



ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
APRIL 8, 2019
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
 - March 12, 2019 – 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 (*none at this time*)
- X. New Business
 1. Christian Heritage Academy 5K Road Race
 2. Southwest Virginia Antique Farm Days Parade
 3. Franklin County Department of Public Safety Emergency Services Parade
 4. Presentation of Budget FY2020
 5. Roanoke Valley-Alleghany Regional Commission 50th Anniversary Resolution
 6. Virginia Department of Transportation Award and Match for Local Street Maintenance
 7. Cox Property Sewer Appropriation Resolution and Authorization to Proceed
 8. Appropriation of Funds to be Received from Community Policing

- XI. Committee Reports
 - 1. Public Safety Committee Meeting on March 25, 2019
 - 2. Community and Economic Development Committee Meeting on April 1, 2019
- XII. Referrals to Planning (*none at this time*)
- XIII. Other Matters, Concerns and Rise 'N Shine Appearances
- XIV. Closed Meeting and Action (*none at this time*)
- 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.

◆
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
MARCH 12, 2019**

The March 12, 2019 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 Billie W. Stockton
- Bobby M. Cundiff
- Robert L. Moyer
- Mark H. Newbill
- Jon W. Snead
- Gregory B. Walker

The following staff members were also present:

- Tim Burton, Waste Water Treatment Superintendent
- Ken Criner, Chief of Police
- Rebecca H. Dillon, Town Clerk/Executive Administrative Assistant
- C. James Ervin, Town Manager
- Edward "Jeff" Gauldin, Water Superintendent
- Matthew Hankins, Assistant Town Manager
- Jessica Heckman, Town Planner
- Mark Lovern, Lt. of Patrol
- 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 Walker

Motion Discussion: None

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

Nays: None

Action: Approved the agenda by a unanimous vote.

SPECIAL ITEMS

None at this time

PUBLIC HEARING

None at this time

APPROVAL OF MINUTES

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

- February 11, 2019 – Regular Meeting Minutes

Discussion: None

Motion: To approve the draft minutes

Motion By: Council Member Newbill

Second: Council Member Stockton

Motion Discussion: None

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

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**
- (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: Vice Mayor Stockton

Second: Council Member Walker

Motion Discussion: None

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

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.

Mr. Roger Hodges, 75 Holly Knoll Drive, Rocky Mount, Va. contacted the Town Clerk prior to the Council meeting and asked to be put on the agenda to speak.

Mr. Hodges began by sharing that his correspondence with the Town regarding Inoperable Vehicles began in November 2018. Mr. Hodges read the Town Code section that pertained to Inoperable Vehicles. The code read as follows:

Sec. 62-112. - Open storage of inoperative vehicles.

(a) It shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned for residential or commercial purposes, any motor vehicle, trailer, or semitrailer, as such as defined in the Code of Virginia, § 46.2-100, which is inoperable.

(b) The number of inoperable motor vehicles which any person may keep outside of a fully enclosed building or structure, but which are shielded or screened from view by covers, is limited to two.

Mr. Hodges specifically pointed out the use of the words “covers” and “screened from view” as not being clear. Mr. Hodges stated that the Town Code was subject to interpretation. Mr. Hodges recommended that the Town Code be changed and updated to allow the Town of Rocky Mount to be a cleaner place.

Mr. Hodges went on to read what the Code of Virginia states which is as follows:

§ 15.2-904. Authority to restrict keeping of inoperable motor vehicles, etc., on residential or commercial property; removal of such vehicles; penalty.

A. Any locality may, by ordinance, provide that it shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned for residential or commercial or agricultural purposes any motor vehicle, trailer or semitrailer, as such are defined in § 46.2-100, which is inoperable. Any locality in addition may, by ordinance, limit the number of inoperable motor vehicles which any person may keep outside of a fully enclosed building or structure, but which are shielded or screened from view by covers. As used in this section, an "inoperable motor vehicle" may, at the election of the locality, mean any one or more of the following: (i) any motor vehicle which is not in operating condition; (ii) any motor vehicle which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or (iii) any motor vehicle on which there are displayed neither valid license plates nor a valid inspection decal. However, the provisions of this section shall not apply to a licensed business which on June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

Mrs. Abby Pinckard, 125 Riverview Street, Rocky Mount, Va. signed in to speak.

Mrs. Pinckard stated that the condition of Inoperable Vehicles in the Town exists on several levels. Covers being blown off of the vehicles and vehicles sitting in the right-of-way were two examples that Mrs. Pinckard specifically referred to. Mrs. Pinckard would also like to see a way of tracking the progress being made to clean up the Town of such vehicles.

Mrs. Pinckard noted that on Riverview Street, there were several vehicles that she believes would fall into the Inoperable Vehicles category. Vehicles left on the side of the street until a neighbor complains, creates disharmony among neighbors. Mrs. Pinckard would like to see the code rewritten in regard of such vehicles and how the Town handles complaints on such vehicles while implementing an ongoing program of sorts that would result in violations being identified by the Town and enforced while not relying on neighbors to lodge a complaint as the infraction was occurring.

Mayor Angle opened the floor so anyone wishing to speak at that time could do so.

No one came forward.

Mayor Angle then explained that there was a process to addressing changes with the Town Code. In the past there was a complaint based cleanup but assured the audience that Council would address those possible changes in the Code.

Mayor Angle referred the information to the Public Safety Committee and encouraged anyone in the audience that wished to come could do so. The meeting would be open to the public.

OLD BUSINESS:

None at this time

NEW BUSINESS

1. Inoperable Vehicles Discussion and Consideration of Current Town Code and Possible Improvements

Inoperable Vehicles was discussed during Hearing of the Citizens.

2. Arts and Culture District Rules and Boundary Changes

Council was asked by Staff to consider an amendment to the existing Arts & Culture District to add a second, non-contiguous district to cover the business parcels or potential business parcels along North Main Street.

Mr. Hankins presented to Council options to consider such as amending the existing Arts and Culture District to adding a second noncontiguous district. Mr. Hankins asked if Council agreed with the proposed boundaries that were in their packet for this meeting and if so would Council want to possibly review the incentives that would be offered spreading the incentives out over five years instead of three or altering the incentives in some other way.

Mr. Hankins stated that there would be a rebate offered to the people and businesses in the area and the options presented to Council would be consistent with the Comprehensive Plan. The additional new opportunities that were presented with a second Arts and Culture District were that the Town could see new businesses arrive in town and the district could bring in new jobs.

Mr. Tommy Thomas, 1760 North Main Street, Rocky Mount, Va. from Ippy's Restaurant spoke regarding the potential impact of expanding the Arts and Culture District.

Ms. Jodi Jeans, 1760 North Main Street, Rocky Mount, Va. also from Ippy's Restaurant spoke briefly at the podium regarding how nice it would be to have other options of places to eat when coming to Rocky Mount. Ms. Jeans expressed an interest in wanting to see the Town grow.

After some discussion among Council members, Mayor Angle referred the information to the Community and Economic Development Committee. Mayor Angle noted that Committee Meetings are open to the public for anyone who would like to attend.

3. Review and Consideration of Street Music

The Rocky Mount Economic Development Authority had taken notice of nearby areas as had Assistant Town Manager, Matt Hankins, where small towns such as Wytheville, Virginia, had put new ideas to work in their downtown environments.

One of the most noticeable features were ground-mounted speakers in flower beds and planters throughout the downtown area, placed approximately every 100 to 150 feet, that could be used for many types of music, for communications, for alerts and to promote other items going on

inside the Town. The area proposed would be from Floyd Avenue to the Depot and the system itself, provided by AirNetix StreetSounds, would total approximately \$38,000.

At the request of the EDA, Mr. Hankins stated that the Town staff had sought quotes from providers of the type of service that could be paid for by Tourism & Branding funds within the Community & Economic Development budget.

Mr. Hankins asked Council if they saw value in a system such as the system proposed and if so, should Staff proceed to bid based on Council authorizing Staff to spend up to the \$38,000 using funds from the Tourism & Branding line item in the Community & Economic Development budget.

After discussion between Council Members, Mayor Angle expressed an interest in being able to view a short video from Wytheville or a demo from the company that provides the system. Mayor Angle also asked for an approximate dollar figure of what it would cost the Town from American Electric Power, if the system were mounted to their poles.

COMMITTEE REPORTS

None at this time

REFERRALS TO PLANNING

None at this time

OTHER MATTERS AND CONCERNS

Mr. Ervin was on Rise n' Shine on Monday, March 11, 2019.

Council Member Newbill asked regarding the stop lights near to Carilion Franklin Memorial Hospital and why those lights were staying green for so long and traffic was getting backed up at that intersection. Mr. Hankins replied that recently the Town had experienced a power outage and some of the stop lights were still having some issues.

Also, Council Member Newbill briefly inquired about High Street Cemetery and who was responsible to mark where graves should go. Council Member Newbill addressed the topic as there was question of who would mark off plots and mentioned the Town Public Works crew mowing the cemetery. Council Member Newbill stated that he would speak with Mr. Ervin regarding the subject.

Council Member Snead asked regarding Gilley's Pond and the event coming up at the pond. Mr. Hankins answered that the pond would be stocked before the event but dates were not to be revealed publicly at this time. The Cops and Bobbers event will be held on March 30, 2019 and will be from 10 a.m. until 2 p.m.

Council Member Snead also asked regarding the Town's LOVE sign. Mrs. Heckman stated that the sign had been picked up and the sign being assembled, was underway.

Mayor Angle inquired about the Veteran's Memorial. Mr. Hankins stated that there would be a press conference regarding the First Responders Memorial on Thursday, March 14, 2019 at 1:30 p.m. at the First Responders Memorial on North Main Street in Rocky Mount. Mr. Hankins also stated that the First Responders Memorial Commission would be taking brick orders for the memorial for the next three months and for the first three years after the memorial opens veterans that reside here in Franklin County could purchase a brick and after that time frame, anyone could purchase a brick for the memorial.

CLOSED MEETING AND ACTION

Enter Closed Meeting

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

Time: 7:53 p.m.

Virginia Code Section:

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. (Prospect 1, 2, 3)

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. (Outside Town Limits)

Motion By: Council Member Moyer

Second: Council Member Snead

Motion Discussion: None

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

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: 8:40 p.m.

Motion By: Council Member Newbill

Second: Council Member Moyer

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

Community Development & Planning March 2019 Monthly Report

ARTS & CULTURE							
		TOTAL: 0					
AC FILE NUMBER	BUSINESS NAME	OWNER/OFFICER NAMES	GENERAL LOCATION	TAX MAP NUMBER	MAILING ADDRESS	CITY STATE ZIP	NOTES
BANNER PERMITS							
		TOTAL: 1					
Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved	
B19-003	Friend of the Family Resource Center	483-5088	Domestic Violence 5K	Floyd/Franklin Intersection	Sept 20 - Oct 4 Oct 4- Oct 19	3/28/2019	
SITE/PLAT FILES							
		TOTAL: 0					
File Number	Property Owner	Action	TMPN	Date	Notes	Location	
SIGN PERMITS							
		TOTAL: 1					
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved	Notes
S19-006	Maddy & Nester, PLLC	355 South Main	CBD	24.882	Maddy & Nester PLLC Attorneys	3/6/2019	
ZONING COMPLIANCE PERMITS							
		TOTAL: 8					
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement	Date Approved
ZC19-028	Security Services Inc	Kids Clubhouse	2060001900	RB	Commercial	Install Fire Suppression system	3/1/2019
ZC19-029	Paul Shively Inc	Nilam Corporation	2030000600	GB	Commercial	Removal of underground storage tank and removal of canopy	3/4/2019
ZC19-030	Blair Cook w/ FrameTeck Construction	Artisan Center	2070037300	CBD	Commercial	Replace none low bearing wall, window and brick	3/4/2019
ZC19-031	Eco ATM LLC	Walmart	2020001200	GB	Commercial	Install self automated kiosk that purchase used/broken electronics in exchange for cash	3/5/2019
ZC19-032	Specialty Trailer Service	Stacy Belcher	2040053600	GB	Residential	Open home office transportation repairs/plygem no customers/ no repairs on site	3/26/2019
ZC19-033	AJ Cornelisse (T-Mobile)	AMC Investors Inc	2010010600	R1	Residential	Install emergency backup generator for existing T-Mobile cell site	3/26/2019

ZC19-034	Town of Rocky Mount				Residential	Place antenna on pole for water meter reading	3/26/2019
ZC19-035	Town of Rocky Mount	Rocky Mount Methodist Church	2070060900	CBD	Commercial	Install electrical service for courts located at Mary Elizabeth Park	3/26/2019
ZONING PERMITS		TOTAL:1					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Date Approved	NOTES
ZP19-004	Verizon	44 Pendleton St	2040047400	Residential	RB	7/3/2018	Collocation of 6 antennas with connectors, ground based cabinet and 30kw emergency backup generator
ZONING LETTER		TOTAL: 0					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Letter Date	
MOBILE FOOD UNIT PERMITS		TOTAL: 0					
Permit #	Applicant Name	Locations		Approval Date			
Public Facilities Disturbance Application		Total: 0					
Permit #	Applicant Name	Location	Reason for Disturbance			Expected Dates	

MONTHLY STAFF REPORT

DATE:	April 8, 2019
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director
DEPARTMENT:	Finance Department
MONTH:	April meeting

This report contains the following monthly information for March 2019 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

Bond Reimbursement on Meter Replacement Project

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:

771 walk-in transactions

1045 drive-thru transactions

1218 mail transactions

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING MARCH 2019**

New business licenses for the month of March 2019:

PROFESSIONAL:

Tuck Chiropractic Clinic, chiropractic services, South Main St.

CONTRACTOR:

A & D Welding, Inc., Steel construction, Weaver St.

Cold Storage of Texas Construction Services, Inc., cold storage construction,
Weaver St.

Polojil Builders, Inc., General Contractor, North Main St.

REPAIRS / PERSONAL SERVICES:

Speciality Trailer Service, semi-trailer services, Pell Ave.

MISCELLANEOUS:

Spectrotel, Inc., telecommunications compliance solutions

Granite Telecommunications, telecommunications

TOWN OF ROCKY MOUNT
Investment Portfolio
at February 28, 2019

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
Fixed Income / Bonds:									
FHLMC	12/29/2018	12/29/2021	500,000	98.548	492,740.00	2.23%	2.20%	3134GAC28	11,000.00
FHLMC	12/3/2018	3/30/2021	210,000	99.679	209,325.90	1.50%	2.00%	3134G8BH1	2,625.00
FNMA	1/27/2019	1/27/2020	493,000	99.199	489,051.07	1.66%	1.65%	3135GOS46	8,134.50
Bond Totals			<u>1,203,000</u>		<u>1,191,116.97</u>	1.80% avg. return			<u>21,759.50</u>
Certificates of Deposits:									
Am Express Fed Svgs Bk	8/29/2022		245,000	97.611	239,146.95	2.45%	2.40%	02587CFU9	5,880.00
Am Express Centurion	4/5/2022		245,000	98.310	240,859.50	2.49%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS	2/26/2021		245,000	97.197	238,132.65	1.28%	1.25%	061785DM0	3,062.50
Capital One Nat'l McLean VA	12/29/2021		230,000	98.442	226,416.60	2.28%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Allen VA	7/20/2021		245,000	96.990	237,625.50	1.54%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood DL	7/22/2020		245,000	99.604	244,029.80	2.30%	2.30%	254671VH0	5,635.00
Everbank Jacksonville FL	3/29/2019		245,000	99.943	244,860.35	1.50%	1.50%	29976DW3	3,675.00
Goldman Sachs USA	1/13/2021		245,000	99.404	243,539.80	2.31%	2.31%	38148J5F4	5,635.00
HSBC BK McLean VA	3/10/2021		230,000	100.188	230,432.40	2.74%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH	11/30/2020		245,000	98.710	241,839.50	1.92%	1.90%	48126XNJ0	4,655.00
Sallie Mae Salt Lake City UT	1/31/2023		225,000	98.754	222,196.50	2.68%	2.68%	795450J71	5,962.50
State BK India NY NY	5/31/2022		245,000	98.492	241,305.40	2.43%	2.20%	8562843E2	5,880.00
CD Totals			<u>2,890,000</u>		<u>2,850,384.95</u>	1.99% avg. return			<u>58,227.50</u>
Total Investments			<u>4,093,000</u>		<u>4,041,501.92</u>	1.96% avg. return			<u>79,987.00</u>

NOTE: As we transition to the Virginia Investment Pool, one \$190,000 CD that matured 12/10/18 was transferred to American National

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Feb-18	2,636,434.63	0.15%
Mar-18	2,657,359.55	0.17%
Apr-18	3,029,119.05	0.19%
May-18	3,049,499.27	0.19%
Jun-18	3,452,867.92	2.03%
Jul-18	3,075,310.70	2.13%
Aug-18	2,757,299.84	2.13%
Sep-18	2,694,858.15	2.19%
Oct-18	2,720,685.29	2.32%
Nov-18	2,748,420.98	2.35%
Dec-18	3,165,184.49	2.45%
Jan-19	2,591,029.99	2.59%
Feb-19	2,644,149.07	2.60%

**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF MARCH 31, 2019**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
					THIS YEAR	THIS YEAR
GENERAL FUND - Local Revenues:						
Real Estate Tax	41,394	248,427	563,870	553,111	591,310	95.36%
Real Estate Tax - Delinquent	1,141	898	5,820	9,377	14,000	41.57%
Public Service Tax	-	3,137	27,035	13,983	28,162	96.00%
Personal Property Tax	89,240	76,808	243,953	221,976	251,012	97.19%
Personal Property Tax - Delinquent	973	844	8,732	11,244	8,000	109.14%
Machinery & Tools Tax	-	29,463	148,970	151,570	139,717	106.62%
Penalties on Tax	918	1,040	5,480	4,525	5,000	109.59%
Interest on Tax	131	308	3,119	2,575	2,800	111.40%
Local Sales Tax	14,516	12,675	132,745	105,002	189,013	70.23%
Meals Tax	117,703	119,832	991,368	953,554	1,719,037	57.67%
Utility Tax	28,702	29,071	222,276	223,462	329,910	67.37%
Communications Tax	13,928	16,503	112,953	121,929	179,245	63.02%
Bank Stock Tax	-	-	-	-	228,700	0.00%
Penalty-Meals Tax	711	383	1,608	2,100	2,000	80.39%
Interest-Meals Tax	-	72	74	993	700	10.61%
Penalty-Lodging Tax	-	-	-	47	-	0.00%
Lodging Tax	15,301	13,613	129,800	113,258	186,771	69.50%
Cigarette Tax	4,365	10,185	55,215	56,306	73,288	75.34%
BPOL-Retail	7,019	10	12,949	12,840	320,000	4.05%
BPOL-Professional	7,796	3,899	25,799	19,167	154,897	16.66%
BPOL-Contractor	2,095	331	6,359	3,444	21,696	29.31%
BPOL-Repairs/Services	310	230	12,278	8,047	120,679	10.17%
BPOL-Alcoholic Beverages	-	-	-	100	700	0.00%
BPOL-Penalty/Interest	-	-	2,325	3,356	3,000	77.48%
BPOL-Amusement	-	-	-	-	208	0.00%
BPOL-Utility	1,786	2,923	4,732	2,927	17,551	26.96%
BPOL-Miscellaneous	681	-	1,271	580	5,500	23.10%
Solicitor Permits	40	-	60	-	-	0.00%
Farmer's Market Fees	1,600	-	3,330	570	3,180	104.72%
Welcome Center Fees	730	-	5,030	4,455	4,800	104.79%
Farmer's Market EBT's Deposits	-	-	20	754	460	4.35%
Planning/Zoning Fees	890	200	8,065	7,948	9,100	88.63%
Court Fines	2,898	2,865	32,080	24,661	46,799	68.55%
Parking Fines	-	-	150	15	100	150.00%
Garbage Violation Fines	-	-	190	520	100	190.00%
Interest Earnings	-	11,194	59,853	75,763	96,507	62.02%
Return Check Fees	40	40	500	460	400	125.00%
Rental of Property	-	-	450	450	450	100.00%
Sale of Property	2,280	52,000	22,836	58,000	-	0.00%
Bond Proceeds	-	-	-	-	108,216	0.00%
Mortgage Payments	256	1,099	1,280	3,474	3,073	41.66%
Paving Loan Repayment	-	-	-	683	-	0.00%
EDA Loan Repayment (for HPC)	-	107,734	-	107,734	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Grave Preparation	-	750	-	2,625	-	0.00%
Security Services	-	915	3,630	3,855	3,305	109.83%
Passport Service Fees	2,743	1,740	12,642	10,555	13,500	93.64%
Police Reports	73	80	952	965	1,260	75.56%
Fingerprint Service Fees	10	15	205	275	400	51.25%
CIT / PAC Room Staffing	1,400	-	7,700	7,000	10,800	71.30%
Garbage Collection Fees	7,903	7,896	56,673	61,590	93,592	60.55%
Truck Rental Program	30	60	440	390	340	129.41%
Credit Card Fees	313	323	2,546	2,667	3,340	76.23%
Weed Control Charges	-	-	353	1,110	500	70.67%

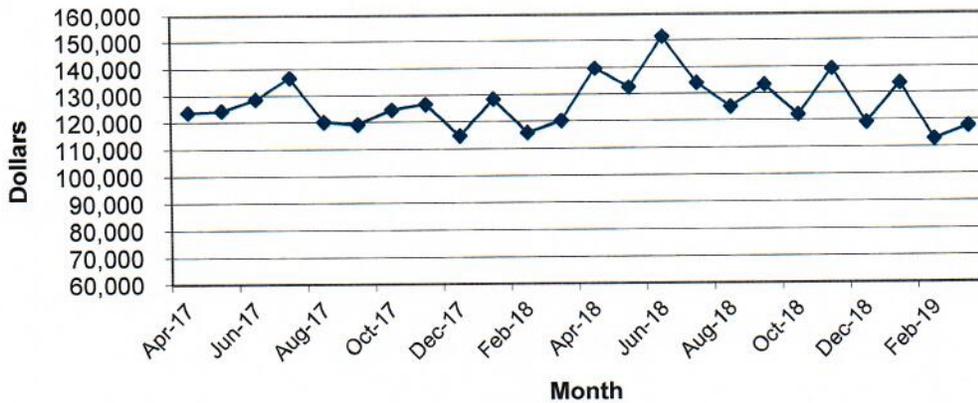
**TOWN OF ROCKY MOUNT
REVENUE COMPARISONS
AS OF MARCH 31, 2019**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
					THIS YEAR	THIS YEAR
Administrative Charges for Services	-	-	100	1,284	250	40.00%
Miscellaneous Services	-	-	-	553	400	0.00%
Bond Reimbursement	-	-	-	-	66,985	0.00%
VML Safety Grant	-	-	4,000	4,000	4,000	0.00%
Donations	200	-	234	3	-	0.00%
Merchandise Sales	-	-	251	2	-	100.00%
Miscellaneous	-	-	1,523	515	300	507.77%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	2	-	508	-	-	0.00%
Unrealized Gain on Investments	-	(8,994)	10,382	(66,521)	-	0.00%
Appropriated Fund Balance	-	-	-	-	492,364	0.00%
Total Local Revenues	370,117	748,569	2,954,710	2,911,828	5,557,417	53.17%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	-	3,346	3,340	3,340	100.18%
Litter Tax	-	-	2,760	2,480	2,480	111.29%
Other Categorical Aid	-	165	25,595	1,367	710	3604.96%
Fire Programs	-	-	16,611	16,044	16,044	103.53%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
CDBG Grant	-	-	-	-	25,000	0.00%
DMV Grants	2,316	-	9,236	10,247	-	0.00%
VDOT Grant	-	-	8,015	-	600,000	1.34%
Street Maintenance	363,031	-	1,089,092	705,013	1,438,227	75.72%
Va Commission of the Arts	-	-	1,530	-	-	0.00%
Volunteer Fire Dept.	-	-	15,000	15,000	30,000	50.00%
Law Enforcement-599 Funds	-	-	87,069	83,964	111,952	77.77%
Forestry Grant	-	-	1,110	-	1,817	61.06%
Police Grant	-	-	998	3,263	30,229	3.30%
Other Categorical Aid-Schools	-	-	29,632	29,632	29,632	100.00%
Total State Revenues	365,346	165	1,343,853	924,211	2,343,292	57.35%
TOTAL GENERAL FUND REVENUES	735,463	748,735	4,298,563	3,836,039	7,900,709	54.41%
UTILITY FUND REVENUES:						
Interest Income	-	-	4,645	-	-	100.00%
Bond Proceeds	-	-	1,100,000	-	-	100.00%
Water Sales	150,980	152,068	721,313	851,530	1,199,083	60.16%
gallons billed	18,012,257	19,185,743	160,821,803	185,132,490		
Water Connections	12,000	-	20,525	29,989	18,435	111.34%
Reconnect Fees	1,375	1,525	12,500	8,710	4,500	277.78%
Penalties	2,460	3,330	18,564	24,131	29,640	62.63%
Bulk Water Purchases	937	-	26,082	1,417	1,000	2608.20%
Sewer Collection Charges	98,972	106,502	451,054	567,633	808,767	55.77%
gallons billed	14,611,433	15,686,053	128,605,770	151,733,503		
Sewer Connections	-	-	5,000	2,000	4,500	111.11%
Cell Tower Rent	4,121	4,059	34,860	36,496	107,898	32.31%
Sale of Materials	-	-	1,900	600	-	100.00%
Transfer from Other Funds	-	-	-	-	55,970	0.00%
Recoveries	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	808,950	0.00%
TOTAL UTILITY FUND REVENUES	270,844	267,484	2,396,444	1,522,507	3,038,743	78.86%

**TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS**

Month	Collections
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
Nov-17	126,641
Dec-17	114,825
Jan-18	128,340
Feb-18	115,988
Mar-18	120,285
Apr-18	139,665
May-18	132,498
Jun-18	151,336
Jul-18	133,965
Aug-18	125,245
Sep-18	133,202
Oct-18	122,081
Nov-18	139,223
Dec-18	119,084
Jan-19	133,631
Feb-19	112,951
Mar-19	117,703

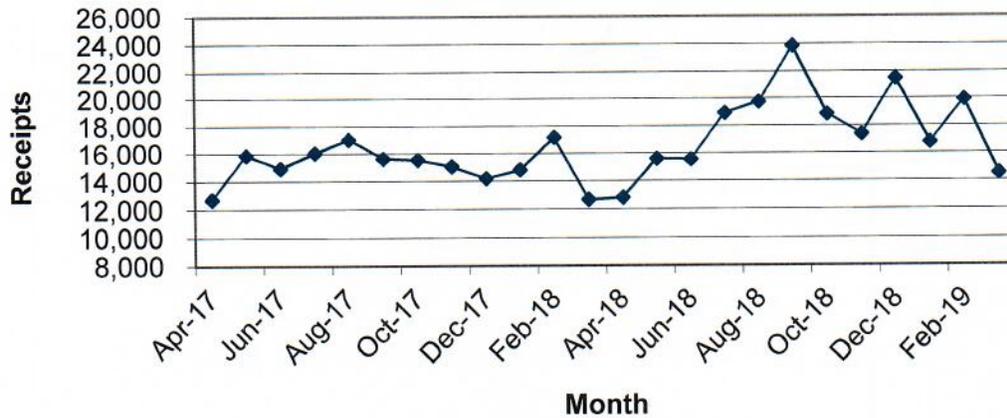
Meals Tax Collections



Town of Rocky Mount
Local Sales Tax

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
Nov-17	15,043
Dec-17	14,180
Jan-18	14,793
Feb-18	17,151
Mar-18	12,675
Apr-18	12,810
May-18	15,592
Jun-18	15,540
Jul-18	18,923
Aug-18	19,743
Sep-18	23,846
Oct-18	18,834
Nov-18	17,366
Dec-18	21,497
Jan-19	16,776
Feb-19	19,909
Mar-19	14,516

Local Sales Tax



TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF MARCH 31, 2019

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
						THIS YEAR
GENERAL FUND:						
Mayor & Council	11,065	4,896	69,145	52,345	77,311	89.44%
Town Manager	31,392	28,151	196,113	185,558	265,489	73.87%
Town Attorney	11,347	1,750	37,604	27,558	37,799	99.48%
Finance Department	45,851	38,510	369,160	273,411	745,613	49.51%
Electorial Board	-	-	-	-	-	0.00%
Police Department	223,537	217,937	1,592,744	1,493,030	2,201,415	72.35%
Volunteer Fire Dept.	13,216	12,363	85,718	115,946	174,737	49.06%
Public Works Admin.	12,812	10,806	110,999	82,842	94,237	117.79%
Street Lights	4,513	8,613	65,832	69,651	178,436	36.89%
Traffic Control & Parking	13,895	3,689	38,370	45,848	106,033	36.19%
Streets	52,165	60,622	713,712	657,444	2,034,684	35.08%
Sidewalks & Curbs	2,041	-	3,919	10,327	51,456	7.62%
Angle Bridge Repairs	1,025	1,634	22,299	38,313	17,029	0.00%
School Board Rd. Drainage	680	-	13,154	-	-	0.00%
Street Cleaning	334	199	4,900	4,961	7,386	66.34%
Refuse Collection	11,215	10,485	90,577	127,794	132,440	68.39%
Snow Removal	9,416	2,596	52,863	55,957	44,239	119.49%
Municipal Building	4,533	3,998	46,262	105,635	46,081	100.39%
Emergency Services Bldg.	5,748	4,271	66,793	62,599	67,725	98.62%
Public Works Building	5,382	1,718	22,127	28,187	29,354	75.38%
Cemetery	-	1,040	7,746	14,713	18,833	41.13%
Playgrounds	20,382	8,782	48,545	47,915	67,080	72.37%
Celeste Park	-	-	-	-	5,245	0.00%
Gilley's Park	-	-	-	48,038	-	0.00%
Impound Lot	-	-	906	81,811	-	100.00%
Mary Elizabeth Park	459	-	54,600	32,432	35,571	0.00%
Veterans Memorial Park erosion	-	-	-	51,473	-	0.00%
Planning & Zoning	11,655	11,476	86,673	81,910	123,667	70.09%
Community Development	17,400	22,154	201,298	183,414	327,065	61.55%
Citizen's Square	1,407	1,487	16,602	9,814	22,091	75.15%
Hospitality Center	729	-	12,001	11,097	27,312	43.94%
Passport Services Expenses	210	225	996	1,679	3,000	33.20%
Economic Development Authority	-	392	1,129	1,732	2,855	39.55%
Remediation of Blighted Structures	-	-	-	1,440	10,000	0.00%
Non-Departmental:						
Wages & Fringes	7,822	8,756	49,502	35,793	44,061	112.35%
Employee Wellness Program	-	-	1,960	420	2,600	75.37%
Employee Drug Testing	90	-	398	422	990	40.23%
Insurance	-	-	64,522	64,458	67,681	95.33%
Contributions to Others	-	-	15,450	15,450	16,500	93.64%
Debt Service-Principal	-	-	290,000	295,000	290,000	100.00%
Debt Service-Interest	-	-	36,441	52,659	50,162	72.65%
Transfer to Performance Operations	-	-	210,525	-	394,982	53.30%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	29,550	0.00%
TOTAL GENERAL FUND EXPENDITURES	520,322	466,550	4,701,585	4,469,075	7,900,709	59.51%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF MARCH 31, 2019

	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
WATER & SEWER FUND:						
Water System Operation	6,910	11,640	168,095	154,487	219,615	76.54%
Meter Reading	2,562	2,529	23,424	21,502	42,515	55.10%
Water Plant	69,632	53,343	433,659	391,148	676,010	64.15%
Wastewater System Operation	19,568	26,880	134,665	101,920	173,765	77.50%
Wastewater Treatment Plant	51,544	43,107	330,734	315,738	512,260	64.56%
Utility Billing & Administration	24,491	21,606	154,338	116,474	188,004	82.09%
Non-Departmental:						
Wages & Fringes	-	-	6,551	4,094	-	0.00%
Insurance	-	-	21,507	21,486	22,560	95.33%
Debt Service-Principal	-	-	302,000	292,500	302,000	100.00%
Debt Service-Interest	-	-	54,472	47,571	76,013	71.66%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustment	-	-	-	-	7,051	0.00%
Depreciation	-	-	-	-	808,950	0.00%
TOTAL WATER & SEWER FUND EXPENSES	174,708	159,106	1,629,445	1,466,920	3,038,743	53.62%
CAPITAL IMPROVEMENTS FUND:						
Transfer to General Fund	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	-	-	-	-	-	0.00%
UTILITY CAPITAL FUND:						
Public Works Utility Capital Items	-	-	-	144,511	-	0.00%
Water System Operation	-	-	-	-	55,970	0.00%
Water Distribution Utility Projects	-	-	-	-	-	0.00%
Utility Billing Software	-	-	-	-	115,000	-
Meter Reading Replacement	93,791	-	582,080	-	990,000	58.80%
WTP Parking Lot Repaving	-	-	-	10,770	-	0.00%
Diamond Ave Water Line Replacement	-	7,142	4,380	47,655	4,380	100.00%
Scuffling Hill Tank Aerator	-	-	-	68,155	-	0.00%
Grassy Hill Upper Pump Redo	-	11,748	11,119	11,748	3,252	0.00%
Eclips Sample Hydrants	-	-	-	8,872	-	0.00%
Streaming Current Monitor	-	-	-	6,764	-	0.00%
WTP Flucculator Motor Replacement	-	-	4,508	-	-	0.00%
WTP Upgrade Controls & Programming	-	-	-	-	-	0.00%
WTP Pressure Valve & Plumbing	-	-	11,920	-	11,920	0.00%
Ground Penetrating Radar (PW)	-	-	33,850	-	35,000	96.71%
WTP Replace Flocculators	-	-	-	-	161,000	0.00%
WTP Replace Mower	-	-	8,973	-	8,500	105.56%
Interconnection to WVWA	-	-	4,895	-	-	0.00%
Wastewater Collection Utility Projects	-	-	-	-	-	0.00%
Sewer Pump Stations SCADA	-	-	-	24,037	-	0.00%
Wastewater Rapid Assessment Tool	-	-	-	25,524	-	0.00%
WWTP Parking Lot Repairs	-	-	-	12,787	-	0.00%
WWTP Replace Building Heaters	-	-	-	1,500	-	0.00%
WW Main Pump Station Climbing Screen	-	-	-	-	60,000	0.00%
WWTP Clarifiers	-	54,011	-	114,011	-	0.00%
Hillcrest Sewer Line Replacement (PW)	-	-	-	-	108,000	0.00%
New Debt Service	-	-	-	-	121,494	0.00%
Contingency	-	-	-	-	60,000	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	93,791	72,900	661,725	476,334	1,734,516	38.15%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF MARCH 31, 2019

	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages - Full Time	23,899	18,331	134,939	105,157	228,793	58.98%
Wages - Part Time	-	4,400	4,350	14,100	-	100.00%
Wages - Overtime	1,048	707	1,048	707	-	0.00%
Wages - Security	4,605	4,770	12,000	14,475	22,000	54.55%
Fringes	10,628	9,017	73,638	57,214	75,214	97.90%
Contractual Services	9,294	955	36,644	21,940	17,015	215.36%
Custodial Services	1,025	2,300	7,888	4,300	5,200	0.00%
Repairs & Maintenance	154	1,184	4,174	2,198	2,500	166.98%
Advertising	-	-	-	2,075	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	-	-	790	766	-	0.00%
Postage & Delivery Services	-	-	-	-	-	0.00%
Utilities	1,904	2,534	16,364	18,086	24,600	66.52%
Communications	1,794	1,086	10,052	9,219	13,140	76.50%
Office Supplies	48	-	841	436	200	0.00%
Janitorial Supplies	309	385	4,861	5,097	6,320	76.91%
Furniture & Fixtures	-	-	4,650	2,927	-	0.00%
Machinery & Equipment	2,439	-	7,372	-	-	0.00%
TOTAL PERFORMANCE VENUE EXPENSES	57,145	45,669	319,610	258,696	394,982	80.92%
			9 months of the 12 month fiscal year			75.00%

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2019

	<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:	29,550	7,051	
SUPPLEMENTAL PAY ADJUSTMENTS			
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	<u>29,550</u>	<u>7,051</u>	
<hr/>			

	Town of Rocky Mount			3/22/2019
	Meter Replacement Project (FY 2019)			
	Bond: \$1,121,500 / 3.58% / 15 years			
	Deposit to Account = \$1,100,000			
	Account 05.5302.7000 Town budget = \$990,000			
		Contract	Reimbursement	Balance on
Vendor		Budget	Requests	Bond Proceeds
CMC Supply		\$ 853,768.50		
	Reimb Request #1		\$ 487,158.93	
	Reimb Request #2		\$ 43,595.84	
	Reimb Request #3		\$ 46,675.04	
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Vendor Balance			\$ 276,338.69
(Concord) Atlantic				
Utility Services		\$ 226,570.00		
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Vendor Balance			\$ 226,570.00
Other		\$ 19,661.50		
	Reimb Request #3		\$ 4,650.00	
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Bond Balance			\$ 15,011.50
		\$ 1,100,000.00	\$ 582,079.81	\$ 517,920.19

TOWN OF ROCKY MOUNT
UTILITY BILLING
WATER CONSUMPTION PERCENTAGES
FOR THE MONTH OF MARCH 2019

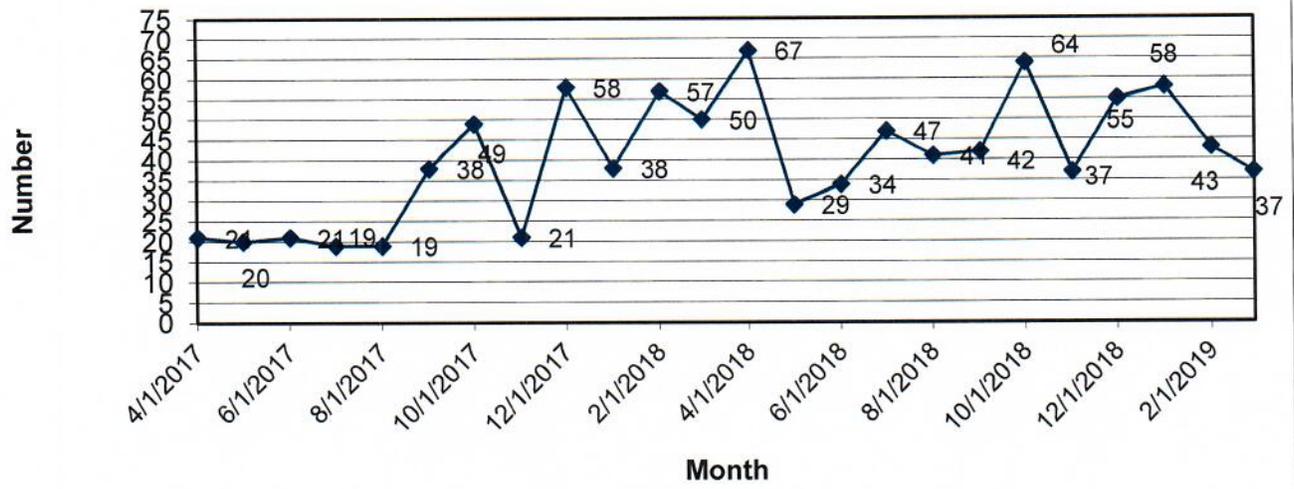
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS						
RESIDENTIAL	1,733	5,673,222	\$ 40,429	60%	31%	34%
COMMERCIAL	380	5,230,600	24,934	13%	29%	21%
INDUSTRIAL	48	3,820,268	\$ 13,241	2%	21%	11%
TOTAL	2,161	14,724,090	\$ 78,604	74%	82%	66%
OUT-OF-TOWN CUSTOMERS						
RESIDENTIAL	656	2,051,205	\$ 28,139	23%	11%	24%
COMMERCIAL	87	1,235,962	\$ 11,944	3%	7%	10%
INDUSTRIAL	1	1,000	\$ 34	0%	0%	0%
TOTAL	744	3,288,167	\$ 40,117	26%	18%	34%
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
RESIDENTIAL	2,389	7,724,427	\$ 68,568	82%	43%	58%
COMMERCIAL	467	6,466,562	\$ 36,877	16%	36%	31%
INDUSTRIAL	49	3,821,268	\$ 13,275	2%	21%	11%
TOTAL	2,905	18,012,257	\$ 118,721	100%	100%	100%

TOWN OF ROCKY MOUNT
 UTILITY BILLING
 PERCENT CONSUMPTION & PERCENT REVENUE
 PER CUSTOMER CLASS
 FISCAL YEAR 2019

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-18	29%	32%	32%	23%	23%	13%	83%	68%	11%	23%	6%	9%	0%	0%	17%	32%
Aug-18	30%	32%	34%	24%	19%	11%	83%	68%	11%	24%	5%	9%	0%	0%	17%	32%
Sep-18	29%	31%	31%	23%	23%	14%	84%	68%	11%	23%	5%	9%	0%	0%	16%	32%
Oct-18	29%	30%	32%	24%	23%	13%	85%	68%	11%	23%	5%	9%	0%	0%	15%	32%
Nov-18	27%	29%	30%	22%	23%	13%	80%	65%	14%	26%	6%	9%	0%	0%	20%	35%
Dec-18	32%	33%	28%	21%	22%	12%	82%	67%	12%	24%	6%	9%	0%	0%	18%	33%
Jan-19	34%	34%	28%	21%	18%	10%	80%	65%	13%	25%	7%	10%	0%	0%	20%	35%
Feb-19	32%	27%	29%	35%	21%	10%	82%	72%	11%	19%	7%	9%	0%	0%	18%	28%
Mar-19	31%	34%	29%	21%	21%	11%	82%	66%	11%	24%	7%	10%	0%	0%	18%	34%
Apr-19																
May-19																
Jun-19																
Average	30%	31%	30%	24%	21%	12%	82%	67%	12%	23%	6%	9%	0%	0%	18%	33%

***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 2019 (year ended 6/30/19).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
February-19
(about 1100 meters replaced with Neptune)

Water Plant Finished Water Pumped		<u>18,940,164</u>
(Feb 7 - Mar 6) (meters read 3/4 - 3/8)		
Water Consumption Billed	18,012,257	
Water Plant Process	852,000	
Flushing Water Lines, Hydrants, Tanks	264,000	
(includes Diamond Ave replacement line flushing)		
Water Obtained from Water Plant (to bill)	-	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	3,300	
Flow Meter Checks at Hydrants	-	
Meters Read and Not Billed	204,103	
Grand Total of Water Metered / Consumed / Tracked		<u>19,335,660</u>
Percent Finished Water Accounted		102.09%

Meters Read and Not Billed		
001-0122-10-01	Mary Bethune Park	25
001-0188-00-01	Impound Lot (old)	65
002-0317-20-01	Public Works Bldg	10
002-0317-30-01	Public Works Bldg-new bldg	20,000
004-1067-00-01	Veteran's Memorial Park	-
005-1300-00-01	Mary Elizabeth Park	-
005-1343-10-01	Harvester Performance Center	7,000
005-1384-00-01	Farmer's Market	900
005-1457-00-01	Municipal Bldg.	928
006-1710-00-01	Welcome Center / Depot	3,150
009-2523-50-01	Emergency Services Bldg.	13,000
009-2538-70-01	Impound Lot (new)	25
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	159,000

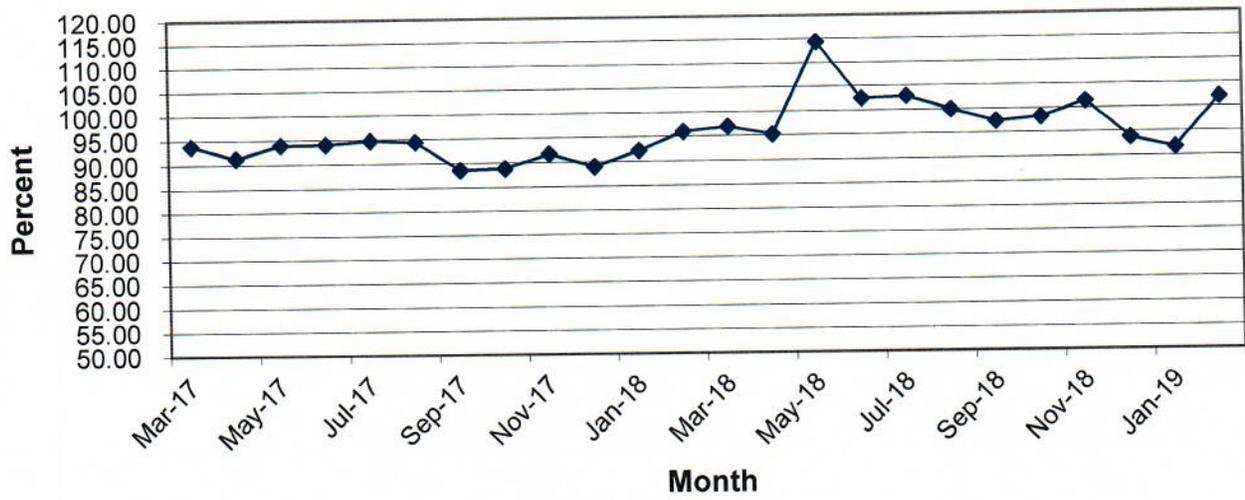
TOTAL Meters Not Billed		<u>204,103</u>
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Water Line Repairs by Public Works during the month:
repaired 3 water mains

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

TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY FISCAL YEAR 2019						
Month	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Jul-18	23,907,493	24,577,188	102.80%	(669,695)		
Aug-18	26,270,290	26,269,192	100.00%	1,098		
Sep-18	20,753,937	20,214,271	97.40%	539,666	100.07%	(42,977.00)
Oct-18	24,921,926	24,484,113	98.24%	437,813		
Nov-18	20,728,175	21,019,470	101.41%	(291,295)		
Dec-18	21,313,718	19,991,785	93.80%	1,321,933	97.82%	489,483.67
Jan-19	23,790,075	21,819,448	91.72%	1,970,627		
Feb-19	18,940,164	19,335,660	102.09%	(395,496)		
Mar-19				-	96.90%	787,565.50
Apr-19				-		
May-19				-		
Jun-19				-	0.00%	-
AVG.	25,803,683	25,387,304	112.49%	416,379	98.26%	411,357
TOTAL	180,625,778	177,711,127		2,914,651		
Monthly Avg. Percent Unaccounted =			-12.49%			
Monthly Avg. Percent Accounted =			112.49%			
8 out of 12 months this fiscal year > 80% accountability						

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2019**

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-18	313.10	25,910,000	41.79%	22,907,493	36.95%	24,577,188	107.29%	2,932	22,661,000	36.55%	19,417,846	85.69%
Aug-18	303.80	24,600,000	39.68%	26,270,290	42.37%	26,269,192	100.00%	2,937	29,915,000	48.25%	16,574,703	55.41%
Sep-18	297.00	22,900,000	38.17%	20,753,937	34.59%	20,214,271	97.40%	2,934	49,230,000	82.05%	19,233,902	39.07%
Oct-18	297.60	24,100,000	38.87%	24,921,926	40.20%	24,484,113	98.24%	2,943	37,696,000	60.80%	25,739,384	68.28%
Nov-18	282.00	21,720,000	36.20%	20,728,175	34.55%	21,019,470	101.41%	2,930	39,720,000	66.20%	17,974,171	45.25%
Dec-18	276.00	21,660,000	34.94%	21,313,718	34.38%	19,991,785	93.80%	2,929	47,790,000	77.08%	15,749,105	32.95%
Jan-19	297.60	22,190,000	35.79%	23,790,075	38.37%	21,819,448	91.72%	2,917	40,114,000	64.70%	14,478,175	36.09%
Feb-19	257.60	19,090,000	34.09%	18,940,164	33.82%	19,335,600	102.09%	2,912	40,824,000	72.90%	16,322,261	39.98%
Mar-19			0.00%		0.00%			2,905	36,456,000	58.80%	14,611,433	40.08%
Apr-19			0.00%		0.00%					0.00%		
May-19			0.00%		0.00%					0.00%		
Jun-19			0.00%		0.00%					0.00%		
AVG.	290.59	22,771,250	37.44%	22,453,222	36.90%	22,213,883	98.99%	2,927	38,267,333	63.04%	17,788,998	49.20%

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

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

MONTHLY STAFF REPORT

DATE:	April 8, 2019
TO:	Rocky Mount Town Council
FROM:	Justin Woodrow
DEPARTMENT:	Fire Department
MONTH:	February 2019

For the period of February 2019, the Rocky Mount Fire Department responded to a total of 39 calls of which 14 were inside the town limits and 25 were outside the town limits.

RMFD apparatus traveled a total of 2,024 miles carrying out duties pertaining to answering calls and support efforts of the department. Use of the apparatus resulted in consumption of 61 gallons of gasoline and 179 gallons of diesel fuel.

Summary of Calls:

Number of Calls	Type of Call	Notes or Special Circumstances
4	Structure Fires	
0	Chimney Fires	
4	Brush Fires	
13	Motor Vehicle Accidents	
2	Fire Alarms	
9	Smoke Reports	
2	Hazardous Road Conditions	
5	Assist EMS	

Training Summary:

Total Members	Total Hours	Training Topic
14	27	Driver pump operations

Respectfully Submitted By,
Chief Justin Woodrow

MONTHLY STAFF REPORT

DATE:	April 8, 2019
TO:	Rocky Mount Town Council
FROM:	Chief Ken E. Criner, Jr.
DEPARTMENT:	Police Department
MONTH:	March 2019

The "Cops & Bobbers Fishing Rodeo" held on March 30th, 2019 was a huge success.



Please see attached Monthly Report.

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: March 2019

January

February

March

	January	February	March
UNIFORM TRAFFIC SUMMONS ISSUED	131	174	166
TRAFFIC STOPS	255	427	345
SPEEDING TICKETS ISSUED	9	27	36
DUI	4	1	2
COLLISIONS INVESTIGATED (TREDS)	25	9	15
MOTORIST AIDES	61	64	54
CRIMINAL ARRESTS "MISDEMEANOR"	46	36	59
CRIMINAL ARRESTS "FELONY"	18	10	18
INCIDENTS ADDRESSED	2798	3078	2515
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	88	102	105
GRAND LARCENY WARRANTS	0	4	12
BREAKING & ENTERING REPORTS	0	1	1
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	19	23	23
FOLLOW-UP'S	45	53	83
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1751	1898	1256
SCHOOL CHECKS	295	222	260
ALARM RESPONSES	25	47	53
OPEN DOORS, WINDOWS, ETC. UNSECURED	1	10	1
COURT HOURS	15.75	14.5	27.75
TRAINING HOURS:	357	351	528.75
SPECIAL ASSIGNMENT HOURS:	39.5	45.5	64.25
HARVESTER HOURS WORKED:	17	62	126
ECO/TDO	7	9	11
ECO/TDO HOURS:	47.75	33.5	74.75

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, 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, Doom's Day Tactical, Eagle Cinema, Edward Johnson Investment, El Rio, El Rodeo, Empire Foods, Enterprise Rent-A-Car, Essig Center, Family Dollar, 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, 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, Jackson Hewitt, Jammin Apparel, Kay's Corner, Kentucky Fried Chicken, Kim's Nails, Kroger, Kupkakey, 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, 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:

- March 7th, 2019 - Open Door "350 Franklin Street"
- March 22nd, 2019 - Traffic Control "FCHS Tractor Parade"
- March 30th, 2019 - "Cops and Bobbers" Fishing Event

**COMMUNITY RESOURCE OFFICER:
MEETINGS/EVENTS**

- March 13th, 2019 - Franklin County Connects
- March 14th, 2019 - Opioid Task Force Meeting
- March 15th, 2019 - FRESH Coalition Meeting
- March 20th, 2019 - Met with Woodmen Life Representative
- March 22nd, 2019 - Assisted with FCHS Tractor Parade
- March 27th, 2019 - Did segment on Rise & Shine Cable 12
- March 28th, 2019 - Assisted securing pond by installing electronic surveillance equipment and NO TRESPASSING signs for fishing rodeo
- March 30th, 2019 - "Cops & Bobbers" Fishing Rodeo

**BFMS SCHOOL RESOURCE OFFICER
REFERRAL'S 2018/2019:**

- DIVERSIONS: = 0

**SCHOOL RESOURCE OFFICER REFERRAL'S
2018/2019:**

- DIVERSIONS: = Disorderly Conduct (x 2)

**FCHS SCHOOL RESOURCE OFFICER
REFERRAL'S:**

- Possession tobacco - vape
Warnings: 3 Diversions: 0 Petition/Warrant: 6
- Simple Assault
Warnings: 0 Diversions: 0 Petition/Warrant: 2
- Contribute to the Delinquency of a Minor

Warnings: 0 Diversions: 0 Petition/Warrant: 3

- Disorderly Conduct

Warnings: 0 Diversions: 0 Petition/Warrant: 1

- Possession of Drug Paraphernalia

Warnings: 1 Diversions: 0 Petition/Warrant: 0

- Trespassing

Warnings: 1 Diversions: 0 Petition/Warrant: 0

- Disturbances: 11

- Fights: 3

- Social Media Threats: 1

- Assisted Officers w/ Investigations: 4

- Court

- Fire/Lock Down Drills

- 911 Hang-Ups and Alarms -5

- Several Meetings

SPEEDING TICKETS ISSUED

School Board Road (x 10)

Grassy Hill Road (x 8)

Tanyard Road (x 6)

State Street (x 2)

Franklin Street (x 2)

Old Franklin Turnpike (x 2)

Booker T. Washington Highway (x 2)

East Court Street

North Main Street

South Main Street

Virgil H. Goode Highway

CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth	Diamond Avenue
Possession of Meth	Pell Avenue
Possession of Meth	Franklin Street
Possession of Cocaine	Old Franklin Turnpike
Possession of Marijuana	Penny Lane (x 3)
Possession of Marijuana	Franklin Street (x 2)
Possession of Marijuana	State Street
Possession of Marijuana	Old Franklin Turnpike
Possession of Drug Paraphernalia	Tanyard Road (x 2)
Possession of Drug Paraphernalia	Old Franklin Turnpike (x 2)
Possession of Drug Paraphernalia	Pell Avenue
Driving Under the Influence	Grassy Hill Road
Driving Under the Influence	Wray's Chapel Road
Drunk In Public	North Main Street
Drunk In Public	Windy Lane
Drunk In Public	Old Franklin Turnpike
Possession of Alcohol Underage	Penny Lane
Grand Larceny of Motor Vehicle	North Main Street
Obtain Money by False Pretense	Old Franklin Turnpike (x 4)
Felony Shoplifting	Old Franklin Turnpike (x 7)
Credit Card Fraud	Old Franklin Turnpike (x 3)
Larceny	Tanyard Road

Shoplifting	Old Franklin Turnpike (x 8)
Shoplifting	Tanyard Road
Reckless Discharge of a Firearm	Riverview Street
Domestic Assault	East Court Street
Simple Assault	Windy Lane (x 4)
Simple Assault	Diamond Avenue (x 3)
Trespassing	Old Franklin Turnpike (x 2)
Trespassing	East Court Street
Trespassing	Diamond Avenue
Obstruction of Justice	Tanyard Road
Attempt to Elude Police	Tanyard Road
Contribute to the Delinquency of a Minor	Tanyard Road (x 3)
Violation of Protective Order	Anderson Street
Reckless Driving	Tanyard Road
Possession of Tobacco Underage	Tanyard Road (x 5)
Warrant Service (Capias)	Old Franklin Turnpike
Warrant Service (Capias)	Anderson Street
Warrant Service (Detention Order/Capias)	East Street
Warrant Service (Felony)	Goodview Street
Warrant Service (Misdemeanor)	Herbert Street
Emergency Custody Order	Floyd Avenue (x 4)
Emergency Custody Order	East Court Street
Emergency Custody Order	Tanyard Road
Emergency Custody Order	Franklin Street
Temporary Detention Order	Floyd Avenue (x 3)
Temporary Detention Order	Green Meadow Lane

MONTHLY STAFF REPORT

DATE:	April 8, 2019
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	March 2019

1. Read meters (4 days)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
3. Meter cutoffs: 38
4. Clean-up 5 days
5. Swept streets
6. Cut trees along roads, sidewalks and parks
7. Repaired or unplugged two sewer mains or laterals
8. Repaired one water main
9. Repaired and/or replaced traffic and street signs
10. Had one morning of some ice
11. Walking sewer lines and checking for needed maintenance on our lines
12. Water meter project proceeding along well
13. Working with Police Chief and FEMA to help recover some of the money spent on storm damages to the town.
14. Started work in Mary Elizabeth Park to finish the playing courts.

