	39,559	10,736	47,274	19,198	55.92%
Playgrounds	7,786	5,973	20,406	32,496	42,874	47.60%
Celeste Park	-	-	-	-	5,245	0.00%
Gilley's Park	1,731	-	12,801	-	35,000	36.57%
Impound Lot	11,358	-	47,034	-	44,216	106.37%
Mary Elizabeth Park	-	-	-	-	80,000	0.00%
Veterans Memorial Park Erosion	-	3,850	51,473	5,594	4,208	1223.21%
Planning & Zoning	10,717	10,777	33,530	39,516	140,372	23.89%
Community Development	22,203	22,581	74,555	64,571	288,223	25.87%
Citizen's Square	1,344	2,195	4,673	8,054	270,351	1.73%
Hospitality Center	2,127	3,087	9,197	9,888	31,013	29.65%
Passport Services Expenses	154	101	547	368	2,210	24.74%
Economic Development Authority	-	-	893	246	15,960	5.59%
Remediation of Blighted Structures	-	-	-	-	15,000	0.00%
<b>Non-Departmental:</b>						
Wages & Fringes	1,614	1,705	9,961	10,503	62,307	15.99%
Employee Wellness Program	-	-	-	-	3,900	0.00%
Employee Drug Testing	66	201	144	201	1,850	7.76%
Insurance	-	-	64,458	74,299	72,524	88.88%
Contributions to Others	-	-	15,450	15,450	16,500	93.64%
Debt Service-Principal	-	-	130,000	-	295,000	44.07%
Debt Service-Interest	-	-	23,435	61,359	59,644	39.29%
Transfer to Performance Operations	-	-	-	-	354,682	0.00%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	28,796	0.00%
Contingency - to reimburse fund balance	-	-	-	50,000	27,862	0.00%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>384,831</b>	<b>409,992</b>	<b>2,091,990</b>	<b>1,684,296</b>	<b>7,636,360</b>	<b>27.40%</b>

TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF OCTOBER 31, 2017

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>WATER &amp; SEWER FUND:</b>						
Water System Operation	24,336	16,233	60,300	43,875	203,979	29.56%
Meter Reading	2,037	2,603	5,941	8,617	36,140	16.44%
Water Plant	39,841	51,339	150,620	156,714	642,777	23.43%
Wastewater System Operation	9,486	4,964	34,697	26,875	177,085	19.59%
Wastewater Treatment Plant	48,888	33,232	112,521	106,249	505,364	22.27%
Utility Billing & Administration	9,581	8,668	42,059	35,034	168,871	24.91%
<b>Non-Departmental:</b>						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	-	-	21,486	24,766	25,757	83.42%
Debt Service-Principal	-	-	105,500	104,000	292,500	36.07%
Debt Service-Interest	-	-	6,935	(36,217)	84,647	8.19%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	7,266	0.00%
Depreciation	-	-	-	-	887,992	0.00%
<b>TOTAL WATER &amp; SEWER FUND EXPENSES</b>	<b>134,169</b>	<b>117,038</b>	<b>540,060</b>	<b>469,914</b>	<b>3,042,378</b>	<b>17.75%</b>
<b>CAPITAL IMPROVEMENTS FUND:</b>						
Transfer to General Fund	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>UTILITY CAPITAL FUND:</b>						
Public Works Utility Capital Items	-	-	-	-	150,000	0.00%
Water System Operation	-	-	-	-	112,405	0.00%
Water Distribution Utility Projects	-	5,205	-	12,405	20,000	0.00%
Meter Reading Capital Equipment	-	-	-	-	19,500	0.00%
Water Leak Detection	-	-	-	3,314	-	0.00%
220 S Tank Mixer	-	380	-	380	-	0.00%
WTP Boiler & HVAC Replacement	-	4,348	-	13,310	-	0.00%
WTP Parking Lot Repaving	-	-	10,770	-	10,700	100.65%
Diamond Ave Water Line Replacement	-	-	-	-	540,000	0.00%
Scuffling Hill Tank Aerator	58,855	-	58,855	-	70,000	84.08%
Grassy Hill Upper Pump Redo	-	-	-	-	15,000	0.00%
Eclips Sample Hydrants	-	-	-	-	12,000	0.00%
Streaming Current Monitor	-	-	6,764	-	9,452	71.57%
WTP Flucculator Motor Replacement	-	-	-	-	19,500	0.00%
WTP Upgrade Controls & Programming	-	-	-	-	10,000	0.00%
WTP Pressure Valve & Plumbing	-	-	-	-	10,205	0.00%
Wastewater Collection Utility Projects	-	-	-	-	-	0.00%
Sewer Portable Smoke Machine	-	-	-	2,380	-	0.00%
Sewer Pump Stations SCADA	-	-	18,247	-	20,000	91.23%
Wastewater Rapid Assessment Tool	24,460	-	24,460	-	27,000	90.59%
WWTP Main Pump Station Drive	-	-	-	17,966	-	0.00%
WWTP Parking Lot Repairs	-	-	12,787	-	12,787	100.00%
WWTP Replace Building Heaters	-	-	-	-	20,000	0.00%
Contingency	-	-	-	-	60,000	0.00%
<b>TOTAL UTILITY CAPITAL EXPENDITURES</b>	<b>83,315</b>	<b>9,933</b>	<b>131,884</b>	<b>49,755</b>	<b>1,138,549</b>	<b>11.58%</b>

TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF OCTOBER 31, 2017

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>PERFORMANCE VENUE OPERATIONS:</b>						
Performance Venue Operations:						
Wages - Full Time	12,221	11,861	37,943	36,826	158,045	24.01%
Wages - Part Time	-	-	-	2,582	40,584	0.00%
Wages - Security	1,815	2,055	4,305	5,295	21,000	20.50%
Fringes	6,265	5,872	22,632	18,611	70,984	31.88%
Contractual Services	2,456	846	9,286	1,226	17,500	53.06%
Custodial Services	-	-	-	-	-	0.00%
Repairs & Maintenance	-	-	-	-	4,500	0.00%
Advertising	-	-	475	-	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	-	-	-	339	1,200	0.00%
Postage & Delivery Services	-	-	-	-	-	0.00%
Utilities	1,499	-	6,046	-	31,165	19.40%
Communications	1,077	195	3,782	715	9,704	38.97%
Stipends	-	-	-	-	-	0.00%
Office Supplies	-	-	2	-	-	0.00%
Janitorial Supplies	855	671	1,441	671	-	0.00%
Furniture & Fixtures	-	-	2,927	-	-	0.00%
Data Processing Equipment	-	-	-	810	-	0.00%
A/V Equipment	-	-	-	700	-	0.00%
<b>TOTAL PERFORMANCE VENUE EXPENSES</b>	<b>26,187</b>	<b>21,500</b>	<b>88,838</b>	<b>67,775</b>	<b>354,682</b>	<b>25.05%</b>
			4 months of the 12 month fiscal year			33.33%

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 OCTOBER 2017

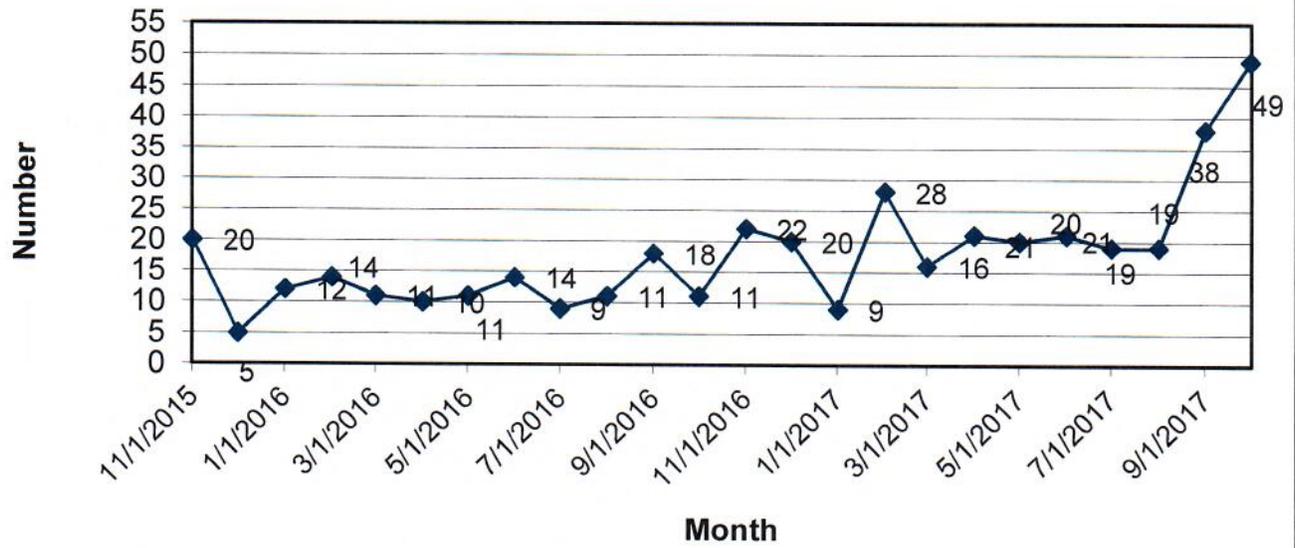
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
<b>IN-TOWN CUSTOMERS</b>						
RESIDENTIAL	1,780	6,277,850	\$ 41,902	61%	31%	29%
COMMERCIAL	350	7,144,260	52,451	12%	35%	36%
INDUSTRIAL	49	3,713,520	\$ 12,936	2%	18%	9%
<b>TOTAL</b>	<b>2,179</b>	<b>17,135,630</b>	<b>\$ 107,288</b>	<b>74%</b>	<b>85%</b>	<b>73%</b>
<b>OUT-OF-TOWN CUSTOMERS</b>						
RESIDENTIAL	673	2,171,200	\$ 29,397	23%	11%	20%
COMMERCIAL	76	938,850	\$ 9,789	3%	5%	7%
INDUSTRIAL	2	10,000	\$ 115	0%	0%	0%
<b>TOTAL</b>	<b>751</b>	<b>3,120,050</b>	<b>\$ 39,302</b>	<b>26%</b>	<b>15%</b>	<b>27%</b>
				100%	100%	100%
<b>GRAND TOTAL (ALL CUSTOMERS)</b>						
RESIDENTIAL	2,453	8,449,050	\$ 71,299	84%	42%	49%
COMMERCIAL	426	8,083,110	\$ 62,240	15%	40%	42%
INDUSTRIAL	51	3,723,520	\$ 13,051	2%	18%	9%
<b>TOTAL</b>	<b>2,930</b>	<b>20,255,680</b>	<b>\$ 146,590</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

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	33%	35%	32%	23%	18%	10%	83%	67%	12%	25%	4%	7%	0%	0%	17%	33%
Sep-17	31%	33%	33%	24%	19%	12%	84%	69%	11%	23%	5%	8%	0%	0%	16%	31%
Oct-17	31%	29%	35%	36%	18%	9%	85%	73%	11%	20%	5%	7%	0%	0%	15%	27%
Nov-17																
Dec-17																
Jan-18																
Feb-18																
Mar-18																
Apr-18																
May-18																
Jun-18																
Average	32%	33%	33%	27%	19%	11%	84%	69%	11%	23%	5%	8%	0%	0%	16%	31%