MONTHLY STAFF REPORT

DATE:	April 8, 2019
TO:	Rocky Mount Town Council
FROM:	Tim Burton
DEPARTMENT:	Waste Water Treatment Plant
MONTH:	March 2019

Average Daily Flow	1.176 MGD
TSS Reduction	94.7 %
BOD Reduction	94.0 %
Leachate (F.C. Landfill)	747,350 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	55.77 Tons
Rain Total 1.67 inches	Snow Total 0.0 inch

The Wastewater Plant had 2 after hour's alarms during the month of March.

The staff worked on regular maintenance and 6 month maintenance when the weather would allow.

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

DATE:	April 8, 2019
TO:	Rocky Mount Town Council
FROM:	Jeff Gauldin – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	March 2019

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 9.3 hours a day which yielded approximately 720,000 gallons of water per day. Rainfall for this month was 3.0 inches as measured at the water treatment plant. The Blackwater River flow continues to be adequate for normal operation.

Total Raw Water Pumped:	20.98 million gallons
Total Drinking Water Produced:	22.24 million gallons
Average Daily Production:	720,000gallons per day
Ave Percent of Production Capacity:	36.0%
Flushing of Hydrants/Tanks/FD Use:	139,500 gals. + F.D. 12,000 gals = 151,500 gals.
Plant Process Water:	942,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	2000 gallons
Bulk Water used at PW Shop	7,500 gallons

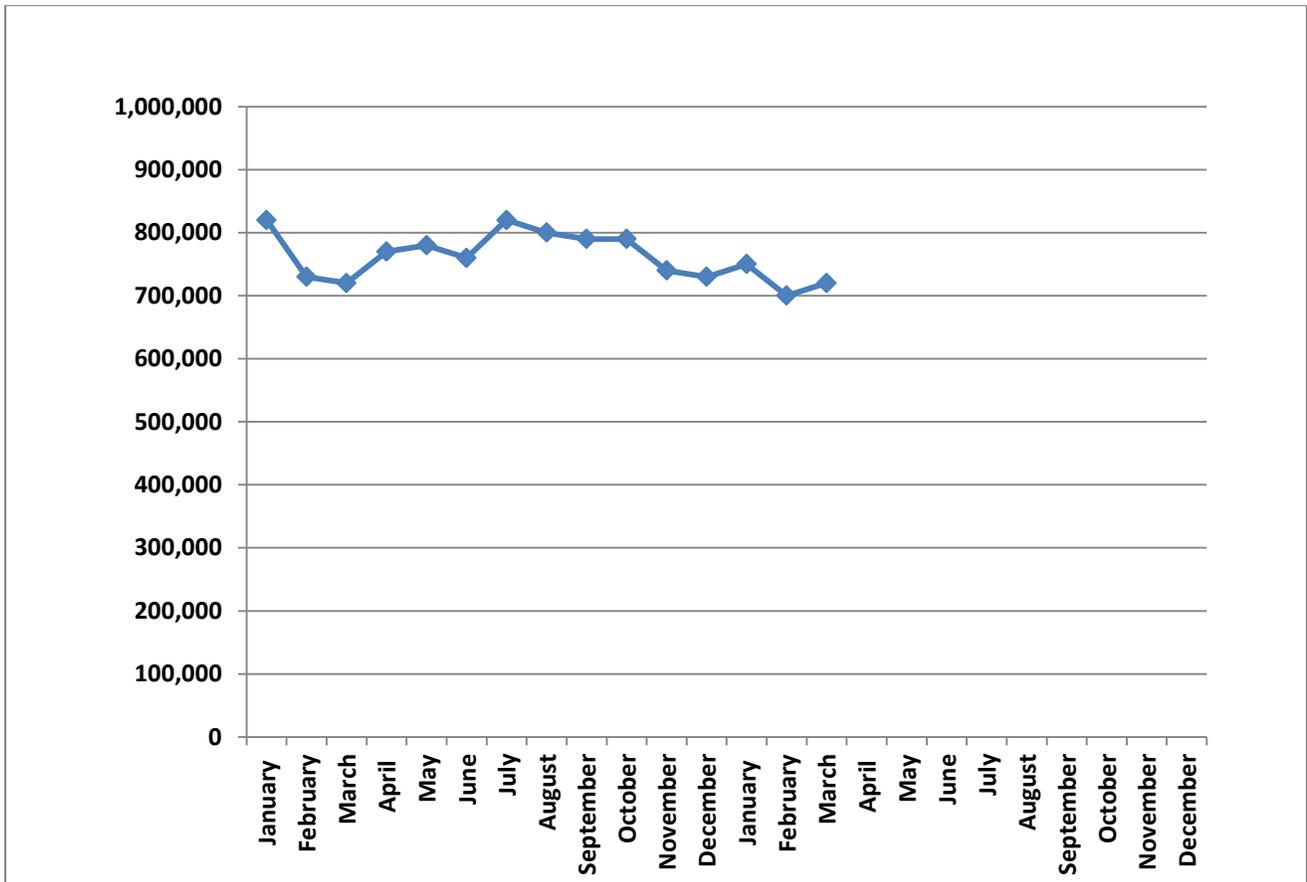
Testing:

- Our monthly (6 total) routine bacteriological samples were free of bacteria. The Town continues to comply with all drinking water standards, by EPA requirements.
- Our THM and HAA-5 results are down in both Doe Run and Beverly Hills. Our next round of test for HAA-5 and THM will be taken the second week of May of 2019.
- This month we have flushed **139,500 gallons of water (included in Flushing number)** through these areas. As mentioned earlier we see better numbers on our test results so far in these areas. We are continuing in this process for now.

Activities / Maintenance / Improvements

- The staff continued with our weekly checks of the chemical feeders, pump stations, equipment at tank sites, and monthly checklist around the plant, the river, and dam.
- We have repaired the tractor and had the mowers serviced and have returned to performing grounds maintenance.
- Western Virginia Water Authority has obtained the two easements needed to run the water line to the plant to connect with the Town of Rocky Mount Water System.
- We are currently working with Thompson and Litton to allow connection between the high- and low-pressure system and potentially restoring service to the lower Grassy Hill tank online.

Water Plant Production in Gallons Per Day (January 2018 to December 2019)



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James, Town Manager Rebecca H. Dillon, Town Clerk
BRIEF SUMMARY OF REQUEST:	The Heritage Classic 5K will be held on Saturday, May 4, 2019 with the course set the same as in previous years. The event will begin at 8:00 a.m. and will conclude around an hour later at Christian Heritage Academy. Mr. Eric Miller with Christian Heritage Academy 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)
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CHRISTIAN HERITAGE ACADEMY

625 Glennwood Drive, Rocky Mount, VA 24151 | P: 540-483-5855 F: 540-483-9355 | www.chaknights.org
March 11th, 2019

Members of the Rocky Mount Town Council
345 Donald Ave
Rocky Mount, VA 24151

Dear Council Members:

I would like to ask the members of the Council for their permission to have our annual Heritage Classic 5K road race on Glenwood Drive and Scuffling Hill Road at 8:00am on the first Saturday in May, which this year is May 4th.

A phone call from the police department after our event last year, in which no deputy support showed up for the race, revealed that there was some confusion in their office as to the date. I have identified some confusing language in my request letter that referenced both the first Saturday in May AND Memorial Day. My apologies. Our race is now permanently on the first Saturday in May.

The race begins at 8:00 a.m., and everyone is off of Scuffling Hill in less than an hour. The course begins on the campus of Christian Heritage Academy, and goes up the hill of Glenwood Drive. The runners and walkers turn left onto Scuffling Hill Road and go down the left side of that road until they reach Rakes Road. At that point they turn around and return to the campus of the school, again staying on the left side of the road. I would like to clarify that the runners stay on the left side of the road, as they see it, in both directions, as per standard pedestrian rules of the road. We always have people posted on the race course to slow the traffic down for the safety of the runners, both at the Rakes Rd turnaround, and where they leave and re-enter Glennwood Dr.

I would love to have the deputy present by 7:45am.

This race is held each May as a benefit to Christian Heritage Academy. I thank the Council for their help in the past for making this such a successful event in the life of our school.

Thank you for your consideration of this matter.

Sincerely,

Eric Miller

"Training Students for a Life of Service to God and their Fellowman"

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Rebecca H. Dillon, Town Clerk
BRIEF SUMMARY OF REQUEST:	The Southwest Virginia Antique Farm Days would like to hold a kick-off parade in town on Sunday, June 9, 2019. The parade will start at 3:00 p.m., beginning at Lowe's and proceed with the same route as in previous years. Mr. Jonathan Custer, who is the Tractor Parade Coordinator, 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

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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RECEIVED
3/27/19

RD
dropped off
@ M. Bldg.
from Alex.

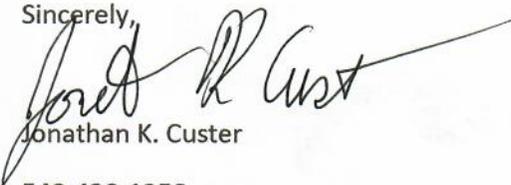
March 26, 2019

Town of Rocky Mount

To Whom It May Concern:

The Southwest Virginia Antique Farm Days would like to request Sunday, the 9th of June for the annual kick-off parade around town. The parade route will begin at 3:00 pm from Lowe's and proceed as follows: Leaving the Lowe's parking lot and turning left onto Old Franklin Turnpike and on through where it changes to Tanyard Road. Then we will proceed to take a right onto Pell Ave. until we take a right onto business 220 North at Angle Bridge and then left onto Franklin Street. The parade will continue on Franklin Street (Route 40) and take a right onto Hatcher Street. The group will then be stopping at Rocky Mount Rehabilitation & Healthcare Center, at approximately 3:30 pm. At close to 4:30 pm the group will leave Rocky Mount Rehabilitation & Healthcare Center taking a right onto Hatcher Street and then a left onto Franklin Street (Route 40). At the intersection to Floyd Ave., we will take a right and then a left onto 220 business and proceed to Tanyard Road where we will remain until we retrace our route on Old Franklin Turnpike ending at Lowe's parking lot at approximately 5:00 pm. I have spoken to Police Chief Criner about the date, time and route. He is good with everything. Thank you for your time and consideration in this manner. It is greatly appreciated.

Sincerely,



Jonathan K. Custer

540-420-1250

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Rebecca H. Dillon, Town Clerk
BRIEF SUMMARY OF REQUEST:	The Franklin County Department of Public Safety requests permission to host an Emergency Service Parade in town on Saturday, May 11, 2019. The parade will start at 10:00 a.m. at the Lowe's parking lot and end at the Franklin County High School, West Parking Lot. Public Safety Director, William B. Ferguson is the parade coordinator. The Rocky Mount Police Department have reviewed and approved the event.
ACTION NEEDED:	Approve or deny

Attachment(s): Yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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DEPARTMENT OF PUBLIC SAFETY

1488 FRANKLIN STREET • ROCKY MOUNT, VA 24151

BUSINESS: (540) 483-3091 • FAX: (540) 483-3086 • EMERGENCY: 9-1-1

Billy Ferguson
Director

Belinda Hodges
Chief of Operations

Jay Mason
Chief Support Services

April 2, 2019

Members of the Rocky Mount Town Council
345 Donald Avenue
Rocky Mount, VA 24151

Dear Council Members:

Franklin County Department of Public Safety respectfully requests permission to host an Emergency Service Parade on May 11, 2019.

The parade would begin at 10:00 a.m. at the Lowe's parking lot and end at the Franklin County High School, West Parking Lot. Staging would begin at 9:00 a.m. at Lowe's. There will be approximately 15-20 Fire and Rescue vehicles in attendance. Once the apparatus arrive at the Franklin County High School West Lot, each agency will park, display information, and be available to speak to the public about becoming a volunteer. Franklin County Public Safety plans to provide free hot dogs and drinks as well as fire hats, junior EMT badges and tattoos for the children.

Permission has already been obtained from Lowe's store manager, Brian Davis and Franklin County Transportation Department, Gregg Cuddy.

Thank you for your time consideration in this matter.

Sincerely,

William B Ferguson, Director

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Submitted for your consideration is the proposed Fiscal Year 2020 budget.</p> <p>I recall many years ago in local government that the year 2020 was used to reference some far in the future time period that was to be planned for and used as a benchmark. 2020 finds Rocky Mount well. We have record unemployment, the highest level of business activity we have ever had and a generally stable and thriving economy in a safe and clean community. Today the Town has a total debt of \$5.4 million and cash on-hand of \$8.3 million. This budget attempts to perpetuate this with prudent investments and modest flat tax rates.</p> <p>The budget is balanced with no changes in taxes. There are ample contingency dollars in each fund. The general fund is budgeted at \$6.8 million with a \$50,000 contingency. The Utility fund is budgeted at \$3.4 million with a \$10,000 contingency and a surplus of \$155,000. The Utility Capital Fund is budgeted at \$858,686 with a \$60,000 contingency. The Harvester Performance Center is budgeted at \$440,000 with a \$53,000 contingency. Contingencies and surpluses in the budget total \$328,000.</p> <p>Significant fiscal highlights:</p> <ul style="list-style-type: none"> • For the first time in the known history of the Town, the utility operation is self-sufficient. There is NO proposed transfer of tax dollars to support the utility operation, yet we still have the lowest utility rates in the region and some of the lowest in the state and nation. How are we doing this? We have succeeded in three ways: We have made modest rate adjustments over the past decade to keep our rates in line with inflation. We have invested in technology to not only help us reduce costs, but to help us accurately bill and account for the water we make and the sewage we treat. Finally, our departments have been and remain aggressive at spending wisely. Additionally, depreciation in your utility operations is budgeted at \$814,000 and <u>your capital investments in the system exceed this figure</u>, so not only is the Town finally balanced in terms of the operations of the utilities; it is investing in capital at a rate commensurate with depreciation. This is a milestone worth taking note of as it has taken decades

to reach this point.

- The tax payer support of the Harvester Performance Center is reduced by 10%. As the Harvester begins to become fully established as the definitive music venue in a multi-state region, it has the fiscal capacity to begin bearing the cost of some of its non-show operations. Town support of this successful economic engine is reduced from \$394,000 to \$355,000. As the venue continues its growth and success the Town's financial involvement in its operations will also be reduced. Just as in the case of the utility operations, this is a milestone of success. Of the \$355,000, only \$302,000 is needed due to the contingency in the operation.
- The General Fund is actually the most difficult at this point as we are coming up on a re-assessment, meaning that general revenues are lagging behind changes in the market. With the tax rate flat, it is likely that the re-assessment will bring some relief to the general fund. As it is, the account is balanced with capital investments of \$328,000 (excluding a new traffic signal for \$450,000).
- We are continuing our investments in capital for our utility operations, including a generator for the Water Plant and investments in equipment for Public Works and for the repair and replacement of pipes in the ground.
- We have very limited paving in the budget as we are instead trying to address some of our deteriorating traffic signals. This year has \$450,000 proposed for a new signal at the Rocky Mount Plaza intersection.
- There are no new positions in the budget, but one part time position is proposed to be reclassified as full time and a Water Treatment Operator and Waste Water Treatment Operator position are reclassified to a Lead Operator position. The later changes are to begin transition planning for these complex departments by designating an existing employee to develop the knowledge skills and abilities to be able to one day replace the Superintendent. There are no increases in the cost of medical coverage for your staff and the budget includes a 1% cost of living adjustment to the pay plan and the opportunity for qualifying employees to earn a 2.5% merit increase. The proposed cost of living increase is below the recorded inflation rate and below the cost of living increase that recipients of social security will receive. We are also in the midst of a pay and classification plan review, and will bring those results to Council when complete.

The Finance Director and I feel this is the most fiscally balanced and well-rounded budget we have developed together; however, there are unmet needs. Staff still feels that a more forceful press in the economic development area, especially through cultural programs, would accelerate the Town's economy even faster. Based on research and

	<p>experience, an aggressive program of cultural events and programs would actually do more to attract business and industry than flat out economic incentives. Additionally, when reviewing the budget in total, you will see millions of dollars of unmet capital needs across all operations. Equipment ages, buildings age and regulations from our State and Federal partners simply increase. The Town is also rapidly approaching the time at which we will be forced to add a new utility crew to keep up with basic water and sewer line maintenance. Though we have a utility surplus that could be used for such a change now, your Finance Director and I recommend waiting until mid-year to review the fund prior to saddling it with additional costs.</p> <p>Finally, regardless of your political perspective, we are dealing with climate change. We have not had ten dry days in a row since the middle of last year. Projects are delayed, the waste water treatment operation gets out of balance and the water treatment plant has to deal with chemicals and contaminants introduced through run-off. The real cost of climate change is impossible to state without a comprehensive forensic look into our spending and responses to the recent storms. We estimate that we are likely spending half a million dollars a year in total, addressing washed out culverts, swelling and eroding stream beds, eroding sewer lines, high volumes of inflow water at the waste water treatment plant and fighting unfriendly chemical and organic material increases in the Blackwater River. It is likely this will get worse and it will become more and more of a funding priority.</p> <p>We will be meeting and reviewing this document this week and staff welcomes your input and guidance as to how our limited resources can be put to the best possible use.</p> <p>I thank your Finance Director, Ms. Linda Woody, for expert work on this document. Her projections are accurate but conservative enabling the Town to count on revenues that rarely fail to meet expectations. Estimating \$11 million in revenues and expenses to the penny is a stressful and time consuming process. Though I have the pleasure of telling you the broad directions we are moving in and the bold strokes that make up the gist of our FY2020 spending plan, she is the master of the details. This budget would not exist without her skills and abilities. A budget is also often characterized as the equal distribution of disappointment and to that end I thank your Department Heads for working to contain spending and identify needs in a way that can be prioritized and addressed.</p>
ACTION NEEDED:	No action needed

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN OF ROCKY MOUNT, VIRGINIA

FY 2020 PROPOSED BUDGET

TOWN COUNCIL

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

STAFF

C. James Ervin, Town Manager
Matthew C. Hankins, Assistant Town Manager
Linda P. Woody, Finance Director
Rebecca H. Dillon, Town Clerk

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

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

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

Most shopping center spaces have been filled, but staff will be working with those owners on impending vacancies next year in Marketplace, Rocky Mount Plaza and Eagle Plaza. Staff is continuing to follow your Comprehensive Plan's direction to focus on North Main Street's growth and development, as well as on transportation solutions which can benefit both employees and employers.

Housing demand continues to rise, and new housing starts in town and in the county will rise as will base prices for that housing. Entry-level housing for low-to-moderate income individuals and families is becoming scarcer and more costly, so the Town may seek DHCD planning funds to help evaluate that need and opportunities to increase both access and availability to quality, affordable housing for LMI.

When combining the utility operating budget and the utility capital budget, the utility operations are coming closer to meeting their annual operation costs due to your diligence in working to correct utility rates last year. That diligence must continue to prevent the gap between expenses and revenues from growing.

Your departments continue to operate leanly. As always, the service your Town provides its residents is through two primary components: personnel and their tools, whether hammers, tractors, bulletproof vests, pencils, computers, or vehicles.

On the personnel side, the Town continues to work to provide the right level of benefits and compensation to its hardworking employees. **Health insurance costs will remain level this year**, largely due to your employees' better loss ratios at their health care providers the past two years. The budget we present to you today includes a 3.5% increase in pay: a 1.0% cost of living adjustment and a 2.5% one-step

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

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

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

Changes in the General Fund revenue for FY 2020 include:

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

Changes in the General Fund expenditures for FY 2020 include:

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

Changes in the Utility Operating fund for FY 2020:

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

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

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

The Harvester Performance Center Fund shows expenses related to the upkeep and maintenance of the Town's facilities and for the payroll and fringe benefits of Harvester personnel. There is a 10% reduction in the Town's contribution to the Harvester. The Harvester is also to begin paying the Economic Development Authority monthly rent who will then pay the Town for the full twelve months.

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

- Police K-9 dog replacement
- Police vehicles and vehicle equipment
- Fire vehicles and fire equipment
- Equipment and vehicles for the Public Works Department
- Sidewalk maintenance
- Improvements and additions to Town facilities and parks
- Upgrades to existing water and sewer lines
- Upgrades and rebuilds to water distribution and storage infrastructure
- Replacements and upgrades to equipment at the Water Treatment Plant
- Replacement of sewer collection infrastructure
- Replacements and upgrades to equipment at the Wastewater Treatment Plant

The calendar to adopt the Fiscal Year 2020 budget and the Capital Improvement Plan for fiscal years 2020 through 2024 is:

- | | | |
|-------|---------|---|
| Mon | 4/08/19 | Presentation of proposed Budget and 5 year CIP to Town Council at 7:00 p.m. at the regularly scheduled Council Meeting at the Municipal Building |
| Tues | 4/09/19 | Budget Work Session #1 at 5:00 p.m. in the Municipal Building |
| Thurs | 4/11/19 | Budget Work Session #2 at 5:00 p.m. in the Municipal Building |
| Mon | 4/15/19 | Joint Work Session with the Planning Commission, if needed, at 6:00 p.m. in the Municipal Building; or Budget Work Session #3, if needed at 6:00 p.m. in the Municipal Building |
| Mon | 5/6/19 | Public Hearing on the Proposed FY 2020 Budget and CIP at 7:00 at The Municipal Building (Special Council Meeting) |
| Mon | 5/13/19 | Adoption of FY 2020 Budget and FY 2020 - 2024 CIP and Appropriation Resolution at the regularly scheduled Council Meeting at 7:00 p.m. at the Municipal Building |

This proposed Fiscal Year 2020 budget presents a faithful pledge to continue the diligent care in the services provided our citizens.

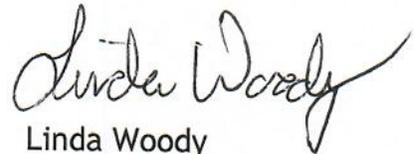
The budget would be impossible without the guidance from the department heads during the preparation process. They continue to provide the highest quality service at the lowest cost to taxpayers. They inspire their employees to continue to provide dedicated service to the Town's citizens and customers. Hard decisions were made to balance the desired level of service with the ability to fund them.

This budget would also have been impossible without the guidance and assistance of Town Council. You provided a unified course of direction for the Town of Rocky Mount and a consistent vision for the development of this budget.

Sincerely,

A handwritten signature in blue ink that reads "C. James Ervin". The signature is fluid and cursive, with a large initial "C" and a long, sweeping underline.

C. James Ervin
Town Manager

A handwritten signature in black ink that reads "Linda Woody". The signature is cursive and elegant, with a large initial "L" and a long, sweeping underline.

Linda Woody
Finance Director

GENERAL FUND

OVERVIEW: GENERAL FUND

Most services that Town citizens expect are tracked in the General Fund. These services include administration, public safety, public works, buildings and grounds, community development, and non-departmental costs such as debt service and interfund transfers.

Revenues to fund these services include real estate and personal property taxes, as well as other local taxes such as meals tax, lodging tax, cigarette tax, and business license taxes. Other revenues include permit fees, fines, proceeds from investments like interest income, charges for services like garbage collection, and assistance from the state and federal governments.

General government administration in the general fund includes the expenditure accounts for the Mayor and Council, Town Manager, Town Attorney, Finance, and the Electoral Board.

Public safety includes the accounts for the Police Department and the Volunteer Fire Department.

The Public Works Department provides services that include street lighting, traffic control, street maintenance, sidewalks, curbs, gutters, street cleaning, refuse collection, and snow removal. The vast majority of these expenses are reimbursed by the State's street maintenance program. Public Works also oversees buildings and grounds, cemetery maintenance, and parks maintenance.

The Community Development department provides the services of planning and zoning and economic development. This department also oversees Citizen's Square and the Community and Hospitality Center, as well as passport services, the remediation of blighted structures, and the Economic Development Authority.

The non-departmental account in the General Fund includes the payment of 75% of liability and property insurance premiums, inter-fund transfers, debt service related to general fund functions, and contributions to outside agencies.

GENERAL FUND REVENUES		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
1100	General Property Taxes							
0101	Real Property Taxes - Current	563,486	577,290	591,310	591,276	603,101	11,791	
0102	Real Property Taxes - Delinquent	9,814	12,535	14,000	7,679	8,900	(5,100)	
0201	Public Service Real Property Taxes	28,333	27,733	28,162	27,035	27,500	(662)	
0301	Personal Property Taxes - Current	251,112	234,213	251,012	223,493	227,963	(23,049)	
0302	Personal Property Taxes - Delinquent	19,369	20,601	8,000	11,528	12,000	4,000	
0401	Machinery & Tool Taxes	127,927	139,352	139,717	148,979	150,469	10,752	
0601	Penalties on Taxes	6,599	7,218	5,000	7,627	6,300	1,300	
0602	Interest on Taxes	3,996	3,540	2,800	3,839	3,200	400	
	Total General Property Taxes	1,010,635	1,022,482	1,040,001	1,021,455	1,039,433	(568)	-0.1%
1200	Other Local Taxes							
0101	Local Sales and Use Tax	180,099	187,370	189,013	212,129	216,371	27,358	
0102	Meals Tax	1,476,870	1,521,929	1,719,037	1,580,665	1,623,266	(95,771)	
0201	Consumer Utility Tax	322,765	330,020	329,910	329,005	330,100	190	
0208	Communications Tax	184,942	179,439	179,245	177,559	179,245	0	
0601	Bank Franchise Tax	228,304	295,140	228,700	319,326	322,000	93,300	
0603	Delinquent Meals Tax - Penalty	2,215	3,284	2,000	2,397	2,000	0	
0604	Delinquent Meals Tax - Interest	3,998	1,071	700	324	300	(400)	
0605	Delinquent Lodging Tax - Penalty	0	47	0	0	0	0	
0606	Delinquent Lodging Tax - Interest	0	0	0	0	0	0	
0701	Transient Occupancy Tax (5% tourism)	122,820	135,793	124,514	140,399	143,207	18,693	
0701	Transient Occupancy Tax (2.5% branding)	61,410	67,897	62,257	63,200	64,464	2,207	
0702	Cigarette Tax	108,493	89,771	73,288	80,850	81,000	7,712	
	Total Other Local Taxes	2,691,917	2,811,760	2,908,664	2,905,853	2,961,953	53,289	1.8%
1250	Business & Occupational Licenses							
0302	BPOL-Retail	319,526	321,069	320,000	327,490	334,040	14,040	
0303	BPOL-Professional	155,241	174,317	154,897	175,000	180,000	25,103	
0304	BPOL-Contracting	21,058	15,712	21,696	16,000	19,000	(2,696)	
0305	BPOL-Repairs/Personal Services	121,898	126,787	120,679	127,421	128,695	8,016	
0306	BPOL-Alcoholic Beverages	800	875	700	800	800	100	
0307	BPOL-Penalties & Interest	2,174	4,515	3,000	3,500	3,000	0	
0308	BPOL-Amusement Tax	209	207	208	208	208	0	
0309	BPOL-Utilities	18,093	11,209	17,551	11,350	11,475	(6,076)	
0310	BPOL-Miscellaneous	5,220	4,217	5,500	5,300	5,300	(200)	
	Total Business & Occupational Licenses	644,218	658,908	644,231	667,069	682,518	38,287	5.9%
1300	Permits, Licenses & Fees							
0327	Solicitors Permits	60	0	0	0	0	0	
0501	Farmers Market Fees	4,294	2,920	3,180	4,730	4,500	1,320	
0502	Welcome Center Fees	5,466	6,350	4,800	6,300	6,400	1,600	
0506	Farmers Market EBT's Deposits	1,778	754	460	20	0	(460)	
1000	Planning & Zoning Fees	8,560	11,752	9,100	10,175	10,300	1,200	
	Total Permits, Licenses & Fees	20,157	21,776	17,540	21,225	21,200	3,660	20.9%

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

GENERAL FUND REVENUES		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)	%
		Actual	Actual	Budget	Estimated	Proposed	Budget	change
2200	Non-Categorical Aid							
0103	Rolling Stock Tax	3,357	3,340	3,340	3,346	3,340	0	
0104	Litter Grant	2,543	2,480	2,480	2,760	2,750	270	
0107	Rental Tax	537	2,134	710	29,293	21,000	20,290	
0108	Other Non-Categorical Aid	0	0	0	0	0	0	
0110	Fire Program Funds	16,273	16,044	16,044	16,611	16,611	567	
0315	PPTRA from the State	53,861	53,861	53,861	53,861	53,861	0	
	Total Non-Categorical Aid	76,571	77,859	76,435	105,871	97,562	21,127	27.6%
2400	Categorical Aid							
0101	CDBG Grant	0	0	25,000	0	0	(25,000)	
0106	VDOT Grant	7,409	0	600,000	8,015	0	(600,000)	
0106	VDOT Grant (VDOT revenue shareing share)	0	0	0	300,000	0	0	
0108	Local Law Enforcement Block Grant (not 599)	0	3,181	0	0	0	0	
0109	DMV Mini-Grants	8,779	12,505	0	8,920	0	0	
0406	State Street Maintenance	1,386,866	1,410,026	1,438,227	1,452,122	1,473,904	35,677	
0407	VML Safety Grant	0	4,000	0	4,000	0	0	
0408	Volunteer Fire Dept.	30,000	30,000	30,000	30,000	30,000	0	
0410	Law Enforcement Aid - 599 Funds	111,952	111,952	111,952	116,092	116,092	4,140	
0411	Police Grant - Categorical Aid	0	3,263	0	998	0	0	
0417	Virginia Commission of the Arts Grant	1,490	0	0	0	0	0	
0420	County Categorical Aid	10,000	0	0	0	0	0	
0421	Dept Conservation & Recreation	0	0	0	0	0	0	
0422	Other Categorical Aid - Schools	29,632	29,632	29,632	29,632	29,632	0	
0423	USDA Grant	0	25,000	0	0	0	0	
	Total Categorical Aid	1,586,127	1,629,559	2,234,811	1,949,779	1,649,628	(560,183)	-25.1%
4100	Use of Fund Balance							
9999	Appropriated Fund Balance - Blight carryover	0	0	0	0	10,000	10,000	
9999	Appropriated Fund Balance - from carryover	0	0	0	0	50,000	50,000	
9999	Appropriated Fund Balance	0	0	0	0	0	0	
9999	Appropriated Fund Balance-capital items	0	0	133,767	0	0	(133,767)	
	Total Use of Fund Balance	0	0	133,767	0	60,000	(73,767)	-55.1%
	TOTAL GENERAL FUND REVENUES	7,313,580	7,006,983	7,439,081	7,049,583	6,852,150	(561,931)	-7.6%

-7.6%

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

Total General Fund Revenues	7,313,580	7,006,983	7,439,081	7,049,583	6,852,150
Surplus/(Deficit)	299,690	336,113	(0)	438,522	0

-7.9%

**MAYOR & COUNCIL
ACCT. 01-1101**

The Town Council of Rocky Mount is the legislative policy making body of the Town government. The Council is composed of six members, elected at large, every two years in four year staggered terms. The Mayor is the chief presiding officer of Town Council and is elected separately by the citizens, and serves a term of four years.

The responsibilities of the Town Council include:

- Enacting ordinances, resolutions and orders necessary for the proper governing of the Town's affairs;
- Reviews and adopts the annual budget;
- Appoints citizens to serve on various boards and commissions and reviews and decides on recommendations from these bodies;
- Appoints a Town Manager, Town Attorney, Town Clerk and Fire Marshall to serve at the pleasure of Council;
- Establishes policies and procedures to promote the general welfare of the Town and the health and safety of its residents;
- Represents the Town at official functions; and
- Other duties and responsibilities as authorized in the Town Charter and Code.

The Rocky Mount Town Council currently meets the second Monday of each month at 7:00 p.m. in public session, although the dates and time for regularly monthly meetings may be changed by resolution. The Council may choose to hold formal work sessions or special meetings as it deems necessary at other times during the month with adequate public notification.

Funds are allocated for pay of Council members for regular monthly meetings and special meetings as needed. Current rates for members are:

	<u>Mayor</u>	<u>Council</u>
Regular Monthly Meetings	\$450	\$250
Special Council Meetings	75	75
Special Planning Retreat	450	250
Initial Budget Work Session	450	250
Reorganization Meeting	450	250
Follow-up Budget Work Sessions	75	75
WPPDC Meetings **	50	50
RVARPC	50	50
Committee Meetings	0	0
Training Seminars/Conferences	50	50

** Includes citizen representative to WPPDC

Council members are paid a monthly stipend regardless of attendance to regular meetings, but only paid for attendance to other meetings. They receive no compensation for committee meetings. The Town Clerk receives a \$150 per month stipend for attending, recording, and submitting minutes of the Town

Council meetings. Other stipends are paid to Town representatives who attend the West Piedmont Planning District Commission and to the Roanoke Valley-Alleghany Regional Planning Commission.

The Town has memberships in the Virginia Municipal League, West Piedmont Planning District Commission, Roanoke Valley-Alleghany Regional Planning Commission, Virginia Institute of Government, and the Virginia Municipal Clerks Association.

Miscellaneous community outreach provides for various acknowledgments including illnesses, funerals, and employment milestones like years of service events and retirements. Funds are also provided for the annual employee Christmas dinner.

1101 MAYOR & COUNCIL		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1004	Wages - Contractual	2,050	2,150	2,200	2,200	2,200	0
1005	Wages - Elected Officials	29,925	27,375	30,450	30,450	30,450	0
2001	FICA	2,408	2,281	2,498	2,498	2,498	0
2002	Retirement/Life Insurance	318	333	379	379	379	0
3000	Contractual Services	2,552	852	2,740	9,740	2,740	0
3600	Advertising	1,489	890	1,250	2,150	1,250	0
3700	Printing & Binding	2,006	2,416	2,200	2,200	2,200	0
3800	Postage & Delivery Services	117	63	115	115	115	0
5200	Communications	3,409	3,361	3,561	3,561	3,561	0
5445	Uniforms & Clothing	0	637	0	0	0	0
5500	Travel & Training/Education	1,814	3,495	3,200	4,380	3,800	600
5501	Meeting Expenses	752	661	700	800	700	0
5502	Stipends - WPPD	650	300	900	600	900	0
5650	Dues & Professional Memberships	10,219	10,698	10,588	12,149	10,788	200
5700	Books & Subscriptions	0	200	60	600	60	0
5800	Miscellaneous Community Outreach	10,753	14,487	13,200	14,147	14,000	800
6001	Office Supplies	1,919	2,385	2,870	1,500	1,800	(1,070)
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	395	0	400	400	400	0
7007	Audio & Video Equipment	1,178	0	0	0	0	0
	TOTAL	71,955	72,583	77,311	87,869	77,841	530

0.69%

TOWN MANAGER
ACCT. 01-1202

The Town Manager serves as the chief administrative officer of the Town of Rocky Mount. The Town Manager is appointed by the Town Council and serves at their pleasure. He is responsible for the planning, organizing, directing and evaluation of the activities of all departments, through the supervision of department heads under his authority. The Town Manager is responsible for carrying out the policies and directives of the Town Council.

In performing these duties, the Manager interprets and implements policy determined by Council; oversees the enforcement of all laws and ordinances; appoints, directs, and evaluates all department heads and employees on the basis of merit and job performance; oversees and recommends annual operating and capital budgets; prepares agenda materials for meetings; keeps the Council advised of present financial conditions and future needs of the government through regular reports to Council; represents the Town in daily routine relations with the public, the media, other governmental entities, and private agencies; serves on various boards and committees; and other duties as may be described by the Town Charter or required of him by ordinance or mandate of the Council.

Personnel costs in this account are for the Town Manager, Executive Assistant, and Receptionist. The Receptionist position is part-time. This account also funds operating costs related to this office.

Anticipated travel for Town Manager may include: the Virginia Municipal League Annual Conference; VML Conference for Newly Elected Officials, Virginia Local Government Management Association Conferences; VML Town Section Meetings, VML Policy Committee meetings; Virginia Rural Water Association Annual Conference, Virginia Economic Development Association annual meeting, ICMA conferences, and various other training opportunities as available.

Dues are for professional memberships for the Town Manager for International City/County Management Association; Virginia Local Government Management Association; Virginia Economic Development Association and the Virginia Municipal League.

1202 TOWN MANAGER		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	134,815	140,249	145,761	145,761	150,863	5,102
1001	Wages - from Part-Time to Full-Time	0	0	0	0	15,063	15,063
1002	Wages - Part Time	20,821	16,663	21,136	21,136	21,876	740
1003	Wages - Overtime	277	0	0	0	0	0
2000	Mgr's Disability Insurance	792	792	792	792	792	0
2001	FICA	11,300	10,226	12,768	12,768	13,215	447
2002	Retirement/Life Insurance	21,118	20,980	25,115	25,115	25,994	879
2005	Medical/Dental Insurance	23,611	28,383	30,932	30,932	30,932	0
2011	Workers' Compensation Insurance	207	95	32	32	32	0
2103	Employment Physicals / Testing	0	343	180	180	0	(180)
3000	Contractual Services	10,045	8,856	1,340	1,340	1,340	0
3600	Advertising	771	1,804	400	400	400	0
3700	Printing & Binding	0	0	40	40	40	0
3800	Postage & Delivery Services	109	147	140	140	140	0
5155	Motor Fuel	614	554	500	500	500	0
5157	Motor Vehicle Expense	837	286	400	580	400	0
5200	Communications	5,957	6,129	5,868	5,868	5,868	0
5445	Uniforms & Clothing	0	306	0	0	0	0
5500	Travel & Training/Education	8,193	10,762	9,000	9,602	9,000	0
5650	Dues & Professional Memberships	1,135	1,225	1,235	1,235	1,235	0
5700	Books & Subscriptions	1,846	695	600	275	600	0
6001	Office Supplies	9,203	8,185	7,000	7,000	7,000	0
7002	Furniture & Fixtures	1,969	0	0	0	0	0
7003	Data Processing Equipment	3,227	1,157	1,500	3,186	1,500	0
	TOTAL	256,846	257,840	264,739	266,882	286,789	22,050

8.33%

**TOWN ATTORNEY
ACCT. 01-1204**

The Town Attorney is appointed by the Town Council and serves at their pleasure. He is responsible for representing the Council and staff in all legal matters concerning the Town. The Town Attorney prosecutes all violations of the Town Code for misdemeanor offenses. He is required to attend all regular and special meetings of Town Council, Planning Commission, and Board of Zoning Appeals and prepares all ordinances, contracts, deeds, property matters, bonds, and other official documents of legal matters for the Town. The Town Attorney is paid a monthly stipend (currently \$1,837) as a retainer for his services, plus additional fees for legal work outside his regular duties.

The proposed budget includes legal fees in connection with special outside legal services provided by either the Town Attorney or other professional services related to legal actions, such as surveying for deeds, special legal counsel, property recordation charges, and prosecuting Town Code offenses.

1204 TOWN ATTORNEY		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
3000	Contractual Services	254	3,142	5,000	3,000	5,000	0
3100	Retainer	21,000	21,000	22,044	22,044	22,044	0
3150	Professional Legal Services	4,156	10,337	10,000	12,668	10,000	0
5500	Travel & Training	37	0	100	100	100	0
5650	Dues & Professional Membership	240	250	260	250	260	0
5700	Books and Subscriptions	336	237	395	395	395	0
5800	Miscellaneous	0	0	0	0	0	0
	TOTAL	26,023	34,966	37,799	38,457	37,799	0

0.00%

**FINANCE DEPARTMENT
ACCT. 01-1213**

The Finance Director serves as the chief financial officer of the Town of Rocky Mount. She is responsible for maintaining accurate financial data in accordance with generally accepted accounting principals. The Finance Director also acts as the Town Treasurer. The responsibilities of the staff of the Finance Department include receiving all revenues, maintaining a chart of accounts and general ledger, properly coding all expenditures and revenues to the applicable account codes, processing payroll, human resource management, administration of employee benefits, risk management, procurement, accounts receivable, accounts payable, investments and cash management, coordinating an annual independent audit, maintaining an accountability of general fixed assets, and providing monthly financial reports to Town Council, the Town Manager, and all department heads.

The Finance Department includes the Finance Director, Assistant Finance Director, Accounting Technician, and two Account Clerks. The Assistant Finance Director handles human resources management, fringe benefits administration, general liability insurance, and risk management. The Accounting Technician processes payroll, accounts payable, coordinates procurement, and administers accounts receivable. The two account clerks serve primarily as customer service representatives, cash collectors, utility billers, and clerical support.

To more accurately reflect services provided by the Finance Department and its staff to the Utility Fund, only 75% of the salaries and fringe benefit costs for the Finance Director, the Assistant Finance Director, and the Accounting Technician are appropriated to this account, and only 50% of the salaries and fringe benefits for the two Account Clerk positions are budgeted here in the General Fund. The remainder of these costs has been allocated to the Utility Fund under an account entitled Utility Billing (02.6200). In addition, the Finance Department account only reflects 75% of the costs for all contractual services and office supplies needed to support the Finance Department, with the Utility Fund budgeting the remaining 25%.

Contractual services include financial software maintenance, auditing services, AS/400 mainframe maintenance, financial hardware maintenance, direct deposit banking services, credit card processing fees, postage machine leasing, security maintenance, and miscellaneous office equipment maintenance. Only 75% of these costs are budgeted in the Finance Department account, with the remaining 25% in the Utility Billing account.

Printing & Binding costs include printing personal property and real estate tax tickets, business license decals, cigarette tax stamps, checks, and envelopes.

Possible training opportunities for professional development may include expenses for training sessions and professional seminars sponsored by the Treasurers' Association of Virginia, Commissioners of Revenue Association, Virginia Government Finance Officers Association, Virginia Society of Certified Public Accountants, Virginia Municipal League Insurance Programs, Virginia Association of Human Resource Management, Virginia Association of Government Purchasers, and various miscellaneous training providers in the fields of accounting, bookkeeping, insurance, personnel, computer information services, and procurement.

1213 FINANCE DEPARTMENT		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	167,382	174,490	174,216	174,216	180,314	6,098
1003	Overtime	192	49	0	0	0	0
2001	FICA	12,118	11,727	13,328	13,328	13,794	466
2002	Retirement/Life Insurance	25,805	25,074	30,270	30,270	31,329	1,059
2005	Medical/Dental Insurance	25,519	32,801	36,149	36,149	36,149	0
2008	ICMA -1% employer contribution	169	301	411	411	426	14
2011	Workers' Compensation Insurance	155	99	34	34	34	0
2103	Employment Physicals	22	193	160	160	0	(160)
3000	Contractual Services	62,595	65,968	102,200	78,685	72,300	(29,900)
3600	Advertising	242	1,556	320	320	320	0
3700	Printing & Binding	10,801	9,931	10,200	8,675	10,200	0
3800	Postage & Delivery Services	5,250	4,886	5,200	6,346	6,300	1,100
4603	Credit Card Transaction Fees	3,537	5,062	4,850	5,524	5,500	650
5200	Communications	5,797	5,754	7,306	7,306	7,306	0
5445	Uniforms & Clothing	0	101	0	0	0	0
5500	Travel & Training/Education	6,203	5,714	6,400	4,443	5,700	(700)
5650	Dues & Professional Memberships	1,046	839	1,254	1,254	1,254	0
5700	Books & Subscriptions	232	115	115	115	115	0
5800	Miscellaneous	(4)	4	0	0	0	0
6001	Office Supplies	7,220	7,565	7,500	7,500	7,500	0
7002	Furniture & Fixtures	0	253	700	1,000	0	(700)
7003	Data Processing	573	914	0	9,000	3,000	3,000
7003	Data Processing (software)	0	0	345,000	0	0	(345,000)
	TOTAL	334,854	353,396	745,613	384,736	381,541	(364,072)

-48.83%

**BOARD OF ELECTIONS
ACCT. 01-1301**

This account provides costs for poll workers and other costs of the Franklin County Registrar's Office in connection to local May municipal elections.

Regular bi-annual elections for three (3) Town Council seats will be held in May 2020. The election of Mayor will be held in May 2022. The next election for the remaining three (3) Council seats will be in May 2022.

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

#DIV/0!

**POLICE DEPARTMENT
ACCT. 01-3101**

The Rocky Mount Police Department roster for this fiscal year will be made up of 22 full-time sworn officers including one (1) Chief of Police, one (1) Investigations Lieutenant, one (1) Patrol Lieutenant, four (4) Patrol Sergeants, one (1) Investigations Sergeant, eleven (11) Police Officers, one (1) Investigator, one (1) part-time Community Resource Officer, and one (1) full-time School Resource Officer. Personnel also include one (1) civilian Records Manager, one (1) civilian Records Clerk / Receptionist, and three (3) part-time sworn Officers.

The Police Department is responsible for patrol duties throughout the corporate limits, working with citizens in neighborhood watch programs, investigations of criminal activities, arresting criminal offenders, providing testimony in criminal trials, issuing citations, code enforcement, parking enforcement on public streets and parking lots, traffic control and signalization, education and crime prevention, and other matters related to public safety. The Police Department also assists other area law enforcement agencies by participating in truancy prevention and intervention programs with the Franklin County Public Schools, participation in a regional drug task force and Special Weapons and Tactics Team (S.W.A.T.) with the Franklin County Sheriff's Office, and various safety and crime prevention programs with the Virginia State Police. The Rocky Mount Police Department is devoted to the concept of community policing and encourages its officers to become involved in community activities and creating a forum of trust with our business persons and neighborhood residents. There are four (4) K-9 units.

Overtime funds are used to pay for overtime beyond 160 hours in a 28 day pay cycle for law enforcement officers. The work shift schedule for uniformed officers is 88 hours for a two week period. This does not include off duty court appearances, special work or many other routine needs for extra hours. Aside from town general funds, other overtime may be covered by various mini-grants that the department is fortunate to receive during the year. Each sworn officer receives \$35 or \$65 per month for cell phones and \$50 per month as a clothing cleaning allowance. Plain clothes officers receive \$400 per year as a clothing purchase allowance.

Contractual expenses include the incident report software maintenance, investigative internet maintenance, and office equipment maintenance.

Various capital needs for police work are also funded in this account.

3101 POLICE DEPARTMENT		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,013,252	1,040,268	1,094,151	1,094,151	1,132,446	38,295
1002	Wages - Part Time	3,180	19,556	70,762	43,030	46,000	(24,762)
1003	Wages - Overtime	36,686	38,546	30,000	44,277	47,000	17,000
1004	Wages - Contractual Services	5,985	8,820	8,900	13,260	13,000	4,100
1006	Wages - OT Court	3,602	4,306	3,900	3,449	3,900	0
1009	Wages - OT Other	32,075	33,703	30,000	29,444	31,050	1,050
1010	Wages - OT Traffic/DMV Grant	6,007	12,208	0	10,766	5,000	5,000
1011	Wages - OT SWAT/Tactical	0	0	0	0	0	0
1013	Wages - OT Other Training/Seminars	1,544	34	150	150	155	5
1014	Wages - OT Crisis Intervention	12,950	9,800	12,600	8,950	9,800	(2,800)
2001	FICA	79,941	77,992	88,055	97,521	98,559	10,504
2002	Retirement/Life Insurance	157,909	173,166	186,133	186,133	221,983	35,850
2005	Medical/Dental Insurance	222,267	291,056	289,306	287,154	289,306	0
2007	Line of Duty Act premium (22 officers)	12,932	15,063	16,193	12,564	13,444	(2,749)
2011	Workers' Compensation Insurance	23,103	25,321	22,602	24,292	24,292	1,690
2103	Employment Physicals / Testing	1,644	2,451	1,390	537	600	(790)
3000	Contractual Services	24,633	9,304	16,000	16,029	20,000	4,000
3300	Repairs & Maintenance	324	231	500	100	200	(300)
3600	Advertising	665	158	600	1,008	600	0
3700	Printing & Binding	698	29	880	763	1,000	120
3800	Postage & Delivery Services	481	758	700	661	700	0
5155	Motor Fuel	38,679	39,847	38,900	42,127	43,000	4,100
5157	Motor Vehicle Expense	24,895	27,806	30,000	27,812	30,000	0
5200	Communications	27,030	25,684	24,292	22,530	24,292	0
5350	Grant Expenses	0	0	0	1,582	0	0
5405	Block Grant Expenses	0	0	0	0	0	0
5408	DMV Mini Grant Expenses	0	233	0	0	0	0
5410	Community Grant Expenses	1,750	2,457	1,220	1,909	1,500	280
5411	Asset Forfeiture Expenses	178	0	0	0	0	0
5417	K-9 Unit Expenses	6,603	10,975	9,500	9,652	9,500	0
5418	SWAT/Search Warrant Expenses	0	0	100	0	100	0
5423	"Fresh" Grant Expenses	454	0	0	0	0	0
5445	Uniforms	4,412	7,142	5,700	10,510	7,500	1,800
5500	Travel & Training/Education	4,808	5,689	5,500	20,043	7,800	2,300
5501	Transports & Extradictions	0	0	100	0	100	0
5502	Uniform Stipends	12,535	12,700	13,600	13,300	13,600	0
5650	Dues & Professional Memberships	10,404	9,385	10,600	10,800	10,800	200
5700	Books & Subscriptions	0	0	0	0	0	0
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	1,896	2,559	2,400	2,762	2,400	0
6010	Police Supplies	38,061	23,468	26,700	24,928	26,700	0
7001	Land & Buildings	750	5,507	0	0	0	0
7002	Furniture & Fixtures	324	95	1,000	139	1,500	500
7003	Data Processing (mobile data terminals)	10,814	3,782	13,000	13,000	9,000	(4,000)
7003	Data Processing (office desktops 5)	0	0	4,000	4,000	4,000	0
7005	Motor Vehicles and Equipment	74,592	119,148	0	26,936	76,590	76,590
7006	Motor Vehicle Lease Expense	19,792	19,792	10,000	10,000	0	(10,000)
7006	Motor Veh Lease Expense (truck)(yr 2)	0	7,200	7,300	7,300	6,300	(1,000)
7007	Audio & Video Equipment (in-car)	0	0	11,000	12,386	14,000	3,000
7007	Audio & Video Equip (body cameras)	7,657	20,765	4,000	4,000	0	(4,000)
7007	Audio & Video Equip (phone system)	0	7,100	0	0	0	0
7007	Audio & Video Equip (security camera)	0	2,994	0	0	0	0
7007	Audio & Video Equip (other)	0	7,851	0	12,386	0	0
7009	Police Equip (new Radios-Co. system)	114,950	0	0	0	0	0
7009	Police Equip (surveillance equipment)	8,171	0	3,500	3,500	0	(3,500)
7009	Police Equipment (K-9)	0	3,500	10,000	10,000	10,000	0
7012	Lease Expense-County Radios	0	15,451	15,452	15,452	15,452	0
	TOTAL	2,048,632	2,143,901	2,120,686	2,181,293	2,273,169	152,483

w/o capital =

7.19%
4.65%

**VOLUNTEER FIRE DEPARTMENT
ACCT. 01-3202**

The Rocky Mount Volunteer Fire Department is authorized by Town Council to have up to 35 volunteer members. The Rocky Mount Fire Department provides fire and emergency services within the corporate limits of town and within a designated first run area in Franklin County.