\*\*\*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  
September-17

Water Plant Finished Water Pumped (Aug 4 - Sept 6) (meters read 10/2 - 10/5)		<u>23,773,553</u>
Water Consumption Billed	20,255,680	
Water Plant Process	575,000	
Flushing Water Lines, Hydrants, Tanks	91,100	
Water Obtained from Water Plant (to bill)	8,000	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	5,400	
Flow Meter Checks at Hydrants	-	
Meters Read and Not Billed	110,470	
Grand Total of Water Metered / Consumed / Tracked		<u>21,045,650</u>
Percent Finished Water Accounted		88.53%

Meters Read and Not Billed		
001-0122-10-01	Mary Bethune Park	100
001-0188-00-01	Impound Lot (old)	-
002-0317-20-01	Public Works Bldg	20
002-0317-30-01	Public Works Bldg-new bldg	2,000
004-1067-00-01	Veteran's Memorial Park	1,800
005-1300-00-01	Mary Elizabeth Park	500
005-1343-10-01	Harvester Performance Centre	6,000
005-1384-00-01	Farmer's Market	1,700
005-1457-00-01	Municipal Bldg.	3,000
006-1710-00-01	Welcome Center / Depot	350
009-2523-50-01	Emergency Services Bldg.	6,000
009-2538-70-01	Impound Lot (new)	-
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	89,000

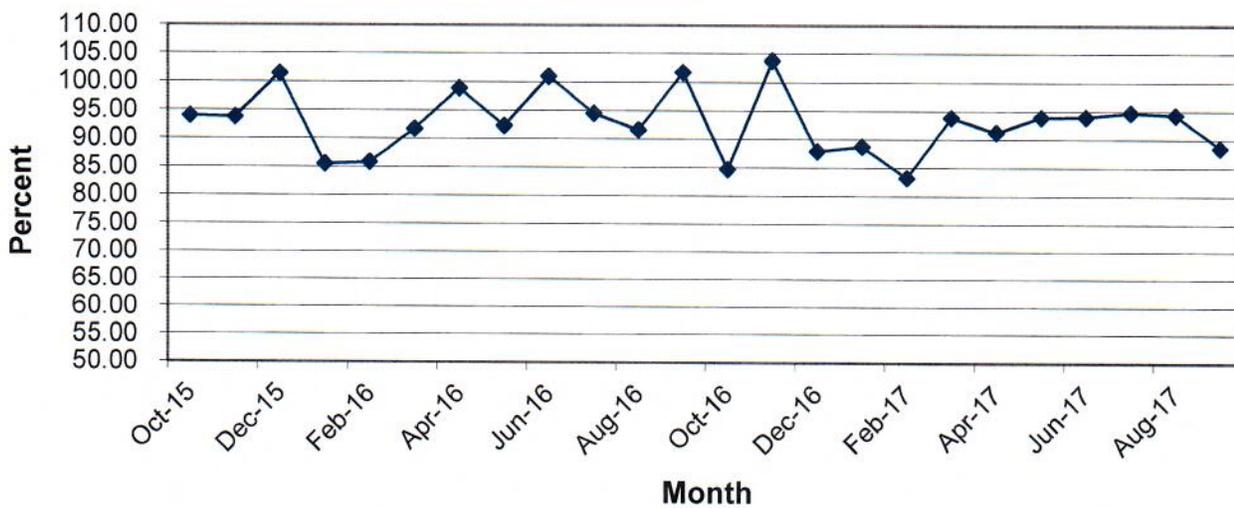
TOTAL Meters Not Billed		<u>110,470</u>
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Water Line Repairs by Public Works during the month:  
repaired 2 water mains or laterals

Sewer Line Repairs by Public Works during the month:  
repaired 2 sewer mains or laterals

TOWN OF ROCKY MOUNT						
WATER ACCOUNTABILITY						
FISCAL YEAR 2018						
	Finished	Total		Monthly	Average	Average
	Water	Water	Percent	Gallons	Accounted	Monthly
	Treated	Gallons	Accounted	Variance	Variance	Variance
Month	<u>Treated</u>	<u>Accounted</u>	<u>Accounted</u>	<u>Variance</u>	<u>per Quarter</u>	<u>per Quarter</u>
Jul-17	22,293,511	21,123,700	94.75%	1,169,811		
Aug-17	26,629,355	25,124,130	94.35%	1,505,225		
Sep-17	23,773,553	21,045,650	88.53%	2,727,903	92.54%	1,800,979.67
Oct-17				-		
Nov-17				-		
Dec-17				-	0.00%	-
Jan-18				-		
Feb-18				-		
Mar-18				-	0.00%	-
Apr-18				-		
May-18				-		
Jun-18				-	0.00%	-
AVG.	24,232,140	22,431,160	92.54%	1,800,980	92.54%	1,800,980
TOTAL	72,696,419	67,293,480		5,402,939		
Monthly Avg. Percent Unaccounted =			7.46%			
Monthly Avg. Percent Accounted =			92.54%			
3 out of 3 months this fiscal year > 80% accountability						

### Water Accountability %



**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%	22,293,511	35.96%	21,123,700	94.75%	2,923	18,600,000	30.00%	14,777,950	79.45%
Aug-17	306.90	25,720,000	41.48%	26,629,355	42.95%	25,124,130	94.35%	2,930	18,817,000	30.35%	18,184,920	96.64%
Sep-17	291.00	24,540,000	40.90%	23,773,553	39.62%	21,045,650	88.53%	2,930	19,410,000	32.35%	23,007,490	118.53%
Oct-17	297.60	24,590,000	39.66%	23,880,000	38.52%					0.00%		
Nov-17			0.00%		0.00%					0.00%		
Dec-17			0.00%		0.00%					0.00%		
Jan-18			0.00%		0.00%					0.00%		
Feb-18			0.00%		0.00%					0.00%		
Mar-18			0.00%		0.00%					0.00%		
Apr-18			0.00%		0.00%					0.00%		
May-18			0.00%		0.00%					0.00%		
Jun-18			0.00%		0.00%					0.00%		
<b>AVG.</b>	<b>300.60</b>	<b>25,140,000</b>	<b>40.88%</b>	<b>24,144,105</b>	<b>39.26%</b>	<b>22,431,160</b>	<b>92.54%</b>	<b>2,928</b>	<b>18,942,333</b>	<b>30.90%</b>	<b>18,656,787</b>	<b>98.21%</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").