Officers of the department are paid a monthly stipend for their duties in the department. The officers are elected annually by the members of the department, and must be approved by Town Council. Currently, the monthly stipends are \$600 for the Chief, \$300 for the Assistant Chief, \$200 for the Captain, \$100 for the First Lieutenant, and \$100 for the Second Lieutenant. In addition to overall management of the Fire Department, the Fire Chief also serves the Town in reviewing site plans and acting as Fire Marshal. Volunteers do not receive a salary, but are currently paid a quarterly stipend of \$12.50 for each emergency call answered. The volunteers must also maintain state required training and certification, which must be obtained in their leisure time.

Since its inception, the Rocky Mount Volunteer Fire Department has been supported by community volunteers. The department started as a bucket brigade in the early 1900's and was given its first piece of fire fighting equipment by the Rocky Mount Town Council in 1929.

The department responds to emergency calls from two locations, the main station at 1250 North Main Street (the Emergency Services Building) and the downtown station, located at the intersection of Floyd Avenue and Franklin Street (the Floyd Avenue station).

The department often submits grant requests to FEMA for additional equipment and may purchase additional equipment only upon availability of grant funds. The department applies to various State agencies annually for grants to help fund equipment, supplies, and training.

3202 VOLUNTEER FIRE DEPARTMENT		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1000	Personal Services	0	0	0	0	0	
2000	Fringe Benefits	0	0	0	0	0	
2007	Line of Duty Act premium (26 volunteers)	5,807	6,813	7,324	5,683	6,081	(1,244)
2103	Physicals / Testing	503	0	175	175	175	0
3000	Contractual Services	1,726	8,516	2,360	2,832	2,000	(360)
3300	Repairs & Maintenance	1,436	9	3,000	154	1,000	(2,000)
3600	Advertising	0	451	500	493	500	0
3700	Printing & Binding	0	0	100	100	100	0
3800	Postage & Delivery Services	0	0	0	0	0	0
4400	Permits	0	0	100	0	0	(100)
5155	Motor Fuel	4,986	6,217	5,800	7,616	7,750	1,950
5157	Motor Vehicle Expense	11,582	18,294	13,000	12,456	13,000	0
5158	Small Equipment Expense	55	75	100	110	100	0
5200	Communications	2,700	2,802	2,705	1,993	2,300	(405)
5300	Insurance	9,980	9,551	9,694	9,694	9,840	145
5409	Purchases - DOFP Grant	600	4,855	0	4,041	0	0
5410	Purchases - FEMA Grant	0	0	0	0	0	0
5445	Uniforms	3,832	1,354	10,000	9,264	10,000	0
5500	Travel & Training/Education	0	0	100	0	100	0
5502	Stipends	57,310	78,311	67,000	63,105	67,000	0
5650	Dues & Professional Memberships	26	100	50	50	50	0
5700	Books & Subscriptions	0	138	150	150	150	0
5800	Miscellaneous	0	0	0	0	0	0
6001	Office Supplies	54	291	200	458	200	0
6008	Fire Department Supplies	682	1,744	3,000	1,803	2,500	(500)
7000	Capital Outlays	0	0	0	0	0	0
7002	Furniture and Fixtures	500	0	500	0	500	0
7003	Data Processing Equipment	499	0	500	500	1,250	750
7004	Machinery & Equipment	0	0	0	0	0	0
7005	Motor Vehicles	0	0	0	0	0	0
7007	Audio & Video Equipment (thermal camera)	0	0	0	0	0	0
7007	Audio & Video Equipment (training projector)	5,017	0	0	2,023	0	0
7007	Audio & Video Equipment (wireless pagers)	0	1,875	0	0	5,000	5,000
7008	Fire Equipment (tools)	0	3,240	31,000	31,000	31,000	0
7008	Fire Equipment (new Radios-Co. system)	22,348	0	0	0	0	0
7008	Fire Equipment (QRAE II gas detectors 4)	0	3,950	0	0	0	0
7008	Fire Equipment (portable scene lights 2)	0	1,364	0	0	0	0
7008	Fire Equipment (bettery positive pressure fan)	0	0	5,200	5,200	0	(5,200)
7012	Subscription Service-Public Safety Radios(15)	0	1,545	1,545	1,700	1,700	155
7020	Acquisitions - Grant Funded	0	0	0	0	0	0
7105	Safety Equipment (SCBA bottles)	0	0	7,000	7,000	7,000	0
7221	Fire Truck	0	0	0	0	0	0
	TOTAL	129,643	151,495	171,104	167,600	169,295	(1,809)

-1.06%

**PUBLIC WORKS ADMINISTRATION
ACCT. 01-4100**

The Public Works Department is currently made up of sixteen (16) full-time employees. The Public Works Department is responsible for maintaining streets, traffic signals and signs, water distribution, wastewater collection, meter reading, sidewalks, storm water management, buildings and grounds maintenance, cemetery and parks and grounds keeping, public rights-of-way maintenance, street cleaning and refuse collection. This department provides all maintenance services within the current corporate limits, as well as responsibility for utility lines throughout the service area.

This account provides for the charging of expenses related to the overall administration of the Public Works Department. The department is made up of one (1) Public Works Superintendent, one (1) Mechanic, one (1) Foreman, three (3) Maintenance III workers, three (3) Maintenance II workers, three (3) Maintenance I workers, one (1) Grounds Maintenance II worker, two (2) Grounds Maintenance I workers, and one (1) Utility Service Technician. The vacant Public Facilities Director position has been eliminated. A new full-time Landscape Technician position has been proposed this year. Three part-time summer grounds positions are also proposed.

The Public Works Superintendent's personnel costs are split 70% Public Works Administration, 15% Water Distribution, and 15% Sewer Collection. The personnel costs of the employees of the Public Works Department is distributed as a percentage through the various accounts listed below associated with this department based on historical trend. Actual time spent in each activity is recorded on bi-weekly time sheets to charge each account appropriately. The Town provides up to \$155 for steel toed boots per employee.

The wage and fringe benefit costs for the Public Works Department employees are allocated as follows:

Street Lighting	1.00%
Traffic Control	2.00%
Street Maintenance	55.00%
Sidewalks, Curbs, & Gutters	1.00%
Street Cleaning	0.50%
Refuse Collection	13.00%
Snow Removal	1.00%
Cemetery Maintenance	1.00%
Parks Maintenance	5.00%
Citizens Square	1.00%
Community & Hospitality Center	0.50%
Water Distribution System	8.00%
Meter Reading	3.00%
Sewer Collection System	<u>8.00%</u>
Total Public Works Labor	100.00%

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

6.62%

**STREET LIGHTING
ACCT. 01-4104**

The Public Works Department is responsible for maintaining all street lights along public streets within the Town.

The Town has been attempting to provide adequate street lighting throughout the corporate limits to improve public safety and discourage criminal activity. Decorative street lamps are used in the Town's business districts.

Approximately one percent (1.00%) of all Public Works full-time labor is allocated to this account.

4104 STREET LIGHTING		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	2,141	107	5,533	804	5,727	194
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	153	8	423	59	438	15
2002	Retirement/Life Insurance	331	16	960	138	994	34
2005	Medical/Dental Insurance	1,018	0	1,727	213	1,727	0
2008	ICMA - 1% employer contribution	2	1	55	3	57	2
2011	Workers Compensation	261	158	288	289	288	0
3000	Contractual Services	0	0	0	1,038	0	0
3300	Repairs & Maintenance	243	0	450	0	0	(450)
5100	Utilities	105,734	106,186	102,000	107,472	108,000	6,000
6016	Materials & Supplies	1,122	171	2,000	39	200	(1,800)
	TOTAL	111,004	106,647	113,436	110,053	117,430	3,994

3.52%

**PARKING & TRAFFIC CONTROL
ACCT. 01-4107**

The Public Works Department is responsible for maintaining all traffic signals and signs, as well as the marking of road lanes and painting of parking restrictive markings on curbs in the central and uptown business districts. The Police Department is responsible for the signalization of the traffic signals to ensure the safety of drivers.

This account will be responsible for costs associated with maintenance of public lots and on-street parking spaces. Also, costs for maintaining traffic signals and traffic signs are included in this account. Approximately 2.0% of all Public Works full-time labor is allocated to this account.

4107 PARKING & TRAFFIC CONTROL		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	20,853	6,269	11,066	5,605	11,453	387
1002	Wages - Part Time	0	0	0	107	0	0
1003	Wages - Overtime	353	0	0	8	0	0
2001	FICA	1,554	456	847	424	877	30
2002	Retirement/Life Insurance	3,196	942	1,920	959	1,987	67
2005	Medical/Dental Insurance	7,130	2,306	3,454	1,767	3,454	0
2008	ICMA - 1% employer contribution	16	21	111	36	115	4
2011	Workers Compensation Insurance	697	634	576	579	576	0
3000	Contractual Services	22,715	18,729	22,000	1,355	5,000	(17,000)
3300	Repairs & Maintenance	1,663	375	1,700	0	500	(1,200)
5100	Utilities	11,621	10,732	11,100	21,310	11,100	0
5155	Motor Fuel	623	808	715	947	715	0
5157	Motor Vehicle Expense	1,432	511	500	855	500	0
5158	Small Equipment Expenses	0	0	0	0	0	0
5200	Communications	724	2,938	3,144	3,194	3,144	0
5500	Travel and Training	0	0	0	0	0	0
6007	Materials and Supplies	14,327	6,708	12,700	12,936	16,000	3,300
7000	Wayfinding Signs	60,615	0	0	0	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
7010	Infrastructure (asphalt rejuvenation)	0	0	16,200	12,178	0	(16,200)
7107	Traffic Signals	33,995	19,721	20,000	0	20,000	0
7107	Floyd / Franklin Intersection (VDOT grant)	0	0	0	0	0	0
7107	Traffic Signal replacement-McDonald's	0	0	0	0	450,000	450,000
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	181,514	71,149	106,033	62,260	525,421	419,388

w/o capital 395.53%
-20.64%

**STREET MAINTENANCE
ACCT. 01-4108**

This account includes costs related to the maintenance of public streets and rights-of-ways within the corporate limits. The Commonwealth of Virginia provides funding to the Town to maintain arterial and collector streets within the Urban Highway System, based upon lane miles. 55.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

Funds have been allocated to provide routine maintenance on public streets as required by the Virginia Department of Transportation. This account also provides funds for maintenance of rights-of-ways and striping of highways. Major road construction or reconstruction is usually funded by VDOT and outside contractors in the 6-year plan with the Town providing a small percentage of funding.

4108 STREET MAINTENANCE		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	262,935	280,322	293,247	347,480	303,511	10,264
1001	Wages - Full Time (increase m/r)	0	0	0	0	11,468	11,468
1001	Wages - Full Time (landscape tech)	0	0	56,711	0	56,711	0
1002	Wages - Part Time	0	1,068	28,651	5,566	28,651	0
1003	Wages - Overtime	2,656	4,294	2,000	3,751	2,070	70
2001	FICA	19,531	17,073	22,586	28,218	23,377	791
2002	Retirement/Life Insurance	34,439	39,236	51,179	63,345	52,970	1,791
2005	Medical/Dental Insurance	64,733	88,492	91,541	88,709	91,541	0
2008	ICMA - 1% employer contribution	251	478	2,932	1,178	3,035	103
2011	Workers' Compensation Insurance	18,473	16,337	15,252	15,328	15,252	0
3000	Contractual Services	311,748	490,222	450,000	225,751	100,000	(350,000)
3300	Repairs & Maintenance	6,073	128	2,500	0	0	(2,500)
3600	Advertising	242	0	150	580	150	0
4400	Permits, Licenses and Fees	1,528	0	800	0	800	0
5155	Motor Fuel	17,491	22,386	22,100	27,489	28,250	6,150
5157	Motor Vehicle Expense	25,338	19,485	24,700	27,950	24,700	0
5158	Small Equipment Expense	2,827	5,836	6,100	4,315	6,100	0
5500	Travel & Training	111	150	500	0	500	0
5800	Miscellaneous	0	0	0	0	0	0
6003	Agricultural Supplies	349	0	400	0	400	0
6014	Chemicals & Materials	1,565	5,637	1,500	6,012	5,000	3,500
6016	Materials and Supplies	29,274	43,072	35,000	37,621	15,000	(20,000)
6024	Gravel	0	0	0	13,821	10,000	10,000
6025	Asphalt	0	0	0	15,835	10,000	10,000
7004	Machinery & Equipment - mowers	11,941	0	1,500	1,500	1,500	0
7004	Machinery & Equip - light tower used	0	3,900	0	0	0	0
7004	Machinery & Equip - dump trailer	0	1,880	0	0	0	0
7004	Machinery & Equip - paint machine	0	8,100	0	0	0	0
7004	Machinery & Equip - message sign	0	0	0	3,000	0	0
7004	Machinery & Equip - snow plow	0	0	0	8,400	0	0
7005	Vehicles	34,096	58,620	0	0	45,000	45,000
7006	Construction Vehicles and Equip	74,306	0	0	0	91,500	91,500
7007	Audio and Video Equipment	663	0	0	0	0	0
7010	Infrastructure	9,620	0	0	0	0	0
7010	Infrast-Angle Bridge (bond proceeds)	0	67,926	100,000	21,274	0	(100,000)
7010	Infrast-Angle Bridge (VDOT share)	0	0	600,000	0	0	(600,000)
7010	Infrast-Angle Bridge (Town)	0	0	0	15,000	60,000	60,000
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	930,191	1,174,640	1,809,349	962,123	987,485	(821,864)
	without capital	799,565	1,034,214	1,107,849	883,293	769,485	(338,364)
							-45.42%
							-30.54%

SIDEWALKS, CURBS & GUTTERS
ACCT. 01-4109

The Public Works Department is responsible for the maintenance of sidewalks, curbs, and gutters within the corporate limits. The maintenance costs on arterial and collector streets are funded by the Virginia Department of Transportation through their Urban Highway System. Approximately 1.0% of the Public Works labor budget is included here. This account is used to record labor, equipment and materials used in the maintenance of existing infrastructure or for minor construction or repair of such facilities. Sidewalk repair projects outsourced by the Town are in the capital outlay line item.

4109 SIDEWALKS, CURBS & GUTTERS		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	0	6,398	5,533	3,016	5,727	194
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	0	457	423	144	438	15
2002	Retirement/Life Insurance	0	988	960	329	994	34
2005	Medical/Dental Insurance	0	2,118	1,727	170	1,727	0
2008	ICMA - 1% Employer Contribution	0	8	25	5	26	1
2011	Workers' Compensation Insurance	1,046	317	288	289	288	0
3000	Contractual Services	0	0	0	0	0	0
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
5158	Small Equipment Expenses	0	0	0	0	0	0
5500	Travel and Training	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
5800	Miscellaneous	0	0	0	0	0	0
6016	Materials and Supplies	3	4,959	2,500	637	2,500	0
7000	Capital Outlay (CIP)						
	Scuffling Hill curb, gutter, drainage	7,685	0	0	0	0	0
	sidewalk - Floyd to Dent	0	0	0	0	0	0
	drainage prelim eng-Bernard Rd	15,000	0	0	0	0	0
	sidewalk maintenance	38,225	40,000	40,000	40,000	40,000	0
	North Main St rock wall	0	11,651	0	0	0	0
	manhole leveling system	0	0	0	0	0	0
	School Board Rd. drainage	0	0	0	13,154	0	0
7004	Machinery & Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	61,959	66,895	51,456	57,744	51,699	243

0.47%

**STREET CLEANING
ACCT. 01-4202**

The Public Works Department is responsible for keeping all public streets clean and clear of debris. Streets are cleaned using the street sweeper machine on a regular basis.

Presently, the Public Works Department cleans main arterial streets weekly and residential and collector streets bi-weekly, except during the autumn months when leaves may damage the equipment. .50% of all Public Works Department full-time personnel and fringe benefits are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

4202 STREET CLEANING		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	1,789	2,621	2,766	2,661	2,863	97
1003	Wages - Overtime	73	101	0	544	0	0
2001	FICA	138	200	212	242	219	7
2002	Retirement/Life Insurance	289	422	480	550	497	17
2005	Medical/Dental Insurance	703	1,158	864	888	864	0
2008	ICMA - 1% Employer Contribution	0	1	0	4	0	0
2011	Workers' Compensation Insurance	0	634	144	145	144	0
3300	Repairs and Maintenance	0	0	1,000	0	1,000	0
5155	Motor Fuel	737	696	800	718	800	0
5157	Motor Vehicle Expense	339	1,779	1,000	65	1,000	0
5158	Small Equipment Expense	0	0	0	0	0	0
6016	Materials and Supplies	0	105	120	120	120	0
	TOTAL	4,067	7,716	7,386	5,936	7,507	121

1.64%

**REFUSE COLLECTION
ACCT. 01-4203**

This account includes costs related to the collection and disposal of residential garbage. The Town currently imposes a mandatory collection fee of \$6.30 per month to residential customers throughout the corporate limits. One dollar (\$1.00) goes to the Utility Capital Fund to accumulate funds for the future purchase of refuse collection equipment. Five dollars and 30 cents (\$5.30) will remain in the general fund to support the refuse collection service to Town customers. Non-bulk commercial service is currently charged at a rate of \$12.60 per month for bagged refuse.

To provide refuse collection service to our customers, Town crews must operate sanitation routes two and one-half days per week (Tuesdays, Wednesdays, and one-half day on Thursdays). Large item pick-up is provided to residential garbage customers on the first Monday of every month at no additional cost to the citizen. Seasonal leaf collection and Christmas tree removal is also provided at no additional cost to the citizen. A Town dump truck is provided for a \$10 fee to residents up to four times per year to assist in keeping the Town tidy.

Estimated Public Works full-time labor and fringe benefits have been set at 13.0% for budget purposes, although actual time spent will be used to code salaries and fringe benefits.

4203 REFUSE COLLECTION		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	60,401	66,148	71,929	64,285	74,447	2,518
1002	Wages - Part Time	0	0	0	721	0	0
1003	Wages - Overtime	133	797	750	474	776	26
2001	FICA	4,628	4,958	5,560	4,967	5,755	195
2002	Retirement/Life Insurance	9,612	10,069	12,604	10,728	13,045	441
2005	Medical/Dental Insurance	12,048	17,429	22,566	14,210	22,566	0
2008	ICMA - 1% employer contribution	400	499	360	415	373	13
2011	Workers' Compensation Insurance	5,838	5,389	3,741	3,760	3,928	187
3000	Contractual Services	268	0	280	555	280	0
3300	Repairs & Maintenance	0	444	0	0	0	0
3600	Advertising	224	824	700	468	700	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage	0	0	0	0	0	0
5155	Motor Fuel	5,999	7,651	7,500	8,501	7,800	300
5157	Motor Vehicle Expense	4,883	3,092	5,000	8,200	5,000	0
5158	Small Equipment Expense	0	0	0	0	0	0
6017	Materials and Supplies	1,120	1,850	1,450	1,876	1,450	0
7004	Machinery & Equipment	0	940	0	0	0	0
7004	Replace chipper	0	35,204	0	0	0	0
	TOTAL	105,554	155,295	132,440	119,161	136,119	3,679

2.78%

Waste Collection Fees	93,563	94,673	93,592	94,465	96,874
Variance	(11,991)	(60,623)	(38,848)	(24,696)	(39,245)
incr in garbage fees needed	(0.60)	(3.03)	(1.94)	(1.23)	(1.96)
update rev w/ increase					

**SNOW REMOVAL
ACCT. 01-4204**

The Public Works Department is responsible for snow removal and clean-up from storms to keep streets clean and passable. Activity directly related to clearing streets during inclement winter weather is tracked in this account.

A figure of 1.0% of all Public Works labor and fringe benefit costs are included in anticipation of services needed to perform this work. Only actual time spent on snow removal will be coded to this account when incurred.

MUNICIPAL BUILDING MAINTENANCE
ACCT. 01-4304

This account includes the cost of custodial and maintenance work on the Rocky Mount Municipal Building and grounds. Services of the Public Works Department are used as needed in the maintenance of the grounds and minor repair work on the Municipal Building.

Contractual services include cleaning services, HVAC maintenance, security maintenance, web design, and pest control. Funds in the contractual line item are also used for repairs and maintenance such as to the automatic doors, security systems, carpeting, painting, signage, awning, and roof repairs.

A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

MUNICIPAL BUILDING
4304 MAINTENANCE

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

75.30%

EMERGENCY SERVICES BUILDING MAINTENANCE
ACCT. 01-4305

All costs associated with building maintenance for the Emergency Services Building on North Main Street is in this account, as well as expenses related to the downtown fire station building on Floyd Avenue. Routine maintenance services as needed are provided by Public Works to maintain the Emergency Services Building and the Floyd Avenue fire station.

A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

Contracted services are used to provide routine cleaning, maintenance of the card reader systems, HVAC maintenance, insect control, elevator inspections and maintenance, fuel tank maintenance, and generator maintenance. Funds in the contractual line item also provide for various repairs and maintenance as needed and include flooring, painting, and roof repairs.

EMERGENCY SERVICES					FY 19	FY 20	Increase/
4305 BUILDING MAINTENANCE		FY 17 Actual	FY 18 Actual	FY 19 Budget	Estimated	Proposed	(Decrease)
							Budget
1001	Wages - Full Time	2,897	1,203	0	270	0	0
1003	Wages - Overtime	0	0	0	0	0	0
2001	FICA	220	87	0	18	0	0
2002	Retirement/Life Insurance	448	186	0	47	0	0
2005	Medical/Dental Insurance	588	189	0	223	0	0
2008	ICMA - 1% employer contribution	2	2	0	0	0	0
3000	Contractual Services	19,090	23,584	22,157	15,337	22,157	0
3300	Repairs and Maintenance	3,130	7,958	7,600	4,119	5,500	(2,100)
5100	Utilities	16,970	15,263	16,600	17,177	16,600	0
5150	Heating Fuel	6,423	11,777	9,500	9,393	9,500	0
5200	Communications	2,073	3,869	4,980	4,972	4,980	0
5404	Grant Purchases (security cameras)	0	3,999	0	0	0	0
5424	First Responders Memorial	18,255	6,852	0	19,055	0	0
6003	Agricultural Supplies	43	0	70	70	70	0
6005	Janitorial Supplies	1,040	1,226	1,300	2,949	1,300	0
6020	Materials and Supplies	459	759	518	1,114	518	0
7000	Capital Outlays	0	0	0	0	0	0
7001	Land & Buildings (Floyd Ave trim, doors, sign)	0	0	5,000	2,621	5,000	0
7001	Land & Buildings (office space & HVAC)	19,338	0	0	0	0	0
7001	Land & Buildings (asphalt rejuvenation)	0	11,848	0	0	0	0
7001	Land & Buildings (impound lot)	22,784	85,776	0	0	0	0
7002	Furniture & Fixtures	0	0	0	0	0	0
	TOTAL	113,933	174,579	67,725	77,365	65,625	(2,100)

-3.10%

PUBLIC WORKS SHOPS MAINTENANCE
ACCT. 01-4306

The Public Works Department is responsible for maintaining its buildings and grounds complex as needed. A figure of 0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

Contractual services include HVAC and fuel tank maintenance.

PUBLIC WORKS					FY 19	FY 20	Increase/
4306 BUILDING MAINTENANCE		FY 17 Actual	FY 18 Actual	FY 19 Budget	Estimated	Proposed	(Decrease)
							Budget
1001	Wages - Full Time	884	1,936	0	735	0	0
1003	Overtime	0	0	0	0	0	0
2001	FICA	65	148	0	52	0	0
2002	Retirement/Life Insurance	133	293	0	125	0	0
2005	Medical/Dental Insurance	147	370	0	271	0	0
2008	ICMA - 1% employer contribution	7	16	0	5	0	0
3000	Contractual Services	2,298	4,741	4,287	4,301	4,287	0
3300	Repairs & Maintenance	41	1,616	600	1,227	600	0
5100	Utilities	5,246	5,883	6,240	5,209	6,240	0
5150	Heating Fuel	2,051	3,535	4,000	2,482	4,000	0
5200	Communications	3,808	3,595	4,127	3,870	4,127	0
6001	Office Supplies	66	135	100	100	100	0
6003	Agricultural Supplies	0	0	100	100	100	0
6005	Janitorial Supplies	2,776	3,500	3,600	3,605	3,600	0
6006	Shop Supplies	5,062	6,342	6,300	3,980	6,300	0
6014	Chemicals & Materials	168	0	0	0	0	0
7001	Land & Buildings (ice machine)	0	2,448	0	0	0	0
7001	Land & Buildings (HVAC)	0	9,799	0	0	0	0
7002	Furniture & Fixtures	0	1,193	0	0	0	0
7003	Data Processing	1,548	0	0	504	0	0
7007	Audio Video Equipment	1,025	1,500	0	0	0	0
	TOTAL	25,322	47,050	29,354	26,566	29,354	0

0.00%

**CEMETERY MAINTENANCE
ACCT. 01-4307**

The Public Works Department maintains High Street Cemetery as a public service to the citizens of Rocky Mount. These services include mowing and landscaping. The Town no longer opens or closes grave sites. 1.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

Funds are provided for fertilizer and other landscaping needs as well as tree trimming or removal as needed.

4307 CEMETERY MAINTENANCE		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	10,442	11,573	11,066	3,516	3,600	(7,466)
1002	Wages - Part Time	0	574	0	1,041	0	0
1003	Wages - Overtime	201	0	0	0	0	0
2001	FICA	795	904	847	331	275	(572)
2002	Retirement/Life Insurance	1,602	1,765	1,920	600	612	(1,308)
2005	Medical/Dental Insurance	3,064	3,902	3,454	951	612	(2,842)
2008	ICMA - 1% employer contribution	11	24	110	14	18	(92)
2011	Workers' Compensation Insurance	697	634	576	579	0	(576)
3000	Contractual Services	10	0	10	0	0	(10)
5155	Motor Fuel	658	532	600	598	600	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
5158	Small Equipment Expense	0	542	200	200	200	0
6003	Agricultural Supplies	43	340	50	397	350	300
6013	Materials and Supplies	0	0	0	0	0	0
6014	Chemicals & Materials	0	0	0	0	0	0
7004	Machinery and Equipment (excavator)	39,067	0	0	0	0	0
	TOTAL	56,589	20,789	18,833	8,226	6,267	(12,566)

-66.72%

PARKS & PLAYGROUNDS
ACCT. 01-4308

The Public Works Department maintains Mary Elizabeth Park, Mary Bethune Park, Celeste Park, the Franklin County Veterans' Memorial Park, and jointly maintains Gilley's Park with the Franklin County Parks and Recreation Department. A new park, the First Responders Memorial Park at the Emergency Services Building on North Main Street was put into service last fiscal year.

The Town does not have an organized recreation program, relying instead on services provided by the Franklin County Department of Parks and Recreation. Our parks are provided for passive use, utilizing playgrounds, picnic shelters, tennis courts, and roller hockey courts for non-organized play. The Town is also obligated under the terms of the 2000 annexation agreement to develop a playground in or near the Franklin Heights subdivision in the future. Full-time labor costs for Public Works employees' allocated time to maintain the grounds and equipment of these parks is budgeted at 5.0% of total labor and fringe benefits.

Mary Elizabeth Park, located in the center of the historic central business district, and Mary Bethune Park, located on East Street, are available to host special events and other recreational opportunities. Veterans' Park, on South Main Street, serves as a gateway into town. Gilley's Park, located on Trail Drive, provides two ponds for citizens' enjoyment. Celeste Park, on Franklin Street, provides a more natural setting for citizens to explore. First Responders Park, on North Main Street, also serves as a gateway into town.

**PARKS & PLAYGROUND
4308 MAINTENANCE**

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

-13.10%

PLANNING & ZONING
ACCT. 01-8101

The Planning and Zoning Administrator is responsible for administration of the Town's Zoning Ordinance, Subdivision Ordinance, comprehensive planning, and other matters of the Town Code related to land use issues. She is also the GIS coordinator for the Town. The office is also the staff liaison of the Rocky Mount Planning Commission and the Board of Zoning Appeals. The Planning & Zoning Administrator is assisted by the Planning Technician within the Community Development Department. Together, they share responsibilities for reviewing site plans, issuing sign permits, zoning permits, soil and erosion control, and proper land use planning. The erosion and soil inspection duties are now being conducted by Franklin County. All costs for the Planning & Zoning Administrator and 50% of the Planning Technician's salaries and fringes have been budgeted to this account.

The Planning Technician serves as Clerk for the Planning Commission and Board of Zoning Appeals, attending meetings, recording and transcribing minutes, and handling all public hearing notices.

Funds are allocated for the pay of the Planning Commission members for both regular and special meetings as needed. Rates are based on member certification. The planning chairman receives \$125 per regular meeting if certified or \$100 per regular meeting if not certified. She receives \$25 for each special meeting. The remaining members of the Planning Commission receive \$100 per regular meeting if certified and \$75 per regular meeting if not certified. They also receive \$25 for each special meeting. Members receive pay for the monthly regular meeting regardless of attendance but are only compensated for special meetings if in attendance. The Board of Zoning Appeals members only receive compensation for attendance at their scheduled meetings. The BZA Chairman receives \$100 per meeting if certified or \$75 per meeting if not certified. The remaining members receive \$75 if certified or \$50 if not certified. The Clerk (Planning Technician) receives \$100 per month for attendance and transcription of the Planning Commission meetings, \$25 for any special meetings, and \$100 per Board of Zoning Appeals meetings.

Contractual services include professional consultant reviews of planning and zoning ordinances as needed. Possible training opportunities include costs for Planning Commission members and BZA members to attend state certification courses as well as training costs for staff to attend professional development opportunities. Dues are paid for memberships in various planning, zoning, and economic / community development organizations.

8101 PLANNING & ZONING		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	69,557	57,151	63,268	63,268	65,482	2,214
1003	Wages - Overtime	13	0	0	0	0	0
1004	Wages - Contractual Services	1,200	1,900	1,500	1,500	1,553	52
2001	FICA	6,766	4,880	4,840	4,840	5,009	169
2002	Retirement/Life Insurance	10,660	8,431	11,357	11,357	11,754	397
2005	Medical/Dental Insurance	8,621	11,722	14,257	14,257	14,257	0
2008	ICMA Retirement Insurance	247	788	633	633	655	22
2011	Workers' Compensation Insurance	139	620	12	12	12	0
2103	Employment Physicals / Testing	0	143	0	0	0	0
3000	Contractual Services	1,178	268	1,000	900	1,000	0
3600	Advertising	1,419	3,597	5,000	1,271	5,000	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	185	267	390	173	390	0
5155	Motor Fuel	0	0	50	0	0	(50)
5157	Motor Vehicle Expense	186	0	500	0	0	(500)
5200	Communications	5,776	5,490	5,935	6,021	5,935	0
5445	Uniforms & Clothing	0	229	0	0	0	0
5500	Travel & Training/Education	595	1,001	1,000	1,040	2,500	1,500
5501	Meeting Expenses	268	41	75	74	75	0
5502	Stipends	7,850	8,921	8,200	7,800	8,200	0
5650	Dues & Professional Memberships	0	306	50	50	50	0
5700	Books & Subscriptions	141	0	100	641	100	0
6001	Office Supplies	3,496	2,287	3,500	1,880	3,500	0
7002	Furniture & Fixtures	0	80	0	0	0	0
7003	Data Processing Equipment	9,856	2,732	2,000	2,000	2,000	0
	TOTAL	128,153	110,856	123,667	117,717	127,473	3,806

3.08%

**ECONOMIC & COMMUNITY DEVELOPMENT
ACCT. 01-8102**

The Town has been quite active in placing financial support behind projects that have benefited the economic conditions and restored community pride in Rocky Mount. The Town mixes its rural/urban setting with a quiet country charm that is a draw for visitors to the region and encourages civic pride from its citizens and businesses. The Town continues to seek industrial partners for the 69 acres of land owned by the Town adjacent to the Franklin County / Rocky Mount Industrial Park.

The Town also partners with the Franklin County Board of Supervisors, Retail Merchants Association, and the Community Partnership for Revitalization to develop a business marketing and development plan to further promote business opportunities for commercial and retail sectors of the business community. The Town works with neighborhood groups to identify methods to revitalize deteriorating housing and infrastructure in order to encourage new growth in residential housing stock. The Town also coordinates with outside agencies to promote special events and attractions. The Community and Hospitality Center (the DePot) is staffed five days per week, except during the winter, by part-time employees to assist and direct visitors to the community's many cultural opportunities. The multiple award winning Harvester Performance Center, located on Franklin Street in the heart of downtown, and in its fifth year of operation, continues to draw patrons from outside the Town limits who enjoy the many retail, restaurant, and other entertainment opportunities available within the Town limits.

The Assistant Town Manager/Community Development Director heads the department. This position provides administrative and management support to the Town Manager, handles special projects as needed, works with existing small businesses to encourage success and growth, recruits other business and commercial ventures and provides technical assistance to establish operations in Town, coordinates special events and cooperates with other agencies and groups for such community activities, manages grants that may be received by the Town, works with residents and community leaders to better develop neighborhoods and residential living, and generally promotes the Town using our website and business and residential promotion guides.

A Planning Technician provides support to the department and serves as back-up help for telephone and walk-in customer assistance in the Town Manager's Office. She is presently responsible for scheduling reservations at Mary Elizabeth and Mary Bethune parks as well as reservations at the DePot. 50% of her salary is charged to this account with the remaining 50% being charged to the Planning and Zoning budget. The Planning & Zoning Administrator is also under the direction of the ATM/CDD and provides a high level of assistance in various aspects of economic development and growth planning and management.

Contractual services include costs for engineering and outside consulting services for various economic development initiatives as needed during the year. Unanticipated expenses that occur during the year related to economic development are also charged to this account. In economic development, Town Council has been flexible and responsive to various needs that have suddenly appeared to attract business or industry.

Training expenses are for staff to attend professional development seminars and conferences sponsored by the Virginia Economic Development Association, Virginia Department of Housing and Community Development; Virginia Downtown Development Association, Virginia Local Government Management Association; and the Virginia Municipal League.

Annual membership dues for staff members include: Virginia Local Government Management Association, American Planning Association, Virginia Downtown Development Association, International City/County Management Association, and Virginia Municipal Clerks Association.

Various contributions and sponsorships for special events include:

The Crooked Road	\$5,000
Ferrum Express Bus Service	\$4,600
Rotary Club Christmas Parade	\$2,500
BUD Commission contribution	\$3,000
Come Home to a Franklin County Christmas	\$1,600
Court Days	\$1,600
Pigg River Ramble	\$1,000
Historical Society Bus Sponsor-Moonshine Tour	\$ 600
Historical Society Bus Sponsor-Ghost Tour	\$ 600
Rotary Club – Fourth of July Festival sponsor	\$ 500
Other Special Events	<u>\$ 0</u>
Total Special Events Contributions	\$21,000

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

-5.24%

**CITIZENS' SQUARE
ACCT. 01-8103**

The Farmers' Market at Citizens' Square was established by the Town of Rocky Mount in 1998. Since that time, the square has proven to be successful in serving as a place for special events and to house a place for local farmers and crafters to sell their homegrown produce and wares. The Square has proven to be a cornerstone in the redevelopment of the central business district. The Retail Merchants' Association manages the Farmers' Market for the Town. The Community Development Department is responsible for the promotion of the Farmers' Market.

Contractual services include the \$500 per month payment for the administration of the Farmers' Market. Regular outside cleaning services and security services are also in contractual services.

A figure of 1.0% of all Public Works labor and fringe benefit costs are budgeted in this account, although only actual labor time spent on this activity will be charged during the budget year.

8103 CITIZENS' SQUARE		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	7,169	736	5,533	397	5,727	194
2001	FICA	485	56	423	28	438	15
2002	Retirement/Life Insurance	1,110	114	960	67	994	34
2005	Medical/Dental Insurance	1,822	351	1,727	0	1,727	0
2008	ICMA - 1% Employer Contribution	3	0	5	2	5	0
2011	Workers Compensation Insurance	175	158	288	289	288	0
3000	Contractual Services	10,149	8,420	8,525	8,830	8,525	0
3300	Repairs and Maintenance	360	683	750	6,728	750	0
3600	Advertising	0	0	0	0	0	0
4400	Permits, Licenses and Fees	40	40	40	40	40	0
4604	EBT's Expense	1,168	468	650	662	650	0
5100	Utilities	2,427	2,339	2,650	2,567	2,650	0
6003	Agricultural Supplies	0	0	0	0	0	0
6005	Janitorial Supplies	314	183	240	178	240	0
6018	Materials and Supplies	1,544	752	300	637	300	0
7002	Furniture & Fixtures	0	0	0	153	0	0
7007	Audio and Video Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	26,767	14,301	22,091	20,579	22,333	242

1.10%

**COMMUNITY & HOSPITALITY CENTER
ACCT. 01-8104**

The Rocky Mount Community & Hospitality Center, located in the former Norfolk Southern freight depot on Franklin Street, was opened in April 2000 and has served as a visitor's welcome center, a local museum, and hosts numerous community and private events for the public. The center has also served as a keystone in the overall revitalization efforts in the central business district.

The Center is staffed Monday through Saturday from April through December by a six-member part-time hostess / host staff. Staff at the Center will disseminate information on local attractions, lodging, shopping and dining opportunities throughout Rocky Mount and Franklin County. Rental fees are established for public and private use to help offset the cost of operations. The Town continues to own the building and schedules reservations.

One – half percent (0.50%) of total Public Works labor costs are budgeted here but only actual hours worked at the DePot are charged here.

Contractual services include routine building maintenance services such as cleaning, security, HVAC maintenance, and pest control.

**COMMUNITY & HOSPITALITY
8104 CENTER**

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	267	0	2,766	0	2,863	97
1002	Wages - Part Time	11,063	10,584	12,350	7,896	12,782	432
2001	FICA	882	739	1,157	639	1,197	40
2002	Retirement/Life Insurance	136	0	480	0	497	17
2005	Medical/Dental Insurance	129	0	864	0	864	0
2011	Workers Compensation Insurance	175	158	144	145	145	1
2103	Employment Physicals/Testing	0	381	380	150	380	0
3000	Contractual Services	4,715	8,139	3,500	4,052	4,000	500
3300	Repairs and Maintenance	0	95	200	200	200	0
3600	Advertising	0	656	165	0	165	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
5100	Utilities	3,439	3,427	3,600	3,686	3,600	0
5200	Communications	972	1,000	996	1,021	996	0
5445	Uniforms	0	0	0	0	0	0
5500	Travel & Training	53	40	60	0	0	(60)
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	179	111	200	131	200	0
6003	Agricultural Supplies	0	0	0	0	0	0
6005	Janitorial Supplies	414	242	250	100	250	0
6018	Supplies	362	170	200	100	200	0
7001	Land & Buildings (paint exterior)	0	0	0	0	500	500
7002	Furniture & Fixtures	0	0	0	0	0	0
7003	Data Processing Equipment	0	0	0	0	0	0
7007	Audio & Video Equipment	0	0	0	0	0	0
8000	Equipment Rental	0	0	0	0	0	0
	TOTAL	22,785	25,741	27,312	18,121	28,839	1,527

5.59%

PASSPORT SERVICE EXPENSES
ACCT. 01-8106

The Town of Rocky Mount became a Passport Acceptance Facility in 2010. A Passport Acceptance Facility is a location which has been designated by the Federal State Department to accept passport applications on its behalf. The Town does not approve or deny applications, but merely makes sure that applications are complete, accepts payment, and forwards applications on for processing. The Town's Passport Acceptance Facility also offers passport photograph services to the public.

Costs associated with offering this service include copying, postage, office supplies, and photo supplies. Staff time is not accounted for in this account. Fees charged for passport photos and for mailing the applications offset the expenses in this account.

PASSPORT SERVICE		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
8106	EXPENSES	Actual	Actual	Budget	Estimated	Proposed	Budget
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	1,601	1,780	1,875	1,737	1,875	0
5500	Travel & Training/Education	0	0	0	0	0	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office & Passport Supplies	738	807	1,125	513	1,125	0
	TOTAL	2,340	2,587	3,000	2,250	3,000	0

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

**ECONOMIC DEVELOPMENT AUTHORITY
ACCT. 01-8130**

In conjunction with the Town's construction of the Harvester Performance Arts Venue, an Economic Development Authority was set up to take advantage of the historic tax credits available to fund up to \$1,000,000 of the costs of the construction. Town Council has appointed seven members to the Authority with staggered terms. The EDA focuses its attention to economic development opportunities for the Town.

Operating expenses include the \$100 per meeting stipend for the Planning and Zoning Clerk to attend and transcribe the meetings. Stipends of \$50 per meeting for the seven Board members are budgeted here.

**ECONOMIC
DEVELOPMENT
8130 AUTHORITY**

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1004	Wages - Contractual	600	500	600	600	600	0
2001	FICA	133	144	46	98	46	0
2002	Retirement/Life Insurance	88	75	103	102	103	0
2008	ICMA - 1% employer contribution	7	6	6	6	6	0
3000	Contractual Services	0	0	0	0	0	0
3600	Advertising	0	0	0	0	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
5500	Travel & Training/Education	0	0	300	0	1,500	1,200
5502	Stipends	1,150	1,400	1,800	1,100	1,800	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	39	0	0	0	0	0
7001	Land & Buildings	0	0	0	0	0	0
	TOTAL	2,017	2,124	2,855	1,906	4,055	1,200

42.03%

**REMEDICATION OF BLIGHTED STRUCTURES
ACCT. 01-8500**

The Town of Rocky Mount began a program in fiscal year 2012 to help rid neighborhoods of blighted structures. The program is administered by the Community Development Department and its objective is to work with owners of blighted structures to restore them. As a last resort, the program purchases blighted structures with the intent to demolish, rebuild, and re-sale them.

The Town's Public Works Department personnel will demolish and clean debris from the blighted properties when feasible. Otherwise the demolition and rebuilding are outsourced.

REMEDIATION OF 8500 BLIGHTED STRUCTURES		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
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1001	Wages - Full time	2,799	0	0	0	0	0
2001	FICA	197	0	0	0	0	0
2002	Retirement/Life Insurance	423	0	0	0	0	0
3000	Contractual Services	0	1,440	0	0	0	0
3152	Demolition	15,156	0	10,000	0	20,000	10,000
3600	Advertising	0	0	0	0	0	0
3800	Postage & Delivery Services	0	0	0	0	0	0
4400	Permits	0	0	0	0	0	0
5155	Motor Fuel	0	0	0	0	0	0
5157	Motor Vehicle Expense	0	0	0	0	0	0
6003	Agricultural Supplies	0	0	0	0	0	0
	TOTAL	18,574	1,440	10,000	0	20,000	10,000

100.00%

**GENERAL FUND NON-DEPARTMENTAL
ACCT. 01-9102**

This account reflects costs not associated with any specific account elsewhere in the General Fund. These costs may include agency support, interfund transfers, debt service and contingency monies that Town Council may chose to use during the fiscal year for unforeseen needs.

A portion (75%) of general liability, automotive, property and casualty, and other non-medical related insurance have been centralized to this account. Debt Service is provided to service debt on the 2011 bond for the Emergency Services Building and the 2017 bond for Park infrastructure, drainage projects, and public safety radios.

Capital items generally used by a particular department are included in their specific operating account and not in this non-departmental account.

Included are the various costs for administering the flexible benefits and health insurance plans and a reserve for Council supplemental pay adjustments. Expenses for employee drug testing and wellness programs are found here.

We have tried historically to budget some amount each year in a contingency line item to cover any unanticipated costs that Council may designate during the year. The proposed base contingency is \$50,000.

There is a transfer to the Harvester Performance Center fund for \$355,484 to cover Town expenses related to the Harvester such as salaries, other personnel costs, utilities, and other building maintenance costs.

Financial support to outside agencies is included as well. A list of all agencies that have been funded in the past, their requests for funding and recommendations for funding, can be found in the Supplemental Information section of this budget document. Contributions to outside public service agencies is capped at about one-half cent of the real estate tax rate. However, as in the previous fiscal year, contributions are capped at \$16,500.

The amount proposed as contributions to outside agencies for this fiscal year is \$16,500 and includes the following:

Franklin Center Workforce Consortium	\$6,000
Free Clinic of Franklin County	3,500
Helping Hands	3,000
Stepping Stone Mission	750
Franklin County Family Resource Center	500
Franklin County Perinatal Education Center	500
Franklin County Historical Society	500
We Care of Franklin County	500
Southern VA Child Advocacy Center (CAPS)	200
Warren Street Society	0
Franklin County Rescue Squad	0
Undesignated	<u>1,050</u>
Total Contributions to Agencies	\$16,500

9102 GENERAL FUND NONDEPARTMENTAL		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/
		Actual	Actual	Budget	Estimated	Proposed	(Decrease) Budget
1000	Personal Services	17,103	14,199	0	24,018	0	0
2000	Fringe Benefits Administration Fees	(17,149)	32,187	22,744	22,744	22,744	0
2001	FICA	1,308	1,086	0	1,837	0	0
2004	LODA - Retiree Insurance	9,792	17,814	21,317	26,560	47,318	26,001
2101	Employee Wellnes Program	2,538	3,572	2,600	2,460	3,960	1,360
2102	Employee Drug Testing	866	933	990	990	1,100	110
5300	Insurance	74,299	64,458	67,681	64,522	65,167	(2,514)
5600	Contributions to Other Entities	15,450	15,450	16,500	15,450	16,500	0
9001	Debt Service - Principal	165,000	295,000	290,000	290,000	288,000	(2,000)
9002	Debt Service - Interest	48,552	52,659	50,162	36,441	40,652	(9,510)
9300	Transfer to Utility Operations Fund	0	0	0	0	0	0
9400	Transfer to Capital Projects Fund	0	0	0	0	0	0
9500	Transfer to Utility Capital Projects Fund	0	0	0	0	0	0
9600	Transfer to Performance Venue Fund-Operations	328,686	354,682	394,982	394,982	355,484	(39,498)
9959	Contingency	0	0	50,000	0	50,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	29,550	0	29,550	0
9959	Contingency-Economic Development Incentive	50,000	0	0	0	0	0
9959	Reserve for Reimbursement to Fund Balance	0	0	0	0	0	0
TOTAL		696,445	852,038	946,526	880,003	920,474	(26,052)

-2.75%

**UTILITY
OPERATING
FUND**

OVERVIEW: UTILITY OPERATING FUND

The utility operating fund accounts for the production and sale of water and the cost to treat sewer. The Town of Rocky Mount delivers quality water and sewer services to its customers. The last rate re-structure has helped to close the gap between below market rates and the actual costs to provide water and sewer services. 61% of our water revenue comes from residential, commercial, and industrial customers living within the Town limits. 79% of the gallons consumed are in-town.

Revenues in the utility fund include water use charges, sewer use charges, rental of property for cell phone towers, and a transfer from the utility capital fund, if needed.

Expenses include water distribution and treatment, sewer collection and treatment, utility billing, and non-departmental expenses not directly attributable to any one function.

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

12.52%

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

WATER SYSTEM OPERATIONS
ACCT. 02-5000

The Rocky Mount Public Works Department is responsible for maintaining the water distribution system to our customers. The Town currently has about 3,000 connections, including residential, commercial, institutional, and industrial users. These lines range in size from 2" service lines to 24" main lines, covering approximately 550,000 linear feet. Some of this system lies outside the corporate limits. Whenever Public Works employees, vehicles or equipment are used in servicing these lines, these costs are charged against this account to accurately reflect the true costs of providing utility service to the users. Fees are charged each month based upon consumption readings to cover the costs of providing this service. 8.0% of all Public Works labor and fringe benefits are budgeted to this account. Only actual time spent on associated projects will be charged during the year.

Aside from service lines, the Town is also responsible for the maintenance of five water storage tanks with a capacity of over 2.8 million gallons. Tanks are located on US 220 North, US 220 South, Scuffling Hill Road, Bald Knob, and Grassy Hill / Landmark. The annual maintenance costs for these tanks are budgeted in the contractual services line item. A fifth water storage tank at Grassy Hill is part of this year's capital improvement program.

Materials and supplies include pipe, valves, hydrants, clamps, and meters for new connections or which may be needed in miscellaneous line maintenance projects. Capital outlay and infrastructure may include more substantial repairs to existing water lines.

**WATER DISTRIBUTION
5000 SYSTEM**

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

8.47%

**METER READING
ACCT. 02-5010**

The Public Works Department is responsible for reading all water meters monthly. Readings are submitted to the Finance Department, which is responsible for preparing and mailing the bills and collecting payments.

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

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

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

5010 METER READING		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full Time	19,289	19,722	22,132	25,114	22,907	775
1001	Wages - Full Time (reduce)	0	0	0	0	(7,534)	(7,534)
1003	Wages - Overtime	137	188	100	0	104	3
2001	FICA	1,466	1,055	1,701	2,063	1,184	(517)
2002	Retirement/Life Insurance	2,950	2,861	3,857	4,725	2,711	(1,146)
2005	Medical/Dental Insurance	4,238	4,309	6,924	4,969	4,847	(2,077)
2008	ICMA - 1% Employer Contribution	1	0	0	0	0	0
2011	Workers' Compensation Insurance	1,307	1,100	1,151	1,157	1,151	0
3000	Contractual Services	2,035	2,085	2,400	2,085	10,000	7,600
3300	Repairs & Maintenance	0	0	500	500	500	0
5155	Motor Fuel	2,530	2,754	2,800	3,067	2,800	0
5157	Motor Vehicle Expenses	500	0	750	99	750	0
5500	Travel & Training	0	0	0	0	0	0
6009	Materials & Supplies	136	0	200	102	200	0
	TOTAL	34,588	34,073	42,515	43,882	39,619	(2,896)

-6.81%

**WATER TREATMENT PLANT
ACCT. 02-5050**

The Town of Rocky Mount operates a 2.0 MGD water treatment facility located approximately 2 miles north of the corporate limits off U.S. Route 220. Constructed in 1983, the plant draws raw water from the Blackwater River. The facility and its treatment process comply with the Virginia Health Department (VDH) and with the Department of Environmental Quality (DEQ) and rated as a Class II plant. The facility is a conventional treatment filtration plant utilizing chemical addition with flash mix and three flocculation basins, two sedimentation basins, two sand filters, 250,000 gallon clear well and finished water pumps. The Water Plant, in 2016, converted from chlorine gas to liquid bleach for processing.

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

The Town has addressed several capital needs over the past years needed to maintain the water treatment plant and to meet VDH requirements. The plant continues to operate on a VDH permit and quality standards that require less than 24 hour operation to hold down personnel and operating costs. The Water Treatment Plant is expected to incur a near zero increase in its production level for this fiscal year.

Contractual services encompass instrumentation, elevator, and HVAC maintenance, calibration, and any engineering services required. Chemicals include chlorine, fluoride, alum, and other chemicals needed to treat raw water for distribution.

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

4.63%

**SEWER SYSTEM OPERATIONS
ACCT. 02-6000**

The Public Works Department is responsible for maintaining the wastewater collection system to the Wastewater Treatment Plant. These lines lie both inside the corporate limits and outside for industrial and commercial development. Whenever Public Works employees, vehicles and equipment are used in servicing these lines, these costs are booked against this account to accurately reflect the true costs of providing these services. Fees are charged to the users to recover the costs of collecting wastewater and its treatment. 8.0% of all Public Works labor and fringe benefits are budgeted in this account. Actual labor spent on work associated with the wastewater collection system will be charged.

Routine repairs and maintenance of sewer lines are provided by Public Works. Money has been set aside for materials and supplies for miscellaneous sewer line extensions or repairs that may be required during the fiscal year. This account also includes costs to operate and maintain all sewer pump stations in the system. At present, the town has 6 stations: Green Oaks, Trail Drive, Rt. 220, Powder Mill, Altice Mill Road, and Rt. 122.

Contractual services include miscellaneous contracted work needed for basic inflow and infiltration repairs or engineering services, for root control, and for "Miss Utility" markings. Materials and supplies include costs for non-specific sewer line projects and repairs. Funds budgeted do not provide for any new services, but only to repair existing lines when needed. Capital outlay provides for major repair costs. Infrastructure includes costs for major repair projects to existing sewer lines.

**WASTEWATER COLLECTION
6000 SYSTEM**

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

19.74%

**WASTEWATER TREATMENT PLANT
ACCT. 02-6050**

The Town of Rocky Mount operates a 2.0 MGD wastewater treatment facility located approximately 1 mile east of the corporate limits. Constructed in 1994, the plant is a state-of-the-art facility with a discharge permit into the Pigg River. The facility and its treatment process comply with Virginia Health Department (VDH) and with Department of Environmental Quality (DEQ) and is rated as a Class I plant. The facility is a conventional treatment plant utilizing aerobic digestion and UV light treatment, two primary digesters, sedimentation basins, and belt press operation. The Town is required to dispose of sludge produced at the plant at the county landfill. Currently five full-time operators are employed, including the Wastewater Treatment Plant Superintendent, who holds a Class I license. Staff will include one (1) Lead Operator who holds a Class I license, two (2) Operators I and one (1) Operator II. An intern from the Virginia Western water and sewer instructional program or from the Ferrum College environmental science program is also used throughout the year. Wastewater Treatment Plant personnel are responsible for the maintenance of the facility and grounds as well as all pump stations.

The plant is a benchmark for other treatment facilities in the state because of its design and the maintenance provided by the WWTP Superintendent and his staff. The plant consistently performs well above minimum standards established in the regulatory permit issued by the Virginia Department of Environmental Quality.

Contractual services are for facility and equipment maintenance. Repairs and maintenance are for miscellaneous and small emergency repairs. Laboratory supplies are for testing materials and equipment required by regulatory agencies to meet state and federal operating limits. Chemicals are for materials needed to treat inflow before discharging.

UTILITY BILLING
ACCT. 02-6200

The Finance Department handles all financial and personnel related services for the Utility Fund. To properly reflect the true costs of these services, a portion of all salaries and fringe benefits of these persons will be charged to the Utility Fund. 25% of the personnel costs for the Finance Director, the Assistant Finance Director, and the Accounting Technician and 50% of personnel costs for both Account Clerks have been allocated to this account. No portion of the costs for administrative oversight of the fund by the Town Manager is charged to this account, but should be for proper accountability and booking of true operation costs. The Finance Department oversees the input of the meter readings, prepares and mails the utility bills, and collects payments. They also maintain the general ledger for utility fund operations and process payroll and benefits administration for employees operating in this fund.

A portion (25%) of all maintenance agreements for computer hardware and software is also being charged to this account. 25% of the annual audit is allocated to this account. 25% of office equipment maintenance contract costs and 25% of Finance Department office supplies are charged to this account.

**UTILITY BILLING &
6200 ADMINISTRATION**

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

-3.06%

**UTILITY FUND NON-DEPARTMENTAL
ACCT. 02-6900**

This account includes all costs not associated with any operating departmental budget. These costs include general liability insurance costs (25%), interfund transfers, debt service, and contingency for unanticipated costs or Town Council discretionary funds needed during the budget year. Depreciation costs are budgeted in all proprietary funds in accordance with sound financial practices. Depreciation has been budgeted to account for expenses related to both the water and sewer systems that are anticipated to be recorded in year-end audited financial statements. Water and sewer rates do not cover the cost of depreciation. Depreciation is financed by tapping into the fund balance. Supplemental pay adjustments for Council use for utility fund employees are included in this account.

Debt Service in the Utility Fund is for past utility line extensions within Town limits (2013 issue) and for the meter replacement project (2018 issue).

We have tried historically to budget some amount each year in a contingency line item to cover any unanticipated chemical or materials costs or engineering services that Council may designate during the year. The amount this year is proposed at \$10,000.

6900 UTILITY FUND NONDEPARTMENTAL		FY 17	FY 18	FY 19	FY 19	FY 20	Increase/ (Decrease)
		Actual	Actual	Budget	Estimated	Proposed	Budget
1000	Personal Services	4,499	3,803	0	6,085	0	0
2001	FICA	344	291	0	465	0	0
5300	Insurance	24,766	21,486	22,560	21,507	21,722	(838)
9001	Debt Service - Principal	284,000	292,500	302,000	302,000	363,240	61,240
9002	Debt Service - Interest	86,383	111,748	76,013	86,560	108,504	32,491
9100	Transfer to General Fund	0	0	0	0	0	0
9401	Transfer to Utility Fund Capital Projects Fund	0	0	0	0	0	0
9959	Contingency	0	0	10,000	0	10,000	0
9959	Reserve for Council supplemental pay adjustments	0	0	7,051	0	7,051	0
9960	Depreciation -- Water	342,744	342,479	377,875	344,191	347,633	(30,242)
9961	Depreciation -- Sewer	410,548	427,087	431,075	444,171	466,379	35,304
	TOTAL	1,153,284	1,199,394	1,226,574	1,204,980	1,324,529	97,955

7.99%

UTILITY CAPITAL FUND

OVERVIEW: UTILITY CAPITAL FUND

The utility capital fund was established in fiscal year 2013 and contains a portion of the revenues generated from water distribution and sewer collection charges in order to fund capital needs of the water and sewer systems. It also contains the flat availability fees for meters greater than 5/8".

Expenses in this fund will be for capital and major repair items for the water distribution system, the Water Treatment Plant, the sewer collection system, and the Wastewater Treatment Plant. With the input of the Water Plant Superintendent, the Wastewater Plant Superintendent, the Public Works Superintendent, the Town Manager, and the Assistant Town Manager, Council will decide which projects will be funded in any particular year.

The one dollar increase in residential garbage fees, established from rates at December 31, 2012, is also put into this fund to help fund future public works capital equipment needs such as a replacement garbage truck or other large public works machinery.

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

-61.27%

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

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

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

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
	Wastewater Treatment & Collection						
05.6050	Sewer Collection						
6176	SCADA for pump stations	0	0	0	0	0	0
5408	extend sewer line on Scuffling Hill	0	0	0	0	0	0
6183	push camera	0	0	0	0	0	0
6185	portable smoke machine for sewer lines	2,380	0	0	0	0	0
6186	replace pump drives at Main plant pump station	17,966	0	0	0	0	0
6187	replace pumps at Main plant pump station	40,455	0	0	0	0	0
6194	rapid assessment tool/SL-RAT	0	25,524	0	0	0	0
6176	radios for remaining pump stations	0	24,037	0	0	0	0
6301	replace sewer line on Hillcrest	0	0	108,000	0	0	(108,000)
6199	rebuild climbing screen - main plant pump station	0	0	60,000	60,000	0	(60,000)
	Weaver St. sewer extension	0	0	0	170,000	0	0
	replace #1 main pump station pump	0	0	0	0	50,000	50,000
	replace Ann Sink St water & sewer line	0	0	0	0	80,000	80,000
	slip line S. Main sewer line (E Court to Lawndale)	0	0	0	0	190,000	190,000
	Total Sewer Collection	60,801	49,561	168,000	230,000	320,000	152,000
05.6060	Wastewater Treatment Plant						
6062	replace doors / headworks bldg.	0	0	0	0	0	0
7001	supply lines	0	0	0	0	0	0
7004	tractor	0	0	0	0	0	0
6179	clarifer brushes	0	0	0	0	0	0
6188	replace sampler	5,935	0	0	0	0	0
6189	replace flow meter	1,826	0	0	0	0	0
6190	replace HVAC unit	10,020	0	0	0	0	0
6192	replace blower	3,521	0	0	0	0	0
6193	transfer switch	5,805	0	0	0	0	0
6195	parking lot repairs	0	12,787	0	0	0	0
6196	replace building heaters	0	1,500	0	0	0	0
6197	replace clarifiers	0	114,491	0	0	0	0
6198	valve replacement	0	675	0	0	0	0
	replace 1992 JD tractor	0	0	0	0	35,000	35,000
	Total Wastewater Treatment & Collection	27,107	129,454	0	0	35,000	35,000
	TOTAL SEWER COLLECTION & TREATMENT	87,908	179,015	168,000	230,000	355,000	187,000
05.4261	Public Works Equipment						
7004	Machinery/Equip-garbage truck(from reserved funds	0	88,201	0	0	0	0
7004	Machinery/Equip-garbage truck(no prior funding)	0	56,311	0	0	0	0
7004	Machinery/Equip-1/2 JD loader & equipment	0	0	0	0	91,500	91,500
	TOTAL STREET CLEANING	0	144,512	0	0	91,500	91,500

**UTILITY FUND CAPITAL PROJECTS FUND
EXPENDITURES**

		FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
05.5000	Transfer to Other Funds						
9100	Transfer to General Fund	0	0	0	0	0	0
9400	Transfer to Capital Projects Fund	0	0	0	0	0	0
9401	Transfer to Utility Operating Fund	0	0	55,970	0	0	(55,970)
	TOTAL TRANSFER TO OTHER FUNDS	0	0	55,970	0	0	(55,970)
05.6900	Debt Service						
9001	Debt Service - Principal	0	0	0	0	57,240	57,240
9002	Debt Service - Interest	0	0	0	10,548	38,946	38,946
9000	New Debt Service - \$1,000,000 10 years 4%	0	0	121,494	0	0	(121,494)
	TOTAL DEBT SERVICE	0	0	121,494	10,548	96,186	(25,308)
05.6900	Contingency						
9959	Contingency	0	0	60,000	0	60,000	0
	TOTAL CONTINGENCY	0	0	60,000	0	60,000	0
05.9000	Reserved Fund Balance						
9999	Reserved Fund Balance (for future projects)	0	0	0	0	0	0
	TOTAL RESERVED FOR FUTURE PROJECTS	0	0	0	0	0	0
	TOTAL UTILITY CAPITAL PROJECTS	220,526	677,679	1,714,964	1,425,193	858,686	(856,278)

-49.93%

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

HARVESTER OPERATING FUND

OVERVIEW: HARVESTER OPERATING FUND

The operating revenues and expenses of the Harvester Performance Arts Venue provided by Town funds are tracked in a separate fund. The Harvester opened in April 2014 with a full slate of performances.

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

Town expenses are comprised of salaries and other personnel costs for four (4) full-time employees: the General Manager, the Assistant General Manager, the Operations Director, and the Lead Technician. Three (3) part-time staff and performance assistants are needed but not proposed for funding for FY 2020. Volunteers are utilized to round out the Harvester staffing needs. Other contracted services related to the Town owned building include electrical, telephone, and custodial services.

Performance related expenses are covered by performance related revenues separately and are not shown here as they are not classified as Town revenues nor Town expenses.

8401	PERFORMANCE VENUE EXPENSES	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase/ (Decrease) Budget
1001	Wages - Full time	154,997	162,664	166,913	174,771	172,755	5,842
1001	Wages - p-t to Full time Lead Technician	0	0	22,295	0	0	(22,295)
1002	Wages - Part time	2,582	24,200	39,585	4,350	0	(39,585)
1003	Wages - Overtime	0	707	0	0	0	0
1007	Wages - Public Security	19,980	19,890	22,000	17,515	22,000	0
2001	FICA	11,248	12,818	12,769	16,514	13,216	447
2002	Retirement/Life Insurance	26,212	26,500	29,424	34,559	30,454	1,030
2005	Medical/Dental Insurance	25,702	33,104	31,326	37,712	31,326	0
2008	ICMA - Employer Contribution	1,047	1,353	1,272	1,670	1,317	45
2011	Workers' Compensation Insurance	2,403	1,482	423	425	423	0
2103	Employment Physicals / Testing	148	203	0	290	0	0
3000	Contractual Services	26,499	(602)	17,015	36,350	35,000	17,985
3005	Custodial Services	0	7,012	5,200	10,569	11,700	6,500
3300	Repairs & Maintenance	0	3,703	2,500	5,521	7,500	5,000
3600	Advertising	2,350	4,075	0	0	0	0
3700	Printing & Binding	0	0	0	0	0	0
3800	Postage & Delivery Services	51	0	0	0	0	0
4400	Licenses & Permits	4,948	8,021	0	790	1,000	1,000
5100	Utilities	12,004	24,908	24,600	26,960	27,600	3,000
5200	Communications	6,565	13,025	13,140	13,758	13,800	660
5500	Travel & Training/Education	341	0	0	0	0	0
5650	Dues & Professional Memberships	0	0	0	0	0	0
5700	Books & Subscriptions	0	0	0	0	0	0
6001	Office Supplies	1,622	495	200	843	800	600
6005	Janitorial Supplies	671	7,177	6,320	5,802	6,770	450
7002	Furniture & Fixtures	7,669	2,927	0	1,650	0	0
7003	Data Processing Equipment	810	1,021	0	252	2,500	2,500
7004	Machinery & Equipment	14,495	0	0	4,681	0	0
7007	Audio Video Equipment	6,342	0	0	0	0	0
9959	Contingency	0	0	0	0	0	0
9959	Contingency (funded in part by rent)	0	0	0	0	53,568	53,568
	TOTAL PERFORMANCE VENUE EXPENDITURES	328,686	354,682	394,982	394,982	440,684	36,746
						0	9.30%
	revenues	328,686	354,682	394,982	394,982	440,684	

CAPITAL IMPROVEMENT PLAN

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

OVERVIEW

The Capital Improvement Plan (CIP) is a planning document to provide guidance for the long-range funding of future large capital projects and major equipment purchases. No funds are appropriated for any project or equipment purchase until Town Council includes their funding in the adopted budget for the upcoming fiscal year. The FY 20-24 CIP was compiled using the capital improvement plan adopted last year and updated using information and requests from department heads and the Town Manager. Generally, items in the CIP are at least \$5,000 and have a useful life of at least two years.

Capital projects can be one-time needs such as a new building, a vehicle replacement, or major updates or expansion of existing utility lines or streets. Some expenditures are for major upgrades or repairs / replacement in order for the original item to continue its useful life. These include buildings, roads, bridges, water and sewer lines, and specialized vehicles and machinery. Many items in the CIP will have some sort of annual operating costs that need to be considered.

The CIP is comprised of three funding sources – those items funded through the General Fund, those items funded through the Utilities Fund, and those items funded through outside sources such as grants, bonds, loans, or possibly fund balance. Fund balance should never be used to fund routine operating expenses and long-term continued use of fund balance can lead to financial difficulties. Sustained revenue sources such as property taxes or water and sewer user fees should be used to fund operating expenses and even one-time capital projects where feasible. The fund balance should be maintained to provide a sufficient level for use in economic downturns and for emergencies. Over the long-term, the fund balance should remain stable or increase due to the community's general economic conditions.

The Town tries to supplement as many capital projects through the use of grant funding from state and federal agencies because these grant awards represent a return of local tax dollars collected by the federal and / or state governments. These agencies include the Virginia Department of Housing and Community Development, Virginia Tobacco Indemnification Commission, USDA Rural Development, and the Virginia Department of Transportation. Grants are available for a number of types of projects including community and economic development, housing, utility improvements, and street / transportation needs. Due to the competitive nature of grant awards, the Town generally must first spend money on preliminary engineering reports, consultants, and grant writers before even submitting a funding request. The funding agencies also favorably recognize the commitment to a potential funding project by the initial expenditures of localities on the project itself. All grant funds come with strings attached and must be administered in such a way that complies to the requirements of the funding agency and the objectives of the funded project.

If grants and user fees are not available, debt financing is an option. Borrowing funds at reasonable rates for future capital projects spreads the debt service over the useful life of the project and passes the cost to future users of the improvement. Debt is appropriate to finance assets with high costs and long useful lives. However, annual debt service must be covered through annual operating funds and existing tax rates and user fees may not be sufficient to cover the annual principal and interest payments.

There are state agencies that issue tax-free and below-market rates for applicable projects. The Town has issued debt through the Virginia Department of Environmental Quality Revolving Loan Fund for sewer utility projects and through the Virginia Resources Authority for the wastewater treatment plant, water lines in the annexed area, and the Grassy Hill water storage tank. These two agencies can issue debt for utility projects, public safety, transportation, and brown field remediation. The Town has also issued debt through the Virginia Municipal League for a mix of public parking, public works building, and infrastructure (roads, a parking lot, drainage improvements, park upgrades, water lines, sewer lines, and replacement meters). The VML / VaCo program allows for a wide variety of utility and general government projects.

Not all capital improvements can be funded. The public, in large part, dictates which new initiatives and capital improvements they are willing to support with their tax revenue and utility user fees. The Town must provide for basic maintenance on existing infrastructure and equipment first. A failure to address maintenance needs will only delay the inevitable and usually have higher costs in the future. Ultimately Town Council must decide how to prioritize the Town's operating and capital needs with the available assets. Only projects approved in Year 1 of the CIP need to be funded in the current budget. Generally, projects that are not funded in Year 1 are not because they are not important or not needed, but that the current funding level is not available to support the cost of the project at this time. Projects in Years 2 through 5 do not demonstrate a commitment to funding but only that the projects are currently planned to occur during Years 2 through 5.

Funding capital outlay continues to be a challenge. Finding funds available for capital items is difficult after normal and existing operations are financed with the distribution of the current year's revenue stream of taxes and fees. With the continued inability to upgrade and replace items past their useful life on a regular basis, the Town sometimes has to finance major repairs with the use of fund balance or with the issuance of debt.

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

- Police K-9 dog replacement
- Police vehicles and vehicle equipment
- Equipment and vehicles for the Public Works Department
- Improvements and additions to Town facilities and parks
- Property purchases for economic development opportunities
- Upgrades to existing utility lines
- Upgrades and rebuilds to water distribution and storage infrastructure
- Replacements and upgrades to equipment at the Water Treatment Plant
- Replacement of sewer collection infrastructure
- Replacements and upgrades to equipment at the Wastewater Treatment Plant

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

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

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

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

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

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

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

Project / Purchase:	FY 21 Proposed	FY 22 Proposed	FY 23 Proposed	FY 24 Proposed	5 YEAR TOTAL
GENERAL FUND PROJECTS:					
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:					
Mgr - replace 2004 Ford Explorer	35,000				35,000
Mgr - replace 2011 Impala		25,000			25,000
Com Dev - replace 2007 GMC Yukon			35,000		35,000
TOTAL ADMINISTRATIVE DEPARTMENT:	35,000	25,000	35,000	-	95,000
PUBLIC SAFETY:					
Police - replace in car camera & video (\$7,000/car;2/year)	14,000	14,000	14,000	14,000	70,000
Police - replace mobile data terminal (\$3,000/car; 3/year)	9,000	9,000	9,000	9,000	45,000
Police - Ford F-150 4x4 for patrol					47,090
Police - enclosed 8.5x20 trailer for Command Post					29,500
Police - replace 2 Explorer at \$44,000/car every 2 years	88,000	88,000	88,000	88,000	352,000
Police - replace K-9 officer (replace Rousey)		12,000			22,000
Fire - jaws of life (extrication)	10,000				10,000
Fire - replace 1993 Pierce fire engine (may get grant fundir	536,000				536,000
Fire - replace SCBA bottles (7)	7,000	7,000	7,000	30,000	58,000
Fire - replace 2 thermal imaging cameras	15,000				15,000
Fire - replace Cascade Air System (may get grant funding)		130,000			130,000
Fire - replace 1996 Freightliner fire engine			625,000		625,000
Fire - replace 1995 Chevy Suburban (quick response vehic			45,000		45,000
Fire - replace Utility 1A				300,000	300,000
TOTAL PUBLIC SAFETY	679,000	260,000	788,000	441,000	2,284,590
PUBLIC WORKS:					
Pub Works - sidewalk maintenance (year 4)					40,000
Pub Works - manhole leveling system	10,000				10,000
Com Dev - street lighting Floyd Ave -- decorative poles	65,000				65,000
Pub Works - replace pick-up					45,000
Pub Works - replace pick-up	45,000				45,000
Pub Works - replace 1999 Ford tractor & equipment	53,000				53,000
PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)					91,500
Pub Works - replace 1995 Ford tandem dump truck	150,000				150,000
Pub Works - gator 4 x 4	16,700				16,700
Pub Works - asphalt roller	32,000				32,000
Pub Works - replace 1997 Ford single axle dump truck	135,000				135,000
Pub Works - replace 1999 John Deere loader 444	150,000				150,000
Pub Works - replace 2006 John Deere backhoe 310	120,000				120,000
Pub Works - replace 2002 GMC pick-up	60,000				60,000
Pub Works - replace 2003 Ford pick-up	45,000				45,000
Pub Works - replace lawn mowers	35,000				35,000
Pub Works - replace 2006 Ford pick-up		55,000			55,000
Pub Works - replace 1999 Ford bucket truck		175,000			175,000
Pub Works - replace 2003 John Deere backhoe 710		200,000			200,000
Pub Works - replace 1999 NH skid loader		80,000			80,000
Pub Works - replace 2007 Dodge pick-up			45,000		45,000
Pub Works - replace Jet Truck			300,000		300,000
Pub Works - replace pick-up				55,000	55,000
Pub Works - replace 2002 GMC dump truck				135,000	135,000
Pub Works - replace street sweeper				200,000	200,000
TOTAL PUBLIC WORKS	916,700	510,000	345,000	390,000	2,338,200

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

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

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

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

BY LINE ITEM

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

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

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

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

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

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

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

TOWN OF ROCKY MOUNT							
ADVERTISING (LINE 3600)							
Account	Title	FY 17 Actual	FY 18 Actual	FY 19 Budget	FY 19 Estimated	FY 20 Proposed	Increase / (Decrease)
01.1101	Council	1,489	890	1,250	2,150	1,250	0
01.1202	Town Manager	771	1,804	400	400	400	0
01.1213	Finance Dept.	242	1,556	320	320	320	0
01.3101	Police Dept.	665	158	600	1,008	600	0
01.3202	Fire Dept.	0	451	500	493	500	0
01.4100	Public Works Admin.	133	667	0	0	0	0
01.4107	Traffic Control	0	0	0	0	0	0
01.4108	Streets	242	0	150	580	150	0
01.4203	Refuse Collection	224	824	700	468	700	0
01.4204	Snow Removal	0	0	0	0	0	0
01.4304	Municipal Bldg.	121	0	0	0	0	0
01.8101	Planning	1,419	3,597	5,000	1,271	5,000	0
01.8102	Comm Development	1,766	857	2,000	0	2,000	0
01.8102	Comm Dev - Branding	32,859	44,788	62,257	49,000	12,257	(50,000)
01.8103	Citizens' Square	0	0	0	0	0	0
01.8104	Hospitality Center	0	656	165	0	165	0
02.5000	Water Distribution	0	0	0	0	0	0
02.5010	Meter Reading	0	0	0	0	0	0
02.5050	Water Plant	0	1,279	100	0	100	0
02.6000	Wastewater Collection	0	0	300	0	300	0
02.6200	Utility Billing	0	0	0	0	0	0
06.8401	Harvester Performance Center	2,350	4,075	0	0	0	0
Totals		42,280	61,601	73,742	55,690	23,742	(50,000)
increase from prior year		231%	46%	20%	-10%	-57%	

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

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

TOWN OF ROCKY MOUNT
MOTOR FUEL (LINE 5155)

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

TOWN OF ROCKY MOUNT							
VEHICLE EXPENSE (LINE 5157)							
Account	Title	FY 17	FY 18	FY 19	FY 19	FY 20	Increase /
		Actual	Actual	Budget	Estimated	Proposed	(Decrease)
01.1202	Town Manager	837	286	400	580	400	0
01.3101	Police Dept.	24,895	27,806	30,000	27,812	30,000	0
01.3202	Fire Dept.	11,582	18,294	13,000	12,456	13,000	0
01.4107	Traffic Control	1,432	511	500	855	500	0
01.4108	Streets	25,338	19,485	24,700	27,950	24,700	0
01.4109	Sidewalks	0	0	0	0	0	0
01.4202	Street Cleaning	339	1,779	1,000	65	1,000	0
01.4203	Refuse Collection	4,883	3,092	5,000	8,200	5,000	0
01.4204	Snow Removal	559	2,733	1,500	234	1,500	0
01.4307	Cemetery Maint.	0	0	0	0	0	0
01.4308	Parks Maint.	0	0	0	0	0	0
01.8101	Planning	186	0	500	0	0	(500)
01.8102	Comm Development	1,018	2,322	2,000	992	2,000	0
02.5000	Water Distribution	0	0	226	300	486	261
02.5010	Meter Reading	500	0	750	99	750	0
02.5050	Water Plant	609	987	750	750	750	0
02.6000	Wastewater Collection	38	859	1,000	2,402	1,000	0
02.6050	Wastewater Plant	63	945	800	1,772	800	0
Totals		72,277	79,100	82,126	84,467	81,886	(239)
increase from prior year		-22%	9%	4%	7%	-3%	

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

TOWN OF ROCKY MOUNT
UNIFORMS (LINE 5445)

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

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

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

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

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

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

SUPPORTING SCHEDULES

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TOWN OF ROCKY MOUNT		
CHANGES IN TAX RATES		
YEAR	R/E	P/P
1968	1.50	1.50
1969	1.50	1.50
1970	1.50	1.50
1971	1.50	1.50
1972	1.50	1.50
1973	1.50	1.50
1974	2.50	2.50
1975	2.50	2.50
1976	2.50	2.50
1977	2.50	2.50
1978	2.50	2.50
1979	0.35	2.50
1980	0.35	2.50
1981	0.35	2.50
1982	0.35	2.50
1983	0.35	2.50
1984	0.35	2.50
1985	0.30	2.50
1986	0.25	2.50
1987	0.20	2.50
1988	0.20	2.50
1989	0.15	2.50
1990	0.12	1.70
1991	0.12	1.70
1992	0.12	1.70
1993	0.12	1.70
1994	0.12	1.70
1995	0.12	1.70
1996	0.12	0.51
1997	0.12	0.51
1998	0.12	0.51
1999	0.12	0.51
2000	0.12	0.51
2001	0.12	0.51
2002	0.12	0.51
2003	0.12	0.51
2004	0.12	0.51
2005	0.11	0.51
2006	0.14	0.51
2007	0.14	0.51
2008	0.14	0.51
2009	0.12	0.51
2010	0.12	0.51
2011	0.12	0.51
2012	0.12	0.51
2013	0.13	0.51
2014	0.13	0.51
2015	0.13	0.51
2016	0.13	0.51
2017	0.13	0.51
2018	0.13	0.51
2019	0.13	0.51

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

Town of Rocky Mount					
Legal Debt Margin					
***NOTE: Legal Debt Margin gives the upper limit on any borrowing. At the end of FY 2018 the Town may borrow an additional \$40,809,970 if needed.					
Per Fiscal Year	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Assessed Real Estate Value	432,341,800	443,862,900	454,949,600	457,289,700	460,214,000
Debt Limit (10% of Assessed Value)	43,234,180	44,386,290	45,494,960	45,728,970	46,021,400
Less: Debt Outstanding	(4,888,500)	(4,388,500)	(5,506,500)	(4,919,000)	(5,443,500)
Legal Debt Margin (available for Debt)	<u>38,345,680</u>	<u>39,997,790</u>	<u>39,988,460</u>	<u>40,809,970</u>	<u>40,577,900</u>
Outstanding Debt as % of Debt Limit	11%	10%	12%	11%	12%

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

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

TOWN OF ROCKY MOUNT				
EMPLOYEE POSITIONS				
BY DEPARTMENT & TITLE				
Dept.	Position	# positions	Pay Grade	Function
Manager	Town Manager	1	32	Directs overall administration of the Town government
Manager	Executive Assistant	1	14	Maintains official Town records; support to Council and Town Manager
Manager	Receptionist	1	p-t	Greets and assists the public entering the Municipal Building
Comm. Develop.	Asst Town Mgr / Com Dev Director	1	26	Assists Town Mgr; directs community & economic activities
Comm. Develop.	Planner	1	18	Coordinates Town zoning and planning functions
Comm. Develop.	Comm Development Assistant	1	12	Support to Community Development Dept. & other Town boards
Comm. Develop.	DePot Host / Hostess	6	p-t	Greet visitors to the Welcome Center
Harvester	General Manager	1	24	Overall administration of the HPC; books performances
Harvester	Assistant Manager	1	21	Assists General Manager in administration of the HPC
Harvester	Operations Director	1	10	Oversees HPC office operations
Harvester	Operations Staff	0	p-t	Supports Assistant General Manager & Operations Director
Harvester	Lead Equipment Technician	1	p-t	Loads in, loads out, operates sound equipment
Finance	Finance Director / Treasurer	1	26	Directs overall administration of the Finance Department
Finance	Assistant Finance Director	1	22	Provides interanal services, human resources, and accounting
Finance	Accounting Technician	1	17	Performs accounting, payroll, & accounts payable functions
Finance	Account Clerk	2	13	Performs customer service & accounting assistance
Police	Police Chief	1	28	Directs overall administration of the Police Department
Police	Captain	0	23	Assists Police Chief in administration of Police Dept.
Police	Lieutenant - Patrol	1	22	Supervises all patrol activities and events
Police	Lieutenant - Investigations	1	22	Supervises all investigations and records management
Police	Sergeant - Patrol	4	19	Direct supervision of patrol shift; general duty of law enforcement
Police	Sergeant - Investigations	1	19	Direct supervision of investigations; general duty of law enforcement
Police	Police Officer - Patrol	11	15	Law enforcement to protect life and property in the Town
Police	Community Police Officer	1	p-t	Law enforcement to protect life and property in the Town
Police	Investigator	1	15	Investigates reported & suspected criminal activity; law enforcement
Police	School Resource Officer	1	15	Law enforcement within the public school system
Police	Records Manager	1	14	Supervisory, clerical, and records management duties
Police	Records Clerk	1	12	Clerical and records management duties
Police	Police Officer (part-time)	3	p-t	Law enforcement to protect life and property in the Town
Public Works	Public Facilities Director	0	26	Directs overall administration of the Public Works Department
Public Works	Public Works Superintendent	1	22	Supervises/coordinates construction, repair, and maintenance projects
Public Works	Foreman	1	15	Supervises crews on repair and maintenance projects
Public Works	Mechanic	1	14	Skilled and semi-skilled work in the repair & maintenance of equipment
Public Works	Utility Service Technician	1	13	Reads water meters plus other public works projects as assigned
Public Works	Maintenance Worker III	3	14	Skilled and semi-skilled work with motorized construction equipment
Public Works	Maintenance Worker II	3	12	Construction, maintenance, and repair duties
Public Works	Maintenance Worker I	3	10	Construction, maintenance, and repair duties
Public Works	Ground Maintenance Worker III	0	14	Skilled and semi-skilled work with grounds maintenance
Public Works	Ground Maintenance Worker II	1	12	Maintain Town owned grounds
Public Works	Ground Maintenance Worker I	2	10	Maintain Town owned grounds
Public Works	Maintenance Worker - part-time	0	p-t	Construction, maintenance, and repair duties
Water Plant	Water Plant Superintendent	1	22	Manages and supervises the water treatment plant operations
Water Plant	Water Plant Operator	5	16,15,14,13,12	Tests, treats, and purifys water for public and industrial use
Wastewater Plant	Wastewater Plant Superintendent	1	22	Manages and supervises the wastewater treatment plant operations
Wastewater Plant	Wastewater Plant Operator	4	16,15,14,13,12	Operates, maintains, and repairs the wastewater treatment plant
Wastewater Plant	Wastewater Plant intern	1	p-t	Assists in Plant operations and testing
	Total Full-time	63		
	Total Part-time	13		

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

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

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

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

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

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

Town of Rocky Mount		budgeted		no increase from FY 2019			
Health / Dental Insurance							
fy 20							
		FY 19	LC 250	total			
	#	%	premium	premium	ER cost	EE cost	ER+FSA (0 FSA)
ee only	1	90.7205%	694.00	694.00	629.60	64.40	629.60
ee child	0	71.1262%	1,284.00	1,284.00	913.26	370.74	913.26
ee spouse	0	71.1262%	1,284.00	1,284.00	913.26	370.74	913.26
ee family	0	63.9253%	1,874.00	1,874.00	1,197.96	676.04	1,197.96
	1						
		fy 19	LC 500	total			
	#	%	premium	premium	ER cost	EE cost	ER+FSA
ee only	22	100.0000%	640.00	640.00	640.00	-	890.00
ee child	10	85.5490%	1,184.00	1,184.00	1,012.90	171.10	1,512.90
ee spouse	7	85.5490%	1,184.00	1,184.00	1,012.90	171.10	1,512.90
ee family	20	72.1748%	1,728.00	1,728.00	1,247.18	480.82	1,747.18
	59						

FY 2020		CALCULATIONS TO BUDGET PUBLIC WORKS SALARIES & FRINGES						
		%	Salary	FICA	VRS	Medical	W/C	
to be allocated =			572,661	57,141	99,350	172,719	28,777	
01.4100	PWKS Administration	0.00%	0	0	0	0	0	
01.4104	Street Lighting	1.00%	5,727	571	993	1,727	288	
01.4107	Traffic Controls	2.00%	11,453	1,143	1,987	3,454	576	
01.4108	Street Maintenance	55.00%	314,964	31,428	54,642	94,995	15,827	
01.4109	Curb, Gutters, Sidewalks	1.00%	5,727	571	993	1,727	288	
01.4202	Street Cleaning	0.50%	2,863	286	497	864	144	
01.4203	Solid Waste Collection	13.00%	74,446	7,428	12,915	22,453	3,741	
01.4204	Snow Removal	1.00%	5,727	571	993	1,727	288	
01.4304	Municipal Building Maintenance	0.00%	0	0	0	0	0	
01.4305	Emergency Services Building Maintenance	0.00%	0	0	0	0	0	
01.4306	Public Works Building Maintenance	0.00%	0	0	0	0	0	
01.4307	Cemetery	1.00%	5,727	571	993	1,727	288	
01.4308	Parks & Playgrounds	5.00%	28,633	2,857	4,967	8,636	1,439	
01.8103	Farmers Market	1.00%	5,727	571	993	1,727	288	
01.8104	Community & Hospitality Center	0.50%	2,863	286	497	864	144	81.00% G/F
02.5000	Water Distribution System	8.00%	45,813	4,571	7,948	13,818	2,302	
02.5010	Meter Reading	3.00%	17,180	1,714	2,980	5,182	863	
02.6000	Sewer Collection System	8.00%	45,813	4,571	7,948	13,818	2,302	19.00% U/F
Capital Projects								
total allocated =		100.00%	572,661	57,141	99,350	172,719	28,777	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE MARCH 2019		EFFECTIVE JANUARY 2016	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	17.85	35.70	17.01	34.02
from 3,001 to 10,000 gallons	3.52	7.04	3.35	6.70
from 10,001 to 50,000 gallons	3.41	6.82	3.25	6.50
from 50,001 to 100,000 gallons	3.31	6.62	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
SEWER RATES				
minimum use charge for first 3,000 gallons	17.85	35.70	17.01	34.02
from 3,001 to 10,000 gallons	3.47	6.94	3.30	6.60
from 10,001 to 50,000 gallons	3.31	6.62	3.15	6.30
from 50,001 to 100,000 gallons	3.20	6.40	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town	7.50	7.50	7.50	7.50
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet	25.00		25.00	
greater than 10,000 square feet	50.00		50.00	
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	7.56		7.20	
1-1/2 inch	15.12		14.40	
2 inch	18.90		18.00	
3 inch	37.80		36.00	
4 inch	56.70		54.00	
6 inch	113.40		108.00	
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	22.68		21.60	
1-1/2 inch	45.36		43.20	
2 inch	56.70		54.00	
3 inch	75.60		72.00	
4 inch	113.40		108.00	
6 inch	226.80		216.00	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2015		EFFECTIVE JANUARY 2014	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	15.51	31.02	14.01	28.02
from 3,001 to 10,000 gallons	3.35	6.70	3.35	6.70
from 10,001 to 50,000 gallons	3.25	6.50	3.25	6.50
from 50,001 to 100,000 gallons	3.15	6.30	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
SEWER RATES				
minimum use charge for first 3,000 gallons	15.51	31.02	14.01	28.02
from 3,001 to 10,000 gallons	3.30	6.60	3.30	6.60
from 10,001 to 50,000 gallons	3.15	6.30	3.15	6.30
from 50,001 to 100,000 gallons	3.05	6.10	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet	25.00		25.00	
greater than 10,000 square feet	50.00		50.00	
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	6.90		6.60	
1-1/2 inch	13.80		13.20	
2 inch	17.25		16.50	
3 inch	34.50		33.00	
4 inch	51.75		49.50	
6 inch	103.50		99.00	
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0		0	
1 inch	20.70		19.80	
1-1/2 inch	41.40		39.60	
2 inch	51.75		49.50	
3 inch	69.00		66.00	
4 inch	103.50		99.00	
6 inch	207.00		198.00	

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2013		EFFECTIVE AUGUST 2007	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	12.51	25.02	11.25	22.50
from 3,001 to 10,000 gallons	3.35	6.70	3.35	6.70
from 10,001 to 50,000 gallons	3.25	6.50	3.25	6.50
from 50,001 to 100,000 gallons	3.15	6.30	3.15	6.30
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
SEWER RATES				
minimum use charge for first 3,000 gallons	12.51	25.02	11.25	22.50
from 3,001 to 10,000 gallons	3.30	6.60	3.30	6.60
from 10,001 to 50,000 gallons	3.15	6.30	3.15	6.30
from 50,001 to 100,000 gallons	3.05	6.10	3.05	6.10
from 100,001 to 250,000 gallons				
from 250,001 to 500,000 gallons				
from 500,001 or more gallons				
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town	3.75	3.75	3.75	3.75
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet	25.00			
greater than 10,000 square feet	50.00			
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch	0			
1 inch	6.00			
1-1/2 inch	12.00			
2 inch	15.00			
3 inch	30.00			
4 inch	45.00			
6 inch	90.00			
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch	0			
1 inch	18.00			
1-1/2 inch	36.00			
2 inch	45.00			
3 inch	60.00			
4 inch	90.00			
6 inch	180.00			

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2005		EFFECTIVE AUGUST 2004	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	11.00	22.00	10.75	21.50
from 3,001 to 10,000 gallons	3.30	6.60	3.25	6.50
from 10,001 to 50,000 gallons	3.20	6.40	3.15	6.30
from 50,001 to 100,000 gallons	3.10	6.20	3.05	6.10
from 100,001 to 250,000 gallons	3.00	6.00	2.95	5.90
from 250,001 to 500,000 gallons	2.85	5.70	2.80	5.60
from 500,001 or more gallons	2.55	5.10	2.50	5.00
SEWER RATES				
minimum use charge for first 3,000 gallons	11.00	22.00	10.75	21.50
from 3,001 to 10,000 gallons	3.25	6.50	3.15	6.30
from 10,001 to 50,000 gallons	3.10	6.20	3.00	6.00
from 50,001 to 100,000 gallons	3.00	6.00	2.90	5.80
from 100,001 to 250,000 gallons	2.90	5.80	2.80	5.60
from 250,001 to 500,000 gallons	2.80	5.60	2.70	5.40
from 500,001 or more gallons	2.40	4.80	2.30	4.60
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town				
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2003		EFFECTIVE AUGUST 2001	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
WATER RATES				
minimum use charge for first 3,000 gallons	10.25	20.50	9.00	18.00
from 3,001 to 10,000 gallons	2.40	4.80	2.20	4.40
from 10,001 to 50,000 gallons	2.35	4.70	2.20	4.40
from 50,001 to 100,000 gallons	2.30	4.60	2.20	4.40
from 100,001 to 250,000 gallons	2.25	4.50	2.15	4.30
from 250,001 to 500,000 gallons	2.20	4.40	2.15	4.30
from 500,001 or more gallons	2.15	4.30	2.10	4.20
SEWER RATES				
minimum use charge for first 3,000 gallons	10.25	20.50	9.00	18.00
from 3,001 to 10,000 gallons	2.25	4.50	2.00	4.00
from 10,001 to 50,000 gallons	2.20	4.40	2.00	4.00
from 50,001 to 100,000 gallons	2.15	4.30	2.00	4.00
from 100,001 to 250,000 gallons	2.10	4.20	1.95	3.90
from 250,001 to 500,000 gallons	2.00	4.00	1.95	3.90
from 500,001 or more gallons	1.90	3.80	1.90	3.80
ELDERLY & NON-PROFIT RELIEF RATE PLAN				
per 1,000 gallons - in Town				
per 1,000 gallons - out of Town				
FIRE SUPPRESSION CONNECTION FEE				
per month and per line, in or out of town				
less than 10,000 square feet				
greater than 10,000 square feet				
CAPTAL RECOVERY FEE - WATER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				
CAPTAL RECOVERY FEE - SEWER				
per month, in or out of town				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
3 inch				
4 inch				
6 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 1999		EFFECTIVE FEBRUARY 1991		
	INSIDE CORPORATE	OUTSIDE CORPORATE	INSIDE CORPORATE	OUTSIDE CORPORATE	
	LIMITS	LIMITS	LIMITS	LIMITS	
WATER RATES					
minimum use charge for first 3,000 gallons	7.50	15.00	5.85	11.70	2000 gal
from 3,001 to 10,000 gallons	2.00	4.00	1.50	2.93	
from 10,001 to 50,000 gallons	2.00	4.00	1.50	2.93	
from 50,001 to 100,000 gallons	2.00	4.00	1.50	2.93	
from 100,001 to 250,000 gallons	2.00	4.00	1.50	2.93	
from 250,001 to 500,000 gallons	2.00	4.00	1.50	2.93	
from 500,001 or more gallons	2.00	4.00	1.50	2.93	
SEWER RATES					
minimum use charge for first 3,000 gallons	7.50	15.00	4.39	8.78	75% of wtr
from 3,001 to 10,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 10,001 to 50,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 50,001 to 100,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 100,001 to 250,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 250,001 to 500,000 gallons	1.80	3.60	1.13	2.20	75% of wtr
from 500,001 or more gallons	1.80	3.60	1.13	2.20	75% of wtr
ELDERLY & NON-PROFIT RELIEF RATE PLAN					
per 1,000 gallons - in Town					
per 1,000 gallons - out of Town					
FIRE SUPPRESSION CONNECTION FEE					
per month and per line, in or out of town					
less than 10,000 square feet					
greater than 10,000 square feet					
CAPTAL RECOVERY FEE - WATER					
per month, in or out of town					
5/8 inch					
1 inch					
1-1/2 inch					
2 inch					
3 inch					
4 inch					
6 inch					
CAPTAL RECOVERY FEE - SEWER					
per month, in or out of town					
5/8 inch					
1 inch					
1-1/2 inch					
2 inch					
3 inch					
4 inch					
6 inch					

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE MARCH 2019		EFFECTIVE JANUARY 2016	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2015		EFFECTIVE JANUARY 2014	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE JANUARY 2013		EFFECTIVE AUGUST 2007	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	1,000	2,000
1 inch	1,500	3,000	1,500	3,000
1-1/2 inch	2,000	4,000	2,000	4,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2005		EFFECTIVE AUGUST 2004	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	1,000	2,000	750	1,125
1 inch	1,500	3,000	1,500	2,250
1-1/2 inch	2,000	4,000	1,750	2,625
2 inch	2,500	5,000	2,500	3,750
3 inch	3,500	7,000	3,500	5,250
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	1,000	2,000	750	1,125
1 inch	1,500	3,000	1,500	2,250
1-1/2 inch	2,000	4,000	1,750	2,625
2 inch	2,500	5,000	2,500	3,750
3 inch	3,500	7,000	3,500	5,250
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000
IMPACT FEES - SEWER				
5/8 inch	0	1,250	0	1,250
1 inch	0	2,000	0	2,000
1-1/2 inch	500	5,000	500	5,000
2 inch	750	7,500	750	7,500
2-1/2 inch	1,000	10,000	1,000	10,000
3 inch	5,000	20,000	5,000	20,000
above 3 inch	5,000	50,000	5,000	50,000

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 2003		EFFECTIVE AUGUST 2001	
	INSIDE	OUTSIDE	INSIDE	OUTSIDE
	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS	CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	625	1,250	625	1,250
1 inch	1,250	2,500	1,250	2,500
1-1/2 inch	1,500	3,000	1,500	3,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
CONNECTION FEES - SEWER				
5/8 inch	625	1,250	625	1,250
1 inch	1,250	2,500	1,250	2,500
1-1/2 inch	1,500	3,000	1,500	3,000
2 inch	2,500	5,000	2,500	5,000
3 inch	3,500	7,000	3,500	7,000
above 3 inches	cost + 10%	cost + 25%	cost + 10%	cost + 25%
IMPACT FEES - WATER				
5/8 inch	-	1000 / 7500	-	1000 / 7500
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				
IMPACT FEES - SEWER				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				

TOWN OF ROCKY MOUNT WATER & SEWER CHARGES	EFFECTIVE AUGUST 1999		EFFECTIVE FEBRUARY 1991	
	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS	INSIDE CORPORATE LIMITS	OUTSIDE CORPORATE LIMITS
CONNECTION FEES - WATER				
5/8 inch	600	1,200		
1 inch	1,200	2,400		
1-1/2 inch	1,500	3,000		
2 inch	2,500	5,000		
3 inch	3,500	7,000		
above 3 inches	cost + 10%	cost + 25%		
CONNECTION FEES - SEWER				
5/8 inch	600	1,200		
1 inch	1,200	2,400		
1-1/2 inch	1,500	3,000		
2 inch	2,500	5,000		
3 inch	3,500	7,000		
above 3 inches	cost + 10%	cost + 25%		
IMPACT FEES - WATER				
5/8 inch		- 1000 / 7500		
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				
IMPACT FEES - SEWER				
5/8 inch				
1 inch				
1-1/2 inch				
2 inch				
2-1/2 inch				
3 inch				
above 3 inch				

TOWN OF ROCKY MOUNT
Community Agency Request for Funding
July 1, 2019 – June 30, 2020

Name of Agency / Program:

Address:

Name of Contact Person:

Telephone:

Fax:

E-Mail:

Tax ID or EIN number:

IRS non-profit designation (i.e. 501c3):

Amount of Request:

Agency's or Program's primary objective:

What services does your agency provide to the citizens / businesses of Rocky Mount:

Describe the specific event / program to be funded with funds requested of the Town:

What other revenue sources is your agency budgeting for FY 2019 – 2020:

Federal:

State:

Franklin County Board of Supervisors:

Other Local Governments:

Dues / Memberships:

Fund Raising Activities / Events:

United Way of Franklin County:

Donations / Contributions:

Other:

TOTAL REVENUES BUDGETED:

Please submit a Summary of your budget if you are requesting more than \$3,000.