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 13, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Jeff Rakes
<b>DEPARTMENT:</b>	<b>Fire Department</b>
<b>MONTH:</b>	September 2017

The Rocky Mount Fire Department had a total of 39 calls for the month of September 2017. There were 13 calls inside town limits and 26 outside town limits.

The Fire Department vehicles traveled a total of 1927 miles answering all of these calls. A total of 60 gallons of gasoline and 236 gallons of diesel fuel were used.

Of the 39 calls there were:

- 5 structure fires
- 19 motor vehicle accidents
- 3 false alarms
- 2 smoke alarms
- 6 fire alarms

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 13, 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>	October 2017

**Our 2017 Trunk or Treat was a huge success again this year!**



**“Cops and Bobber’s Event” on October 28<sup>th</sup>, 2017**



**Domestic Violence Event at the Farmer’s Market**



**Please see attached Monthly report for more events we participated in and also please follow us on Twitter and Facebook!**

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: OCTOBER 2017

AUG.

SEPT.

OCT.

	AUG.	SEPT.	OCT.
UNIFORM TRAFFIC SUMMONS ISSUED	124	138	113
TRAFFIC STOPS	273	233	247
SPEEDING TICKETS ISSUED	31	50	48
DUI	1	2	1
COLLISIONS INVESTIGATED (TREDS)	14	18	16
MOTORIST AIDES	71	55	71
CRIMINAL ARRESTS "MISDEMEANOR"	39	35	25
CRIMINAL ARRESTS "FELONY"	53	8	8
INCIDENTS ADDRESSED	2559	2663	3141
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	89	96	70
GRAND LARCENY WARRANTS	14	4	2
BREAKING & ENTERING REPORTS	1	1	2
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	106	74	67
FOLLOW-UP'S	87	104	62
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1389	1577	2068
SCHOOL CHECKS	179	135	134
ALARM RESPONSES	27	12	32
OPEN DOORS, WINDOWS, ETC. UNSECURED	4	6	8
COURT HOURS	29.5	30.5	22.5
TRAINING HOURS:	243.75	186.5	134.5
SPECIAL ASSIGNMENT HOURS:	129.75	103.75	144
HARVESTER HOURS WORKED:	35	36.5	43.5
ECO/TDO	5	3	4
ECO/TDO HOURS:	30.75	7.75	34.25

## 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 16 reportable accidents with 15 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, Buddy's BBQ, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, Catch A Tan, 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, 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', 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 Rehab, 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 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 3<sup>rd</sup>, 2017 - Open Door "FCHS"
- October 4<sup>th</sup>, 2017 - "Coffee w/ a Cop at McDonalds"
- October 7<sup>th</sup>, 2017 - Open Door "Franklin Heights Baptist Church"
- October 10<sup>th</sup>, 2017 - Open Door "La Petite Salon"
- October 10<sup>th</sup>, 2017 - Open Door "Blue Ridge Performing Arts"
- October 14<sup>th</sup>, 2017 - Foot Patrol "Breast Cancer Awareness Event at FCHS"
- October 14<sup>th</sup>, 2017 - Foot Patrol "Domestic Violence Event at Farmer's Market"
- October 17<sup>th</sup>, 2017 - Open Door "R & D Lawn Care"
- October 20<sup>th</sup>, 2017 - Open Door "Raine & Perdue Building"
- October 21<sup>st</sup>, 2017 - Provided traffic control "Family Resource Center 5k Walk"
- October 28<sup>th</sup>, 2017 - "Cops & Bobbers" Fishing Rodeo at Gilley's Pond
- October 28<sup>th</sup>, 2017 - "Drug Take Back" at Wal-Mart
- October 29<sup>th</sup>, 2017 - Open Door "950 North Main Street"
- October 29<sup>th</sup>, 2017 - Open Door "The Harvester"
- October 31<sup>st</sup>, 2017 - Trunk or Treat at the RMPD

**SPEEDING TICKETS ISSUED**

Tanyard Road (x 13)

North Main Street (x 11)

Grassy Hill Road (x 4)

South Main Street (x 3)

Old Franklin Turnpike (x 3)

Booker T. Washington Highway (x 3)

Frontage Road (x 2)

Knollwood Drive (x 2)

Patterson Avenue (x 2)

School Board Road (x 2)

Bernard Road

Franklin Street

East Court Street

## CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth	Pell Avenue
Possession of Schedule IV Drug	Old Franklin Turnpike
Possession of Marijuana	North Main Street (x 2)
Possession of Marijuana	Tanyard Road
Driving Under the Influence	South Main Street
Drunk In Public	North Main Street (x 3)
Drunk In Public	Old Franklin Turnpike (x 2)
Drunk In Public	Franklin Street
Drunk In Public	East Court Street
Possession of Alcohol Underage	Tanyard Road
Sexual Assault of a Minor by a Caretaker	Circle View Street
Solicitation of a Minor	Pendleton Street
Possession of a Firearm by a Convicted Felon	Old Franklin Turnpike
Carry a Concealed Weapon by a Convicted Felon	Old Franklin Turnpike
Possession of a Weapon on School Property	Tanyard Road (856)
Felony Shoplifting	Old Franklin Turnpike (x 2)
Shoplifting	Old Franklin Turnpike (x 2)
Domestic Assault	Windsor Drive (x 2)
Domestic Assault	Fairlawn Drive (x 2)
Simple Assault	North Main Street
Obstruction of Justice	Old Franklin Turnpike
Contribute to the Delinquency of a Minor	Scuffling Hill Road
Warrant Service (Felony)	North Main Street
Warrant Service (Misdemeanor)	Tanyard Road
Warrant Service (Misdemeanor)	Old Franklin Turnpike
Emergency Custody Order	Technology Drive
Emergency Custody Order	Tanyard Road