Other Comments or Remarks to be included in consideration of request:

Please return this form and any supporting documents you wish to include NO LATER THAN

WEDNESDAY, FEBRUARY 13, 2019 to:

Linda Woody, Finance Director

Town of Rocky Mount

345 Donald Ave.

Rocky Mount, VA 24151

Phone: 540-483-5243

Fax: 540-483-8830

e-mail: lwoody@rockymountva.org

Agency	501C3	FY 17	FY 18	FY 19	FY 20
		Actual	Actual	Actual	Proposed
Brain Injury Services of SWVA	yes	0	0	0	0
Disability Rights & Resource Center	yes	0	0	0	0
Franklin County Family Resource Center	n/a	500	500	500	500
Franklin County Family YMCA	yes	0	0	0	0
Franklin County Historical Society	yes	500	500	500	500
Franklin County Perinatal Education Center	yes	500	500	500	500
Franklin County Rescue Squad	yes	0	0	0	0
Franklin County Workforce Consortium	n/a	6,000	6,000	6,000	6,000
Free Clinic of Franklin County	yes	3,500	3,500	3,500	3,500
Goodwill Developmental Center of Franklin Co.	yes	0	0	0	0
Helping Hands	yes	3,000	3,000	3,000	3,000
Piedmont Community Services	yes	0	0	0	0
Southern VA Child Advocacy Center (CAPS)	yes	200	200	200	200
STEP, Inc.	yes	0	0	0	0
Stepping Stone Mission	yes	750	750	750	750
Warren Street Society	yes	0	0	0	0
We Care of Franklin County	no	500	500	500	500
Undesignated for unexpected requests	n/a	1,050	1,050	1,050	1,050
TOTAL CONTRIBUTIONS/REQUESTS		16,500	16,500	16,500	16,500

Town of Rocky Mount						FY 20	
Agency Requests FY 2020						Request	FY 20
	FY 19		FY 20	FY 20	FY 20	Submitted	Use of Town's Contribution
	Adopted		Requested	Proposed	Unfunded		
Boys & Girls Clubs of Southwest Virginia	0	new	3,000	0	3,000	yes	RM Elementary location to 6 p.m.
Brain Injury Services of SWVA	0		300	0	300	yes	fund 10% of Rocky Mount clients
Disability Rights & Resource Center	0		0	0	0	no	
Franklin County Family Resource Center	500		1,000	500	500	yes	Shelter expenses
Franklin County YMCA	0		3,000	0	3,000	yes	wellness scholarships; childcare
Franklin County Historical Society	500		5,000	500	4,500	yes	enhance current exhibits & artifacts
Franklin County Perinatal Education Center	500		2,500	500	2,000	yes	scholarships & offset overhead
Franklin County Workforce Consortium	6,000		6,000	6,000	0	yes	partner commitment
Free Clinic of Franklin County	3,500		3,500	3,500	0	yes	medications & Nurse Practitioner
Faith Network of Franklin County, The	0	new	3,000	0	3,000	yes	assist 10 Rocky Mount homeless clients
Helping Hands	3,000		3,000	3,000	0	yes	emergency financial assistance
Piedmont Community Services	0		2,000	0	2,000	yes	"same day" access to behavioral health
Southern VA Child Advocacy Center (CAPS)	200		500	200	300	yes	support annual Johnny CASA 5 miler
Stepping Stone Mission	750		2,000	750	1,250	yes	daily operating expenses
Warren Street Society	0		0	0	0	no	Warren Street Festival
We Care of Franklin County	500		500	500	0	yes	Christmas gifts for Children
Undesignated for unexpected requests	1,050		0	1,050		n/a	
TOTAL CONTRIBUTIONS/REQUESTS	16,500		32,300	16,500	16,850		

Town of Rocky Mount insured vehicles January 2019

Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type
Asst. Tn Manager		2007	GM Yukon	3683	\$18,392	Light Truck
Town Manager	5	2004	Ford Explorer	1216	\$22,700	Light Truck
Town Manager		2011	Chevy Impala	5335	\$12,993	Private Passenger
Town Manager			Christmas Decorations		\$100,000	Miscellaneous
P & Z Admin			DJI Phantom drone		\$1,500	Miscellaneous
			total Municipal Bldg = 3 cars			
			1 drone, 1 lot ch'mas décor			
Fire	50	1929	Fire Truck	9893	\$8,971	Emergency
Fire	53	1993	Pierce Fire Truck	131	\$19,141	Emergency
Fire	32	1995	Chevy Suburban	7381	\$10,000	Emergency
Fire	12	1996	Pierce Fire Truck	2688	\$138,000	Emergency
Fire	3411	1997	Ford	3411	\$24,000	Emergency
Fire	9	2001	Pierce Fire Truck	1787	\$580,000	Emergency
Fire	30	2002	United Trailer	6518	\$8,709	Trailer
Fire	58	2002	Trailer Safe House	5639	\$40,000	Trailer
Fire	10	2002	Pierce Fire Truck	1980	\$500,000	Emergency
Fire		2003	Chevy Tahoe	5324	\$14,000	Emergency
Fire		2009	Pierce Pumper	9110	\$259,926	Emergency
Fire		2012	International Truck	6594	\$233,388	Emergency
Fire		2012	Pierce Fire Truck	2361	\$391,355	Emergency
Fire		2015	Chevy Tahoe	405	\$32,170	Light Truck
Fire		2018	Nexhaul 7 x 14 enclosed trailer	6040	\$7,500	Trailer
Fire			Fire Protective & Misc. Equipment		\$500,000	Equipment
			Total Fire Dept. = 8 fire trucks, 4 vehicles			
			3 trailers; 1 group misc equip			
Police		1994	Chevy Ambulance	3396	\$6,000	Emergency
Police	57	1996	Trailer	116	\$1,600	Emergency
Police		1997	Ford Explorer	6401	\$0	Private Passenger
Police		2004	AM General Humvee	6188	\$0	Medium Truck
Police		2008	Chevrolet Impala	7310	\$18,225	Emergency
Police		2008	Ford Crown Victoria	2147	\$22,229	Emergency
Police		2011	Ford Expedition	6702	\$22,763	Emergency
Police		2011	Ford Crown Victoria	2953	\$24,096	Emergency
Police		2011	Ford Police Interceptor	6611	\$24,896	Emergency
Police		2011	Ford Police Interceptor	6612	\$24,896	Emergency
Police	K-9 Unit #1	2013	Ford Explorer	914	\$35,064	Emergency
Police	K-9 Unit #2	2013	Ford Explorer	913	\$35,157	Emergency
Police		2013	Ford Edge SUV	6682	\$20,000	Private Passenger
Police		2015	Ford Explorer	6349	\$36,000	Emergency
Police		2015	Ford Explorer	6350	\$36,000	Emergency
Police		2015	Ford (rental car)	9999	\$25,000	Private Passenger
Police		2017	Ford Explorer	5417	\$35,798	Emergency
Police		2017	Ford Explorer	4488	\$38,793	Emergency
Police		2017	Ford F150 truck (rental)		\$25,000	Emergency
Police		2017	Ford Interceptor		\$29,500	Emergency
Police		2017	Ford Taurus Interceptor	3173	\$26,000	Police Sedan
Police			Mobile Police Equipment		\$56,100	Equipment
Police			K-9		\$10,000	Miscellaneous
Police			K-9		\$10,000	Miscellaneous
Police			K-9		\$10,000	Miscellaneous
			Total Police = 16 vehicles, 2 rental veh, 1 Humvee			
			0 pick-up, 1 command veh, 0 surplus veh, 3 K-9's			
			1 trailer; misc mobile equipment			

Town of Rocky Mount insured vehicles January 2019

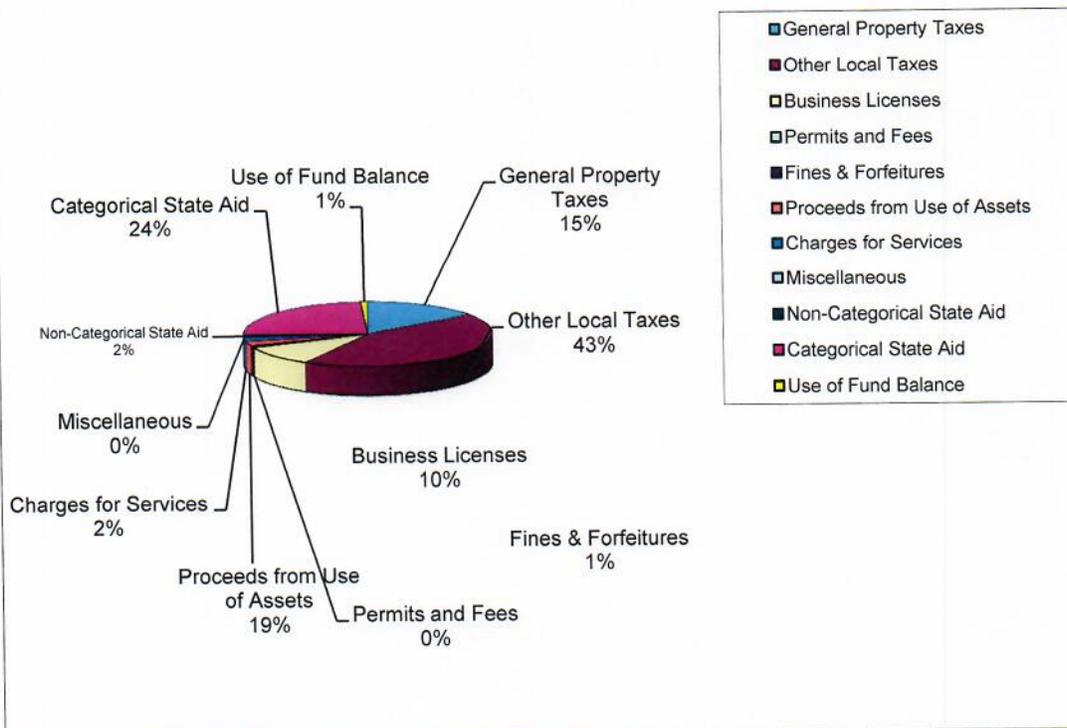
Department	Veh #	Year	Make/Model	VIN / Serial #	Orig Value	Vehicle Type
Public Works		1969	Trailer	22TR	\$200	Trailer
Public Works	51	1987	Hudson Trailer	23	\$7,325	Trailer
Public Works	27	1986	Chevy	6251	\$36,550	Heavy Truck
Public Works	20	1987	Chevy Dump Truck	4096	\$21,251	Medium Truck
Public Works		1989	John Deere 544E Loader	DW544ED525803	\$25,000	Equipment
Public Works		1992	John Deere 455G Crawler	T0455GA777696	\$165,000	Equipment
Public Works	4	1994	Trailer	1204	\$650	Trailer
Public Works	15	1995	Ford Dump Truck	3266	\$35,000	Heavy Truck
Public Works		1996	Sullair 185 Air Compressor	004-121429	\$8,000	Equipment
Public Works	29	1997	Ford Dump Truck	6440	\$30,500	Heavy Truck
Public Works		1999	New Holland 4630 Farm Tractor	12179213	\$9,000	Equipment
Public Works	21	1999	Ford Bucket Truck	4439	\$22,000	Medium Truck
Public Works		1999	John Deere 444H Loader	DW444HX561144	\$30,000	Equipment
Public Works	28	1999	Sterling Sewer Truck	6359	\$77,000	Heavy Truck
Public Works	19	2000	GMC Pickup	4057	\$18,300	Light Truck
Public Works	38	2000	GMC Dump Truck	7906	\$49,985	Medium Truck
Public Works	11	2000	Sterling Refuse Truck	2473	\$79,985	Heavy Truck
Public Works	2	2002	GMC Pickup	1029	\$17,138	Light Truck
Public Works		2003	John Deere 710G Backhoe	T0710GX913664	\$89,000	Equipment
Public Works		2004	AMPAC P33/24 Roller		\$10,000	Equipment
Public Works	49	2004	Ford Pick Up	9573	\$16,902	Light Truck
Public Works	1	2004	GMC Dump Truck	230	\$62,319	Medium Truck
Public Works	61	2006	Ford Pick Up	8841	\$17,054	Light Truck
Public Works		2006	John Deere 310SG Backhoe	T0310SG955034	\$73,000	Equipment
Public Works	65	2006	GMC Dump Truck	2768	\$61,825	Medium Truck
Public Works		2007	Dodge Ram	429	\$16,363	Light Truck
Public Works		2008	John Deere 5303 Farm Tractor	PY5303V008497	\$34,000	Equipment
Public Works	103	2011	Chevy Silverado	1120	\$19,738	Light Truck
Public Works		2011	Caroline Trailer	434	\$1,049	Trailer
Public Works		2012	Chevy 1500 Pick Up	609	\$19,750	Light Truck
Public Works	Metr Readg	2013	Ford F150 pickup	3027	\$15,789	Light Truck
Public Works		2014	Johnston RT-655 Street Sweeper	1FVACXDT0EHFM4877	\$175,947	Equipment
Public Works		2015	ODB LCT600D Leaf Machine	8187	\$25,000	Equipment
Public Works		2016	Yanmar Mini Excavator		\$39,067	Miscellaneous
Public Works		2017	Quality Tilt Trailer	0118	\$4,661	Trailer
Public Works		2017	Chevy Silverado	7777	\$58,620	Light Truck
Public Works		2017	Vermeer Wood Chipper	4139	\$35,204	Miscellaneous
Public Works		2018	Freightliner Garbage Truck	9104	\$144,511	Heavy Truck
Public Works		2018	Sure-Track Dump Trailer	9999	\$4,700	Trailer
Public Works		2018	Freightliner Dump Truck	1125	\$74,306	Medium Truck
Public Works			Miscellaneous Equipment - Unscheduled		\$5,000	Equipment
Public Works			John Deere 672D Motor Grader	1686	\$142,130	Equipment
Public Works			Old Sewage Treatment Plant - Demo Only		\$218,300	Equipment
Public Works			Blanket Limit - Contractor's Equipment		\$485,759	Equipment
			Total PW = 6 trailers, 10 pick-ups, 8 dump trucks,			
			2 loaders, 1 leaf machines, 1 street sweepers,			
			2 tractors, 2 garbage trucks, 2 backhoes,			
			1 each of crawler, sewer truck, roller, mini excavator,			
			1 each of wood chipper, grader, bucket truck			
			1 each of misc equip, contractor's equip, old sewer plant			
Wastewater	52	1993	Trailer	67	\$1,900	Trailer
Wastewater		1993	John Deere 2155 Tractor	1L02155G710729X	\$8,000	Equipment
Wastewater	35	2003	Ford Pick Up	7668	\$18,430	Light Truck
Wastewater		2013	Ford F150	7002	\$20,680	Light Truck
Wastewater			Sewer Line TV Inspection		\$52,152	Equipment
			Total WW = 1 tractor, 2 pick-ups			
			1 trailer; 1 camera			
Water	64	2006	Ford Pick Up	3735	\$17,054	Light Truck
Water			Kubota B2100 Tractor & Deck	73100 & 12399	\$14,400	Equipment
Water	46	1994	GMC Pickup	8619	\$13,390	Light Truck
			Total Water = 2 pick-ups, 1 tractor			

GRAPHS

TOWN OF ROCKY MOUNT
 GENERAL FUND REVENUES
 PROPOSED FY 2020 BUDGET

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

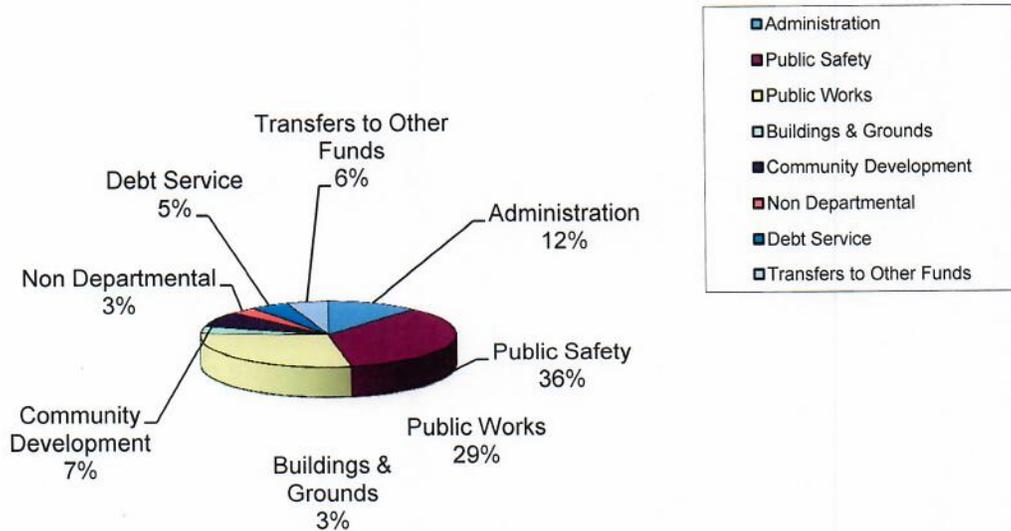
GENERAL FUND PROPOSED REVENUE FY 2020



TOWN OF ROCKY MOUNT
 GENERAL FUND EXPENDITURES
 PROPOSED FY 2020 BUDGET

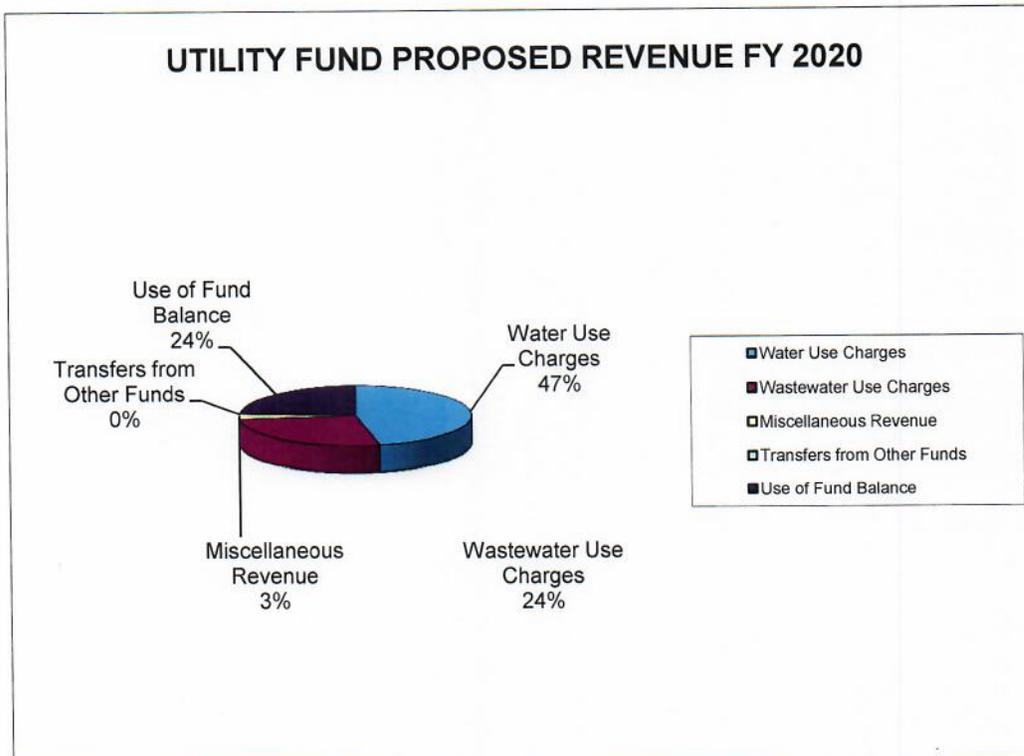
	<u>Dollars</u>	<u>Percent</u>
Administration	789,070	12%
Public Safety	2,442,464	36%
Public Works	1,971,053	29%
Buildings & Grounds	240,322	4%
Community Development	488,765	7%
Non Departmental	236,338	3%
Debt Service	328,652	5%
Transfers to Other Funds	355,484	6%
Total General Fund Expenditures	<u><u>6,852,148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

GENERAL FUND PROPOSED EXPENDITURES FY 2020



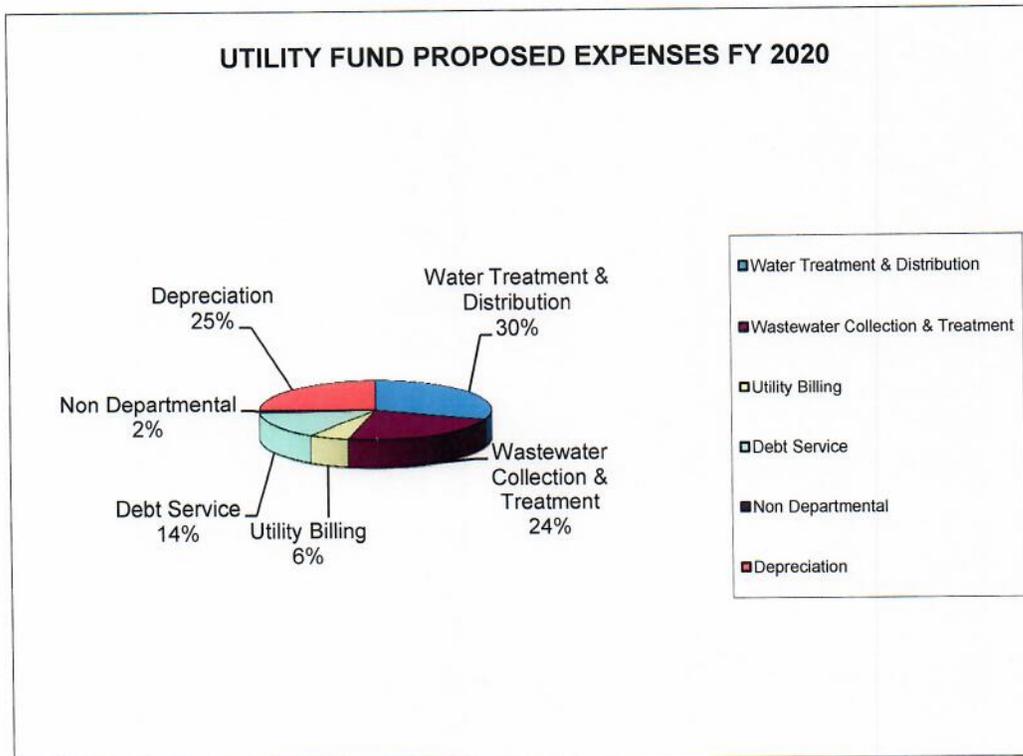
TOWN OF ROCKY MOUNT
 UTILITY FUND REVENUES
 PROPOSED FY 2020 BUDGET

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



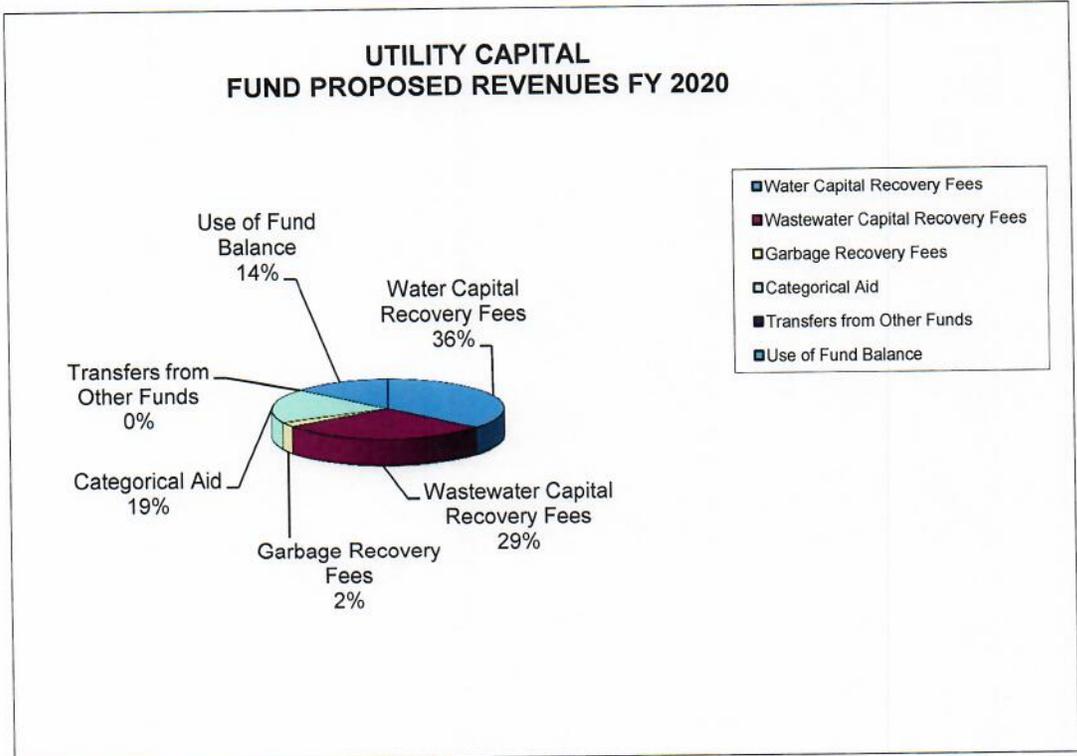
TOWN OF ROCKY MOUNT
 UTILITY FUND EXPENSES
 PROPOSED FY 2020 BUDGET

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



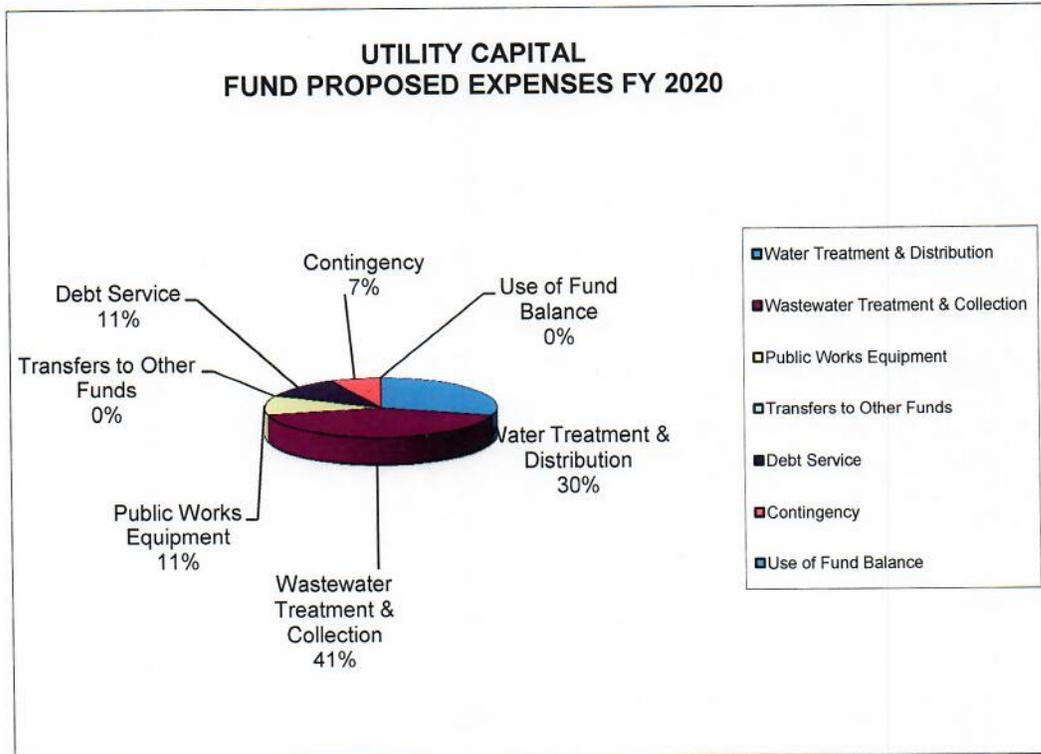
TOWN OF ROCKY MOUNT
 UTILITY CAPITAL FUND REVENUES
 PROPOSED FY 2020 BUDGET

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



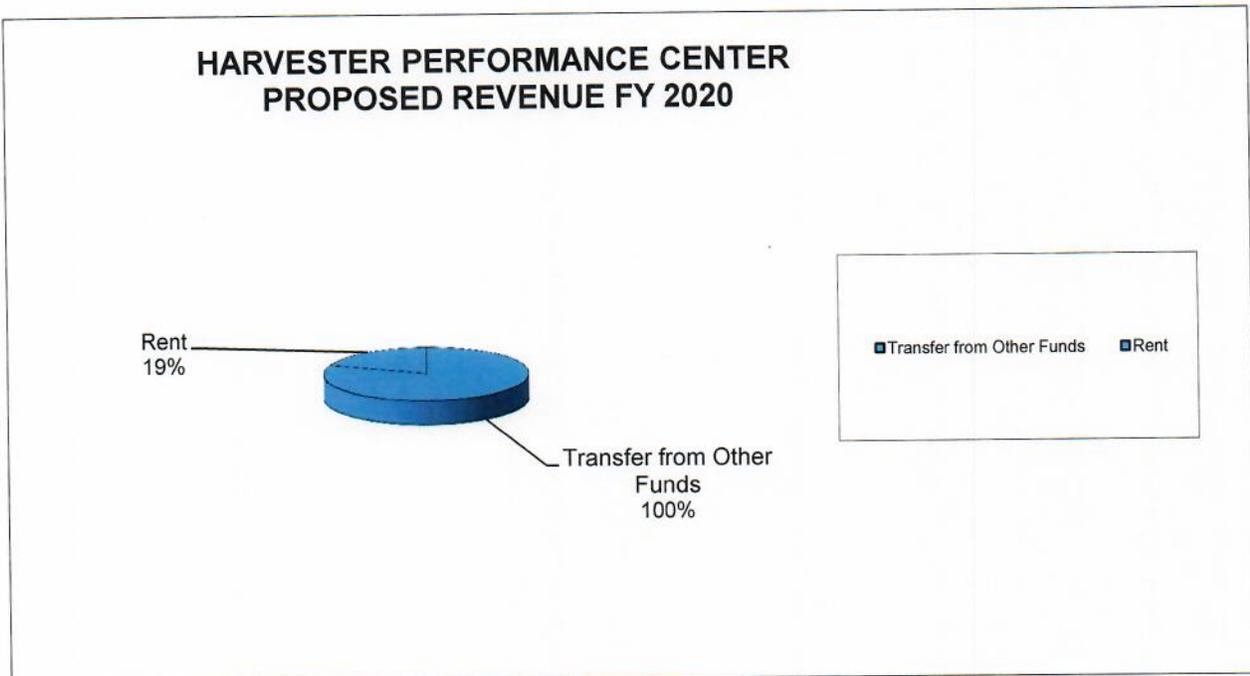
TOWN OF ROCKY MOUNT
 UTILITY CAPITAL FUND EXPENSES
 PROPOSED FY 2020 BUDGET

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



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

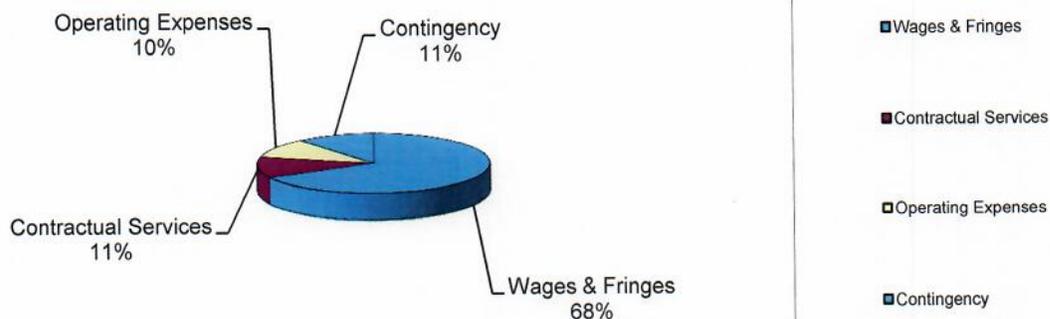
	<u>Dollars</u>	<u>Percent</u>
Transfer from Other Funds	355,484	81%
Rent	85,200	19%
Total Harvester Center Revenues	<u><u>440,684</u></u>	<u><u>81%</u></u>



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

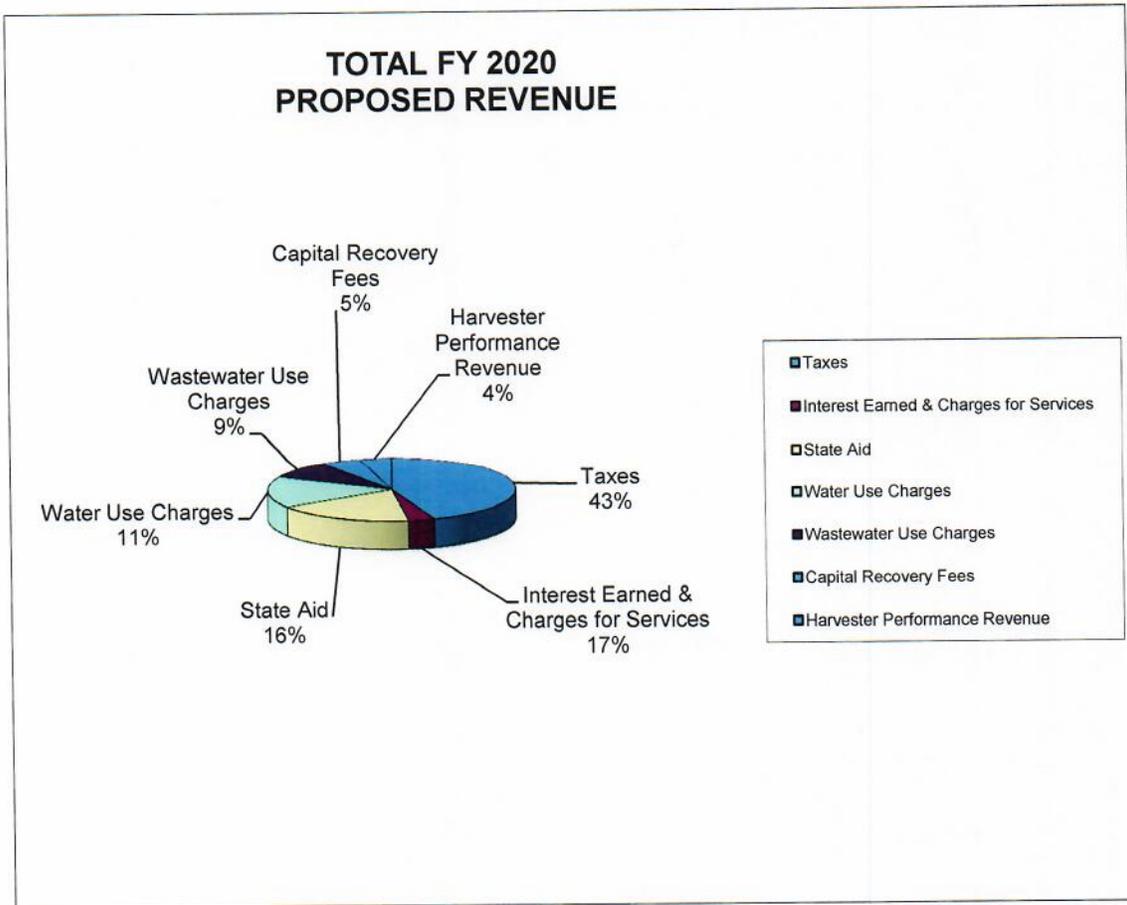
	<u>Dollars</u>	<u>Percent</u>
Wages & Fringes	334,016	76%
Contractual Services	55,200	13%
Operating Expenses	51,470	12%
Contingency	53,568	12%
Total Harvester Center Expenses	<u>440,684</u>	<u>100%</u>

**HARVESTER PERFORMANCE CENTER
 PROPOSED EXPENSES FY 2020**



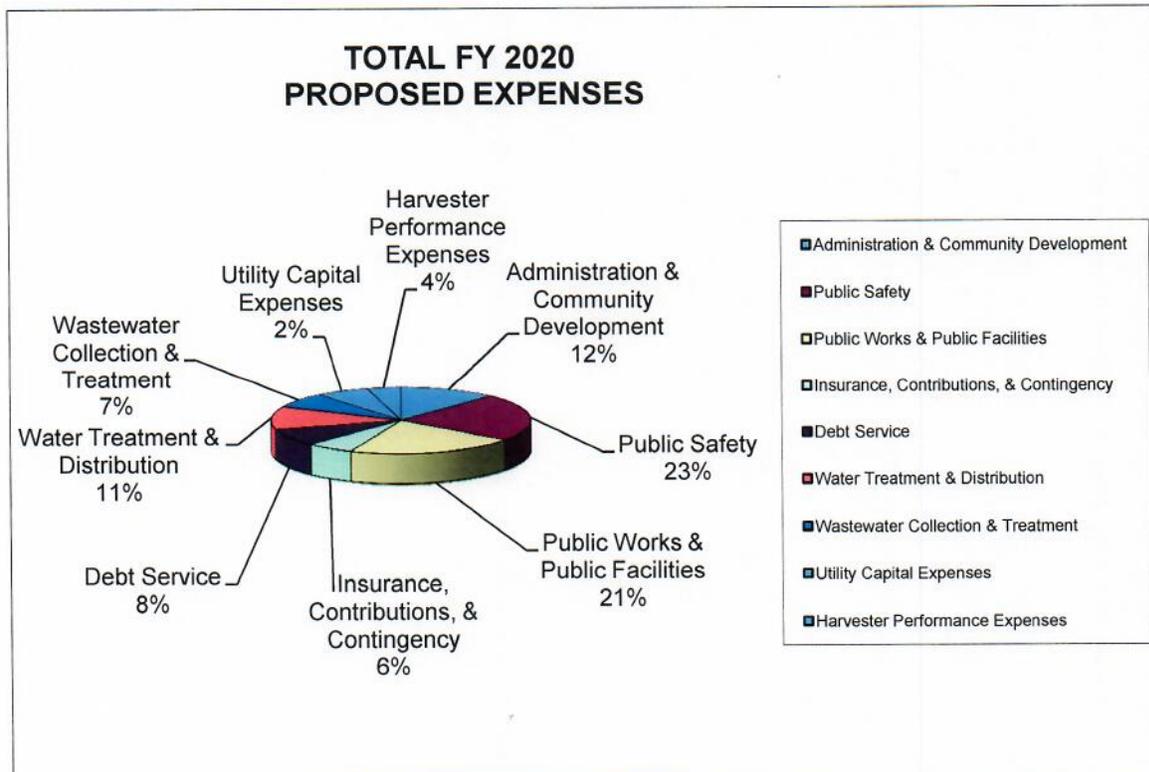
TOWN OF ROCKY MOUNT
 TOTAL FY 2020
 PROPOSED REVENUE
 (transfers between funds & appropriated
 fund balance for depreciation have been
 eliminated)

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



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

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



ITEM(S) TO BE CONSIDERED UNDER:

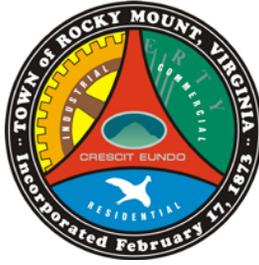
- Hearing of Citizens** **Consent Item** **Old Business** **New Business**
 Committee Report **Public Hearing** **Other**

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	This is the 50th anniversary of the creation of Regional Commissions in Virginia. To honor that event the attached resolution is submitted for Council's consideration.
ACTION NEEDED:	Approve or deny the resolution to honor the event.

Attachment(s): Yes

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



RESOLUTION

RESOLUTION IN RECOGNITION OF THE ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION ON ITS 50 YEARS OF SERVICE TO THE REGION

WHEREAS, in 1966, the General Assembly created the Metropolitan Areas Study Commission (the Hahn Commission), which found that a holistic approach to solving local and regional problems needed to be taken and recommended a new concept, the creation of planning district commissions and service district commissions; and

WHEREAS, the Virginia Area Development Act (VADA) passed in 1968 created the planning district commission framework "to encourage and facilitate local government cooperation and state-local cooperation in addressing, on a regional basis, problems of greater than local significance"; and

WHEREAS, following passage of the VADA, the Commonwealth undertook an aggressive effort to establish planning district commission boundaries, the last of which were announced in 1969, and within one year, planning district commissions were established in 19 of the original 22 districts; and

WHEREAS, in 2019, the Roanoke Valley-Alleghany Regional Commission is celebrating 50 years of promoting and supporting regional collaboration; and

WHEREAS, the Roanoke Valley-Alleghany Regional Commission serves to foster intergovernmental cooperation by bringing together elected and appointed officials and citizens to discuss common needs and develop solutions to regional issues; and

WHEREAS, over the last 50 years, the Roanoke Valley-Alleghany Regional Commission has supported its member local governments by conducting studies and identifying solutions in the areas of transportation, economic development, infrastructure, the environment, and community development, providing Rocky Mount with services related to planning, disaster preparedness, regional water resources and access to a group of knowledgeable and capable staff; and

WHEREAS, the Roanoke Valley-Alleghany Regional Commission often serves as a liaison between local and state governments, partnering with the Commonwealth of Virginia to carry out state initiatives at the local and regional level; these partnerships have included working cooperatively with state agencies on projects such as developing regional water supply plans, preparing transportation plans, and assisting localities with Community Development Block Grants; and

WHEREAS, the Roanoke Valley-Alleghany Regional Commission is committed to promoting opportunities for regional collaboration and expanding the types of services it provides to its member governments; and

WHEREAS, the Roanoke Valley-Alleghany Regional Commission takes great pride in its 50 years of accomplishments, while recognizing the importance of looking ahead to the challenges of the future;

NOW, THEREFORE, BE IT RESOLVED by the Town of Rocky Mount that the Town commends the Roanoke Valley-Alleghany Regional Commission on the occasion of its 50th Anniversary and recognizes the many important programs and services it has provided to the region since 1969; and,

BE IT FURTHER RESOLVED, that the Clerk of the Town of Rocky Mount prepare a copy of this resolution for presentation to the Roanoke Valley-Alleghany Regional Commission as an expression of the Town's appreciation for the vital support provided by the Roanoke Valley-Alleghany Regional Commission to local governments, the region's citizens, and the Commonwealth of Virginia.

Given under my hand, this 8th day of April 2019.

Steven C. Angle, Mayor

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>VDOT Funding and Expenses</p> <p>The Town of Rocky Mount was awarded \$357,469 in funds under the State of Good Repair program to supplement local road maintenance funds. This is for two projects. The first is the paving of Route 122 from the Town limits to .31 miles in from that point. The second is Route 40 from Walmart to the Town Limits. Copies of the project award are attached as well as the quote for the work from our existing paving contractor.</p> <p>An appropriation resolution is attached and appropriates this VDOT award for use.</p> <p>These two projects will cost an estimated \$462,715 with the Town's share of the work therefore being \$105,246.</p> <p>We are going to include the \$105,246 in our current budget. We do not yet know if we will be able to include the Town's share of this project in our current paving but will know when the May expenses are paid. In the event that our share of these projects exceeds our currently appropriated funds, any overage will be included in the Town's June "true up" resolution. It may be that we can accomplish these projects (Town's share) with the currently budgeted funds so we are not seeking an appropriation for the Town's share at this point.</p>
ACTION NEEDED:	Approve or deny

Attachment(s):Yes

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

Project Number: U000-157-270 UPC: 113310 CFDA # N/A Locality: Town of Rocky Mount

Project Location ZIP+4: 24151-2806	Locality DUNS# 054603352	Locality Address (incl ZIP+4): 345 Donald Avenue Rocky Mount, VA 24151-1598
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Project Narrative

Scope:	Primary Extension - Rte 40 (Old Franklin Turnpike)	
From:	0.5 MI West of Route 122	
To:	Bunny Ridge Lane	
Locality Project Manager Contact info:	Jessica Heckman; 540-483-0907	jheckman@rockymountva.org
Department Project Coordinator Contact Info:	Cheryl Becker; 540-387-5399	Cheryl.Becker@VDOT.Virginia.gov

Project Estimates				
	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$2,000	\$0	\$249,053	\$251,053
Estimated VDOT Project Expenses	\$1,000		\$1,000	\$2,000
Estimated Total Project Costs	\$3,000	\$0	\$250,053	\$253,053

Project Cost and Reimbursement						
Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$3,000	CTB Formula	0%	\$0	\$3,000	
				\$0	\$0	
				\$0	\$0	
Total PE	\$3,000			\$0	\$3,000	
Right of Way & Utilities						
Total RW						
Construction	\$250,053	CTB Formula	0%	\$0	\$250,053	
				\$0	\$0	
				\$0	\$0	
Total CN	\$250,053			\$0	\$250,053	
Total Estimated Cost	\$253,053			\$0	\$253,053	\$251,053

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$253,053
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$251,053

Project Financing						
CTB Formula						Aggregate Allocations
\$253,053						\$253,053

- Program and project Specific Funding Requirements**
- This project shall be administered in accordance with VDOT's Urban Manual
 - This project shall be administered in accordance with VDOT's Locality Administered Projects Manual
 - This project shall meet all applicable ADA requirements
 - The Locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the Locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the Department.
 - This project must be advertised within six months of award funding or be subject to deallocation
 - This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$253,053

C. James Edwin 20180731
Authorized Locality Official and date

C. JAMES EDWIN
Typed or printed name of person signing

Authorized VDOT Official
Recommendation and Date

Jay Guy, Program Manager

Typed or printed name of person signing

Appendix A

Project Number: U000-157-271 UPC: 113312 CFDA # N/A Locality: Town of Rocky Mount

Project Location ZIP+4: 24151-2806	Locality DUNS# 054603352	Locality Address (incl ZIP+4): 345 Donald Avenue Rocky Mount, VA 24151-1598
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Project Narrative

Scope:	Primary Extension - Rte 122 (Booker T. Washington Hwy)
From:	Route 40 / Franklin Street
To:	Town Limits
Locality Project Manager Contact info:	Jessica Heckman ; 540-483-0907 jheckman@rockymountva.org
Department Project Coordinator Contact Info:	Cheryl Becker; 540-387-5399 Cheryl.Becker@VDOT.Virginia.gov

Project Estimates				
	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$2,000	\$0	\$104,416	\$106,416
Estimated VDOT Project Expenses	\$1,000		\$1,000	\$2,000
Estimated Total Project Costs	\$3,000	\$0	\$105,416	\$108,416

Project Cost and Reimbursement						
Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$3,000	CTB Formula	0%	\$0	\$3,000	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total PE	\$3,000			\$0	\$3,000	\$2,000
Right of Way & Utilities						
Total RW						\$0
Construction	\$105,416	CTB Formula	0%	\$0	\$105,416	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total CN	\$105,416			\$0	\$105,416	\$104,416
Total Estimated Cost	\$108,416			\$0	\$108,416	\$106,416

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$108,416
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$106,416

Project Financing					
CTB Formula					Aggregate Allocations
\$108,416					\$108,416

Program and project Specific Funding Requirements	
<ul style="list-style-type: none"> This project shall be administered in accordance with VDOT's Urban Manual This project shall be administered in accordance with VDOT's Locally Administered Projects Manual This project shall meet all applicable ADA requirements The Locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the Locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement, either physically or monetarily, as required by the Department. This project must be advertised within six months of award funding or be subject to deallocation This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$108,416 	

C. James Erwin 20180731
 Authorized Locality Official and date

C. JAMES ERWIN
 Typed or printed name of person signing

 Authorized VDOT Official
 Recommendation and Date

Jay Guy, Program Manager
 Typed or printed name of person signing

Patterson Brothers Paving, Inc.
1011 Monroe Street
Bedford, Virginia 24523
(540) 586-1497
Fax (540) 587-5921
Pattersonbrotherspaving@gmail.com

March 1, 2019

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

ATTENTION: Brian Schofield

We, Patterson Brothers Paving, Inc., propose to furnish all labor, materials and equipment necessary to complete the following:

PROJECT 1: Old Franklin Turnpike (MP 34.18 at Walmart to MP 34.714 Town Limits)
Square Yards 22,900

SCOPE OF WORK:

- A. Mill exiting surface 2 inch in depth
- B. Clean surface
- C. Apply tack coat (type CRS-2)
- D. Apply SM-9.5A

PROJECT 1 ESTIMATE \$ 337,958.00

PROJECT 2: Booker T Washington HWY (MP 0 at route 40 to MP 0.31 Town Limits)
Square Yards 8,460

SCOPE OF WORK:

- A. Mill exiting surface 2 inch in depth
- B. Clean surface
- C. Apply tack coat (type CRS-2)
- D. Apply SM-9.5A

PROJECT 1 ESTIMATE \$ 124,757.00

All the above work to be completed in a substantial and workmanlike manner for the sum of:
FOUR HUNDRED SIXTY-TWO THOUSAND SEVEN HUNDRED FIFTEEN DOLLOAR AND 50/100

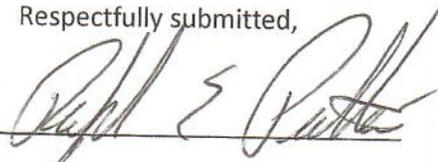
**** NOTE:** Quote based upon current petroleum prices and may be adjusted at the time of placement is prices change on materials or delivery charges from our suppliers.

Terms for payment to be as follows: **NET 30 DAYS FOR COMPLETED WORK.**

Any alteration or deviation from the above specification involving extra cost of material, labor or equipment will be executed upon written orders for same and will become an extra charge over the sum mentioned in this contract. All agreement to be made in writing.

The contractor agrees to carry the necessary insurance to protect his operations.

Respectfully submitted,



Patterson Brothers Paving, Inc.

Project 1 \$ 337,958.00
ACCEPTED BY: _____, DATE _____, 2019

Project 2 \$ 124,757.00
ACCEPTED BY: _____, DATE _____, 2019

Proposal subject to acceptance within 30 days.

REP:jj:brr



RESOLUTION NO.: **2019.002**

**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2018 through June 30, 2019, hereafter known as FY 2019; and

WHEREAS, the Virginia Department of Transportation (VDOT) has awarded the Town \$357,469 through the State of Good Repairs program to supplement local street maintenance funds, and the Town's match will be \$105,246 for a total award of \$462,715, and

WHEREAS, a supplemental appropriation is needed only for the VDOT share of the project as the Town's funds will come from the existing budget, and

WHEREAS, Town Council wishes to thank the Virginia Department of Transportation for their generous grant,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure and supplemental revenue for FY 2019:

Account 01.4108.0000.0000.3000 (paving/contractual)	\$357,469
Account 01.2400.0106 (VDOT grant)	\$357,469

GIVEN UNDER MY HAND, THIS 8TH DAY OF APRIL 2019:

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:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Matthew C. Hankins, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Construction has started for the first business going onto the Cox Farm industrial property. As you are aware, we have changed our approach on development at the site to focus on smaller sites, allowing more small industrial businesses to locate on this site. The Town is in talks with several prospects interested in the site, and expects we will have several announcements about the site over the next two years.</p> <p>In order to serve those industrial clients, we have had Mattern & Craig engineers on our retainer develop the initial sewer line installation to serve the first phase of sites. The proposed 8" sewer line is laid out to collect wastewater from several of the planned/possible industrial tracts and connects to the manhole which runs a 10" line under the Norfolk Southern railroad tracks. Six new manholes are required.</p> <p>The Town has bid the project with Mattern & Craig coordinating bids. Due to a busy spring construction season, we only received one bid. The bidder has been qualified and recommended by the engineer. The bid of \$130,000 was \$19,000 under the construction estimate.</p> <p>With a 10% contingency and engineering fees of \$25,980 (including the survey, sewer design, and bidding administration), the project will cost \$168,980. We need to proceed now in order to serve the first business as well as several which may be under construction this summer and fall.</p>
ACTION NEEDED:	<p>Staff recommends Council take the following action:</p> <ol style="list-style-type: none"> 1) Approve the bid and authorize the Town manager to enter into a contract with the bidder and issue notice to proceed. 2) Appropriate funds. An appropriation resolution is attached to this report.

Attachment(s): Yes

FOLLOW-UP ACTION:(To be completed by Town Clerk)
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RESOLUTION NO.: **2019.004**

**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2018 through June 30, 2019, hereafter known as FY 2019; and

WHEREAS, an eight inch sewer line is needed to accommodate new and potential industrial clients in the Cox Property Industrial Park on Weaver Street, and

WHEREAS, the project is estimated to cost \$168,980 and needs to be completed during this fiscal year, and these funds can be obtained from the fund balance of the utility capital fund,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure and supplemental revenue for FY 2019:

Account 05.6201.0000.0000.7010 (infrastructure)	\$168,980
Account 05.4100.9999 (appropriated fund balance)	\$168,980

GIVEN UNDER MY HAND, THIS 8TH DAY OF APRIL 2019:

Steven C. Angle, Mayor

ATTESTED:

Rebecca H. Dillon, Town Clerk

NOTICE OF AWARD

Date of Issuance:

Owner: Town of Rocky Mount, Virginia Owner's Contract No.:

Engineer: Mattern & Craig Engineer's Project No.: 3937

Project: Industrial Park Sanitary Sewer Contract Name: Industrial Park Sanitary
Extension Sewer Extension

Bidder: C. W. Cauley & Son, Inc.

Bidder's Address: P.O. Box 123, Patrick Springs, VA 24133

TO BIDDER:

You are notified that Owner has accepted your Bid dated March 27, 2019 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

The Project consists of constructing approx. 841 L.F. of 8" sanitary sewer main, manholes, associated appurtenances, and connection to an existing sanitary manhole located within a utility easement on an undeveloped parcel in the SE corner of the Franklin County & Rocky Mount Industrial Park.

The Contract Price of the awarded Contract is \$124,645.00 (unit price)

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Three (3) sets of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 3 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): None

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions and SC-2.02.A of the Supplementary Conditions.

Owner: Town of Rocky Mount, Virginia

Authorized Signature

By:

Title:

Copy: Engineer

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between Town of Rocky Mount, Virginia (“Owner”) and
C. W. Cauley & Son, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Construction of approx. 841 L.F. of 8" sanitary sewer main, manholes, associated appurtenances, and connection to an existing sanitary manhole located within a utility easement on an undeveloped parcel in the SE corner of the Franklin County & Rocky Mount Industrial Park.

ARTICLE 3 – ENGINEER

3.01 The part of the Project that pertains to the Work has been designed by Mattern & Craig, Inc.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Days*

A. The Work will be substantially completed within 45 days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 60 days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner \$500.00 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500.00 for each day that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Work, at the prices stated in Contractor’s Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor’s Applications for Payment on or about the 25th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract

- a. 95 percent of Work completed (with the balance being retainage).

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of Engineer’s estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 Final Payment

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

7.01 All amounts not paid when due shall bear interest at the rate of 5 percent per annum.

ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
- B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all available: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor’s safety precautions and programs.
- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor’s entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 1 to 6, inclusive).
 - 2. Performance bond (pages 1 to 3, inclusive).
 - 3. Payment bond (pages 1 to 3, inclusive).
 - 4. General Conditions (pages 1 to 65, inclusive).
 - 5. Supplementary Conditions (pages 1 to 6, inclusive).
 - 6. Specifications as listed in the table of contents of the Project Manual.
 - 7. Drawings (not attached but incorporated by reference) consisting of 4 sheets with each sheet bearing the following general title: Industrial Park Sanitary Sewer Extension Project.
 - 8. Addenda (numbers 1 to 1, inclusive).
 - 9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor’s Bid (pages 1 to 9, inclusive).
 - 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an

assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

Town of Rocky Mount, Virginia

C. W. Cauley & Son, Inc.

By: _____

By: _____

Title: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: _____

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

License No.: _____
(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

BID FORM

Industrial Park Sanitary Sewer Extension
Franklin County & Rocky Mount Industrial Park
Town of Rocky Mount
Rocky Mount, Virginia

March 27, 2019

REVISED MARCH 21, 2019

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ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to:
The Town of Rocky Mount, 347 Donald Avenue, Rocky Mount, VA 24151.
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

- 3.01 In submitting this Bid, Bidder represents that:
 - A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
<u>1</u>	<u>March 22, 2019</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance

of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.

- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1.	Mobilization	LS	1	5,000.00	5,000.00
2.	8" Sanitary Sewer	LF	841	95.00	79,895.00
3.	Sanitary Manhole with Frame & Cover	EA	6	4,000.00	24,000.00
4.	6" Sanitary Sewer Lateral	LF	100	20.00	2,000.00
5.	6" Sanitary Sewer Cleanout	EA	2	500.00	1,000.00
6.	Connection to Exist. Manhole	LS	1	5,000.00	5,000.00
7.	Rock Excavation	CY	65	100.00	6,500.00
8.	Trench Stabilization Material	TN	25	30.00	750.00
9.	Record Drawings	LS	1	500.00	500.00

Total of Unit Price Bids = Total Bid Price \$ 124,645.00
(Figures)

One Hundred Twenty Four Thousand Six Hundred Forty Five & 00/100
 (Use Words)

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

5.02 Since our bid is \$200,000.00 or more, I/We elect to utilize the escrow account procedure described in paragraph 13.11 of the Instructions to Bidders if determined to be the low bidder.

No Write "Yes" or "No"

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security;
- B. Evidence of authority to do business in the State of Virginia;
- C. Contractor's License No: 2705154511

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]*

C.W. Cauley + Son, Inc.

By:

[Signature] Charles Cauley President

[Printed name] Charles Cauley

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature] Joy W. Cauley

[Printed name] Joy W. Cauley

Title: Sec.

Submittal Date: March 27, 2019

Address for giving notices:

P.O. Box 123 · 844 Providence Dr.

Patrick Springs, VA 24133

Telephone Number: 276-694-3814

Fax Number: 276-694-2861

Contact Name and e-mail address: Charles Cauley

charles2301@hotmail.com

Bidder's License No.: 2705154511

(where applicable)

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

C. W. Cauley & Son, Inc.
 844 Providence Drive
 Patrick Springs, VA 24133

SURETY (Name, and Address of Principal Place of Business):

The Cincinnati Insurance Company
 6200 S. Gilmore Road
 Fairfield, OH 45014

OWNER (Name and Address):

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

BID

Bid Due Date: March 27, 2019

Description (Project Name— Include Location): Industrial Park Sanitary Sewer Extension, Rocky Mount, VA

BOND

Bond Number: B1246526

Date: March 27, 2019

Penal sum Five Percent of Bid (Words) \$ 5% of Bid (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

C. W. Cauley & Son, Inc. (Seal)

Bidder's Name and Corporate Seal

By: Charles Cauley
 Signature

Charles Cauley
 Print Name

President
 Title

Attest: Joy W. Cauley
 Signature

Sec.
 Title

SURETY

The Cincinnati Insurance Company (Seal)

Surety's Name and Corporate Seal

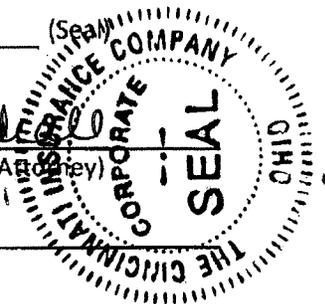
By: Nicole E. Hudnall
 Signature (Attach Power of Attorney)

Nicole E. Hudnall
 Print Name

Attorney-in-Fact
 Title

Attest: Donald M. Giles
 Signature Donald Giles

Agent
 Title



Note: Addresses are to be used for giving any required notice.
 Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

THE CINCINNATI INSURANCE COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, and having its principal office in the City of Fairfield, Ohio, does hereby constitute and appoint

W. David Shields; Donna M. Smith; Frieda K. Amos; Donald M. Giles; Celia J. Hudnall; Nicole E. Hudnall and/or Victoria L. Meacom

each in their separate capacity.

of Lynchburg, Virginia its true and lawful Attorney(s)-in-Fact to sign, execute, seal and deliver on its behalf as Surety, and as its act and deed, any and all bonds, policies, undertakings, or other like instruments, as follows:

Any such obligations in the United States, up to Twenty Million and No/100 Dollars (\$20,000,000.00).

This appointment is made under and by authority of the following resolution passed by the Board of Directors of said Company at a meeting held in the principal office of the Company, a quorum being present and voting, on the 6th day of December, 1958, which resolution is still in effect:

"RESOLVED, that the President or any Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company."

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 7th day of December, 1973.

"RESOLVED, that the signature of the President or a Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Secretary and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company."

IN WITNESS WHEREOF, THE CINCINNATI INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President this 10th day of October, 2008.



THE CINCINNATI INSURANCE COMPANY

Thomas H. Kelly
Vice President

STATE OF OHIO) ss:
COUNTY OF BUTLER)

On this 10th day of October, 2008, before me came the above-named Vice President of THE CINCINNATI INSURANCE COMPANY, to me personally known to be the officer described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of said Company and the corporate seal and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporation.



Mark J. Huller
MARK J. HULLER, Attorney at Law
NOTARY PUBLIC - STATE OF OHIO

My commission has no expiration date. Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Secretary of THE CINCINNATI INSURANCE COMPANY, hereby certify that the above is a true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in full force and effect.