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 13, 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>	October 2017

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: 57
5. Clean-up 5 days
6. Mowed streets, Parks and Sewer Lines
7. Swept streets
8. Cut trees along roads, sidewalks and parks
9. Repaired or unplugged one sewer main or lateral
10. Repaired two water mains or laterals.
11. Completed one Large water tap.
12. Repaired and replaced signs
13. Worked on the new impound lot
14. Worked and prepared Gilleys Park for new restroom and parking lots.
15. Prepared concrete pad for the Emergency Services Memorial.
16. Started moving dirt for the Park project
17. Finished the over haul of the Tennis courts

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 13, 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>	October

Average Daily Flow	0.644 MGD
TSS Reduction	99.5 %
BOD Reduction	99.8 %
Leachate (F.C. Landfill)	100,517 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	63.80 Tons
Rain Total      2.95 inches	Snow Total      0 inches

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

The wastewater plant had 0 after hours alarm during the month of October.

The wastewater plant has received the SL-RAT and will be trained on the software on December 5, 2017. They will immediately start working with Public Works with the SL-RAT. (**SL-RAT – Sewer Line – Rapid Assessment Tool**)

Staff rebuilt both pumps at the Trail Drive pump station.

Staff had to remove the Blender Box from the Belt Filter Press and sent it to A & A Machine Company to be totally rebuilt. Parts of it had completely rusted out and was about to cause a major failure.

Staff pumped down both clarifiers for cleaning, inspection and repair. This is a weeklong job by itself.

Respectfully Submitted,

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	November 13, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Bob Deitrich, Water Plant Superintendent
<b>DEPARTMENT:</b>	<b>Water Plant</b>
<b>MONTH:</b>	October 2017

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

The actual water production time (filtering of water) for the entire month averaged 9.6 hours per day which yielded approximately 770,000 gallons of water per day. Rainfall was 4 inches, as measured at the water treatment plant. Blackwater River flow is improving with recent rain.

Total Raw Water Pumped:	24.59 million gallons
Total Drinking Water Produced:	23.88 million gallons
Average Daily Production:	770,000 gallons per day
Ave Percent of Production Capacity:	38%
Flushing of Hydrants/Tanks/FD Use:	258,000 gallons
Plant Process Water:	532,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	1,400 gallons
Bulk Water used at PW Shop	7,100 gallons

### **Testing:**

- All monthly routine bacteriological samples were free of bacteria. The Town continues to be in compliance with all drinking water In accordance with EPA requirements.

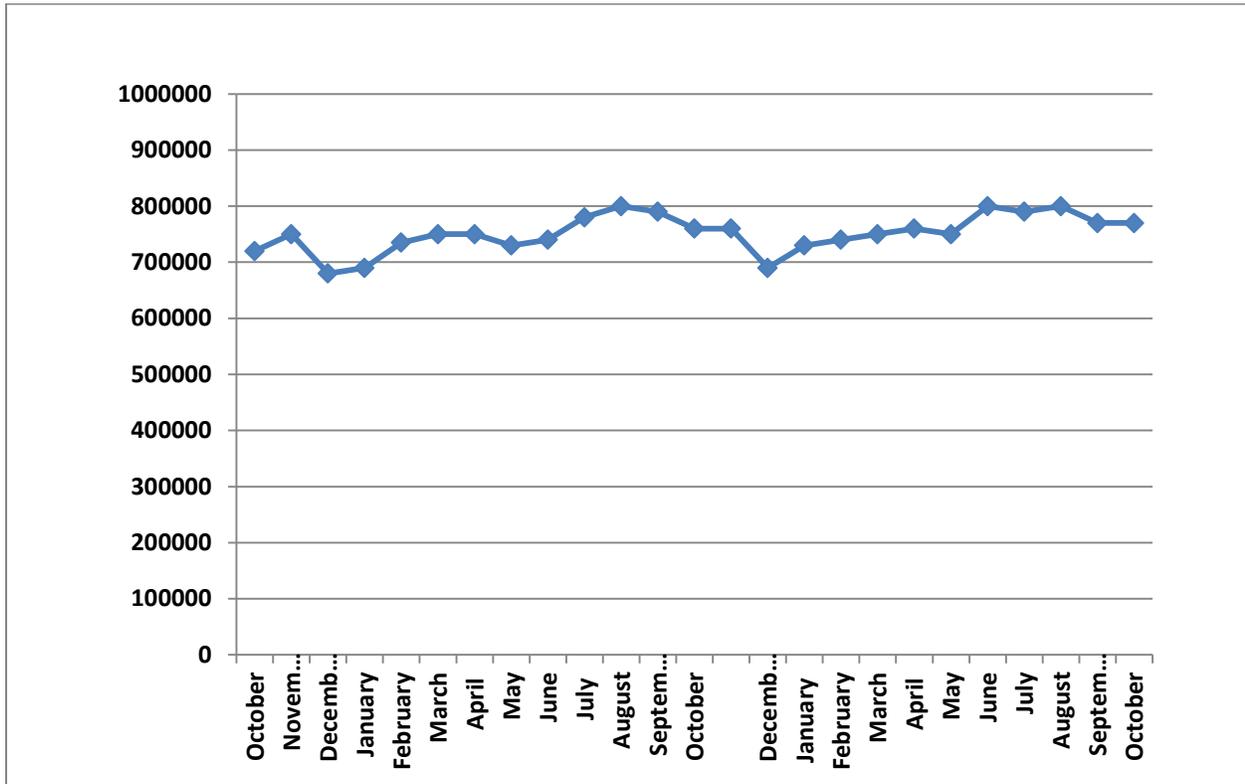
### **Activities / Maintenance / Improvements**

- This is vacation season at the water plant so nothing ambitious is planned but we have extracted one of the two pump/motor combinations at the upper pump station. It has been sent for cleaning, testing and bearing replacement. The other pump combo was serviced about 3 years ago.
- On October 23<sup>rd</sup>, a damaged fire hydrant on State Street was losing 2000 gallons per minute. Public Works was able to get the water shut off within 15 minutes which saved many thousands of gallons of water and lost revenue.