GIVEN under my hand and seal of said Company at Fairfield, Ohio, this 27th day of March 2019.



Beggy J. Schlemmer
Secretary

Michael S. Agee
Steven A. Campbell
Randy W. Beckner
Bradley C. Craig
Wm. Thomas Austin
David P. Wilson
James B. Voso
Randy L. Dodson
Chad M. Thomas
Jason A. Carder



Edwin K. Mattern, Jr. (1949-1982)
Gene R. Cress (1935-2014)
Sam H. McGhee, III (1940-2018)
Stewart W. Hubbell (Retired)
J. Wayne Craig (Retired)

April 4, 2019

Mr. Matt Hankins
Assistant Town Manager
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, VA 24151

RE: Industrial Park Sanitary Sewer Extension
M&C Commission No: 3937

Dear Matt:

Bids were received on the referenced project on March 27, 2019 (2:00 pm deadline) by the Town of Rocky Mount. The bids were publicly opened and read aloud shortly thereafter.

One (1) bid was received. A tabulation of the bid is attached for your records. The apparent low bidder is C.W. Cauley & Son, Inc. with a total unit price bid of \$124,645.00. Mattern & Craig's construction cost estimate for the project was \$136,280.00. C.W. Cauley & Son, Inc. is a licensed Virginia Contractor (#2705154511). Our firm has not worked directly with C.W. Cauley & Son, Inc. on recent projects. We have reached out to references but have only heard back from one to date. Their response was very positive, stating the contractor was very communicative, timely, and easy to work with. We will continue to update the Town as we receive more responses.

Based on our review of the bid and the response we received from the reference, we hereby recommend award of the contract to C.W. Cauley & Son, Inc. in the amount of \$124,645.00. Our firm can prepare the Notice of Award and Agreement once you are ready to proceed.

Sincerely,

MATTERN & CRAIG

Ryan P. Kincer, P.E.
Project Manager

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
----------------------------	---------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Appropriation of Funds to be Received from Community Policing</p> <p>Your community policing operation needs a dedicated vehicle. They have been doing more and more transporting of materials and supplies for special events and have been visiting more businesses, schools and community organizations.</p> <p>They have funds available to acquire a vehicle (through donations), but not sufficient funds for a vehicle appropriate for their needs. The Police department proposes assigning them a current administrative vehicle (2017 Ford Utility with 15,000 miles) for the funds they have available and using those funds to acquire a replacement vehicle. Doing this will provide them with a vehicle with appropriate police lights and radio equipment that they would not otherwise be able to afford.</p> <p>The Community Policing fund will pay the Town \$23,000 for this use and the Department asks that Town Council appropriate those funds so that the administrative vehicle assigned to community policing can be replaced.</p>
ACTION NEEDED:	Approve or deny the request

Attachment(s): Yes

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



RESOLUTION NO.: **2019.003**

**TOWN OF ROCKY MOUNT
SUPPLEMENTAL APPROPRIATION RESOLUTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2019**

WHEREAS, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2018 through June 30, 2019, hereafter known as FY 2019;

WHEREAS, the Community Policing operation in the Town's Police Department needs a dedicated vehicle, and

WHEREAS, the Community Policing designated fund (through donations) has \$23,000 for this use and the Police Department has an administrative vehicle that can be assigned to Community Policing, allowing the Police Department to acquire a replacement vehicle,

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Rocky Mount does hereby appropriate the following supplemental expenditure and supplemental revenue for FY 2019:

Account 01.3101.0000.0000.7005 (motor vehicles) \$23,000

Account 01.3100.0000.0000.5410 (Community Policing) \$23,000

GIVEN UNDER MY HAND, THIS 8TH DAY OF APRIL 2019:

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:	April 8, 2019
----------------------------	---------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Safety Committee met on March 25, 2019 to consider changes to the Town's inoperable vehicle ordinance.</p> <p>Chairman Moyer received input from those in attendance and Mrs. Pinkard presented two documents. One was a collection of rules and code sections from other localities that would possibly be a model for the Town and the other was a collection of pictures of inoperable vehicles in our community. They were distributed to Town Council and are included with this report.</p> <p>It was the consensus of the committee that the information submitted would be reviewed and that once reviewed the committee would meet again to discuss what changes may be prudent to our code.</p> <p>The Town Attorney reviewed what was permissible given the limits established by the state and advised that he was ready to draft an ordinance once given direction from Council and Staff.</p> <p>The committee was also of the consensus that the Planning Commission recommendation of a fitted car cover versus a tarp had merit.</p> <p>The committee will meet again in April to make recommendations to staff for ordinance changes.</p>
ACTION NEEDED:	Approve or deny the committee's recommendation

Attachment(s): Yes

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

WHY IS INOPERABLE VEHICLE REMOVAL IMPORTANT FOR OUR COMMUNITY?

- **THESE INOPERABLE VEHICLES DETRACT FROM THE AESTHETICS OF OUR SURROUNDINGS.**
- **ADDITIONALLY, INOPERABLE VEHICLES CAN BE HAZARDOUS TO CHILDREN AND MAY BE INHABITED BY VERMIN AND MAY CAUSE DISEASES THAT ARE HARMFUL TO THE HEALTH OF OUR COMMUNITY.**

SUBJECT: INOPERATIVE VEHICLES IN THE TOWN OF ROCKY MOUNT, VIRGINIA

PURPOSE OF THIS DOCUMENT: TO OUTLINE WHAT SOME LOCALITIES IN VIRGINIA HAVE DEFINED AS:

INOPERATIVE VEHICLE SHIELD FROM VIEW CODE ENFORCEMENT PROPERTY OWNER

TOWN OF ROCKY MOUNT'S INTERRUPTION OF PROPERTY OWNER IS: "NAME RECORDED ON THE DEED AND ASSOCIATED WITH TAX RECORDS". I POINT THIS OUT BECAUSE OUR CURRENT DEFINITION OF "OWNER" APPEARS TO MIX THE DEFINITION OF "VEHICLE OWNER" AND "PROPERTY OWNER". A CODE VIOLATION RESTS IN THE HANDS OF THE PROPERTY OWNER.

RECOMMENDATION: THE CITIZENS COMMITTEE APPOINTED BY MAYOR STEVE ANGLE AT THE MARCH TOWN COUNCIL MEETING, REPRESENTATIVES FROM THE TOWN AND JOHN BOITNOTT, TOWN ATTORNEY, REVIEW AND DISCUSS MY RECOMMENDATIONS. YOU WILL FIND AN ENCLOSURE ASSOCIATED WITH EACH RECOMMENDATION. ENCLOSURE NUMBER DEPICTS HOW I HAVE RANKED THE POSSIBLE SOLUTIONS.

ENCLOSURE 1: DANVILLE, VIRGINIA*** RATIONALE – THEY ADOPTED A ZERO TOLERANCE POLICY. SHIELDED FROM VIEW IS DEFINED AS A SOLID STRUCTURE. I WOULD RECOMMEND REMOVING THE LAST SENTENCE OF SEC. 21-143(a) "unless an inoperative vehicle....."**

THEIR ORDINANCE STATES THE PROPERTY OWNER WILL RECEIVE THE VIOLATION NOTICE AND HAS THE RESPONSIBILITY TO CURE THE VIOLATION WITHIN 30 DAYS (SECTION 21-144 (b)).

ENCLOSURE 2: FARMVILLE*** RATIONALE –MAY NOT BE AS "COST EFFECTIVE" AND "STRAIGHT FORWARD" AS DANVILLE BECAUSE "SHIELDED FROM VIEW" MIGHT LEAD TO VARIOUS INTERRUPTIONS. THIS, IN TURN, WOULD RESULT IN MORE MANHOURS LOGGED FOR A SOLUTION TO BE RENDERED.**

ENCLOSURE 3: STAUTON*** RATIONALE – "IT SHALL BE UNLAWFUL FOR ANY PERSON TO KEEP FOR MORE THAN 10 DAYS, EXCEPT WITHIN A FULLY ENCLOSED BUILDING OR STRUCTURE OR OTHERWISE SHIELDED OR SCREEN FROM PUBLIC VIEW, ON ANY PROPERTY IN THE CITY ZONED FOR RESIDENTIAL, COMMERCIAL OR AGRICULTURAL PURPOSES, ANY MOTOR VEHICLE, TRAILER, OR SEMITRAILER, AS SUCH ARE DEFINED IN SECTION 46.2-100 OF THE CODE OF VIRGINIA, WHICH IS INOPERABLE."**

"AS USED IN THIS SECTION, THE TERM "SHIELDED OR SCREENED DOES NOT INCLUDE COVERING THE VEHICLE WITH A TARPULIN OR OTHER SHEET OF MATERIAL". **NOTE** I WOULD LIKE TO SEE OUR CODE ALSO STATE: "AND DOES NOT INCLUDE AN OPEN METAL CARPORT".

"UPON RECEIPT OF A VIOLATION NOTICE, THE CONDITION MUST BE ABATED OR REMOVED BY THE PROPERTY OWNER WITHIN 10 DAYS."

ENCLOSURE 4: AMHERST COUNTY***RATIONALE** – ENCLOSURE 4 IS THE PLANNING/ZONING DEPARTMENT'S FIRST READ OF THEIR PROPOSED INOPERATIVE MOTOR VEHICLE ORDINANCE.

MOST NOTEABLE IS THEIR DEFINITIONS OF AN INOPERABLE VEHICLE, TRAILER OR SEMI-TRAILER – THESE ARE DEFINED AS “..... IS NOT IN OPERATING CONDITION, DOES NOT DISPLAY VALID LICENSE PLATES, DOES NOT DISPLAY AN INSPECTION DECAL THAT IS VALID, OR DISPLAYS AN INSPECTION DECAL THAT HAS BEEN EXPIRED MORE THAN 60 DAYS”.

THE ISSUE I HAVE WITH THEIR “SHIELDED OR SCREENED FROM VIEW” IS THAT IT INCLUDES “SCREENED BY VEGETATION OR FENCES”. IF THERE IS A PROPERTY ON EACH SIDE AND IN BACK, THIS SOLUTION WOULD NOT RESULT IN “SCREENED FROM VIEW”.

THEIR NOTICE OF VIOLATION FOR AN INOPERABLE VEHICLE GIVES THE OWNER 7 CALENDAR DAYS TO COMPLY (SECTION 9-171).

THEIR DOCUMENT ALSO ADDRESSES THE REMOVAL AND DISPOSITION OF UNCLAIMED INOPERABLE VEHICLES.

ENCLOSURE 5: HENRICO COUNTY***RATIONALE** – THIS COUNTY HAS A TAG AND TOW PROGRAM. I BELIEVE THIS ADDRESSES THE ISSUE I RAISED ON MY STREET CONCERNING THE INOPERATIVE VEHICLE THAT HAS BEEN COVER AND IS SITTING ON THE SHOULDER OF THE ROAD IN FRONT OF THE TENANT'S HOME.

I WOULD SUGGEST OUR TOWN ATTORNEY GET A CLEAR RULING ON THE ABOVE STATEMENT.

ENCLOSURE 6: LOUDOUN COUNTY***RATIONALE** – I HAVE INCLUDED THIS FOR THE FOLLOWING REASON:

THEY COVER HOW AN OWNER IS NOTIFIED AND WHAT FOLLOWS AFTER THE NOTIFICATION.

THEY ALSO ADDRESS IF A VEHICLE OR PIECE OF INOPERABLE EQUIPMENT IS LEFT ON SOMEONE'S PROPERTY FOR MORE THAN 72 HOURS WITHOUT THE OWNER'S CONSENT IT MAY BE REMOVED BY THE SHERIFF (IN OUR CASE, THE POLICE). I NOTED THIS BECAUSE THERE IS AN INOPERABLE PIECE OF EQUIPMENT LEFT ON A VACANT LOT IN THE TANGLEWOOD SUBDIVISION. I DO NOT KNOW IF IT BELONGS TO THE OWNER OF THE PROPERTY OR SOMEONE HIRED TO DO WORK FOR THE OWNER. IF THE EQUIPMENT DOES NOT BELONG TO THE PROPERTY OWNER, I DO NOT KNOW IF THE PROPERTY OWNER GAVE PERMISSION – EITHER WAY – IT APPEARS TO BE IN VIOLATION OF OUR CURRENT CODE.

ENCLOSURE 7: BLACKSBURG*****I INCLUDED THIS FOR YOUR REVIEW; HOWEVER, I DO NOT FEEL THEIR CODE SOLVES THE PROBLEMS WE ARE DEALING WITH IN OUR COMMUNITY TODAY.

ENCLOSURE 8: PRINCE GEORGE*****I FOUND THEIR SECTION ON ANSWERS TO QUESTIONS CITIZENS MIGHT HAVE VERY HELPFUL:

THEY OUTLINED WHERE A CITIZEN CAN GO TO GET MORE INFORMATION, HOW MANY DAYS THEY HAVE TO COMPLY WITH NOTIFICATION, AND WHAT HAPPENS AFTER THE 10 DAY PERIOD THEY ALLOW FOR COMPLIANCE.

ENCLOSURE 9: PRINCE WILLIAM COUNTY:*****ALTHOUGH PRINCE WILLIAM IS LOCATED IN THE NORTHERN VIRGINIA COMMUNITY, I BELIEVE THEY HAVE A SYSTEM IN PLACE THAT ANSWERS THE CONCERN OF CITIZENS "WHAT HAPPENS WHEN I REPORT A POSSIBLE VIOLATION". YOUR COMPLAINT IS ASSIGNED A CASE NUMBER AND YOU WILL BE KEPT INFORMED ON THE PROGRESS.

ENCLOSURE 10: ROANOKE*****SINCE ROANOKE IS OUR NEIGHBOR, I INCLUDED THEIR CODE FOR YOUR REVIEW. THEY HAVE AN "ON-LINE" SERVICE REQUEST FORM WHERE A CITIZEN CAN GO TO FILE A COMPLAINT/CONCERN. WE MIGHT WANT TO CONSIDER THIS APPROACH AS WELL AS WHAT PRINCE GEORGE IS DOING.-----THIS ALLOWS CITIZENS TO TRACK INFRACTIONS IN OUR COMMUNITY.

ENCLOSURE 11: *****COLONIAL HEIGHTS – I PROVIDED THIS FOR YOUR GENERAL REVIEW OF HOW OTHER COMMUNITIES ARE DEALING WITH NUISANCE ISSUES.

ENCLOSURE 12: *****NORFOLK – SAME AS ABOVE.

ENCLOSURE 13: *****VIRGINIA CODES ADDRESSING INOPERABLE VEHICLES, 15-2, 15.2-904 AND 15.2-905

ENCLOSURE 14: *****ROCKY MOUNT – OUR CURRENT CODE.

SUBJECT: INOPERATIVE VEHICLES IN THE TOWN OF ROCKY MOUNT, VIRGINIA

PURPOSE OF THIS DOCUMENT: TO OUTLINE WHAT SOME OF THE LOCALITIES IN VIRGINIA HAVE DEFINED AS "INOPERATIVE VEHICLES"; SHIELDED FROM VIEW AND CODE ENFORCEMENT OF THE SAID VIOLATION.

DANVILLE, VIRGINIA:

WHAT IS AN INOPERATIVE VEHICLE? An inoperative vehicle means any vehicle, trailer, semi trailer, or portion thereof, which is not in operating condition or on which there are displayed neither valid license plates nor a valid inspection decal.

WHAT SHOULD I DO IF A VIOLATION NOTICE HAS BEEN POSTED ON MY PROPERTY OR VEHICLE? Call the Public Works Department at (434) 799-5245 and ask for the Code Enforcement Inspector whose name is on the posting.

CAN AN INOPERATIVE VEHICLE BE PARKED ON MY PROPERTY? No. All vehicles that are not currently licensed, registered, or that lack parts necessary for legal operation, must be removed or shielded from view by a SOLID STRUCTURE.

HOW LONG DO I HAVE TO ABATE A CODE VIOLATION?

-----With abandoned vehicles, you will be given 2 days to comply..

-----With RIGHT-OF-WAY encroachment, you will be given 5 days to comply

FURTHER DEFINED IN THEIR CODE OF ORDINANCES: (SEE INCLOSURE 1 ATTACHED)

THE ATTACHED INCLOSURE FURTHER DEFINES MOTOR VEHICLE, SEMITRAILER, SHIELDED FROM VIEW, TRAILER, UNLICENSED DECAL MEANING. SECTION TITLES AT INCLOSURE 1 ARE AS FOLLOWS:

ARTICLE VII – INOPERATIVE VEHICLES

SECTION 21-142 - DEFINITIONS

SECTION 21-143 – OPEN STORAGE OF INOPERATIVE VEHICLES

SECTION 21-144 – NOTICE OF REMOVAL OF INOPERATIVE VEHICLES

SECTION 21-145 – REMOVAL OF INOPERATIVE VEHICLES

SECTION 21-146 – NOTICE OF DISPOSAL OF UNCLAIMED INOPERATIVE VEHICLES

SECTION 21-147 – DISPOSITION OF INOPERATIVE MOTOR VEHICLE

SECTION 21-148 – APPEALS

SECTION 21-149 – RIGHT OF ENTRY TO ENFORCE CHAPTER

Code of Ordinances



- Chapter 30 - PROCUREMENT CODE
- Chapter 31 - RAILROADS
- Chapter 32 - RETIREMENT SYSTEM
- Chapter 33 - SALES
- Chapter 34 - SEWERS AND SEWAGE DISPOSAL
- Chapter 35 - STREETS AND SIDEWALKS
- Chapter 35.5 - SUBDIVISIONS
- Chapter 36 - SWIMMING POOLS
- Chapter 37 - TAXATION
- Chapter 38 - UTILITY SERVICES
- Chapter 38.5 - VEGETATION
- Chapter 39 - VEHICLES FOR HIRE
- Chapter 40 - WEAPONS
- Chapter 41 - ZONING CODE

CODE COMPARATIVE TABLE - 1962 CODE

CODE COMPARATIVE TABLE - ORDINANCES modified

STATUTORY REFERENCE TABLE modified

< Sec. 21-141. - Duties of demolisher with respect to vehicle acquired for demolition.

Chapter 22 - OBSCENITY >

ARTICLE VII. - INOPERATIVE VEHICLES^[8]



Sec. 21-142. - Definitions.



For the purposes of this article, the following words and terms shall have the meanings ascribed to them in this section:

Motor vehicle means any vehicle which is self-propelled or designed for self-propulsion. Any structure designed, used or maintained primarily to be loaded on or affixed to a motor vehicle to provide a mobile dwelling, sleeping place, office or commercial space shall be considered a part of a motor vehicle.

Notice means the notice required by sections 21-144 and 21-146 of this article.

Semitrailer means any vehicle of the trailer type so designed and used in conjunction with a motor vehicle that some part of its own weight and that of its own load rests or is carried by another vehicle.

Shielded or screened from public view means completely precluding visibility of the subject vehicle from all adjacent streets, alleys and properties, by placing the vehicle within: (1) a fully enclosed building or structure, or (2) an area completely enclosed either by a solid, rigid, opaque fence composed of standard fencing materials or by a landscaped arrangement of nondeciduous trees, sufficient in height, spacing, density and circumference. The number of vehicles that may be shielded by placing, draping or securing of a tarpaulin, or other nonrigid cover, over or around an inoperative vehicle shall be zero (0).

Trailer means any vehicle without motive power designed for carrying property or passengers wholly on its own structure and for being drawn by a motor vehicle, including mobile homes.

Unlicensed vehicle decal means a decal purchased from the City of Danville Treasurer's Office affixed to the windshield or other prominent place on any operative vehicle, trailer, or semitrailer which does not display a current license plate allowing the owner to place said vehicle in any legal parking or storage place for the period which the decal is purchased.

Vehicle means every device, in or on, by which any person or property is or may be transported or drawn on a highway, except devices moved by human power or used exclusively on stationary rails or tracks. For the purpose of this chapter, mopeds shall not be considered vehicles.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11; Ord. No. 2013-08.01, 8-20-13)

State Law reference— Similar provisions, Code of Virginia, § 46.2-100

Sec. 21-143. - Open storage of inoperative vehicles.

- (a) It shall be unlawful for any person to keep, except within a fully-enclosed building or structure or otherwise shielded or screened from public view, on any property zoned for residential, commercial, or agricultural purposes, any motor vehicle, trailer, or semitrailer, as such are defined in section 46.2-100 of the Code of Virginia, which is inoperative ~~unless~~ an inoperative vehicle decal has been purchased and is affixed to the inside of the vehicles windshield or prominent place.
- (b) For the purposes of this section, an "inoperative motor vehicle" is any motor vehicle, trailer or semitrailer, or portion thereof, which is not in operating condition or on which

there are displayed neither valid license plates nor a valid inspection decal.



- (c) The owners of real property zoned for residential, commercial or agricultural purposes shall remove or cause to be removed there from any inoperative motor vehicle, trailer or semitrailer that is not kept within a fully enclosed building or structure. Those vehicles otherwise shielded or screened from public view by a solid, rigid, or opaque fence shall be no more than two (2); however, the limit to the number of inoperative motor vehicles which any person may keep outside of a fully enclosed building or structure, but which are shielded or screened from view by covers, shall be zero (0).
- (d) The City may, in the manner provided by this article remove and dispose of any inoperative motor vehicle, trailer or semitrailer found in violation of this section, whenever the owner of the real property upon which the same is located has failed, after notice, to do so. The cost of any such removal and disposal by the City shall be chargeable to the owner of the vehicle or filed as a lien against the real or personal property of the owner of the premises where the inoperative motor vehicle is cited and, if not otherwise recovered, may be collected by the City as taxes and levies are collected and shall have the same effect as a tax lien on the owner's property.
- (e) Every cost authorized by this section with which the owner of the real property has been assessed shall constitute a lien against the real property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the City.
- (f) The provisions of this section shall not apply to a licensed business, which, on June 26, 1970, was regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11)

Sec. 21-144. - Notice of removal of inoperative vehicles.

- (a) An owner of any property upon which any inoperative vehicle is located which is zoned for residential, commercial or agricultural purposes, shall bring such vehicle and property into compliance with the requirements of this article within thirty (30) calendar days of the date of notice to the owner of the property upon which such inoperative vehicle is located, that such vehicle is in violation of this article. The notice to the owners of the premises upon which such inoperative vehicle is located shall (1) reasonably describe the inoperative vehicle in violation of this article; (2) state that any owner of such inoperative vehicle or property owner on which such inoperative vehicle is located may appeal the City's decision that the vehicle is in violation of this article by filing a notice of appeal with the City's Public Works Department Director; (3) state that failure to comply with the requirements of this article within the time frames may result in the removal and disposal

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of the vehicle; and (4) state that such removal and disposal may be at the expense of the owner of such inoperative vehicle or the owner of property upon which such vehicle is located.

(b) Whenever an owner of any property upon which such inoperative vehicle is located fails to bring such inoperative vehicle into compliance with the requirements of this article within thirty (30) calendar days of such notice, the City may remove such inoperative vehicle from the property.

→ (c) Notice to the owner of property on which an inoperative vehicle is located, may be given by mail. In the case of an owner of property on which an inoperative vehicle is located, notice shall be sent to the address of such property owner as set forth in the records of the department of real estate valuation for the City. Notice under this subsection shall be complete and sufficient, and the date of notice under this subsection, when such notice is addressed and deposited with the United States Postal Service, mail, postage prepaid.

(d) If notice is returned by the postal authorities, the City shall post a copy of the notice in a conspicuous place on the property on which the inoperative vehicle either is located or was located at the time it was removed, and shall give notice by publication once in a newspaper of general circulation in the area in which the inoperative vehicle either is located or was located at the time it was removed. Notice by publication may contain multiple listings of inoperative vehicles, which will be or were removed. Notice under this subsection shall be complete and sufficient, and the date of notice under this subsection shall be on the later of the date on which the posting is accomplished or the date of publication.

(e) In lieu of notice by mail, notice to an owner of property on which an inoperative vehicle is located may be given in writing in person to such property owner. Notice under this subsection shall be complete and sufficient, and the date of notice for purposes of this article, shall be the date on which the notice is handed to such property owner.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11)

Sec. 21-145. - Removal of inoperative vehicles.

If after notice under section 21-144 of the City Code the inoperative vehicle has not been removed, the violation corrected or the violation appealed; the City and/or its agent may remove the inoperative vehicle described in the notice from the property, or the vehicle owner, property owner or property tenant may be charged with a class 3 misdemeanor.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11)

Sec. 21-146. - Notice of disposal of unclaimed inoperative vehicles.

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Whenever the City causes the removal of any inoperative vehicle to an impoundment lot, the City or its agent shall give notice in writing by mail as soon as possible, but in no event more than five (5) business days after the removal of the inoperative vehicle, to the owner of record of the inoperative vehicle and all persons holding a security interest in the inoperative vehicle as reported by the Division of Motor Vehicles for the Commonwealth of Virginia, that the vehicle has been taken into custody and will be sold if the cost of removal, storage and the one-hundred-dollar administrative fee is not paid. The notice shall (1) describe the year, make, model and serial number of the inoperative vehicle; (2) set forth the location of the facility where the inoperative vehicle is being held; (3) inform the owner and any holder of a security interest in the inoperative vehicle of their right to reclaim the inoperative vehicle within twenty-one (21) days after the date of notice upon payment of the cost of removal; (4) state that the failure of the owner or the holder of a security interest in such inoperative vehicle to exercise their right to reclaim the inoperative vehicle within the time provided may result in the inoperative vehicle being disposed of; and (5) state that the owner of the inoperative vehicle, or the owner of the premises on which the inoperative vehicle was located at the time it was removed, may be liable for the cost of removal, administrative fees as prescribed by the City of Danville Fee Schedule and disposal of the inoperative vehicle.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11)

Sec. 21-147. - Disposition of inoperative motor vehicle.

- (a) Whenever any inoperative vehicle is not reclaimed by the owner of such inoperative vehicle, or by any holder of a security interest therein, by payment of the cost of removal of the inoperative vehicle within the time specified in the notice set forth in section 21-146, the City or its authorized agent may dispose of the inoperative vehicle.
- (b) If an inoperative vehicle is not reclaimed as provided above, the City or its authorized agent shall sell it or cause it to be sold by any commercially reasonable means. From the proceeds of the auction of an inoperative vehicle, the City, or its authorized agent, shall reimburse itself for the expenses of the sale, the cost of towing, administrative fees as prescribed by the City of Danville Fee Schedule, preserving and storing the vehicle, which resulted from placing the inoperative vehicle into custody and all notice and publication costs incurred pursuant to section 21-146. Any remainder from the proceeds of a sale shall be held for the owner of the inoperative motor vehicle or any person having security interests therein, as their interests may appear, for sixty (60) days, and then be deposited with the Treasurer of the City.
- (c) The cost for the removal and disposal of an inoperative vehicle, administrative fees as prescribed by the City of Danville Fee Schedule, all notice and publication costs incurred pursuant to section 21-146, may be charged to the owner of such vehicle or the owner of the property from which such vehicle was removed, or both. Such costs may be collected by the City as taxes and levies are collected.

Code of Ordinances (d) Any such costs assessed against the property from which the vehicle was removed shall constitute a lien against the property and shall continue until actual payment of such costs has been made to the City.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11)

Sec. 21-148. - Appeals.

- (a) Any vehicle owner, property owner or lessee of the property aggrieved by a decision of the City in connection with the administration or enforcement of this article may appeal such decision by filing a written notice of appeal with the City's Department of Public Works Director within thirty (30) calendar days of the filing of notice pursuant to section 21-144 by the City. Any such notice of appeal shall state the following in writing:
 - (1) The order, requirement, decision or determination, which is the subject of the appeal;
 - (2) The date of the decision; and
 - (3) The reason(s) for the appeal.
- (b) Upon receipt of an appeal by the City's Department of Public Works Director, the City shall designate a person, or panel of persons consisting of an odd number of persons, who did not participate in making the determination under review to hear the appeal.
- (c) The appeal shall be heard as soon as possible after the filing of the appeal, but in no event more than ten (10) business days after the filing of the appeal, unless the appeal officer, or panel, and the aggrieved person agree to an extension of the ten-day deadline.
- (d) The appeal officer, or panel, shall announce any decision within five (5) business days after the hearing, unless the appeal officer, or panel, and the aggrieved person agree to an extension of the five-day deadline. The appeal officer, or panel, shall have authority to affirm, modify or reverse the City's decision, including the authority to order appropriate relief under all circumstances.
- (e) Extension of deadlines pursuant to this section shall extend any other deadline within this article by an equal number of business or calendar days, as appropriate.
- (f) Any appeal filed under the provisions of this section shall stay enforcement of the order until such appeal has been reviewed and decided.

(Ord. No. 2007-02.08, 2-20-07; Ord. No. 2011-07.12, 7-19-11)

Sec. 21-149. - Right of entry to enforce chapter.

Upon a citizen complaint, a citizen report or reasonable suspicion the Director of Public Works or his designee, after reasonable notice for occupied property, may enter between the hours of 9:00 a.m. and 5:00 p.m., upon any private or public property for the purpose of inspecting and investigating conditions

relating to the enforcement of this chapter or regulations adopted pursuant thereto.

Code of Ordinances



(Ord. No. 2007-02.08, 2-20-07)

< Sec. 21-141. - Duties of demolisher with respect to vehicle acquired for demolition.

Chapter 22 - OBSCENITY >

Can an inoperative vehicle be parked on my property?

No. All vehicles that are not currently licensed or registered, or that lack parts necessary for legal operation, must be removed or shielded from view by a solid structure.

▼ PUBLIC WORKS - CODE ENFORCEMENT

[Show All Answers](#)

1. What is an inoperative vehicle?

An inoperative vehicle means any vehicle, trailer, semi trailer, or portion thereof, which is not in operating condition or on which there are displayed neither valid license plates nor a valid inspection decal.

2. What should I do if a violation notice has been posted on my property or vehicle?

3. Can an inoperative vehicle be parked on my property?

4. How long do I have to abate a code violation?

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Farmville, Virginia



Debris, Furniture & Inoperative Vehicles

Property owners and tenants must keep trash and debris from accumulating on their premises. **Sec. 17-10 to 17-14**

Town citizens also need to be aware that household furniture and appliances are not allowed to be kept outside of their residence. **Sec.17-15 to 17-18**

Inoperative vehicles cannot be openly kept on property within the Town of Farmville. An inoperative vehicle is defined as any motor vehicle which is not in operating condition; or which for a period of sixty (60) days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or on which there are displayed neither valid license plates nor a valid inspection decal. **Sec. 15-70 = attached**

The Town of Farmville Code is available for viewing or downloading by accessing **www.municode.com**.

For questions or further information, please contact:

Kim Thompson

Farmville Municipal Building

116 North Main Street

P.O. Drawer 368

Farmville, VA 23901

Phone: 434-392-8465

Fax: 434-392-6135

Search

DEPARTMENTS

Building Official

Economic Development

Sec. 15-70. - Open storage of inoperative vehicles.

(a) It shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view on any property zoned for residential, business, or industrial purposes any inoperative motor vehicle. However, the provisions of this section shall not apply to a licensed business which, on June 26, 1970, was regularly engaged in business as an automobile dealer, salvage dealer, or scrap processor.

(1) As used in this section "inoperative motor vehicle" means any motor vehicle, trailer, or semitrailer which: (i) is not in operating condition (including, without limitation any motor vehicle, trailer or semitrailer which, for a period of sixty (60) days or longer, has been partially or totally disassembled by the removal of tires or wheels, the engine, or other essential parts required for operation); (ii) does not display a valid license plate; or (iii) does not display a valid inspection decal.

(2) As used in this section, "otherwise shielded or screened from view" shall mean not visible to the unaided eye from street or ground level outside the boundaries of the lot on which the vehicle is kept. Car covers or tarps do not meet the requirements of "shielded or screened from view".

(b) No person shall keep more than one (1) inoperative motor vehicle outside of a fully enclosed building or structure. The one (1) vehicle allowed outside of a fully enclosed building or structure shall still be subject to the requirement of being shielded or screened from view, as defined in subsection (a)(2) above.

(c) Whenever a violation of this section is determined by the town manager or his designee, the town shall serve notice on the owner of the property whereon the inoperative motor vehicle is located, requiring the owner to remove or cause the removal of such vehicle.

(1) All notices sent pursuant to this section shall be served to an owner as follows:

- a. By hand-delivery to the owner of record;
- b. By regular, first-class mail, to the owner of record at the address listed in the town's real estate tax records, or to any occupant of the property at the address where the violation exists;
- c.

*No!
Needs
To say
"viewed
not visible
from the
property
line
(Neighbors
on side,
looks like
it causes
that concern*



To a person who has charge of real estate as an executor, administrator, trustee, guardian or agent, by hand delivery, or by regular mail to the last known address of such person; or

d. To a person who is the beneficiary of any easement or right of use of a parcel of real estate, by hand delivery, or by regular first-class mail to the person's last known address. If the real estate parcel on which the violation exists is undeveloped or vacant, the notice shall also be posted in a conspicuous place on the property.

(2) Such notice shall require the owner to correct the condition within ten (10) days from the date of delivery or mailing of the notice.

- (d) Should the owner of the premises fail to remove or cause the removal of an inoperative motor vehicle as directed within the town's notice, and if the owner also fails within the ten-day period to request an informal administrative hearing with the town manager or an official designated by the town manager for the purpose of challenging the validity of the violation determination or the necessity for removing the vehicle, then the town may take action to remove the inoperative motor vehicle(s). The costs and expenses of such removal by the town shall be assessed and billed to the property owner. In the event the charges billed to the property owner remain unpaid for more than thirty (30) days, such charges shall constitute a lien against such property, ranking on a parity with liens for unpaid local taxes and enforcement shall be in the same manner.
- (e) After removing an inoperative motor vehicle from property, the town may then dispose of the vehicle after giving an additional ten (10) days written notice to the owner of the vehicle and, if different, also to the owner of the property from which the vehicle was removed. However, if a timely request for an administrative hearing has been made to challenge the validity of the violation determination, then disposal by the town shall not be made unless and until the matter is resolved in favor of the town.
- (f) Any person convicted of violating this section shall be punished as provided in section 1-6 of this Code.

(Ord. No. 161, 3-13-2013)

Editor's note— Ord. No. 161, adopted Mar. 13, 2013, repealed the former § 15-70, and enacted a new § 15-70 as set out herein. The former § 15-70 pertained to Parking or storing inoperative vehicles on property located within the town and derived from the Code of 1973, § 16-67; Ord. No. 40, adopted 12-11-96.

State Law reference— Authority to restrict keeping of inoperative motor vehicles, etc., on residential or commercial property, removal of such vehicles, Code of Virginia, § 15.1-11.1.

STAUNTON VIRGINIA

THE FOLLOWING IS AN EXTRACT FROM STAUNTON'S CHAPTER 9.05 OFFENSES – MISCELLANEOUS

NOTE: REFERENCE RENTAL PROPERTY, AS I HAVE READ THRU VIRGINIA LAW AND THAT OF CITIES AND TOWNS ACROSS VIRGINIA, IT APPEARS TO ME THE OWNER OF THE REAL PROPERTY IS RESPONSIBLE FOR MAKING SURE THERE ARE NO VIOLATIONS OF CODE OF HIS/HER OWNED PROPERTY THAT HE/SHE ARE RENTING TO A TENANT.

WHENEVER ANY CONDITION IN VIOLATION OF THIS SECTION IS FOUND TO EXIST, PERSON AS MAY BE DESIGNATED BY THE CITY MANAGER, OR THE CITY MANAGER, HIMSELF, SHALL GIVE NOTICE TO THE OWNER OF THE PREMISES TO ABATE OR REMOVE SUCH CONDITION WITHIN 10 DAYS. SUCH NOTICE SHALL BE IN WRITING, SHALL INCLUDE A DESCRIPTION OF THE PREMISES SUFFICIENT FOR IDENTIFICATION AND SHALL SET FORTH THE VIOLATION AND STATE THAT, IF THE VIOLATION IS NOT CORRECTED WITHIN 10 DAYS, THE CITY MAY PROCEED TO CORRECT THE SAME AS AUTHORIZED BY THIS SECTION. SERVICE OF THIS NOTICE SHALL BE BY ANY ONE OF THE FOLLOWING METHODS:

----By delivery to the OWNER personally or by leaving the notice at the usual place of abode of the OWNER with a person who is over the age of 16 years and a member of the family of the OWNER.

----By depositing the notice in the United States Post Office addressed to the OWNER at his last known address with postage prepaid thereon.

----By posting and keeping posted, for 24 hours, a copy of the notice, in placard form, in a conspicuous place on the premises on which the violation exists.

STATE LAW REFERENCE – Authority for above section, Code of Virginia, 15.2-901, 15.2-1115

9.05.200 – OPEN STORAGE OF INOPERATIVE VEHICLES:

It shall be unlawful for any person to keep for more than 10 days, except within a FULLY ENCLOSED building or structure or otherwise shielded or screened from public view, on any property in the city zoned for residential, commercial or agricultural purposes, any motor vehicle, trailer, or semitrailer, as such are defined in Section 46.2-100 of the Code of Virginia, which is inoperable.

As used in this section, the term "inoperable motor vehicle" shall mean any motor vehicle which is not in operating condition; or which, for a period of 90 days or longer, has been partially or totally disassembled by the removal of tires and wheels, the engine or other essential parts required for operation of the vehicle; or for which there is no valid license plate or inspection sticker.

Notwithstanding the foregoing, an antique motor vehicle (as defined by Section 46.2-100 of the Code of Virginia) is not required to have an inspection sticker if such vehicle is not used for general transportation and is only used (a) for participation in club activities, exhibits, tours, parades and similar events; and (b) on the public highways of the commonwealth and municipalities for the purpose of testing their operation, obtaining repairs or maintenance and transportation to and from the activities set forth in subsection (2)(a) of this section. As used in this section, the term "SHIELDED OR SCREENED"

(2) Whenever any condition in violation of this section is found to exist, the health officer, or such other person as may be designated by the city manager, or the city manager, himself, shall give notice to the owner of the premises to abate or remove such condition within 10 days. Such notice shall be in writing, shall include a description of the premises sufficient for identification and shall set forth the violation and state that, if the violation is not corrected within 10 days, the city may proceed to correct the same as authorized by this section. Service of such notice shall be by any one of the following methods:

(a) By delivery to the owner personally or by leaving the notice at the usual place of abode of the owner with a person who is over the age of 16 years and a member of the family of the owner.

(b) By depositing the notice in the United States Post Office addressed to the owner at his last known address with postage prepaid thereon.

(c) By posting and keeping posted, for 24 hours, a copy of the notice, in placard form, in a conspicuous place on the premises on which the violation exists.

(3) If the owner of any property fails to comply with a notice given pursuant to this section, within 10 days after the service of such notice, he shall be subject to prosecution for violation of this section and each day that such failure continues shall be a separate offense. In addition, the city manager may have the condition described in the notice abated, removed or otherwise corrected and all expenses incurred thereby shall be chargeable to and paid by the owner of the property and shall be collected as taxes and levies are collected. All such expenses shall constitute a lien against the property on which the work was done. (Code 1964, §§ 13-13.2 – 13-13.4, 13-14, 13-15, 13-16.1, 13-17; Code 1985, § 18-19; Ord. 6-9-94; Amended during the 2003 reformat).

State law reference – Authority for above section, Code of Virginia, §§ 15.2-901, 15.2-1115.

9.05.200 Open storage of inoperative vehicles.

(1) It shall be unlawful for any person to keep for more than 10 days, except within a fully enclosed building or structure or otherwise shielded or screened from public view, on any property in the city zoned for residential, commercial or agricultural purposes, any motor vehicle, trailer or semitrailer, as such are defined in Section 46.2-100 of the Code of Virginia, which is inoperable.

(2) As used in this section, the term "inoperable motor vehicle" shall mean any motor vehicle which is not in operating condition; or which, for a period of 90 days or longer, has been partially or totally disassembled by the removal of tires and wheels, the engine or other essential parts required for operation of the vehicle; or for which there is no valid license plate or inspection sticker. Notwithstanding the foregoing, an antique motor vehicle (as defined by Section 46.2-100 of the Code of Virginia) is not required to have an inspection sticker if such vehicle is not used for general transportation and is only used (a) for participation in club activities, exhibits, tours, parades and similar events; and (b) on the public streets and highways of the commonwealth and municipalities for the purpose of testing their operation, obtaining repairs or maintenance and transportation to and from the activities set forth in subsection (2)(a) of this section. As used in this section, the term "shielded or screened" does not include covering the vehicle with a tarpaulin or other sheet of material.

(3) The provisions of this section shall not apply to a licensed business which, on June 26, 1970, was regularly engaged in the business as an automobile dealer, salvage yard or scrap processor.

(4) The owners of property zoned for residential or commercial or agricultural purposes, shall, within 10 days of notice to do so given in writing by the city police department and mailed to the post office address shown for such owner in the city tax records, remove therefrom any such inoperable motor

vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure. In the event such inoperable motor vehicles, trailers or semitrailers are not so removed after the 10-day notice set forth above, the city may, through its own agents and/or employees, remove such vehicles, trailers or semitrailers. Any such vehicles, trailers or semitrailers removed by the city after such notice may be disposed of by the city after giving written notice to the registered owner of such vehicles, trailers or semitrailers. Such additional notice shall be sent by first class mail to the address of the owner of such vehicle shown on the records of the Department of Motor Vehicles. Such additional notice shall advise the owner that, unless the vehicle is claimed by the owner, and all costs of removal and/or storage is paid or reimbursed to the city within 30 days, the same will be disposed of. All costs of any such removal, storage and/or disposal shall be chargeable to the owner of such vehicle or the owner of the premises upon which it was stored prior to removal. Such costs may be collected by the city as taxes are collected. Every cost authorized hereunder with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed and such lien shall continue until actual payment of such costs has been paid to the city.

(5) A violation of this section shall constitute a Class 3 misdemeanor. (Code 1964, § 15-296; Code 1985, § 18-20; Ord. 6-13-96; Amended during the 2003 reformat).

Cross references – Penalty for Class 3 misdemeanor, SCC 1.05.100; time limit for parking inoperable vehicles on streets or city parking lots, SCC 10.25.100.

State law reference – Authority for above section, Code of Virginia, § 15.2-904.

9.05.210 Soliciting for lewd or indecent acts or prostitution.

(1) It shall be unlawful for any person within the limits of the city to solicit another, by word, sign or gesture, to commit any act which is lewd, lascivious, or indecent or to solicit for the purpose of prostitution.

(2) A violation of this section shall constitute a Class 3 misdemeanor. (Code 1964, § 23-12; Code 1985, § 18-21).

Cross reference – Penalty for Class 3 misdemeanor, SCC 1.05.100.

State law reference – Sexual offenses, prostitution, etc., Code of Virginia, § 18.2-344 et seq.

9.05.220 Unlawful CATV connections.

(1) As used in this section, the terms “community antenna television system,” “franchisee” and “subscriber” shall have the meanings ascribed to them in the Staunton Community Antenna Television Ordinance approved November 24, 1981, and on file in the city clerk’s office.

(2) No equipment, cable or other apparatus shall be connected between a franchisee’s system and a subscriber’s receiver, except as furnished and installed by the franchisee. Any person causing such equipment to be installed or used shall be subject to a penalty of \$50.00. (Ord. 11-24-81, § 12.8; Code 1985, § 18-22).

Cross reference – Staunton Community Antenna Television Ordinance not affected by code or ordinance adopting code, SCC 1.05.060(8).

9.05.230 Regulation of smoking – Generally.

For the health, benefit and well-being of the citizens of Staunton, Virginia, smoking (as defined herein) shall be regulated by the city manager of the city of Staunton as to all buildings owned or leased by the

AMHERST COUNTY:

ATTACHED YOU WILL FIND THE PLANNING /ZONING DEPARTMENTS FIRST READ OF THEIR PROPOSED INOPERATIVE MOTOR VEHICLE ORDINANCE. AS WELL AS THEIR RECOMMENDATION TO SCHEDULE A PUBLIC HEARING ON PROPOSED ORDINANCE CHANGES.

MOST NOTEABLE: THEIR DEFINITION OF AN INOPERABLE VEHICLE IS "ANY MOTOR VEHICLE, TRAILER OR SEMI-TRAILER WHICH IS NOT IN OPERATING CONDITION, DOES NOT DISPLAY VALID LICENSE PLATES, DOES NOT DISPLAY AN INSPECTION DECAL THAT IS VALID, OR DISPLAYS AN INSPECTION DECAL THAT HAS BEEN EXPIRED MORE THAN 60 DAYS."

"MOTOR VEHICLE – MEANS EVERY VEHICLE AS DEFINED IN CODE OF VIRGINIA 46.2-100 THAT IS SELF-PROPELLED OR DESIGNED FOR SELF-PROPULSION, EXCEPT AS OTHERWISE PROVIDED IN TITLE 46.2. ANY STRUCTURE DESIGNED, USED, OR MAINTAINED PRIMARILY TO BE LOADED ON OR AFFIXED TO A MOTOR VEHICLE TO PROVIDE A MOBILE DWELLING, SLEEPING PLACE, OFFICE, OR COMMERCIAL SPACE SHALL BE CONSIDERED A PART OF A MOTOR VEHICLE. ANY VEHICLE DEFINED AS A BICYCLE, ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE, ELECTRIC POWER-ASSISTED BICYCLE, OR MOPED IS NOT A MOTOR VEHICLE."

"SHIELDED OR SCREENED FROM VIEW MEANS HIDDEN FROM SIGHT, FROM ANY GROUND LEVEL OUTSIDE THE PROPERTY ON WHICH THE VEHICLE IS LOCATED, BY VEGETATION OR FENCES. THE PLACING, DRAPING OR SECURING OF A TARPAULIN OR OTHER NONRIGID COVER OVER OR AROUND INOPERABLE MOTOR VEHICLE DOES NOT RENDER A VEHICLE "SHIELDED" OR "SCREENED FROM VIEW"."

*****I THINK THIS DOES A GOOD JOB OF DEFINING "WHAT IS" AND WHAT IS NOT", MY ONLY SUGGESTION WOULD BE THAT THE TOWN INCLUDE "METAL CARPORTS DO NOT RENDER THE VEHICLE SHIELDED OR SCREENED FROM VIEW" IN THEIR PROPOSED NEW CODE/ORDINANCE CHANGES.



**Agenda Item
V. D.**

Meeting Date: April 5, 2016

Department: Planning/Zoning

Issue: **Inoperative Motor Vehicle Ordinance No. 2016-0006**

Summary: The Board is conducting a first read of a proposed ordinance modification.

Attachment: Ordinance No. 2016-0006

Background: The Sheriff's Office requested changes to the inoperable motor vehicles ordinance in order to increase clarity, add consistency and streamline regulations amongst certain zoning districts.

The proposed inoperative motor vehicle ordinance modifies the requirements governing motor vehicle graveyards and inoperable, abandoned, unattended, or trespassing vehicles. The changes conform County definitions to State law. They provide for enforcement against inoperable motor vehicles in all districts in the County except the industrial district, including, for the first time, the agricultural district. The ordinance changes eliminate the appeals process for decisions involving inoperable vehicles. It also eliminates provisions relating to parking violations which the County is not now enforcing.

Recommendation: That the Board of Supervisors direct staff to schedule a public hearing on the proposed ordinance changes for April 19, 2016.



Amherst County Board of Supervisors
County Ordinance No. 2016-0006

AN ORDINANCE, NO. 2016-0006

Adding Article VI, comprised of Divisions One through Four, containing Sections 9-150 through 9-159, (Division 1), Sections 9-160 through 9-169 (Division 2), Sections 9-170 through 9-179, (Division 3), and Sections 9-180 through 9-199 (Division 4) to Chapter 9 of the Amherst County Code, to modify the requirements governing motor vehicle graveyards and inoperable, abandoned, unattended, or trespassing vehicles. The changes conform County definitions with State law, provide for enforcement against abandoned motor vehicles in all districts in the County except the industrial district, eliminate the appeals process for decisions involving inoperable vehicles, and eliminate provisions relating to parking violations which the County is not now enforcing. The provisions governing *inoperable vehicles* will not apply (i) to a licensed business which as of June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor (ii) to farm related vehicles and equipment, or (iii) to parcels in the A-1 Agricultural Residential District containing three or fewer inoperative motor vehicles.

Article IV of Chapter 9 of the Amherst County Code is repealed.

Approved as to form and legality by the County Attorney

FIRST READING: Board of Supervisors, April 5, 2016
PUBLIC HEARING: Board of Supervisors, April 19, 2016

THE COUNTY OF AMHERST HEREBY ORDAINS:

§ 1. That Chapter 9 of the Amherst County Code be and hereby is amended by adding a new Article VI, consisting of Divisions 1 through 4, containing §§ 9-150 through 9-199, as follows:

Article VI. **INOPERABLE, ABANDONED, AND UNATTENDED VEHICLES; PARKING VIOLATIONS**

Division 1. **IN GENERAL**

Sec. 9-150. **Definitions**

“Abandoned motor vehicle” means a motor vehicle, trailer, or semi-trailer that (i) is left unattended on public property for more than 48 hours, (ii) has remained for more than 48 hours on private property without the consent of the property's owner, regardless of whether it was brought onto the private

property with the consent of the owner or person in control of the private property, or (iii) is left unattended on the shoulder of a primary highway.

"Commissioner" means the Commissioner of the Revenue or her designee.

"Demolisher" means any person whose business is to crush, flatten, bale, shred, log, or otherwise reduce a motor vehicle to a state where it can no longer be considered a motor vehicle.

"Farm related vehicles and equipment" means all vehicles and equipment used in farm, agricultural, or horticultural service, including trailers used to transport farm, agricultural, or horticultural materials between a local place of storage or supply and the farm, when drawn or towed on a public highway.

"Federal-aid primary highway" means any highway within that portion of the primary state highway system as established and maintained under Article 2 (§ 33.2-310 et seq.) of Chapter 3 of Title 33.2 of the Virginia Code, including extensions of such system within municipalities that have been approved by the U.S. Secretary of Commerce pursuant to 23 U.S.C. § 103(b).

"Inoperable motor vehicle" means any motor vehicle, trailer or semi-trailer which is not in operating condition, does not display valid license plates, does not display an inspection decal that is valid, or displays an inspection decal that has been expired for more than sixty (60) days.

"Motor vehicle" means every vehicle as defined in Code of Virginia, § 46.2-100 that is self-propelled or designed for self-propulsion, except as otherwise provided in Title 46.2. Any structure designed, used, or maintained primarily to be loaded on or affixed to a motor vehicle to provide a mobile dwelling, sleeping place, office, or commercial space shall be considered a part of a motor vehicle. Any vehicle defined as a bicycle, electric personal assistive mobility device, electric power-assisted bicycle, or moped is not a motor vehicle.

"Motor vehicle graveyard" means any lot or place lawfully established on or after April 5, 1968, that is exposed to the weather and containing more than five inoperable motor vehicles having fair market values, as determined by the Amherst County Commissioner of Revenue, which are less than the cost of restoration to an operable condition. The movement or rearrangement of vehicles within an existing lot or facility does not render this definition inapplicable.

"National Highway System" means the federal-aid highway system referenced in 23 U.S.C. § 103 and regulations adopted pursuant thereto, which includes those highways that are designated as such by congressional action or designation by the U.S. Secretary of Transportation. Prior to congressional approval or designation by the U.S. Secretary of Transportation, highways classified as National System of Interstate and Defense Highways, Dwight D. Eisenhower National System of Interstate and Defense Highways, Interstate System, or federal-aid primary highways as that system existed on June 1, 1991, shall be considered as the National Highway System.

"Primary highway" means any highway within the primary state highway system as established and maintained under Article 2 (§ 33.2-310 et seq.) of Chapter 3 of Title 33.2 of the Virginia Code, including extensions of such system within municipalities.

"Semi-trailer" means every vehicle of the trailer type so designed and used in conjunction with a motor vehicle that some of its own weight and that of its own load rests on or is carried by another vehicle.

"Sheriff" means the Amherst County Sheriff or his designee.

"Shielded" or "screened from view" means hidden from sight, from any ground level location outside the property on which the vehicle is located, by vegetation or fences. The placing, draping or securing of a tarpaulin or other nonrigid cover over or around an inoperable motor vehicle does not render a vehicle "shielded" or "screened from view".

"Trailer" means every vehicle without motive power designed for carrying property or passengers wholly on its own structure and for being drawn by a motor vehicle, including manufactured homes.

"Treasurer" means the Amherst County Treasurer.

"Truck business" means an operation where large trucks, such as tractor trailers, are used to haul and store goods; this includes maintenance and parking for the trucks.

"Vehicle" means every device, in, on or by which any person or property is or may be transported or drawn on a highway, except devices moved by human power or used exclusively on stationary rails or tracks.

"Visible" means capable of being seen without visual aid by a person of normal visual acuity.

"Zoning administrator" means the Amherst County zoning administrator or his designee.

Sec. 9-151. Declaration of intent.

It is hereby declared that the existence of inoperable motor vehicles, trailers and semi-trailers on property in Amherst County is a fire hazard and a hindrance in fighting fires, creates an unsanitary harborage for rodents and insects, constitutes an attractive nuisance to children, and poses other substantial health and safety hazards to Amherst County citizens; and that such conditions are detrimental to the welfare of Amherst County citizens, as the existence of such vehicles reduces property values, dissuades the relocation of families and businesses to the area, and discourages tourism.