### **Upcoming**

- Disinfection byproducts testing

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



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 13, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The attached request came from Franklin County regarding a proposed boundary adjustment relative to rental property located at 1545 North Main Street. This parcel is partially in the Town and partially in the County.</p> <p>The owner is planning to construct eight additional apartment units on the parcel and has requested the entire parcel be taken into the Town.</p> <p>When the original apartment units were built, the Town requested a boundary adjustment but the County was not in agreement at that time.</p> <p>Staff estimates that taking in the entire parcel would reduce our utility revenue by \$4,900 a year, but increase our personal property tax by a smaller amount.</p>
ACTION NEEDED:	<p>Staff still recommends that this parcel be taken into the Town as it would be in the best interest of the property owner and residents.</p> <p>If Council concurs with the request of the County and the recommendation of Staff, your Attorney can begin the process, with outside assistance if required, of drafting a voluntary boundary adjustment agreement.</p>

Attachment(s): yes

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



RECEIVED  
10/27/17  
RD

October 19, 2017

Mr. James Ervin, Town Manager  
Town of Rocky Mount  
345 Donald Avenue  
Rocky Mount, VA, 24151

RE: Boundary Line Adjustment Request  
Tax Map/Parcel # 2010000900

Dear James:

On October 11, 2017, I received a request for a boundary line adjustment involving the above parcel (see attached). The Board of Supervisors discussed this request at their meeting on October 17, 2017 and instructed me to forward the request on to the Town. There was consensus from the Board to execute the adjustment if the Town was agreeable.

If the Town is agreeable to this requested boundary line adjustment, please have the Town Attorney prepare the necessary legal documents for consideration and approval by the County Attorney and Board of Supervisors.

Thank you for your attention to this matter. Please feel free to contact me or Steven Sandy, Director of Planning & Community Development, if you should need any additional information or assistance.

Sincerely,

W. Brent Robertson, County Administrator

Enclosures

NANAPOP, LLC  
40 CEDAR POINT DRIVE  
COLLINSVILLE, VA 24078  
1-276-647-7366

October 10, 2017

Mr. Brent Robertson, County Administrator  
Franklin County  
1255 Franklin Street  
Rocky Mount, VA 24151

RE: Parcel No. 2010000900

Dear Mr. Robertson,

This letter is to request a boundry line adjustment for the above referenced parcel of land. We presently have thirty-two units of apartments on the parcel. The parcel is partly in the Town of Rocky Mount and partly in the County of Franklin. We are requesting that the entire parcel be in the Town of Rocky Mount. We obtained a building permit (No. RES-3-15-50935 on 4/1/2015) to construct eight additional apartments at a Briardale Apt. location. However, we find it beneficial if all the parcel is in the Town. We would greatly appreciate if the line could be adjusted so that the entire parcel is in the Town limits.

If you have any questions or need to discuss this with us further, please feel free to contact us at the phone number above.

Sincerely yours,



Shirley A. Craven  
Manager

RECEIVED OCT 11 2017

# NANAPOPOP, LLC

-  2010000900
-  Town of Rocky Mount
-  Parcels
-  Roads

GRASSY HILL

COMPTON

NORTH MAIN



Date: 10/16/2017



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 13, 2017
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Public Safety Committee has recommended to Town Council that the Police Department's budget be amended to allow an additional two full time officers. Your Finance Director has drafted the attached resolution to fund this recommendation.
ACTION NEEDED:	Approve or Deny

Attachment(s): yes

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



RESOLUTION NO.: 2017.022

**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**, The Police Department needs two additional patrol officers to fully satisfy their community responsibilities, and funding is needed for the remaining half of the fiscal year from fund balance,

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

Account 01.3101.0000.0000.1001 (Full-Time Wages)	\$33,830	
Account 01.3101.0000.0000.2001 (FICA)	\$ 2,588	
Account 01.3101.0000.0000.2002 (VRS/Life Insurance)	\$ 5,247	
Account 01.3101.0000.0000.2005 (Health Insurance)	\$15,142	
Account 01.3101.0000.0000.2011 (Workers Comp Insur)	\$ 1,008	
Account 01.4100.9999 (Appropriated Fund Balance)		\$57,815

**GIVEN UNDER MY HAND, THIS 13<sup>TH</sup> DAY OF NOVEMBER 2017:**

---

Steven C. Angle, Mayor

ATTESTED:

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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:	November 13, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The United States Department of Commerce, Economic Development Administration requires that the Town keep on file and update annually a list of our comprehensive economic development strategies (CEDs) and that this list be filed through our local planning district. This has devolved to an annual list of projects that are approved and submitted through the West Piedmont Planning District. Attached is our proposed list for 2018. Projects must be on the CEDs list to apply for federal funding (though in the past decade all of the projects accomplished that were once on the CEDs list, have been done with local dollars).
ACTION NEEDED:	Staff asks that Council consider and approve this list of projects and authorize the attached letter to be sent by the Town Manager.

Attachment(s): yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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# COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

## PRIORITY PROJECTS

July 1, 2016 - June 30, 2017

PROJECT	PRIORITY /TYPE	DESCRIPTION	FUNDING SOURCE	AMOUNT	TOTAL	ENVIRONMENTAL IMPACT	NO. OF JOBS
<i>Franklin County/Rocky Mount Industrial Park-- Franklin Co/Town of Rocky Mount</i>	1/1	Development of industrial sites, water and sewer, site improvements, and rail spur to serve expansion of existing heavy industrial site (This project is ready to bid.)	Local EDA VTC	\$1,200,000 \$600,000 \$600,000	\$2,400,000	NA	300-500
<i>Natural Gas Service Extension--Franklin Co/Town of Rocky Mount</i>	1/3	Complete 12-mile service extension of Roanoke Gas to Franklin County/Rocky Mount Industrial Park to promote industrial development	VTC USDA-RD Local Private	\$3,000,000 \$3,000,000 \$3,000,000 \$3,500,000	\$12,500,000	Positive	300+
<i>Economic Restructuring Via Heritage Tourism Development--Town of Rocky Mount</i>	1/2	Create supporting structures and events to complement the growing culture and economy surrounding the Harvester Performance Center and the Crooked Road Heritage Music Trail	Local EDA VTC	\$800,000 \$600,000 \$600,000	\$2,000,000	Positive	10-20
<i>Interconnection with Western VA Regional Water Authority--Town of Rocky Mount</i>	1/11	Connect the Town of Rocky Mount's water system with the Western VA Regional Water Authority lines via a 1.4-mile extension of the Town's water system	Local EDA	\$500,000 \$1,000,000	\$1,500,000	Positive	300
<i>North Main Street Development--Town of Rocky Mount</i>	2/3	Provide public infrastructure in roads, signals, and public utilities to development sites	VDOT Local CDBG	\$500,000 \$500,000 \$500,000	\$1,500,000	None	250-300
<i>Shell Building- Franklin County/Rocky Mount</i>	2/3	Shell building of 100,000+ SF to attract industry	EDA CDBG Local	\$1,000,000 \$700,000 \$300,000	\$2,000,000	NA	400-600
<i>Route 40 Bypass in Rocky Mount</i>	3/3	Feasibility study for the establishment of a Route 40 bypass in the Town of Rocky Mount	Local VDOT	\$10,000 \$90,000	\$100,000	Positive	unknown
<i>Realignment of Franklin and Pell in Rocky Mount</i>	3/3	Feasibility study and preliminary engineering to realign Franklin and Pell in Rocky Mount	Local VDOT	\$10,000 \$90,000	\$100,000	Positive	unknow
<i>North Main Park Development</i>	2/3	Development of a youth/teen oriented park in the North Main corridor	Local VDCR	\$100,000 300,000	\$400,000	NA	NA
<i>Housing Stock Survey and Redevelopment</i>	3/3	Inventory housing stock in Rocky Mount to determine new areas for funded housing programs and initiate programs	Local DHCD	\$300,000 \$700,000	\$1,000,000	NA	NA

### ABBREVIATIONS:

ARC = Appalachian Regional Commission  
 CDBG = Community Development Block Grant  
 CIT = Center for Innovative Technology  
 CORD = Center on Rural Development  
 EDA = Economic Development Administration  
 EPA STAG = Environmental Protection Agency State & Tribal Assistance Grant  
 DCR = Dept of Conservation & Recreation  
 FAA = Federal Aviation Administration  
 FHWA = Federal Highway Administration  
 GO Bonds = General Obligation Bonds  
 RBEG = Rural Business Enterprise Grant  
 RD = Rural Development

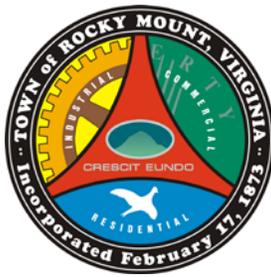
TBD = to be determined  
 TEA-21 = VDOT Transportation Enhancement Act Program for the 21st Century  
 VDBA = VA Department of Business Assistance  
 WIA = Workforce Investment Act  
 VTC = Virginia Tobacco Indemnification and Community Revitalization Commission  
 SERCAP = Southeast Rural Community Assistance Project, Inc.  
 USACE = US Army Corps of Engineers  
 ISDF = Industrial Site Development Fund (VDHCD)  
 LWCF = Land & Water Conservation Fund  
 SWCB = State Water Control Board  
 WWA = Western VA Water Authority

USDA-RD = U.S. Dept of Agriculture, Rural Development  
 USCAIP = US Community Adjustment & Investment Program  
 VASBI = Virginia Shell Building Initiative  
 VA-DOA = Virginia Dept of Aviation  
 VDOT = VA Department of Transportation  
 VDH = VA Department of Health  
 VHDA = Virginia Housing Development Authority  
 VHPF = Virginia Housing Partnership Fund  
 VRA = Virginia Resources Authority  
 VTC = Virginia Tobacco Commission  
 VWP = Virginia Water Projects  
 WQIF = Water Quality Improvement Funds (VA)  
 HUD = Housing and Urban Development

Town of Rocky Mount  
345 Donald Avenue  
Rocky Mount, Virginia 24151

PHONE : 540.483.7660  
FAX : 540.483.8830

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



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

Bobby M. Cundiff      Mark H. Newbill  
Jon W. Snead          Bobby L. Moyer  
Billie W. Stockton

C. James Ervin, *Town Manager*  
Rebecca H. Dillon, *Executive  
Administrative Assistant*

December 1, 2017

Ms. Linda Cruz-Carnall, Regional Director  
U.S. Department of Commerce  
Economic Development Administration  
Philadelphia Regional Office  
The Curtis Center  
601 Walnut Street, Suite 140 South  
Philadelphia, PA 19106-3323

Dear Ms. Cruz-Carnall:

Whereas the local governing body of The Town of Rocky Mount supports the West Piedmont Economic Development District Designation, this is to advise that we have elected to be covered by the Year 2018 Comprehensive Economic Development Strategy for the West Piedmont Planning District in its capacity as an EDA Economic Development District. The projects included in the document's prioritized project list have been endorsed by the local governing body at its meeting on \_\_\_\_\_ for assistance in improving the economy of our area.