Sec. 9-152. Severability.

If any portion of this Article shall be declared unconstitutional or invalid by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect the validity of the Article in its entirety, or any of the remaining portions thereof.

Sec. 9-153. Administration and enforcement.

The Commissioner shall be responsible for enforcement of Sections 9-160 and 9-161 of Division 2 of this Article. The zoning administrator shall be responsible for the administration and enforcement of Section 9-162 of Division 2 of this Article. The Amherst County Sheriff shall be responsible for the administration and enforcement of Divisions 3 and 4 in this Article, and is hereby delegated the authority to make and enforce any additional regulations concerning parking that may be required, including, but not limited to, penalties for violations, deadlines for the payment of fines, and late payment penalties for fines not paid when due.

Sec. 9-154 through Sec. 9-159. Reserved

DIVISION 2. MOTOR VEHICLE GRAVEYARDS

Sec. 9-160. Annual License Taxes

For each year, beginning with January 1 of each year and ending December 31 following, the Commissioner shall levy annual license taxes on operators of motor vehicle graveyards as follows:

- (1) For places where up to 25 vehicles are stored\$50.00
- (2) For places where 25 to 50 vehicles are stored100.00
- (3) For places where 51 to 100 vehicles are stored150.00
- (4) For places where over 100 vehicles are stored250.00

Sec. 9-161. Assessment and payment of tax.

- A. The Commissioner shall assess the license taxes. The taxes shall be paid to the Treasurer on or before January 31 of each year.
- B. No refunds shall be made but the Commissioner may assess additional taxes where an inspection reveals that a motor vehicle graveyard contains more inoperable motor vehicles than the license allows.
- C. Failure to pay taxes on or before January 31 of each year shall subject the licensee to the penalties prescribed in Article VII of Chapter 14 of the Amherst County Code.

Sec. 9-162. Burning; screens; removal of motor vehicles.

- A. There shall be no burning operations on property containing a motor vehicle graveyard.
- B. If the property on which a motor vehicle graveyard is located is within one thousand (1,000) feet and visible from the nearest edge of the right-of-way of any National Highway System or primary highway, and not within an industrial area, the graveyard shall be screened or fenced so as to prevent its visibility from the highway.
- C. If the property on which the motor vehicle graveyard is located is within five hundred (500) feet and visible from the nearest edge of the right-of-way of any other highway and not within an industrial area, the graveyard shall be screened or fenced so as to prevent its visibility from the right of way.
- D. If the property on which the graveyard is located is within five hundred (500) feet and visible from any property zoned or used for residential purposes, the graveyard shall be screened or fenced so as to prevent visibility from such property.
- E. Operators shall make all reasonable efforts to remove unusable debris by crushing and shredding all motor vehicles after the removal of saleable parts.

Sec. 9-163 through Sec. 9-169. Reserved

DIVISION 3. – INOPERABLE MOTOR VEHICLES

Sec. 9-170. Restriction on keeping of inoperable motor vehicles.

- A. No person shall keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned or used for residential or commercial or agricultural purposes, any inoperable motor vehicle, trailer or semi-trailer, except that one such vehicle may be kept outside a fully enclosed building or structure, provided that it is shielded or screened from view.
- B. The provisions of this division shall not apply: (i) to a licensed business which as of June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor. (ii) to farm related vehicles and equipment; or (iii) to parcels in the A-1 Agricultural Residential District containing three or fewer inoperative motor vehicles.

Sec. 9-171. Notice of violation.

- A. The owner of any property which contains an inoperable vehicle in violation of this division shall remove therefrom, or otherwise bring such vehicle into compliance with the provisions of this division within seven (7) calendar days after receiving written notice of such violation.
- B. Notice given pursuant to this section shall:
 - (1) Describe the year, make, model and serial number of the inoperable motor vehicle;
 - (2) State that failure to comply with the requirements of this division may result in the removal and disposal of the vehicle; and
 - (3) State that such removal and disposal may be at the expense of the owner of such inoperable motor vehicle or the owner of the property upon which such vehicle is located.
- C. Notice given pursuant to this section shall:
 - (1) Be posted in a conspicuous place on the property upon which the inoperable motor vehicle is located; and
 - (2) Be (i) given to the property owner in person, in which case an affidavit shall be completed by the person who delivers such notice attesting to the time and place of the giving of such notice and to whom it was given, or (ii) mailed by United States Postal Service mail, postage prepaid, certified mail, return receipt requested, addressed to the owner as set forth in the records of the Treasurer.
- D. Notice shall be deemed to have been received when received in person or upon receipt of a certified letter.
- E. In the event that a notice cannot be delivered for any reason to the property owner in the manner set forth above, the Sheriff shall cause the notice to be published once in a newspaper of general circulation in the county. Notice shall be deemed to have been received the day of such publication.

Sec. 9-172. Removal and disposal of unclaimed inoperable motor vehicles.

- A. If a property owner fails to comply with the requirements of this division within the time specified in the notice, the Sheriff may have the inoperable vehicle taken to an impound lot for storage and disposal.
- B. Within five (5) business days after removal of an inoperable motor vehicle to an impound lot, the Sheriff shall give additional notice of such action to the owner of the subject property and, if different, the owner of record of the inoperable motor vehicle that has been taken into custody. The notice shall:
 - (1) Describe the year, make, model and serial number of the inoperable motor vehicle:

- (2) Set forth the location of the facility where the inoperable motor vehicle is being held;
 - (3) Inform the owner of the owner's right to reclaim the inoperable motor vehicle within fifteen (15) days after the date of such notice upon payment of the cost of removal;
 - (4) State that the failure of the owner to exercise the owner's right to reclaim the inoperable motor vehicle within the time provided may result in the disposal of the inoperable motor vehicle; and
 - (5) State that the owner of the inoperable motor vehicle, or the owner of the premises on which the inoperable motor vehicle was located at the time it was removed, may be liable for the costs of removal, storage, and disposal of the inoperable motor vehicle.
- C. The Sheriff may dispose of any inoperable vehicle if it is not reclaimed by its owner pursuant to the provisions of this division.
 - D. If the value of any inoperable motor vehicle removed under the provisions of this division be determined by three (3) disinterested dealers or to be less than the costs of advertising and public sale, it may be disposed of by private sale or junked.
 - E. If an inoperable motor vehicle is not reclaimed or disposed of as provided above, the Sheriff shall sell it or cause it to be sold at public auction. The expenses of any auction, the cost of towing, preserving and storing the inoperable vehicle may be reimbursed from the proceeds of the sale. Any remainder from the proceeds of sale shall be held for the owner of the inoperable motor vehicle or any person having security interests therein, as their interests may appear, for sixty (60) days, and shall thereafter be paid to the Treasurer.
 - E. The cost of the removal and disposal of an inoperable motor vehicle may be charged to the owner of such vehicle, or the owner of the property from which such vehicle was removed. The County may collect such costs in the same manner as taxes are collected.
 - F. Any such costs assessed against the property from which the vehicle was removed shall constitute a lien against the property which shall continue until actual payment of such costs has been made to the County.

Sec. 9-173. Penalty.

Any person violating this division shall be guilty of a Class 1 misdemeanor. A separate offense shall be deemed committed for each motor vehicle, trailer, semi-trailer that is in violation of this division.

Sec. 9-174 through 9-179. Reserved

DIVISION 4. - ABANDONED, IMMOBILIZED, AND UNATTENDED VEHICLES; PARKING

Sec. 9-180. Taking abandoned vehicles into custody; notice.

- A. The Amherst County Sheriff may take any abandoned motor vehicle into custody.
- B. Within fifteen (15) days of taking an abandoned motor vehicle into custody, the Sheriff shall, by registered or certified mail, return receipt requested, notify the owner of record of the motor vehicle and all persons having security interests of record in the vehicle, that it has been taken into custody.
- C. The notice shall
 - (1) State the year, make, model, and serial number of the abandoned motor vehicle;
 - (2) Set forth the location of the facility where it is being held;

- (3) Inform the owner and any persons having security interests of record that they may reclaim it within fifteen (15) days of the date of the notice after payment of all towing, preservation, and storage charges resulting from placing the vehicle in custody; and
 - (4) State that the failure the owner or persons having security interests to reclaim the vehicle within the time provided shall constitute (i) a waiver by the owner and all persons having any security interests of all right, title, and interest in the vehicle and (ii) consent to the sale of the abandoned motor vehicle at a public auction.
- D. If records of the Virginia Department of Motor Vehicles contain no address for the owner or for any person having a security interest, or if the identity and addresses of the owner and all persons having security interests cannot be determined with reasonable certainty, the Sheriff may publish notice otherwise consistent with the requirements of this section once in a newspaper of general circulation in the area where the motor vehicle was abandoned. Notice by publication may contain multiple listings of abandoned motor vehicles.

Sec. 9-181. Disposal of abandoned vehicle.

- A. If an abandoned motor vehicle is not reclaimed, the Sheriff may, notwithstanding the provisions of Code of Virginia § 46.2-617, sell the vehicle at public auction.
- B. The expenses of any auction, the cost of towing, preserving, and storing the inoperable vehicle may be reimbursed from the proceeds of the sale. Any remainder from the proceeds of sale shall be held for the owner of the inoperable motor vehicle or any person having security interests therein, as their interests may appear, for sixty (60) days, and shall thereafter be paid to the Treasurer.

Sec. 9-182. Disposal of inoperable abandoned vehicles.

- A. The Sheriff may dispose of any inoperable abandoned motor vehicle, trailer, semi-trailer, or part of a motor vehicle, trailer, or semi-trailer which it has taken into custody by delivering it to a demolisher, without the title and without the notification procedures. The demolisher, on taking custody of the inoperable abandoned motor vehicle shall notify the Virginia Department of Motor Vehicles on forms and in the manner prescribed by the Commissioner of the Virginia Department of Motor Vehicles.
- B. In order to qualify for the \$50.00 fee provided for in Virginia Code §46.2-1207, the Sheriff shall certify to the Commissioner of the Virginia Department of Motor Vehicles on forms provided by the Virginia Department of Motor Vehicles that an inoperable abandoned motor vehicle left on property within Amherst County has been disposed of as provided herein.

Sec. 9-183. Temporary removal and disposition of vehicles involved in accidents

Whenever a motor vehicle, trailer, or semi-trailer involved in an accident is so located as to impede the orderly flow of traffic, the Sheriff may (i) at no cost to the owner or operator, remove the motor vehicle, trailer, or semi-trailer to some point in the vicinity where it will not impede the flow of traffic, or (ii) have the vehicle removed to a storage area for safekeeping and shall report the removal to the Virginia Department of Motor Vehicles and to the owner of the vehicle as promptly as possible. If the vehicle is removed to a storage area under clause (ii), the owner shall pay all costs incidental to its removal and storage.

Sec. 9-184. Removal and disposition of unattended or immobile vehicles.

- A. The Sheriff may remove for safekeeping any motor vehicle, trailer, semi-trailer, or part thereof to a storage area if:
- (1) It is left unattended on a public highway or other public property and constitutes a traffic hazard;
 - (2) It is illegally parked;
 - (3) It is left unattended for more than ten (10) days either on public property or on private property without the permission of the property owner, lessee, or occupant;
 - (4) It is immobilized on a public roadway by weather conditions or other emergency situation.
- B. Removal shall be carried out by or under the direction of a law enforcement officer. Motor vehicles, trailers, semi-trailers, and parts thereof shall not be removed from private property without the written request of the owner, lessee, or occupant of the premises. The person at whose request the motor vehicle, trailer, semi-trailer, or part of a motor vehicle, trailer, or semi-trailer is removed from private property shall indemnify Amherst County against any loss or expense incurred by reason of removal, storage, or sale thereof. It shall be presumed that such motor vehicle, trailer, semi-trailer, or part thereof is abandoned if it (i) lacks either a current license plate or a valid state safety inspection certificate or sticker; and (ii) it has been in a specific location for four (4) days without being moved.
- C. Each removal shall be reported to the County Administrator and to the owner of the motor vehicle, trailer, or semi-trailer. Before obtaining possession of the motor vehicle, trailer, semi-trailer, or part thereof, the owner shall pay all costs incidental to its removal and storage, including costs associated with locating the owner. If the owner fails or refuses to pay the costs, or if his identity or whereabouts are unknown and unascertainable after a diligent search has been made, and after notice to him at his last known address and to the holder of any lien of record with the office of the Virginia Department of Motor Vehicles against the motor vehicle, trailer, semi-trailer, or part of a motor vehicle, trailer, or semi-trailer, the vehicle shall be treated as an abandoned vehicle under the provisions of §§ 9-180 through 9-182.

Sec. 9-185. Sale of personal property found in unattended or abandoned vehicles.

Any personal property found in any unattended or abandoned motor vehicle, trailer, or semi-trailer may be sold incident to the sale of the vehicle as authorized in this division.

Sec. 9-186. Permitted and prohibited parking; presumption as to violation.

- A. The parking of two (2) motorcycles in single parking spaces designated, marked, and sized for four-wheel vehicles shall not be prohibited.
- B. Parking within fifteen (15) feet of any fire hydrant, or in any way obstructing a fire hydrant or a fire zone is prohibited.
- C. Parking over top of a water meter or in any way obstructing a water meter is prohibited.
- D. In any prosecution charging a violation of this section or any regulation promulgated pursuant hereto, proof that the vehicle described in the complaint, summons, parking ticket citation, or warrant was parked in violation of this section, together with proof that the defendant was at the time the registered owner of the vehicle, as required by Code of Virginia Chapter 6 (§§ 46.2-600 et seq.) of title 46.2, shall constitute in evidence a prima facie presumption that the registered owner of the vehicle is the person who committed the violation.

Sec. 9-187. Enforcement provisions.

- A. The Treasurer shall collect and account for uncontested payment of parking citation penalties.
- B. Contest by any person of any parking citation shall be certified on an appropriate form, to the Amherst County General District Court, by the Treasurer.
- C. The Sheriff shall cause complaints, summons, or warrants to be issued for delinquent parking citations.
- D. Every action to collect unpaid parking citation penalties imposed for violation of this division shall be commenced within three (3) years of the date upon which such penalty became delinquent.

Sec. 9-188. Ticketing, removal, or immobilization of trespassing vehicles by owner or operator of parking or other lot or building; charges.

- (a) The owner, operator, or lessee of any parking lot, parking area, or parking space in a parking lot or area or any part of a parking lot or area, or of any other lot or building, including Amherst County, or authorized agent of the person having control of such premises may have any vehicle occupying the lot, area, space, or building without the permission of its owner, operator, lessee, or authorized agent of the one having the control of the premises, removed by towing or otherwise to a licensed garage for storage until called for by the owner or his agent if there are posted at all entrances to the parking lot or area signs clearly and conspicuously disclosing that such vehicle, if parked without permission, will be removed, towed, or immobilized. Such signs shall, at a minimum, include the non-emergency telephone number of the Amherst County Sheriff's Office or the telephone number of the responsible towing and recovery operator to contact for information related to the location of vehicles towed from that location.
- (b) Whenever a trespassing vehicle is removed or towed as permitted by this section, notice of this action shall be given by the tow truck operator to the State Police or the Amherst County Sheriff's Office. It shall be unlawful to fail to report such tow as required by this section and violation of the reporting requirement of this section shall constitute a traffic infraction punishable by a fine of not more than one hundred dollars (\$100.00). Such failure to report shall limit the amount which may be charged for the storage and safekeeping of the towed vehicle to an amount no greater than that charged for one day of storage and safekeeping. If the vehicle is removed and stored, the vehicle owner may be charged and the vehicle may be held for a reasonable fee for the removal and storage.
- (c) All businesses engaged in towing vehicles without the consent of their owners shall prominently display (i) at their main place of business and (ii) at any other location where towed vehicles may be reclaimed a comprehensive list of all their fees for towing, recovery, and storage services, or the basis of such charges. This requirement to display a list of fees may also be satisfied by providing, when the towed vehicle is reclaimed, a written list of such fees, either as part of a receipt or separately, to the person who reclaims the vehicle. Charges in excess of those posted shall not be collectable from any motor vehicle owner whose vehicle is towed, recovered, or stored without his consent.
- (d) Notwithstanding the foregoing provisions of this section, if the owner or representative or agent of the owner of the trespassing vehicle is present and removes the trespassing vehicle from the premises before it is actually towed, the trespassing vehicle shall not be towed, but the owner or representative or agent of the owner of the trespassing vehicle shall be liable for a reasonable fee, not to exceed twenty-five dollars (\$25.00), in lieu of towing.
- (e) In lieu of having a trespassing vehicle removed by towing or otherwise, the owner, operator, lessee or authorized agent of the premises on which the trespassing vehicle is parked may cause the vehicle to be immobilized by a boot or other device that prevents a vehicle from being moved by preventing a wheel from turning, provided that the boot or other device does not damage the vehicle or wheel.

The charge for the removal of any boot or device shall not exceed twenty-five dollars (\$25.00). In lieu of having the vehicle removed by towing or otherwise, or in lieu of causing the vehicle to be immobilized, the owner, operator, lessee or authorized agent of the premises on which the trespassing vehicle is parked may cause to have the Amherst County Sheriff, or his designee, issue, on the premises, a notice of the violation of a parking ordinance or regulation created pursuant to Code of Virginia § 46.2-1220 or § 46.2-1221 to the registered owner of the vehicle.

- (f) This section shall not apply to police, fire, or public health vehicles or where a vehicle, because of a wreck or other emergency, is parked or left temporarily on the property of another.

Sec. 9-189 through 9-199. Reserved.

§ 2. That Article IV of Chapter 9, consisting of sections 9-111 through 9-132.26 of the Amherst County Code be and is hereby repealed.

§ 3. That this ordinance shall be in force and effect upon adoption.

Adopted this 19th day of April, 2016.

John A. Marks, Jr., Chair
Amherst County Board of Supervisors

ATTEST:

Dean C. Rodgers, Clerk
Amherst County Board of Supervisors

Ayes _____

Nays _____

Abstentions _____

HENRICO, VIRGINIA

SEE ATTACHED

MOST NOTEABLE IS "WHERE AM I ALLOWED TO STORE MY INOPERABLE VEHICLE?"

"According to the Henrico County Zoning ordinance, only one inoperable vehicle per property is allowed to be stored outside of a fully enclosed building. However, it must be shielded or screened from view. Shielded or screened from view means not visible by someone standing at ground level from outside the property on which the vehicle is stored. Covering inoperable motor vehicles with tarps or car covers DOES NOT MEET THE REQUIREMENTS OF THE CODE.

NOTE: I have been approached by a town citizen who wants to know if they, as a tax paying property owner, have they the right to expect, if they walk out on their back patio, they will not see inoperable vehicles covered by our current use of tarps. The above code, I think, addresses this concern and should be adopted by the Town of Rocky Mount. "Standing at ground level from OUTSIDE THE PROPERTY ON WHICH THE VEHICLE IS STORED" – along with the verbiage, "COVERING INOPERABLE MOTOR VEHICLES WITH TARPS OR CAR COVERS DOES NOT MEET THE REQUIREMENTS OF THE CODE".

BY ADOPTING THIS VERBIAGE IN OUR CODE IT ELIMINATES THE CITIZEN'S CONCERN

ALSO NOTE THAT HENRICO HAS A "TAG n TOW PROGRAM" WHICH, I BELIEVE, COVERS THE VEHICLE I POINTED OUT ON RIVERVIEW THAT IS PARKED ON THE SHOULDER OF THE ROAD. THE POLICE DEPARTMENT TAGS AND TOWES THESE VEHICLES.

I WOULD SUGGEST OUR TOWN ATTORNEY GET A CLEAR RULING ON THE ABOVE PARAGRAPH.

Tag N Tow Program

What is the Tag N Tow Program?

Henrico County's Community Maintenance Division, along with the Division of Police, are required to act upon any inoperable or abandoned motor vehicle parked on a **public right of way**, such as on the side of the road or in a median.

Once an inoperable vehicle has been observed, a brightly colored tag and tow sticker will be placed on the windshield to warn the owner that it is in violation. The vehicle will be reinspected in 48 hours and if it remains parked on the public right-of-way in inoperable condition, arrangements will be made to have it towed.

If the owner's address is known, a brochure will also be left at their residence explaining the ordinance for storing such vehicles on private property. **If an inoperable vehicle is moved to private property, it is still in violation of Henrico County Code Section 10-3.**

View more information about inoperable vehicles parked on [private property](#).

When is a vehicle considered abandoned or inoperable?

Inoperable Vehicles

Section 10-3 of the Henrico County code defines an inoperable vehicle as any motor vehicle, trailer, or semi-trailer which:

- Is not in operating condition.
- Does not display valid license plates.
- Does not display an inspection decal that is valid or does display an inspection decal that has been expired for more than 60 days (or expired rejection decal).

Abandoned Vehicles

Section 22-251 of the Henrico County Code defines an abandoned vehicle as:

- Inoperable and left unattended on public property for more than 48 hours.
- Has remained illegally on public property for more than 48 hours.

What action does the County take in order to gain compliance with this ordinance?

Section 22-252:

No person shall cause any motor vehicle to become an abandoned vehicle. The vehicle owner will be presumed to have abandoned the vehicle and anyone convicted of this violation will be subject to a civil penalty of no more than \$500.

Section 22-253:

The chief of police may take into custody any abandoned motor vehicle. In such cases, the County may employ its own personnel or hire independent contractors for the purpose of removing, preserving, and storing abandoned motor vehicles.

Where am I allowed to store my inoperable vehicle?

According to the Henrico County Zoning ordinance, **only one** inoperable vehicle per property is allowed to be stored *outside* of a fully enclosed building. However, it must be shielded or screened from view. Shielded or screened from view means not visible by someone standing at ground level from outside the property on which the vehicle is stored. **Covering inoperable motor vehicles with tarps or car covers does not meet the requirements of the ordinance.**

If you are looking to dispose of a vehicle, [The Kidney Foundation](#) (804) 231-0220 and [The Salvation Army](#) (804) 359-0269 both accept inoperable vehicles as donations.

How do I report a violation?

Vehicle laws are important to the people who live and work in Henrico County, as well as to prospective businesses and residents. If you are aware of inoperable/abandoned vehicles left on public property, please call:

Police Department on their non-emergency phone line at **(804) 501-5000**.

Or call the **Community Maintenance Hotline** at **(804) 501-4757**, which is available to address your concerns 24 hours a day.

Contact Us

Community Revitalization

Physical Address
4062 Crockett Street
Henrico, VA 23228

Phone
[\(804\) 501-4757](tel:(804)501-4757)

Fax
(804) 501-7630

Joudown County

4A Abandoned, Inoperable and Unattended Vehicles 602.05

(j) "Shielded or screened from view" means hidden from sight by plantings or fences.

(k) "Unattended motor vehicle" means a motor vehicle, trailer or semitrailer that:

(1) Is found on the public streets or public grounds unattended by the owner or operator thereof and constitutes a hazard to traffic;

(2) Is found on the public streets or public grounds unattended by the owner or operator thereof and is parked in such a manner as to be in violation of the law; or

(3) Has been left unattended for more than ten days upon any public property or privately owned property in the County, without permission of the property owner or occupier.

(Ord. 93-03. Passed 3-17-93.)

602.04 ENCLOSURE, SHIELDING OR SCREENING REQUIRED.

No person shall keep on property located in the County and zoned residential, agricultural or commercial, one or more inoperable vehicles, unless such inoperable vehicle is regularly garaged within a fully enclosed building or structure or otherwise shielded or screened from view.

The provisions of this section shall not apply to a licensed business which is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

(Ord. 93-03. Passed 3-17-93.)

602.05 NOTICE TO OWNER TO REMOVE; NONCOMPLIANCE; REMEDY OF COUNTY.

(a) Upon reasonable belief that there is on residential, agricultural or commercial property in the County one or more inoperable vehicles, as defined in Section 602.01, the Sheriff shall issue a written notice, by certified mail, to the owner of the premises, directing him or her to either bring such vehicle into compliance with this chapter or remove the vehicle within ten days of the date of receipt of the written notice.

(b) In the case of failure by the owner of the premises to respond to the aforesaid notice, the Sheriff shall, after additional notice to the owner of the premises, remove and dispose of the inoperable vehicle.

(c) The cost of the removal and disposal of said vehicle may be charged to either the owner of the inoperable vehicle or the owner of the premises, and the cost shall be collected by the Treasurer as taxes and levies are collected. Where such costs are assessed against the owner of the premises, they shall constitute a lien against the property from which the vehicle was removed, said lien to continue until actual payment of the cost has been made to the County.

(Ord. 93-03. Passed 3-17-93.)

owner of premises

602.06 IMPOUNDING.

The Sheriff may take into custody any abandoned motor vehicle. In such connection, the Sheriff may employ his or her own personnel, equipment and facilities or hire persons, equipment and facilities, or firms or corporations who may be independent contractors, for the purpose of removing, preserving and storing abandoned motor vehicles. (Ord. 93-03. Passed 3-17-93.)

602.07 NOTICE TO OWNER OF IMPOUNDED VEHICLE.

(a) Whenever the Sheriff takes into custody an abandoned motor vehicle, he or she shall notify, within fifteen days thereof, by registered or certified mail, return receipt requested, the owner of record of the motor vehicle and all persons having security interests therein of record, that the vehicle has been taken into custody. The notice shall describe the year, make, model and serial number of the abandoned motor vehicle, set forth the location of the facility where the motor vehicle is being held, inform the owner and any person having a security interest of their right to reclaim the motor vehicle within fifteen days after the date of the notice, upon payment of all towing, preservation and storage charges resulting from placing the vehicle in custody, and state that the failure of the owner or persons having security interests to exercise their right to reclaim the vehicle within the time provided shall be deemed a waiver by the owner, and all persons having security interests, of all right, title and interest in the vehicle, and consent to the sale of the abandoned motor vehicle at a public auction.

(b) If records of the State Department of Motor Vehicles contain no address for the owner or no address of any person shown by such records to have a security interest, or if the identity and addresses of the owner and all persons having security interests cannot be determined with reasonable certainty, notice by publication once in a newspaper of general circulation in the area where the motor vehicle was abandoned shall be sufficient to meet all requirements of notice pursuant to this chapter as to any person who cannot be notified pursuant to the provisions of subsection (a) hereof. Such notice by publication may contain multiple listings of abandoned motor vehicles. Any such notice shall be within the time requirements prescribed for notice by mail and shall have the same contents required for a notice by mail.

(c) The consequences and the fact of failure to reclaim an abandoned motor vehicle shall be as set forth in a notice given in accordance with and pursuant to this section.

(d) The notice shall also advise the owner of record of his or her right to contest the determination by the Sheriff that the motor vehicle was "abandoned," as defined in this chapter, by requesting a hearing before the County Administrator in writing. Such written request for a hearing must be made within fifteen days of the date of the notice.

Upon receipt of a request for a hearing pursuant to this section, the County Administrator or his or her designee shall set a hearing date, giving written notice thereof to the person requesting such hearing. A request for a hearing shall operate to stay all enforcement proceedings until a decision by the Administrator or his or her designee is reached. The owner of record may present relevant evidence and may call witnesses at such hearing.

4C Abandoned, Inoperable and Unattended Vehicles 602.09

(e) The Administrator or his or her designee shall determine at such hearing either that the vehicle or vehicles in question were "abandoned," as defined in this chapter, or that such vehicle or vehicles were not "abandoned" when taken into custody. The Administrator or his or her designee shall issue a written order, containing findings of fact and his or her decision.

If the vehicle or vehicles are found to have been not "abandoned" under the terms of this chapter, they shall be returned to the owner without charge for towing, storage or removal. (Ord. 93-03. Passed 3-17-93.)

602.08 SALE OF VEHICLE AT PUBLIC AUCTION; DISPOSITION OF PROCEEDS.

If an abandoned motor vehicle has not been reclaimed within fifteen days as provided for in Section 602.07, the Sheriff shall sell the abandoned motor vehicle at public auction. The purchaser of the motor vehicle shall take title to the motor vehicle free and clear of all liens and claims of ownership of others, shall receive a sales receipt at the auction and shall be entitled to, upon application therefor to the proper State authorities, a certificate of title and a registration card therefor. The sales receipt at such a sale shall be sufficient title only for purposes of transferring the vehicle to a demolisher for demolition, wrecking or dismantling and, in such case, no further titling of the vehicle shall be necessary. From the proceeds of the sale of an abandoned motor vehicle, the County shall reimburse itself for the expenses of the auction, the cost of towing, preserving and storing the vehicle which resulted from placing the abandoned motor vehicle in custody, and all notice and publication costs incurred pursuant to Section 602.07. Any remainder from the proceeds of a sale shall be held for the owner of the abandoned motor vehicle or any person having a security interest therein, as their interests may appear, for ninety days, and then shall be deposited into the Treasury of the County.

(Ord. 93-03. Passed 3-17-93.)

602.09 VEHICLES ABANDONED IN GARAGES.

Any motor vehicle, trailer or semitrailer, or part thereof, left for more than ten days in a garage operated for commercial purposes or for more than ten days after the period when, pursuant to contract, the vehicle was to remain on the premises, shall be deemed an abandoned motor vehicle and may be reported by the garagekeeper to the County, after notice by registered or certified mail, return receipt requested, to the owner and all persons having security interests therein, to pick up the vehicle within fifteen days of the notice. All abandoned vehicles left in garages may be taken into custody by the Sheriff in accordance with Section 602.06 and shall be subject to the notice and sale provisions contained in Sections 602.07 and 602.08, provided that if such vehicle is reclaimed in accordance with Section 602.07, the person reclaiming such vehicle shall, in addition to the other charges required to be paid, pay the charges of the garagekeeper, if any. Further, if such vehicle is sold pursuant to Section 602.08, the garagekeeper's charges, if any, shall be paid from, and to the extent of, the excess of the proceeds of sale after paying the expenses of the auction, the costs of towing, preserving and storing such vehicle which resulted from placing such vehicle in custody and all notice and publication costs incurred pursuant to Section 602.07.

(Ord. 93-03. Passed 3-17-93.)

602.10 DISPOSITION OF INOPERABLE ABANDONED VEHICLES.

Notwithstanding any other provision of this chapter, any inoperable abandoned vehicle, trailer or semitrailer, or part thereof, which has been taken into custody, may be disposed of to a demolisher, after notice and hearing, if requested, as provided in Section 602.07, by the person or locality on whose property or in whose possession the motor vehicle, trailer or semitrailer, or part thereof, is found. The demolisher, on taking custody of the inoperable abandoned motor vehicle, shall notify the Virginia Department of Motor Vehicles on forms and in the manner prescribed by the Commissioner of the Department. Notwithstanding any other provision of law, no other report or notice shall be required in this instance.

(Ord. 93-03. Passed 3-17-93.)

602.11 SURRENDER OF CERTIFICATE OF TITLE, ETC., BY DEMOLISHER;
RECORDS.

(a) Any demolisher who purchases or otherwise acquires a motor vehicle for purposes of wrecking, dismantling or demolition shall not be required to obtain a certificate of title for such motor vehicle in his or her own name. After the motor vehicle has been demolished, processed or changed so that it physically is no longer a motor vehicle, the demolisher shall surrender to the State Department of Motor Vehicles for cancellation the certificate of title or sales receipt therefor.

(b) A demolisher shall keep an accurate and complete record of all motor vehicles purchased or received by him or her in the course of his or her business. These records shall contain the name and address of the person from whom each such motor vehicle was purchased or received and the date when such purchases or receipts occurred. (Ord. 93-03. Passed 3-17-93.)

602.12 VEHICLES ABANDONED ON PRIVATE PROPERTY.

Notwithstanding any other provision of this chapter, in the case of an abandoned motor vehicle on private property, the owner or person in control of the private property may send a notice, by registered or certified mail, return receipt requested, to the owner of record of the motor vehicle and all persons having security interests therein of record in the office of the State Department of Motor Vehicles, describing the motor vehicle by year, make, model and serial number, and advising that unless the vehicle is reclaimed and removed within thirty days from the date of the notice, such owner and all persons having security interests in the vehicle shall be deemed under this section to have waived all right, title and interest in the vehicle. If the motor vehicle is not reclaimed by the owner of record or any person having a security interest therein of record within thirty days from the date of the notice, the owner of the private property upon which the motor vehicle was abandoned may apply to the State Department of Motor Vehicles for a title to such vehicle.

The provisions of this section shall apply only to motor vehicles registered in the State.
(Ord. 93-03. Passed 3-17-93.)

602.13 SALE OF PERSONAL PROPERTY FOUND IN UNATTENDED OR ABANDONED VEHICLES.

Any personal property found in an unattended or abandoned motor vehicle, trailer or semitrailer may be sold incident to the sale of any such vehicle as authorized in this chapter. (Ord. 93-03. Passed 3-17-93.)

602.14 REMOVAL OF UNATTENDED AND IMMOBILE VEHICLES; DISPOSITION.

(a) Unattended motor vehicles and immobile motor vehicles may be removed for safekeeping by or under the direction of the Sheriff or a deputy to a storage garage or area. However, no such vehicle shall be so removed from private property without the written request of the owner, lessee or occupant thereof.

(b) The person at whose request a motor vehicle, trailer or semitrailer is removed from private property shall indemnify the County against any loss or expense incurred by reason of the removal, storage or sale thereof.

(c) Each removal shall be reported immediately to the Sheriff and notice thereof shall be given to the owner of the motor vehicle, trailer or semitrailer as promptly as possible.

(d) The owner of such vehicle, trailer or semitrailer, before obtaining possession thereof, shall pay to the parties entitled thereto all reasonable costs incident to removing, storing and locating the owner of the motor vehicle, trailer or semitrailer. If such owner fails or refuses to pay such costs, or if the identity or whereabouts of such owner is unknown and unascertainable after a diligent search has been made, and after notice has been given to him or her at his or her last known address and to the holder of any lien of record, in the office of the State Department of Motor Vehicles, against the motor vehicle, trailer or semitrailer, the vehicle shall be treated as an abandoned vehicle under the provisions of this chapter.

(Ord. 93-03. Passed 3-17-93.)

602.15 REMOVAL OF VEHICLES LEFT ON PRIVATE PROPERTY; DISPOSITION; NOTICE.

(a) Upon the written complaint of the owner of private property on which any motor vehicle, trailer or semitrailer, or part thereof, has been left for more than seventy-two hours without the owner's consent, any such motor vehicle, trailer or semitrailer, or part thereof, may be removed by or under the direction of the Sheriff to a storage area. Owners of private property normally open to the public for parking shall post or cause to be posted signs warning that vehicles left on the property for more than seventy-two hours will be towed or removed at their owner's expense.

(b) The person at whose request the vehicle, trailer or semitrailer, or part thereof, is removed, shall indemnify the County against any loss or expense incurred by reason of removal, storage or sale thereof.

(c) In the case of the removal of a motor vehicle, trailer or semitrailer, or part thereof, from private property, when it cannot be readily sold, the motor vehicle, trailer or semitrailer, or part thereof, may be disposed of as provided in Section 602.10. The State Department of Motor Vehicles shall be notified of the disposition of any motor vehicle, trailer or semitrailer under Section 602.10 or the provisions of this section. In all other respects, the provisions of Section 602.14 shall apply to these removals. Disposal shall be carried out under the provisions of Section 602.14 after a diligent search for the owner, after notice to the owner at his or her last known address and to the holder of any lien of record, in the office of the State Department of Motor Vehicles, against the motor vehicle, trailer or semitrailer, and after the motor vehicle, trailer or semitrailer has been held at least sixty days. The State Department of Motor Vehicles shall be notified of the disposition of any motor vehicle, trailer or semitrailer under Section 602.14 or this section.

(Ord. 93-03. Passed 3-17-93.)

602.99 PENALTY.

(EDITOR'S NOTE: See Section 202.99 for general Code penalty if no specific penalty is provided.)

Nuisance Code Enforcement

The Office of Housing and Neighborhood Services administers the enforcement of nuisance codes within the Town of Blacksburg. Inspections are conducted on a weekly basis. The office handles both complaint-based and proactive-based code violations. The office processes over 2,000 cases per year. The nuisance issues that the inspector handles are:

- Debris
- Overgrown lawn/weeds
- Trash carts
- Sidewalk snow removal
- Inoperable vehicles
- Encroachments on public rights of ways
- Missing address numbering

For more information on the codes that govern the office, please see the [Municipal Codes](#).

For more information, or to file a complaint, please visit www.tobweb.org/ayr/ or contact the Code Inspector at 540-443-1612.

Blacksburg

Town Code Section

14-107

Ordinance 1864

AN ORDINANCE TO AMEND THE REGULATIONS IN TOWN CODE SECTION 14-107 GOVERNING THE STORAGE OF INOPERABLE VEHICLES IN RESIDENTIAL, COMMERCIAL OR AGRICULTURAL ZONING DISTRICTS

BE IT ORDAINED by the Council of the Town of Blacksburg:

1. That the Town Code is amended by amending Section 14-107, as follows:

Section 14-107. Open storage of inoperative inoperable vehicles in certain zoning districts.

(a) (i) *As permitted by Virginia Code § 15.2-904, it shall be unlawful for any person to keep, except within a fully enclosed building or structure, or otherwise shielded or screened from view so that it is not visible by someone standing at ground level from outside of the property on which the subject vehicle is located, on any property zoned for residential, commercial or agricultural purposes, any inoperable motor vehicle, trailer or semitrailer, as such are defined in Virginia Code § 46.2-100.*

(ii) ~~which~~ *As used in this section, a motor vehicle, trailer or semitrailer is inoperable if it is not in operating condition, or which for a period of sixty (60) days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation, or on which there are displayed neither a valid license plate nor a valid state inspection decal.*

(iii) The provisions of this section shall not apply to a licensed business salvage dealer or scrap processor.

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(iv) Notwithstanding the other provisions of this subsection, if the owner of such vehicle can demonstrate that he or she is actively restoring or repairing a vehicle, ~~and if it is shielded or screened from view, the vehicle and one additional inoperative motor vehicle being used for the restoration or repair may remain on the property.~~ *it may remain on the property if it is shielded from view at all times by a durable vehicle cover. If the vehicle is considered to be inoperable only because it lacks a current state inspection and license plate, no cover shall be required. However, in either case, only one inoperable vehicle may be kept on a property.*

(b) ~~The owners of property zoned for residential, commercial or agricultural purposes shall, at such time or times as the council may prescribe, remove therefrom any such vehicles, trailers or semitrailers described above that are not kept within a fully enclosed building or structure.~~

(eb) The town manager, *through town agents or employees*, may remove motor vehicles, trailers or semitrailers as hereinabove described, whenever the owner of the premises, after reasonable notice, has failed to do so. In the event any such motor vehicle, trailer or semitrailer is so removed, the town manager may dispose of the same, after giving additional notice to the owner of the vehicle.

(dc) The cost of such removal and disposal shall be chargeable to the owner of the vehicle or premises and may be collected by the town as taxes and levies are collected. Every such cost with which the owner of the premises shall have been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs have been made to the town.

(ed) Motor vehicles and other vehicles, as described in *Title 46.2, Article 6 of the Virginia Code, §46.1-45* shall be exempt from the requirements of subsection (a) (ii) above requiring a current license plate or valid state inspection certificate or sticker, but shall meet all other requirements of this section.

(e) (i) *Violations shall be punishable by a civil penalty. Any ticket or summons for a violation shall inform the violator that he or she may avoid a trial by paying this penalty to the town by mail or in person at the office of the director of finance within fourteen (14) calendar days following the date of the ticket.*

(ii) *If a person charged with a violation does not elect to pay the civil penalty within fourteen (14) calendar days, the violation shall be tried in the general district court in the same manner and with the same right of appeal as provided for by law. A finding of liability shall not be deemed a criminal conviction for any purpose.*

(iii) *However, violations shall be a Class 3 misdemeanor in the event three civil penalties have previously been imposed on the same defendant for the same or similar violation, not arising from the same set of operative facts, within a twenty-four (24) month period. The Town Attorney is also authorized to bring legal action, including injunction or other appropriate action or proceeding to address continuing violations.*

(f) *As used in this section, "actively restoring or repairing a vehicle" means that the vehicle owner can demonstrate that he or she is actively taking steps to return the vehicle to an operable condition and not simply storing the vehicle on the property.*

2. This ordinance shall be effective on October 1, 2018 and apply to all existing inoperable vehicles.

Mayor

ATTEST:

Town Clerk

1st Reading: _____

2nd Reading & Adoption: _____

APPROVED AS TO CONTENT:

Town Manager

APPROVED AS TO LEGAL SUFFICIENCY:

Town Attorney

PRINCE GEORGE:

“THE COUNTY OF PRINCE GEORGE AND THE POLICE DEPARTMENT NEED YOUR HELP IN CLEANING UP OUR COUNTY BY GETTING RID OF INOPERABLE VEHICLES.

SEE ATTACHED EXTRACT FROM THEIR WEB SITE.

This code section requires..... - defined in Code of Virginia 15.2-905 as adopted by County Code

MOST NOTEABLE IS THE SECTION THEY HAVE ON FREQUENTLY ASKED QUESTIONS (FAQ'S)

WHY IS INOPERABLE VEHICLE REMOVAL IMPORTANT TO OUR COMMUNITY?

“These inoperable vehicles detract from the aesthetics of its surroundings. Additionally, inoperable vehicles can be hazardous to CHILDREN and may be inhabited by VERMIN AND MAY CAUSE DISEASES THAT ARE HARMFUL TO THE HEALTH OF OUR COMMUNITY.

HOW MANY INOPERABLE VEHICLES CAN I HAVE ON MY PROPERTY?

None. It is commonly believed that a homeowner can have one vehicle that is inoperable, but the CODE DOES NOT ALLOW IT.

Your inoperable motor vehicle will be towed away and stored.

What other legal consequences am I subject to if I do not get my inoperable vehicle in compliance with the law within 30 days?

The cost of removal and disposal shall be charged to the owner of the property or vehicle. The cost of removal shall be collected as taxes and shall constitute a lien against the property until paid.

What are some ways I can shield my inoperable vehicle from view?

You can house your inoperable vehicle in an enclosed building/structure or behind a fence as long as it is not visible by someone standing at ground level from outside of the property

Where can I find more information about inoperable vehicles?

https://www.municode.com/library/va/prince_george_county/codes/code_of_ordinances

<http://law.lis.virginia.gov/vacode>

The County of Prince George and the Police Department need your help in cleaning up our county by getting rid of inoperable vehicles.

County Code, Sec 78-16.1 – Restriction on keeping inoperable vehicles and removal of such vehicles.

This code section requires that all inoperable motor vehicles that are visible by someone standing at ground level from outside of the property on which the vehicle is located be removed or complied with the Code of Virginia.

An inoperable motor vehicle is defined in Code of Virginia, § 15.2-905 as adopted by county code Sec. 78-16.1 as: " ...any motor vehicle, trailer or semitrailer which is not in operating condition; or does not display valid license plates; or does not display an inspection decal that is valid or does display an inspection decal that has been expired for more than 60 days. The provisions of this section shall not apply to a licensed business that is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor."

For further answers, please contact the Community Policing Unit at communitypolicing@princegeorgecountyva.gov or 804-863-1847.

FAQs

Why is inoperable vehicle removal important to our community?

These inoperable vehicles detract from the aesthetics of its surroundings. Additionally, inoperable vehicles can be hazardous to children and may be inhabited by vermin that may carry diseases that are harmful to the health of the community.

How many inoperable vehicles can I have on my property?

None. It is commonly believed that a homeowner can have one vehicle that is inoperable, but the code does not allow it.

How many days do I have to get my inoperable vehicle in compliance with the law?

You have 10 days without any legal ramifications.

What if I cannot get my inoperable vehicle in compliance with the law within 10 days?

An officer will conduct a follow up after 10 days and provide the County Attorney's Office with specific details of the property, inoperable vehicle owner, inoperable vehicle information, and specific reasons why the inoperable vehicle is still in violation. After the County Attorney's Office has been notified, the property owner and/or inoperable vehicle owner will received a certified letter requesting the vehicle be brought into compliance within 30 days.

What if I cannot get my inoperable vehicle in compliance with the law within 30 days?

PRINCE WILLIAM COUNTY:

SEE ATTACHED – MOST NOTEABLE IN THE ORDINANCE IS –

“VEHICLES UNDER REPAIR OR PARTED OUT ARE ALSO CONSIDERED AN “INOPERATIVE VEHICLE”.

“INOPERATIVE VEHICLES CANNOT BE PARKED OUTSIDE OF A GARAGE AND CANNOT BE HOUSED IN A CARPORT”



VEHICLE ISSUES

VEHICLE ISSUES

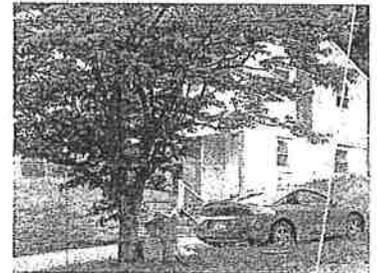
REPORT A NEIGHBORHOOD VEHICLE ISSUE HERE

Vehicle Facts at a Glance

- Junk cars and inoperative vehicles are an eyesore and a safety concern for neighborhoods! They also violate the Zoning Ordinance!
- Commercial vehicles, RVs and boat trailers can be parked on the street but **only** in areas approved for such parking. Contact the PWC Police Department non-emergency number 703-792-6500 to determine where appropriate parking areas are located for those vehicles types.
- Inoperative vehicles parked unsafely on public roads should be reported to the Prince William County Police non-emergency number at **703-792-6500** or click here **for the PWC Police Department page.**

INOPERATIVE VEHICLES (IOV'S)

An Inoperative Vehicle (IOV) is a vehicle without current tags or a current inspection sticker is considered an 'inoperative' vehicle. Vehicles under repair or parted out are also considered an IOV. Inoperative vehicles cannot be parked outside of a garage and cannot be housed in a "carport". Inoperative vehicles that are parked on the street should be reported to the Police Department's non-emergency number 703-792-6500. If the inoperative vehicle is parked on private property outside of a garage it should be reported to Neighborhood Services online or at 703-792-7018.



COMMERCIAL VEHICLES

The County has zoning ordinances that are meant to preserve the residential character of neighborhoods and safety ordinances to maintain sight lines and emergency vehicle passage. Certain types of vehicles like cement trucks, garbage trucks, bulldozers, tractors or trailers of a tractor-trailer truck are prohibited in neighborhoods or on lots less than 10 acres in agricultural districts. The code can be found on the Police Department's page about Commercial Vehicle Parking Restrictions. The police enforce the code that restricts parking on the street to commercial vehicles that weigh 12,000 pounds or less.

Property Code Enforcement Staff enforces the restriction that commercial vehicles that weigh 10,100 pounds or more cannot be parked or stored on residential properties, public parking lots or on lots less

than 10 acres in agricultural districts. These vehicles include box trucks, flatbed trucks, stake bed trucks, step vans or trailers. In general, panel vans used by craftspeople to carry ladders and equipment to job sites are legal. More details can be found in the Commercial Vehicle Parking Restrictions.

The specific definition of a commercial vehicle is available in the Muni-code at Chapter 32 Article I. Article III Part 300 provides additional information regarding motor vehicle parking and storage. Click here to view the code.

WATERCRAFT, RVS, BOAT TRAILERS, CAMPING TRAILERS

In certain areas of the County, RVs and boat trailers are prohibited from being parked on the public street. Visit Watercraft Boat Trailer RV and Camping Trailers for a discussion of the ordinance boundaries of areas where they are prohibited on the street and a link to a map showing where parking is allowed.

ANTIQUÉ VEHICLES

Antique vehicles are licensed by Virginia's Department of Motor Vehicles (DMV). For more information about the proper licensing of these vehicles go to [DMV's Frequently Asked Questions about antique vehicles](#). Properly tagged vehicles with antique vehicle tags are not considered as an inoperative vehicle.

QUESTIONS ON VEHICLE ISSUES IN THE NEIGHBORHOOD?

If you have any questions about vehicles in neighborhoods contact Neighborhood Services at 703-792-7018 or email us at nsd@pwcgov.org.



PROPERTY CODE ENFORCEMENT

PROPERTY CODE ENFORCEMENT

REPORT PROPERTY CODE ISSUES HERE

Neighborhood Services' Mission is to assist residents understand, abide by, and raise concerns about compliance with property codes. The codes are the basis for and guide the way we work together to maintain adequate health, safety and quality of life in the places where we live, work and enjoy Prince William County.

Property Code Enforcement staff members work in the Neighborhood Services, a Division within the Department of Public Works in Prince William County. We work to ensure our communities are properly maintained by educating and enforcing, when necessary the following:

- Prince William Zoning Ordinance (regulates how land is used)
- Building Maintenance Code (regulates safety and structural elements of existing structures)
- Spot Blight Program (addresses extremely deteriorated properties)
- Illegal Sign Program (signs placed illegally in the road right-of-way)
- Tall Grass and Weeds (seriously neglected lawns and properties)
- Graffiti (vandalism that is not removed or repaired in a reasonable time)

'WHAT HAPPENS WHEN I REPORT A POSSIBLE VIOLATION?'

When you contact Neighborhood Services, Intake Technicians will determine if your issue is subject to local regulations and requires that a Property Code Enforcement (PCE) case be opened or if your concern needs to be referred to another agency. Property Code Enforcement cases are assigned to an inspector who will contact you via the contact information you provide. You will also be given a PCE case number for tracking on the Citizen Portal. The inspector will make an initial visit to investigate the concern, typically within five business days. The inspector will keep you informed of the progress of their inspections and let you know the outcome of the investigation.

Enforcement of the PWC Zoning Ordinance

Neighborhood Services staff are also responsible for enforcing the Zoning Ordinances of Prince William County. The goal of this enforcement is to ensure properties in Prince William County are maintained and used in accordance with the County's adopted land use requirements. The most common violations are:

- Inoperative vehicles on private property
- Prohibited commercial vehicles on private property (please call for clarification on this type of violation)
- Storage of items outside in the public view including under a porch or deck or inside a carport such as trash containers car parts tools construction materials etc.
- Dump heap/trash storage
- Illegal accessory structures
- Illegal businesses*
- Over occupancy
- Graffiti

*Illegal businesses are those who have not secured proper permits and/or zoning approval to operate within a residential neighborhood.

It is important to note: 1) Inoperative vehicles on the **public streets** should be reported to the **Prince William County Police** non-emergency number at **703-792-6500**. 2) Neighborhood Services staff do not issue zoning permits or approvals. Permits and approvals are issued by Zoning Administration within the Planning Office 703-792-7615.

Enforcement of the Building Maintenance Code

Neighborhood Services staff are also responsible for enforcing the Virginia Uniform Statewide Building Code (USBC) part III known as the Virginia Maintenance Code as it relates to existing structures. It is our responsibility to confirm existing structures are structurally sound and in a safe condition in accordance with the minimum standards established by the Virginia Maintenance Code.

Common violations include:

- Exposed & Unprotected exterior coverings
- Exterior materials in disrepair or deteriorated
- Plumbing fixtures leaking or not operational
- Electrical hazards
- Mechanical equipment not operable or safe to operate

Neighborhood Services staff does not issue building or trade permits. Construction permits are issued by Development Services, Building Development Division 703-792-6930 .

Spot Blight Program

Neighborhood Services Staff is also responsible for managing the Spot Blight Ordinance adopted by Prince William County. Spot Blight enforcement

EXPLAINING THE CODE ENFORCEMENT PROCESS

What if a Resident Disagrees with an Enforcement Decision?

occurs when unsafe and rundown structures are identified for abatement. The Virginia Code defines "blighted property" as a structure that endangers the public's health safety or welfare due to dilapidation, deterioration or is in violation of minimum health and safety standards. Due process in these cases takes a significant amount of time. Neighborhood Services staff manages this process to prevent deterioration in our neighborhoods.

Illegal Sign Program

This program authorizes Prince William County to enforce state laws regarding illegal placement of advertising signs on wire or stick-style wood posts in the "public right of way" which includes the medians, roadways, shoulders and areas

alongside public roadways up to and sometimes beyond adjacent sidewalks. (For more information on the exact position of the VDOT Right of Way, please see the County Mapper GIS program.) NO advertising signs of any kind are permitted in the VDOT right of way. Neighborhood Services staff has primary enforcement responsibility and inspections are conducted throughout the County on an on-going basis. Signs are removed by Neighborhood Services staff members including the Litter Control Crews. Fines of up to \$100 may be imposed for each sign found to be in violation.

The decision as to whether a property is in violation of a relevant property code is based on very specific parameters. The process protects the rights and interests of all residents and property owners in addition to the health and safety of neighbors and others who are in proximity of the property. If a resident disagrees with an Inspector's findings, he or she does have recourse. If the Inspector involved does not answer all of the resident's questions to their satisfaction, a resident can ask to communicate with the Inspector's Supervisor, a Chief Property Code Inspector. Contact a Chief Inspector by either calling Neighborhood Services at 703-792-7018 or via email at nsd@pwcgov.org to request additional information regarding the violation process.

Weeds and Tall Grass

Tall grass and weeds taller than 12" in densely developed areas are unsafe. Tall grass and weeds can lead to rodent infestations and reflect that the property isn't cared for - a potential invitation to crime. Owners of residential property of less than two acres must keep grass and weeds cut to a maximum height of 12 inches. Property owners who do not comply can be issued a single season violation. If not remedied within 48 hours may result in the County's contractors mowing the property to bring it back into compliance, at the owner's expense. This enforcement cycle repeats the entire growing season based upon the first and only notice given to each property owner of the affected parcel.