On behalf of my community, thank you for the opportunity to participate in the Economic Development Administration's Economic Development District Program.

Sincerely yours,

C. James Ervin  
Town Manager

CJE:rhd

cc: Leah Manning, WPPDC

ITEM(S) TO BE CONSIDERED UNDER:

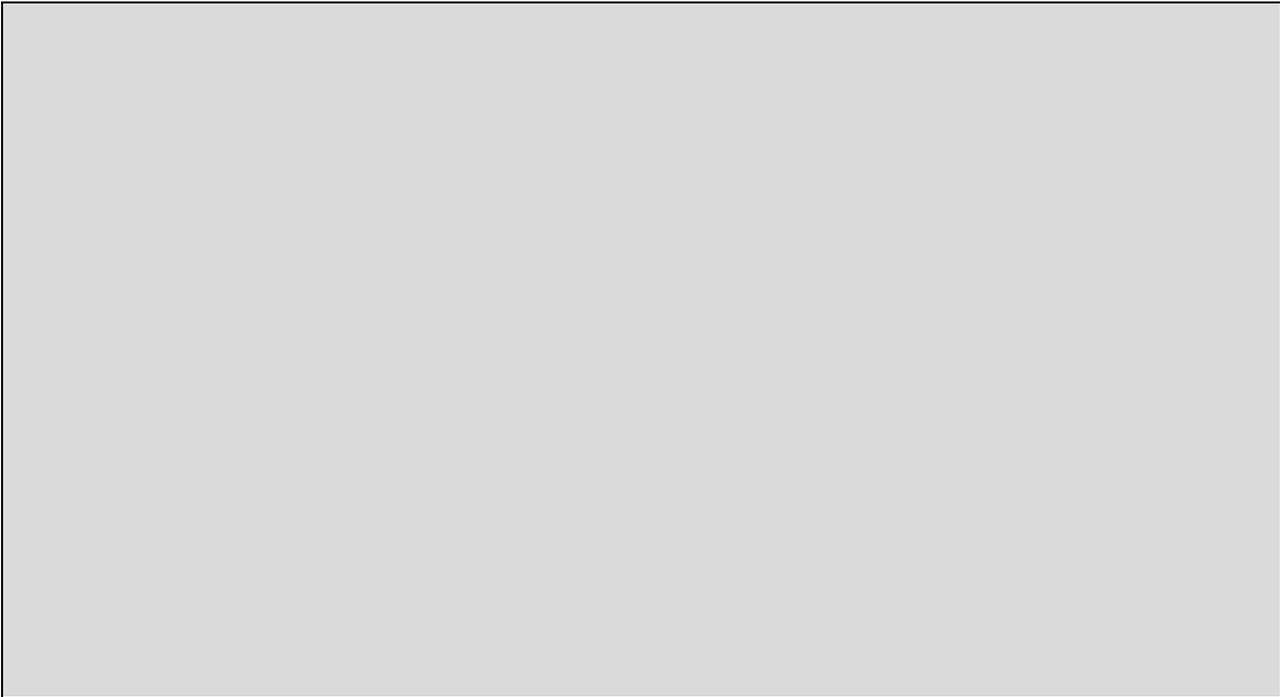
- Hearing of Citizens**   
 **Consent Item**   
 **Old Business**   
 **New Business**  
 **Committee Report**   
 **Public Hearing**   
 **Other**

FOR COUNCIL MEETING DATED:	November 13, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Finance Committee met on November 2, 2017 to consider a question of BPOL referred to committee by Council during their meeting on October 9, 2017. Staff asked if Council wished to look at BPOL changes to limit the total annual sales of a given company using an Itinerant Merchants License. The Committee directed staff to propose changes that could create more of a level playing field for businesses in Rocky Mount whereby sales of identical products would result in a similar tax burden.</p> <p>Staff has met with your Attorney to review state code as well as code from other jurisdictions and are formulating a proposal to bring to Town Council.</p> <p>Council Member Snead suggested that the solution could be a tiered system where by the tax liability of an itinerant merchant could scale upwards as their sales increased. A review of state code indicated that this would be difficult to achieve given the uniform taxation requirements. A given product or sale has to have the same tax rate across different sales volumes and sales prices.</p> <p>A proposal will be forthcoming in December pending research by your Attorney and staff.</p> <p>The Committee also considered holidays coming up. Staff advised that the State was closing on for a half day on 11/22 and 12/22. The Committee instructed staff to verify that Franklin County was closing for these times as well. Staff verified that Franklin County would be closing for a half day on 11/22 and 12/22. The Committee indicated that Council would consider to close or not to close Town offices at these times during the November meeting.</p>
ACTION NEEDED:	Approve or deny

Attachment(s):

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



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	November 13, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Safety Committee met on November 8, 2017 to consider staff's request to add two additional full time Police officers, specifically on a timeline that would allow new hires to be placed in the academy during its January starting session. This was referred to committee by Council during their special called meeting on November 2, 2017.</p> <p>The Chief and his staff reiterated the challenges that new regulations pertaining to temporary detention orders and emergency custody orders presented the department and highlighted the fact that the department had used 46% of their overtime budget in the July to October timeframe. Mr. Ervin indicated that his principal concern was the morale and mission readiness of a department that is having to put in such a large amount of overtime.</p>
ACTION NEEDED:	After considering the challenges and total costs of staffing the Committee recommended adding two additional full time officers to the department.

Attachment(s):

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