Other Assistance

Other agencies may be able to assist with issues of concern referred when not enforced by Neighborhood Services are:

- For trash disposal questions contact ~ Prince William County Landfill at 703-792-5750.

- Volunteers to assist with minor home repair contact ~ Project Mend-A-House at 703-792-7663 or Prince William Habitat for Humanity Brush with Kindness at 703-369-6708.
- For Litter Assistance and Volunteer Community Cleanups contact ~ Keep Prince William Beautiful at 571-285-3772
- For Health concerns contact ~ Prince William Health Department at 703-792-7300.
- For vehicles not on private parcels contact ~ the Police Department non-emergency number at 703-792-6500.

Keeping of Inoperable Motor Vehicle Violation

Roanoke's inoperable motor vehicle ordinance (Chapter 20, Article VI, of the [Code of the City of Roanoke](#)) requires that a motor vehicle or trailer located on private property display both a valid license plate and an inspection decal that is not expired by more than 60 days. It must also be in operating condition, capable of being driven.

Vehicles stored within a garage or fully enclosed building, or screened from view by a fence, are exempt from the ordinance. Vehicles with valid antique tags are exempt from having a Virginia state inspection decal.



Report a Violation

To report a violation, call Code Enforcement at 540-853-2344 or complete a request with the [city's online Service Request Form](#).

Roanoke, VA
 note: Any successful or highest bidder with weed abatement or demolition abatements, **inoperable vehicle violations**, vacant or derelict board up house **violations**, court citing **violations** and other code **violations**, unpaid assessments as well as delinquent taxes will be disqualified and the sale will be offered to the next highest bidder. For addition...

Residential Environmental Checklist (PDF) - May 27, 2015

<https://www.roanokeva.gov/documentcenter/view/1607>

. Report **violations** of weeds over 10 inches high, trash on a property and/or **inoperable motor vehicles** to City Code Inspectors. Volunteer to clean off graffiti on a property in your community. For more information on how "Roanoke is going Clean and Green", please visit the web
 51 KB

Code Enforcement - Jan 22, 2018

Home › Government › Departments P-Z › Planning, Building, & Development › Enforcement

<https://www.roanokeva.gov/2059/enforcement>

Roanoke's **inoperable motor vehicle** ordinance requires that a **motor vehicle** or trailer located on private property display both a valid license plate and an inspection decal that is not expired by more than 60 days. It must also be in operating condition, capable of being driven. **Vehicles** stored



Codes Compliance Administrator - Apr 2, 2018

<https://www.roanokeva.gov/directory.aspx?eid=87>

Dan coordinates the administration and enforcement of the following; Part III of the Virginia Uniform Statewide Code (Maintenance Code) for maintenance of existing structures, Rental Certificate of Compliance program, zoning regulations, **inoperable motor vehicles**, weed, and trash abatement, and graffiti abatement. He supervises all activities of the ...

Name: Dan Webb

Phone Number: 540-853-1046

Email: dan.webb@roanokeva.gov

Bidder Qualification Program - Oct 14, 2016

Home › Government › Elected and Appointed Officials › Treasurer's Office › Tax Sale › Bidder Qualification Program

<https://www.roanokeva.gov/1386/bidder-qualification-program>

Prior to tax sales, bidders should ensure they have paid all outstanding taxes and fees in full and they have remedied all code **violations** (zoning, building, etc.) for any properties they own in full or in part. Prospective bidders with outstanding weed or demolition liens; **inoperable**

Agenda Package Board of Zoning Appeals July 13, 2016 - Jul 11, 2016

<https://www.roanokeva.gov/documentcenter/view/5814>

of the Zoning Administrator, cited property bearing Official Tax No. 2211301, zoned RM-1, Residential Mixed-Density District, for a zoning **violation** of Section 36.2-424, Parking of **motor vehicles** in residential districts. The inspection photographs dated May 10, 2016 depict a flatbed truck

27 MB

Code Enforcement

About Report a Weeds Vehicles Rental Property Zoning Graffiti Violation and Inspections Maintenance Trash

The Code Enforcement Division is comprised of code enforcement inspectors and administrative personnel. Together, they are responsible for enforcing codes and ordinances that promote clean, safe, and attractive neighborhoods.

[Click here to submit a report](#)

The City of Roanoke strives to create positive customer experiences that meet and exceed our citizens' expectations. To better achieve this goal, the City has implemented a Citizen Request Management (CRM) System to handle non-Emergency requests for service.

Use this on-line form to submit your service request or inquiry and it will be routed to the appropriate City department for resolution. If you do not see the request type that you are looking for or need further assistance, please call (540) 853-2000, weekdays 8 a.m. to 5 p.m., or via communications@roanokeva.gov.

If this is a time-sensitive issue that may require an immediate response, such as a broken water line, please call the non-Emergency number for the E-911 Communications Center at (540) 853-2411.

Thank You! We look forward to serving you.

The City of Roanoke's weed and trash ordinance establishes a minimum standard for maintenance of parcels by prohibiting the growth of weeds or accumulation of trash:

- Weed or weeds means any plant, grass or other vegetation over ten (10) inches in height growing upon a parcel in the City of Roanoke, including, but not limited to, any sage brush, poison oak, poison ivy, Ailanthus Altissima (commonly called Tree of Heaven or Paradise Tree), ragweed, dandelions, milkweed, Canada thistle, and any other undesirable growth, excluding trees, ornamental shrubbery, vegetable and flower gardens purposefully planted and maintained by the property owner or occupant free of weed hazard or nuisance, cultivated crops, or undisturbed woodland not otherwise in violation.
- Trash means abandoned personal property, garbage, refuse or debris openly lying on any parcel, which might endanger the health of other residents of the city.

Exempt Areas

All parcels located in the city must be maintained, except that in the case of a parcel greater than one acre in area natural vegetation growing more than 50 feet from every property line shall not constitute a public nuisance.

One Notice During Weed Season

During the weed season of April 1 to Nov. 1, if a parcel is cited, that citation is the only warning the owner will receive for that time period. Even if the violation is abated by the owner at the beginning of the season, if maintenance is not kept up the city may send a contractor later in the season to abate a recurring violation without notice. Therefore, it is best for owners to regularly check their properties to make sure that they are consistently maintained in accordance with the ordinance.

See the full Chapter 33, Article II, of the City Code, [Weed & Trash Ordinance](#)

Roanoke's inoperable motor vehicle ordinance requires that a motor vehicle or trailer located on private property display both a valid license plate and an inspection decal that is not expired by more than 60 days. It must also be in operating condition, capable of being driven.

Vehicles stored within a garage or fully enclosed building, or screened from view by a fence, are exempt from the ordinance. Vehicles with valid antique tags are exempt from having a Virginia state inspection decal.

See Chapter 20, Article VI, of the [Code of the City of Roanoke](#)

The City of Roanoke's rental inspection ordinance sets regulations and designated areas that requires that rental units pass an inspection at least once every four years in order to be rented.

Buildings/units are inspected for compliance with the Virginia Maintenance Code (VMC) requirements. Upon passing the inspection, the unit is granted a Certificate of Compliance for four years, exempting the unit from a rental inspection during this period. However, the building must be maintained in accordance with the VMC and may be cited if violations exist. If the dwelling unit becomes in violation of the VMC during the Certificate Period, the Certificate may be revoked.

See Chapter 7, Article III, [Rental Program Requirements](#)

Rental Inspection Requirements

Rental Inspections are based on the Virginia Maintenance Code (VMC) and are performed by inspectors from the Code Enforcement Department. A quick guidebook, [VMC Requirements](#), to help explain the scope of the inspections.

Rental Inspection Neighborhoods

Belmont

Fallon Park

Forest Hill Avenue Trailer Park

Gainsboro

Gilmer

Harrison

Hurt Park
Kenwood
Loudon
Melrose
Morningside
Mountain View
Orange Avenue, Hanover Avenue, and Staunton Avenue in Washington Park
Tinker Creek Manor Apartments
West side of Lafayette Boulevard in Villa Heights
Westcreek Manor Apartments on Westside Boulevard

Roanoke's property maintenance ordinance adopts the Virginia Maintenance Code (VMC), as the minimum standard with regard to safety, sanitation, security and general maintenance for existing structures.

See Chapter 7, Article II, of the [Code of the City of Roanoke](#). The VMC is largely derived from the International Property Maintenance Code (IPMC) published by the International Code Council (ICC). ICC codes are used in many municipalities throughout the nation and can be found [on the ICC website](#).

Virginia Maintenance Code

For more details of what's in the Virginia Maintenance Code, the [Building Maintenance Requirements Booklet \(PDF\)](#) is available for your convenience.

The Virginia Maintenance Code is not a detailed code like those used for new construction. It is written in broad language that applies to a wide variety of maintenance issues and unsafe conditions for all types of structures, from houses and outbuildings to commercial buildings.

Common violations cited by inspectors under the Virginia Maintenance Code include:

- A lack of Electricity, water service, or primary heat source
- Damaged fixtures and mechanical devices
- Damaged/broken windows and screens
- Electrical and mechanical hazards
- Holes and cracks in walls and other coverings
- Inadequate egress
- Loose handrails and guardrails
- No hot water
- Overcrowding
- Peeling paint
- Roof leakage
- Not working or missing smoke detectors
- Damaged or torn floor coverings
- Unsanitary conditions
- Weak structural supports

To determine if your rental property is located in a Rental Inspection District, see this [Rental inspection District map](#) or contact Code Enforcement at (540) 853-2344.

Roanoke's zoning ordinance establishes regulations that promote the health, safety and general welfare of the public. The Zoning Code regulates the use and establishes regulations for development of parcels.

Typical zoning violations are:

- Use not permitted
- Outdoor storage not allowed
- parking of commercial vehicles in residential zoned districts
- construction of fences, pools, and decks without zoning permits

See Chapter 36.2, Article I, of the [Code of the City of Roanoke](#)

Roanoke's graffiti ordinance prohibits, on private property, the unauthorized painting or marking of a building or other structure (fences, walls, etc.), without the property owner's authorization. If the graffiti is not voluntarily removed the graffiti will be abated by the Code Enforcement division.

See Sec.21-25, of the [Code of the City of Roanoke](#)

inoperable motor vehicle violation ordinance



[Advanced Search](#)

1 - 10 of 952 results (0.11 seconds)

Keeping of Inoperable Motor Vehicle Violation - Apr 3, 2017

Home › Government › Departments P-Z › Planning, Building, & Development › Code Enforcement › Inoperable Motor Vehicle Violations

<https://www.roanokeva.gov/254/inoperable-motor-vehicle-violations>

Vehicles and trailers are required to have a valid plate and inspection decal

Bidder Qualification Form and Affidavit (PDF) - May 26, 2015

<https://www.roanokeva.gov/documentcenter/view/1547>

, and no **Inoperable Motor Vehicle** outstanding **violations** or citations. I am current on all City of Roanoke Real Estate Taxes, Personal Property Taxes, Business License Taxes, Meals Taxes, Transient Occupancy Tax or Admissions Taxes whether as an individual, company, corporation or partnership

54 KB

2017 Neighborhood Conference John Garland Presentation - May 2, 2017

<https://www.roanokeva.gov/documentcenter/view/8503>

, Collaboration, Compromise Problems to Overcome! Poverty Problems to Overcome Jobs Problems to Overcome Family Values It Only Takes A Spark Why do we need Code Enforcement... Weed & Trash Abatement **Inoperable Motor Vehicle Zoning Violations** Typical Maintenance **Violations** Differences

10 MB

2017 Neighborhood Conference - Steve Langston Handout - May 2, 2017

<https://www.roanokeva.gov/documentcenter/view/8502>

by the department must perform the necessary abatement. The most common eyesores and nuisances dealt with by Code Enforcement are: Overgrown weeds and trash in yards and vacant lots **Inoperable motor vehicles** on private property Outdoor storage of inappropriate items in yards and lots

329 KB

Who can purchase property at a tax sale? - Jun 1, 2015

<https://www.roanokeva.gov/faq.aspx?qid=353>

Code Enforcement

Ordinances

The City of Colonial Heights has several ordinances that deal with code enforcement, including:

- [129-5 Remediation of Damage or Defacement of Property](#)
- [244-6 Property Owners to Remove Unsafe Substances](#)
- [244-7 Cutting or Removal of Vegetation](#)
- [244-11.1 Exterior Storage of Objects and Equipment](#)
- [273-27 Certain Parking restricted in residential districts](#)
- [273-36 Inoperable Vehicles](#)
- [286-518.05 Parking of Commercial Vehicle, recreational vehicle, utility trailer, boat and camper in Residential districts.](#)
- [286-530-18 Site Triangle on Corner Lots](#)
- [286-530-20 Fences and Walls in a Residential District](#)

The above ordinances are by no means inclusive of the entire City Code. [View the City Code here.](#)

General Community Standards

- **Exterior property** areas should be kept in a clean, safe and sanitary condition. Some of the most frequent exterior problems are improper garbage and rubbish storage, overgrowth of grass and tall weeds, and inoperable vehicles.
- **Grass and Weeds** must be maintained below twelve inches.
- **Improper storage** and accumulation of garbage and rubbish attracts rodents, animals and vermin, produces noxious odors and creates potential health hazards. Garbage stored outside should be placed in approved, leak proof, covered containers. Accumulation of rubbish such as ashes, paper, rags, cartons, boxes, tin cans, and metals, discarded appliances, and inoperable mechanical equipment are required to be disposed of properly.
- **Inoperable vehicles** are unsightly, clutter the neighborhood, and provide harborage for rodents and are an attractive nuisance for children. These vehicles are required to be stored in a completely enclosed building or screened or shielded from view. An inoperable vehicle is one that displays neither a valid inspection nor a valid license plate or which has had parts removed or is in such condition that prohibits its operation.

FAQs

- [How do I report an inoperable/junk vehicle on private property?](#)
- [How do I report tall grass?](#)
- [How do I report a violation of a boat or trailer parked on private property?](#)

Chapter 273 Vehicles and Traffic

Article II Stopping, Standing and Parking ^[1]

[1] *Editor's Note: For statutory provisions relating to the authority of the City Council to enact ordinances to regulate the parking of vehicles generally, see Code of Virginia, § 46.2-1219; as to the authority to prohibit parking on designated highways, see Code of Virginia, § 46.2-1308; and as to local parking regulations generally and the presumption arising when a vehicle is unlawfully parked, see Code of Virginia, § 46.2-1220.*

§ 273-22 Promulgation of parking regulations; signs; compliance required.

- A. The City Manager is hereby authorized and directed to determine and define street areas within which the volume of vehicular traffic is such as to require prohibitions or restrictions upon parking of vehicles; to classify vehicles with reference to parking; to designate the time, place and manner in which such vehicles may be allowed to park upon the highways; to make such rules and regulations as traffic conditions may require in various areas and under the varying conditions which may prevail at different times.
- B. It shall be the duty of the City Manager, upon the promulgation of such regulations and before they shall become effective, to give public notice thereof by establishing and posting signs, or otherwise, as may be reasonably adequate to make clear to the operators of vehicles in the areas affected thereby of the existence, nature and requirements of such regulations. From and after the effective date of regulations imposed in any area by virtue of the provisions of this chapter, it shall be unlawful for any person to stop or park any vehicle in any restricted or prohibited area otherwise than in accordance with such regulations.

§ 273-23 Designation of restricted parking areas; posting of signs.

Notwithstanding any other provision of this chapter, the City Manager is hereby authorized, when in his judgment it is in the public interest so to do, to set apart on any of the streets of the City spaces for loading and unloading merchandise, bus stops, taxi stands and other places in which no general parking shall be permitted, and he is further authorized to set aside spaces in which parking time shall be further limited, provided that such signs are present within or near such spaces as to apprise an ordinarily observant person of such parking prohibitions or regulations. It shall be unlawful for any person to fail to comply with the requirements of such signs.

§ 273-24 Parking prohibited.

[Amended 8-10-1976 by Ord. No. 76-26; 12-13-1977 by Ord. No. 77-47; 3-11-1980 by Ord. No. 80-6; 4-9-1996 by Ord. No. 96-6]

- A. No person shall park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device, in any of the following places:
- (1) On a sidewalk.
 - (2) On a crosswalk.
 - (3) Within 20 feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of the roadway.
 - (4) Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless a different length is indicated by official signs or markings.
 - (5) Within 15 feet of the nearest rail or a railroad grade crossing.
 - (6) Alongside or opposite any street excavation or obstruction when such parking would obstruct traffic.
 - (7) On the roadway side of any vehicle parked at the edge or curb of a street.

- (8) Upon any bridge or other elevated structure upon a street or highway or within a tunnel.
 - (9) At any place where official signs prohibit parking.
 - (10) Except for vehicles displaying an "HP," "DAV" or disabled parking license plate, decal or placard and parked by a handicapped operator, on public or private property in spaces that are designated by above-grade signs as reserved for physically handicapped persons. However, a nonhandicapped operator may park in such spaces when transporting a person with a physical handicap in a vehicle displaying an "HP," "DAV" or disabled parking license plate, decal or placard.
- B. Parking or stopping any vehicle with the left side to the curb or side of the street shall be prohibited.
 - C. No person other than a police officer shall move a vehicle into any such prohibited area or away from a curb such a distance as it is unlawful; or start or cause to be started the motor of any motor vehicle; or shift, change or move the lever, brake, starting device, gears or other mechanism of a parked motor vehicle to a position other than that in which it was left by the driver thereof; or attempt to do so.

§ 273-25 Parking and stopping for certain purposes prohibited.

[Amended 1-10-1996 by Ord. No. 95-21]

- A. Except as provided in Subsection C herein, it shall be unlawful for any person to park or place any automobile, truck, trailer or other vehicle upon or in any street, alley or parkway for the purpose of selling or offering it for sale or rent. No sign or lettering shall be attached or placed upon any automobile, truck, trailer or other vehicle parked in or upon any public street, alley or parkway of the City indicating that such vehicle is offered for sale or for rent. It shall also be unlawful to park any vehicle upon any street in a business district from which any merchandise is being sold.
- B. It shall be unlawful to stop a vehicle at any time upon the street for the purpose of advertising any article of any kind or to display thereupon advertisements of any article or advertisement for the sale of the vehicle itself.
- C. Notwithstanding the above, an owner or tenant of residential property at which he resides may park no more than one vehicle on the street in front of said residential property and place a "for sale" sign upon such vehicle for the purpose of offering it for sale. This subsection shall be applicable for all residential property within the city, unless parking has been otherwise prohibited pursuant to §§ 273-22 through 273-24 of this chapter.

§ 273-26 Washing or greasing vehicles on highway or sidewalk prohibited.

[Amended 9-30-1975 by Ord. No. 75-35]

No person shall wash, polish, grease or change the oil of a commercial vehicle upon a highway or sidewalk, nor shall the owner of a commercial vehicle permit it to be washed, polished or greased or permit the oil to be changed upon a highway or sidewalk. No person shall grease or change the oil of a privately owned vehicle upon a highway or sidewalk, nor shall the owner of a privately owned vehicle permit it to be greased or permit the oil to be changed upon a highway or sidewalk.^[1]

[1] *Editor's Note: Original Sec. 22-48, entitled "Parking vehicle without state or City license on highway, alley or street," which immediately followed this section, was repealed 7-10-1990 by Ord. No. 90-19.*

§ 273-27 Certain parking restricted in residential districts.

[Amended 9-9-1986 by Ord. No. 86-22; 10-14-1997 by Ord. No. 97-19]

- A. No vehicle in excess of 7,500 pounds shall be parked or left standing in any street of the City in any residential district thereof between the hours of 6:00 p.m. and 7:00 a.m., provided that between the hours of 6:00 p.m. on any Saturday and 7:00 a.m. on the Monday following, such parking shall be prohibited at all times.
- B. It shall be unlawful for any person to park or permit to be parked on any public street or right-of-way in a residential district of the city, any trailer, boat or camper, including utility trailers, boat trailers and camper trailers, whose overall length exceeds 21 feet, or whose overall width exceeds eight feet, or whose overall height exceeds nine feet. However, all vehicles and trailers shall be allowed at any time while actually engaged in loading or unloading.

This section shall not apply to any public safety, public works or public utility vehicles while on duty and actively engaged in required job functions.

Any trailer, boat or camper allowed to be parked on any public street or right-of-way in a residential district shall be properly attached to a motor vehicle suitable and capable of transporting such trailer, boat or camper.

§ 273-28 Angle parking.

Notwithstanding any other provision of this chapter, the City Manager may, when in his discretion the public interest so requires, provide for angle parking on any street or portion thereof, provided that such streets are marked so as to apprise an ordinarily observant person of the regulation.

§ 273-29 Backing up to curbs restricted.

No vehicle shall be backed up to a curb except during the time it is actually engaged in loading or unloading merchandise therefrom.

§ 273-30 Loading zones.

Where a loading and unloading zone has been set apart by the City Manager in accordance with applicable provisions of this chapter, the following regulations shall apply with respect to the use of such area:

- A. No person shall stop, stand or park a vehicle for any purpose or length of time, other than for the expeditious unloading and delivery or pickup and loading of materials, in any place marked as a curb loading zone during hours when the provisions applicable to such zones are in effect. All delivery vehicles, other than regular delivery trucks, using such loading zones shall be identified by the owner's or company's name in letters three inches high on both sides of the vehicle.
- B. The driver of a passenger vehicle may stop temporarily in a space marked as a curb loading zone for the purpose of and while actually engaging in loading or unloading passengers or bundles when such stopping does not interfere with any vehicle used for the transportation of materials which is waiting to enter or is about to enter such loading space.

§ 273-31 Bus stops and taxicab stands.

Where a bus stop or taxicab stand has been set apart by the City Manager in accordance with the applicable provisions of this chapter, no person shall stop, stand or park a vehicle other than a bus in a bus stop, or other than a taxicab in a taxicab stand, when such stop or stand has been officially designated and appropriately signed, except that the driver of a passenger vehicle may temporarily stop therein for the purpose of and while actually engaged in the expeditious loading or unloading of passengers when such stopping does not interfere with any bus or taxicab waiting to enter or about to enter such zone.

§ 273-32 Removal of certain unattended vehicles; disposition.

[Amended 7-10-1990 by Ord. No. 90-19; 11-18-2008 by Ord. No. 08-25; 11-13-2012 by Ord. No. 12-26; 6-14-2016 by Ord. No. 16-20]

Whenever within the City any motor vehicle, trailer, semitrailer or part thereof is left unattended on a public street or highway or other public property and constitutes a hazard to traffic; or is parked in such manner as to be in violation of law; or is left unattended for more than 10 days upon any public property, or any private property other than the property of the owner of such motor vehicle, trailer, semitrailer or part thereof, without the permission of the owner, lessee or occupant thereof; or is immobilized on a public roadway by weather conditions or other emergency situations; any such motor vehicle, trailer, semitrailer or part thereof may be removed for safekeeping by or under the direction of a police officer to a storage garage or area, provided that no such vehicle shall be so removed from privately owned premises without the written request of the owner, lessee or occupant thereof, and the person at whose request such motor vehicle, trailer or semitrailer is removed from privately owned property shall indemnify the City against any loss or expense incurred by reason of removal, storage or sale thereof. Each removal shall be reported promptly to the Police Department, and notice thereof given to the owner of the motor vehicle, trailer, semitrailer or part thereof as promptly as possible. The owner of such vehicle or trailer, semitrailer or part thereof, before obtaining possession thereof, shall pay to the City all reasonable costs incidental to the removal, storage and locating the owner of the motor vehicle, trailer, semitrailer or part thereof. Should such owner fail or refuse to pay the cost or should the identity or

whereabouts of such owner be unknown and unascertainable after a diligent search has been made and after notice to him at his last known address and to the holder of any lien of record in the office of the Division of Motor Vehicles of Virginia against the motor vehicle, trailer, semitrailer or part thereof, the Chief of Police may, after holding the motor vehicle, trailer, semitrailer or part thereof 60 days and after due notice of sale, dispose of the same at public sale, and the proceeds from the sale shall be forwarded by the selling officer to the Director of Finance of the City; provided that if the value of such motor vehicle, trailer, semitrailer or part thereof, as determined by a disinterested used motor vehicle, trailer, or semitrailer dealer or by a junk yard dealer, is less than the costs the City would incur from such advertising and public sale, it may be disposed of by private sale or transfer to a junk yard. The Director of Finance shall pay from the proceeds of the sale the cost of removal, storage, investigation as to ownership and liens and notice of sale, and the balance of such funds shall be held by him for the owner and paid to the owner upon satisfactory proof of ownership.

§ 273-33 Contracts for removal of vehicles.

The City Manager shall have the power to enter into contracts with the owners or operators of garages or places for the removal or storage of vehicles referred to in the preceding section. The contracts shall provide for the payment by the City of reasonable charges for the removal and storage of such vehicles, shall require such owners or operators to deliver such vehicles to the owners thereof or their agents upon demand therefor upon furnishing satisfactory evidence of identity and ownership or agency and shall require that the owners or operators of such garages or places of storage will indemnify the owners of such vehicles for injury or damage thereto resulting from the negligent removal or storage thereof, and such owners or operators shall be required to provide themselves with adequate liability insurance to cover such indemnity.

§ 273-34 Sale of personal property found in removed vehicles. [1]

Any personal property found in any unattended or abandoned motor vehicle, trailer or semitrailer may be sold incident to the sale of any such vehicle as authorized in § 273-32.

[1] *Editor's Note: For statutory provisions relating to authority of the City Council to enact this section, see Code of Virginia, § 46.2-1214.*

§ 273-35 Leaving vehicles upon private property; removal; disposition. [1]

- A. It shall be unlawful for any person to leave any motor vehicle, trailer or semitrailer, or part thereof, on the private property of any other person without his consent.
- B. Upon complaint of the owner of the property on which such motor vehicle, trailer or semitrailer, or part thereof, has been abandoned for more than five days, such motor vehicle, trailer or semitrailer, or part thereof, may be removed by or under the direction of a police officer to a storage garage or area, provided that the person at whose request such motor vehicle, trailer or semitrailer, or part thereof, is so removed shall indemnify the City against any loss or expense incurred by reason of removal, storage or sale thereof.
- C. In the case of the removal of a motor vehicle, trailer or semitrailer, or part thereof, from private property, when the same cannot be readily sold, such motor vehicle, trailer or semitrailer, or part thereof, may be disposed of in such manner as the City Council may provide.
- D. In all other respects, the provisions of § 273-32 shall apply to such removals, provided that disposal of a motor vehicle, trailer or semitrailer may, at the option of the City Council, be carried out under either the provisions of § 273-32 or under the provisions of this section, after a diligent search for the owner, after notice to him at his last known address and to the holder of any lien of record in the office of the Division of Motor Vehicles of this state against such motor vehicle, trailer or semitrailer and after the motor vehicle, trailer or semitrailer has been held at least 60 days.
- E. The Division of Motor Vehicles shall be notified of the disposition of any motor vehicle, trailer or semitrailer under § 273-32 or the provisions hereof.

[1] *Editor's Note: For statutory provisions relating to the authority of the City Council to enact this section, see Code of Virginia, §§ 46.2-1215 and 46.2-1233.*

§ 273-36 Storage of inoperable vehicles; violations and penalties.

[Amended 6-14-1983 by Ord. No. 83-27; 9-9-1987 by Ord. No. 87-24; 9-8-1992 by Ord. No. 92-30; 8-10-2004 by Ord. No. 04-20; 6-9-2015 by Ord. No. 15-6; 9-13-2016 by Ord. No. 16-25; 11-14-2017 by Ord. No. 17-26]

It shall be unlawful for any person, firm or corporation to keep, except within a fully enclosed building or structure, or otherwise shielded or screened from view, on any property zoned for residential or commercial purposes, any motor vehicle, trailer or semitrailer, as defined in Virginia Code § 46.2-100, which is inoperable. A person, firm, or corporation may keep one inoperable motor vehicle which is shielded or screened from view by a vehicle cover and kept outside of a fully enclosed building or structure. As used in this section, "vehicle cover" means a cover manufactured specifically for a vehicle and shall not include a tarp or other cover.

- A. As used in this section, an "inoperable motor vehicle" shall mean any one of the following: (i) any motor vehicle which is not in operating condition; (ii) any motor vehicle which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or (iii) any motor vehicle being without valid license plates and a valid inspection decal.
- B. Any person violating any provision of this section shall, upon conviction thereof, be fined not more than \$250, and each successive day that any person permits such motor vehicle, trailer or semitrailer to continue in violation of this section shall constitute a separate violation.
- C. Whenever any inoperable motor vehicle, trailer, or semitrailer violates this section, the real property owner shall remove the vehicle from the property or to a fully enclosed building or structure, or have it shielded or screened from view, within five days after being given written notice to do so. The written notice shall state in general terms the consequences of the owner not taking the requested action within five days. The notice to the land owner shall be given by any City employee the City Manager designates and shall be by certified mail, return receipt requested, to the land owner's last known address. The five-day notice period shall commence on whichever of the following is applicable: (i) the date the land owner signs the certified mail receipt; or (ii) the date the post office designates on the certified mail receipt or envelope that the notice was unclaimed, not accepted, or otherwise not served. Also, on or about the date a City employee mails the certified letter, he or another designated employee shall post a copy of the violation notice on the front door of any residence that is rental property.
- D. Upon the land owner's failure to abate the violation, the designated City employee, or the City's agent or contractor, shall remove the inoperable vehicle from the property. If the City arranges for a towing company to remove the vehicle, the City may pay such company for the removal. Also, the vehicle may be disposed of if unclaimed after the ten-day notice period discussed below. The City, or its agent or contractor, shall charge the cost of such removal and disposal to either the vehicle owner or the property owner. Provided, however, that prior to the disposal of a vehicle, the City, or its agent or contractor, shall give 10 days' notice by certified mail, return receipt requested, to the vehicle owner. The ten-day notice period shall commence on whichever of the following is applicable: (i) the date the vehicle owner signs the certified mail receipt; or (ii) the date the post office designates on the certified mail receipt or envelope that the notice was unclaimed, not accepted, or otherwise not served.
- E. Any charge the City incurs or assesses against the land owner shall constitute a lien against the property from which the vehicle was removed, and the lien shall continue until the land owner pays the Director of Finance the applicable charges. Notwithstanding this section's other provisions, if the vehicle owner demonstrates that he is actively restoring or repairing the inoperable vehicle, and if it is shielded or screened from view, the vehicle and one additional inoperable vehicle that is shielded or screened from view and being used for restoration or repair shall be allowed to remain on the property.
- F. As used in this section, notwithstanding any other provision of law, general or special, "shielded or screened from view" means not visible by someone standing at ground level from outside of the property on which the subject vehicle is located.
- G. Nothing in this section shall affect the applicability of other ordinances of the City, including Chapter 286, Zoning, concerning motor vehicles, trailers or semitrailers.
- H. The provisions of this section shall not apply to a licensed business which on June 26, 1970, was regularly engaged in, and which since continually has been engaged in, business as an automobile dealer, salvage dealer or scrap processor.

§ 273-37 Parking and stopping violations; citation; payment of penalty.

[Added 8-10-1976 by Ord. No. 76-26; amended 7-14-1983 by Ord. No. 83-27; 7-10-1990 by Ord. No. 90-16; 2-11-1992 by Ord. No. 92-2; 6-10-1997 by Ord. No. 97-16; 4-8-2008 by Ord. No. 08-3; 6-14-2016 by Ord. No. 16-20]

Whenever any motor vehicle, without driver, is found parked or stopped in violation of any of the restrictions imposed by or pursuant to state law, an ordinance of this City or the rules, regulations, restrictions or prohibitions made, adopted or imposed by the City Manager, the officer finding such vehicle shall take its registration number and may take any other information displayed on the vehicle which may identify its user and shall conspicuously affix to such vehicle a citation in a form provided by the City, for the driver to contest the violation by notifying the Director of Finance within five business days, or pay to the Director of Finance, in person or by mailing a check or money order, as a penalty for and in full satisfaction of the violation of City Code § 273-24A(10), the sum of \$100; or, as a penalty for and in full satisfaction of any other such violation, the sum of \$20. Failure to contest the citation or to pay the penalty, as hereinbefore provided, within a period of five business days shall subject the violator to the payment of double the penalty referenced above; provided, however, in such case, the violator of § 273-24A(10) shall be subject to a penalty of \$125.

§ 273-38 Failure to answer citation.

[Added 8-10-1976 by Ord. No. 76-26; amended 4-8-2008 by Ord. No. 08-3; 6-14-2016 by Ord. No. 16-20]

- A. If a violator of the restrictions on stopping, standing or parking under the traffic laws or the ordinances contained in this chapter or the rules, regulations, restrictions or prohibitions made, adopted or imposed by the City Manager does not contest a citation affixed to a motor vehicle or pay the penalty provided for such violation within a period of five business days, the Director of Finance shall send to the owner of the motor vehicle to which the citation was affixed, by first-class mail, a notice informing him of the violation and warning him that if such penalty is not paid within five business days from the date of such notice, the Director of Finance shall undertake any or all of the following actions:
- (1) Notify the Commissioner of the Virginia Division of Motor Vehicles, who shall henceforth refuse to renew or issue the motor vehicle's registration;
 - (2) Use the procedures available pursuant to the Setoff Debt Collection Act (Article 21 of Chapter 3 of Title 58.1 of the Code of Virginia) to have the delinquent person's Virginia State income tax refund applied to pay the penalty due;
 - (3) Attach an account the person has in any financial institution and access the funds in such account to pay the penalty due; or
 - (4) Engage in any other lawful collection action.
- B. If the Commissioner of the Virginia Division of Motor Vehicles charges the Director of Finance for the Commissioner's reasonable cost of engaging in the enforcement action specified in Subsection A(1) above, the Director of Finance may add the cost to the amount of the parking citation.

§ 273-39 Contesting violations.

[Added 8-10-1976 by Ord. No. 76-26; amended 4-8-2008 by Ord. No. 08-3; 6-14-2016 by Ord. No. 16-20]

Within five business days after the Director of Finance sends the notice specified in § 273-38, the delinquent person may contest the penalty either by filing an appropriate action in the General District Court and sending a copy of the action filed to the Director of Finance, or by completing a specified form in the Director of Finance's office so that the Director of Finance can file the form with the General District Court within such five business-day period. Any contest filed with the General District Court after the five business-day period shall be dismissed with prejudice by the Court.

§ 273-40 Registered owner to be presumed violator.

[Added 8-10-1976 by Ord. No. 76-26; amended 4-8-2008 by Ord. No. 08-3]

In any contest filed pursuant to § 273-39, the City shall be allowed to present proof that the particular vehicle described in the citation was parked in violation of such law, ordinance, rule, regulation, restriction or prohibition and that the person named in the citation was, at the time of such parking, the registered owner of such vehicle. This proof shall constitute a rebuttable

presumption that the registered owner of such vehicle was the person who parked or placed such vehicle at the point where and at the time during which such violation occurred.

§ 273-41 Penalty for violation of article.

[Amended 6-10-1997 by Ord. No. 97-16]

Unless otherwise provided, any person violating the provisions of this article shall, upon conviction thereof, be punished by a fine of not more than \$200 for each offense. A violation of § 273-24A(10) shall be punishable by a fine of not less than \$100 nor more than \$500.

NORFOLK:

OVERVIEW: Environmental Health specialists investigate citizen complaints about high weeds, debris and INOPERABLE VEHICLES. Call.....

INOPERABLE VEHICLES:

SECTION 29-58 OF THE NORFOLK CITY CODE is the enforcement tool for inoperable vehicles on private property. An inoperative vehicle is on which:

- Is missing tires, wheels, engine, essential body parts
- Displays extensive body damage
- Does not display current state and current state inspection
- Is wrecked or dissembled
- Is not in operating condition

An inoperable vehicle may be kept in a FULLY ENCLOSED building or structure. Notices of violation are issued for abatement of the violation within 72 hours or a request is made for towing to the city's Towing and Recovery operation. For more information call

NOTE: NORFOLK CONSIDERS INOPERABLE VEHICLES UNDER THEIR NUISANCE ORDINANCE



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AAA

A to Z | Ask a Question | Departments

Nuisance Complaints



Applications & Codes

Overview

CDC Communications and Print Materials - Zika

Environmental Health specialists investigate citizen complaints about high weeds, debris and inoperable vehicles, noise, and resolve environmental health concerns through code enforcement of Norfolk's nuisance ordinances. Call 757-683-2712 for more information.

Codes & Regulations

Inoperable Vehicles

Fee Chart of Services

Section 29-58 of the Norfolk City Code is the enforcement tool for inoperable vehicles on private property. An Inoperable Vehicle is one which:

Food Safety

- Is missing tires, wheels, engine, essential body parts
- Displays extensive body damage
- Does not display current state license and current state inspection
- Is wrecked or disassembled
- Is not in operating condition

Institutional Programs

An inoperable vehicle may be kept in a fully enclosed building or structure. Notices of Violation are issued for abatement of the violation within 72 hours or a request is made for towing to the city's Towing and Recovery operation. For more information call 757-664-6510.

Mosquito Control

Noise

New Backyard Chicken Permit Application

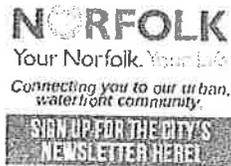
Exposure to loud noises is the biggest cause of premature hearing loss and other detrimental health effects. Studies have shown that exposure to too much noise over a short period of time can be just as damaging as chronic exposure to lower noise levels. The noise ordinance is found in Chapter 26 of the Norfolk City Code. For additional information on this ordinance, or for more information on Nuisance Complaints call 757-683-2712.

Nuisance Complaints

Pest Control

Solid Waste

Water & Wastewater



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NORFOLK = Nuisance Ordinance

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Virginia Code Title 15.2. Counties, Cities and Towns § 15.2-904. Authority to restrict keeping of inoperable motor vehicles, etc., on residential or commercial property; removal of such vehicles; penalty

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A. Any locality may, by ordinance, provide that it shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned for residential or commercial or agricultural purposes any motor vehicle, trailer or semitrailer, as such are defined in § 46.2-100 (<https://1.next.westlaw.com/Link/Document/FullText?originatingContext=document&transitionType=DocumentItem&pubNum=1000049&trType=L>), which is inoperable. Any locality in addition may, by ordinance, limit the number of inoperable motor vehicles which any person may keep outside of a fully enclosed building or structure, but which are shielded or screened from view by covers. As used in this section, an "inoperable motor vehicle" may, at the election of the locality, mean any one or more of the following: (i) any motor vehicle which is not in operating condition; (ii) any motor vehicle which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or (iii) any motor vehicle on which there are displayed neither valid license plates nor a valid inspection decal. However, the provisions of this section shall not apply to a licensed business which on June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

B. Any locality may, by ordinance, further provide that: (i) the owners of property zoned for residential, commercial or agricultural purposes shall, at such time or times as the locality prescribes, remove therefrom any such inoperable motor vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure; (ii) such locality through its own agents or employees may remove any such inoperable motor vehicles, trailers or semitrailers, whenever the owner of the premises, after reasonable notice, has failed to do so; (iii) in the event such locality, through its own agents or employees, removes any such motor vehicles, trailers or semitrailers, after having given such reasonable notice, such locality may dispose of such motor vehicles, trailers or semitrailers after giving additional notice to the owner of the vehicle; (iv) the cost of any such removal and disposal shall be chargeable to the owner of the vehicle or premises and may be collected by the locality as taxes are collected; and (v) every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the locality. Notwithstanding the other provisions of this subsection, if the owner of such vehicle can demonstrate that he is actively restoring or repairing the vehicle, and if it is shielded or screened from view, the vehicle and one additional inoperative motor vehicle that is shielded or screened from view and being used for the restoration or repair may remain on the property.

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State of Virginia

Code of Virginia
 Title 15.2. Counties, Cities and Towns
 Chapter 9. General Powers of Local Governments

§ 15.2-904. Authority to restrict keeping of inoperable motor vehicles, etc., on residential or commercial property; removal of such vehicles; penalty.

A. Any locality may, by ordinance, provide that it shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned for residential or commercial or agricultural purposes any motor vehicle, trailer or semitrailer, as such are defined in § 46.2-100, which is inoperable. Any locality in addition may, by ordinance, limit the number of inoperable motor vehicles which any person may keep outside of a fully enclosed building or structure, but which are shielded or screened from view by covers. As used in this section, an "inoperable motor vehicle" may, at the election of the locality, mean any one or more of the following: (i) any motor vehicle which is not in operating condition; (ii) any motor vehicle which for a period of 60 days or longer has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle; or (iii) any motor vehicle on which there are displayed neither valid license plates nor a valid inspection decal. However, the provisions of this section shall not apply to a licensed business which on June 26, 1970, is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

B. Any locality may, by ordinance, further provide that: (i) the owners of property zoned for residential, commercial or agricultural purposes shall, at such time or times as the locality prescribes, remove therefrom any such inoperable motor vehicles, trailers or semitrailers that are not kept within a fully enclosed building or structure; (ii) such locality through its own agents or employees may remove any such inoperable motor vehicles, trailers or semitrailers, whenever the owner of the premises, after reasonable notice, has failed to do so; (iii) in the event such locality, through its own agents or employees, removes any such motor vehicles, trailers or semitrailers, after having given such reasonable notice, such locality may dispose of such motor vehicles, trailers or semitrailers after giving additional notice to the owner of the vehicle; (iv) the cost of any such removal and disposal shall be chargeable to the owner of the vehicle or premises and may be collected by the locality as taxes are collected; and (v) every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the locality. Notwithstanding the other provisions of this subsection, if the owner of such vehicle can demonstrate that he is actively restoring or repairing the vehicle, and if it is shielded or screened from view, the vehicle and one additional inoperative motor vehicle that is shielded or screened from view and being used for the restoration or repair may remain on the property.

C. The governing body of any locality may by ordinance provide that violations of this section shall be subject to a civil penalty, which may be imposed in accordance with the provisions of § 15.2-2209.

D. Except as provided in this subsection, adoption of an ordinance pursuant to subsection C shall be in lieu of criminal penalties and shall preclude prosecution of such violation as a misdemeanor. The governing body of any locality may, however, by ordinance provide that such violations shall be a Class 3 misdemeanor in the event three civil penalties have previously been imposed on the same defendant for the same or similar violation, not arising from the same set of operative facts, within a 24-month period. Classifying such subsequent violations as criminal offenses shall preclude the imposition of civil penalties for the same violation.

E. As used in this section, notwithstanding any other provision of law, general or special, "shielded or screened from view" means not visible by someone standing at ground level from outside of the property on which the subject vehicle is located.

1966, c. 390, § 15.1-11.1; 1970, c. 196; 1972, c. 572; 1973, c. 395; 1982, c. 368; 1985, c. 289; 1986, c. 245; 1989, c. 404; 1997, c. 587; 2003, c. 829; 2004, cc. 513, 934; 2005, cc. 465, 775.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

3/14/2019

§ 15.2-905. Authority to restrict keeping of inoperable motor vehicles, etc., on residential or commercial property; removal of such vehicles.

A. The governing bodies of the Counties of Albemarle, Arlington, Fairfax, Henrico, Loudoun, Prince George, and Prince William; any town located, wholly or partly, in such counties; and the Cities of Alexandria, Fairfax, Falls Church, Hampton, Hopewell, Lynchburg, Manassas, Manassas Park, Newport News, Petersburg, Portsmouth, Roanoke, and Suffolk may by ordinance prohibit any person from keeping, except within a fully enclosed building or structure or otherwise shielded or screened from view, on any property zoned or used for residential purposes, or on any property zoned for commercial or agricultural purposes, any motor vehicle, trailer or semitrailer, as such are defined in § 46.2-100, which is inoperable.

The locality in addition may by ordinance limit the number of inoperable motor vehicles that any person may keep outside of a fully enclosed building or structure.

As used in this section, notwithstanding any other provision of law, general or special, "shielded or screened from view" means not visible by someone standing at ground level from outside of the property on which the subject vehicle is located.

As used in this section, an "inoperable motor vehicle" means any motor vehicle, trailer or semitrailer which is not in operating condition; or does not display valid license plates; or does not display an inspection decal that is valid or does display an inspection decal that has been expired for more than 60 days. The provisions of this section shall not apply to a licensed business that is regularly engaged in business as an automobile dealer, salvage dealer or scrap processor.

B. The locality may, by ordinance, further provide that the owners of property zoned or used for residential purposes, or zoned for commercial or agricultural purposes, shall, at such time or times as the governing body may prescribe, remove therefrom any inoperable motor vehicle that is not kept within a fully enclosed building or structure. The locality may remove the inoperable motor vehicle, whenever the owner of the premises, after reasonable notice, has failed to do so. Notwithstanding the other provisions of this subsection, if the owner of such vehicle can demonstrate that he is actively restoring or repairing the vehicle, and if it is shielded or screened from view, the vehicle and one additional inoperative motor vehicle that is shielded or screened from view and being used for the restoration or repair may remain on the property.

In the event the locality removes the inoperable motor vehicle, after having given such reasonable notice, it may dispose of the vehicle after giving additional notice to the owner of the premises. The cost of the removal and disposal may be charged to either the owner of the inoperable vehicle or the owner of the premises and the cost may be collected by the locality as taxes are collected. Every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the inoperable vehicle was removed, the lien to continue until actual payment of the cost has been made to the locality.

1991, c. 673, § 15.1-11.03; 1992, c. 490; 1995, c. 38; 1997, cc. 587, 741; 1999, c. 901; 2004, cc. 508, 934; 2005, c. 775; 2013, c. 364; 2014, cc. 606, 731.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

3/16/2019

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Code of Virginia
 Title 15.2. Counties, Cities and Towns
 Chapter 22. Planning, Subdivision of Land and Zoning

§ 15.2-2209. Civil penalties for violations of zoning ordinance.

Notwithstanding subdivision A 5 of § 15.2-2286, any locality may adopt an ordinance which establishes a uniform schedule of civil penalties for violations of specified provisions of the zoning ordinance. The schedule of offenses shall not include any zoning violation resulting in injury to any persons, and the existence of a civil penalty shall not preclude action by the zoning administrator under subdivision A 4 of § 15.2-2286 or action by the governing body under § 15.2-2208.

This schedule of civil penalties shall be uniform for each type of specified violation, and the penalty for any one violation shall be a civil penalty of not more than \$200 for the initial summons and not more than \$500 for each additional summons. Each day during which the violation is found to have existed shall constitute a separate offense. However, specified violations arising from the same operative set of facts shall not be charged more frequently than once in any 10-day period, and a series of specified violations arising from the same operative set of facts shall not result in civil penalties which exceed a total of \$5,000. Designation of a particular zoning ordinance violation for a civil penalty pursuant to this section shall be in lieu of criminal sanctions, and except for any violation resulting in injury to persons, such designation shall preclude the prosecution of a violation as a criminal misdemeanor, provided, however, that when such civil penalties total \$5,000 or more, the violation may be prosecuted as a criminal misdemeanor.

The zoning administrator or his deputy may issue a civil summons as provided by law for a scheduled violation. Any person summoned or issued a ticket for a scheduled violation may make an appearance in person or in writing by mail to the department of finance or the treasurer of the locality prior to the date fixed for trial in court. Any person so appearing may enter a waiver of trial, admit liability, and pay the civil penalty established for the offense charged. Such persons shall be informed of their right to stand trial and that a signature to an admission of liability will have the same force and effect as a judgment of court.

If a person charged with a scheduled violation does not elect to enter a waiver of trial and admit liability, the violation shall be tried in the general district court in the same manner and with the same right of appeal as provided for by law. In any trial for a scheduled violation authorized by this section, it shall be the burden of the locality to show the liability of the violator by a preponderance of the evidence. If the violation remains uncorrected at the time of the admission of liability or finding of liability, the court may order the violator to abate or remedy the violation in order to comply with the zoning ordinance. Except as otherwise provided by the court for good cause shown, any such violator shall abate or remedy the violation within a period of time as determined by the court, but not later than six months of the date of admission of liability or finding of liability. Each day during which the violation continues after the court-ordered abatement period has ended shall constitute a separate offense. An admission of liability or finding of liability shall not be a criminal conviction for any purpose.

No provision herein shall be construed to allow the imposition of civil penalties (i) for activities related to land development or (ii) for violation of any provision of a local zoning ordinance relating to the posting of signs on public property or public rights-of-way.

1985, c. 417, § 15.1-499.1; 1986, c. 97; 1987, cc. 78, 99; 1988, cc. 513, 813, 869, 895; 1989, c. 566; 1990, cc. 473, 495; 1992, c. 298; 1993, c. 823; 1994, c. 342; 1995, c. 494; 1996, c. 421; 1997, c. 587; 2003, c. 192; 2006, c. 248; 2008, c. 727.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

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Sec. 50-81. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Owner means the titled owner, lessee, tenant or other person in charge of real estate.

(Code 1979, § 8-11)

Cross reference— Definitions and rules of construction generally, § 1-2.

Sec. 50-82. - Storing junked or abandoned vehicles, etc.

It shall be unlawful for any person to store or permit storage of any junked or abandoned vehicle or parts thereof or to permit the storage of any vehicle which is incapable of being operated on any private property located within the town where the vehicle or parts in question constitute a detriment to the public health, life, comfort, property and safety of the citizens of the town.

(Code 1979, § 8-12)

Sec. 50-83. - Notice to owner as to removal of vehicle generally.

Whenever the chief of police determines, after investigation, that the removal of any vehicle or parts thereof is advisable and required under section 50-82, he shall notify or cause to be notified, by registered or certified mail, the owner of the real estate on which is located the vehicle or parts in question to remove such vehicle or parts thereof or to correct the condition then existing as set forth in such notice within ten days after receipt of such notice by the owner of such real estate.

(Code 1979, § 8-13)

Sec. 50-84. - Duty of chief of police when recipient fails to comply with notice.

If the recipient of a notice sent pursuant to section 50-83 shall fail, neglect or refuse to comply therewith, the chief of police shall cause the requisite work to be done at the expense of the recipient.

(Code 1979, § 8-14)

ARTICLE III. - JUNKED OR ABANDONED VEHICLES

Sec. 50-81. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Owner means the titled owner, lessee, tenant or other person in charge of real estate.

(Code 1979, § 8-11)

Cross reference— Definitions and rules of construction generally, § 1-2.

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(Code 1979, § 8-13)

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If the recipient of a notice sent pursuant to section 50-83 shall fail, neglect or refuse to comply therewith, the chief of police shall cause the requisite work to be done at the expense of the recipient.

(Code 1979, § 8-14)

Sec. 50-85. - Applicability of article to commercial garages, etc.

This article shall not apply to commercial garages or repair shops or to vehicles undergoing repair.

(Code 1979, § 8-15)

A SNAP SHOT OF OUR TOWN TODAY

SOUTH MAIN AREA OF ROCKY MOUNT

TAB A

NORTH MAIN AREA OF ROCKY MOUNT

TAB B

FRANKLIN HEIGHTS AREA OF ROCKY MOUNT

TAB C

SOUTH MAIN AREA OF ROCKY MOUNT

SOUTH MAIN TO ORCHARD, TURN LEFT ON RIVERVIEW GOING TO MY HOME



Taken from car window



SOUTH MAIN TO ORCHARD, TURN LEFT ON RIVERVIEW GOING TO MY HOME



taken from car window



Car behind furniture under metal
carport has been there over 8 years

SOUTH MAIN TO ORCHARD, TURN RIGHT ON RIVERVIEW



Taken from Car Window

SOUTH MAIN TO ORCHARD, TURN RIGHT ON RIVERVIEW



taken
from
car
window



My driveway on Riverview

KNOLLWOOD (WHITE HOUSE HAS UNDERGONE AN EXPENSIVE RENOVATION)

Taken from Car Window



NORTH MAIN AREA OF ROCKY MOUNT

taken from
Car Window

NORTH MAIN (ONE OF OUR MAIN CORIDORS COMING OFF ROUTE 220)

INOPERABLE VEHICLES HAS BEEN AT THIS HOME IN EXCESS OF SIX MONTHS



Back yard off North Main

Taken
from car
window

CIRCLE DRIVE – OFF OF NORTH MAIN (I BELIEVE THE METAL CARPORT IS IN
VIOLATION OF ROAD SETBACK ORDINANCE) – on next Page



CIRCLE DRIVE – OFF OF NORTH MAIN (I BELIEVE THE METAL CARPORT IS IN
VIOLATION OF ROAD SETBACK ORDINANCE) ✓



taken from car window

FRANKLIN HEIGHTS AREA OF ROCKY MOUNT

FRANKLIN HEIGHTS – BERNARD ROAD



Road →

160 Hilltop Drive, Rocky Mount, VA 24151



No tags, driver-side mirror broken

425 Hilltop Drive, Rocky Mount, VA 24151

?
So EPA involvement
Necessary to solve
oil, grease problems
on driveway?



Vehicles have
been worked on
since
Spring 2018

← Front yard

Driveway used as garage for months to work on car and truck. Noisy late into the night at times.

Road →



425 Hilltop Drive, Rocky Mount, VA 24151

Tires
& wheel
holding
down
TARP



Road

February, 2019 – Neither car nor truck running – no tags or inspection – covered with blue and green tarps (1/4/19)



Road

25 Meadowlark Road, Rocky Mount, VA



Car parked for years – no tags, rear bumper on driveway behind car

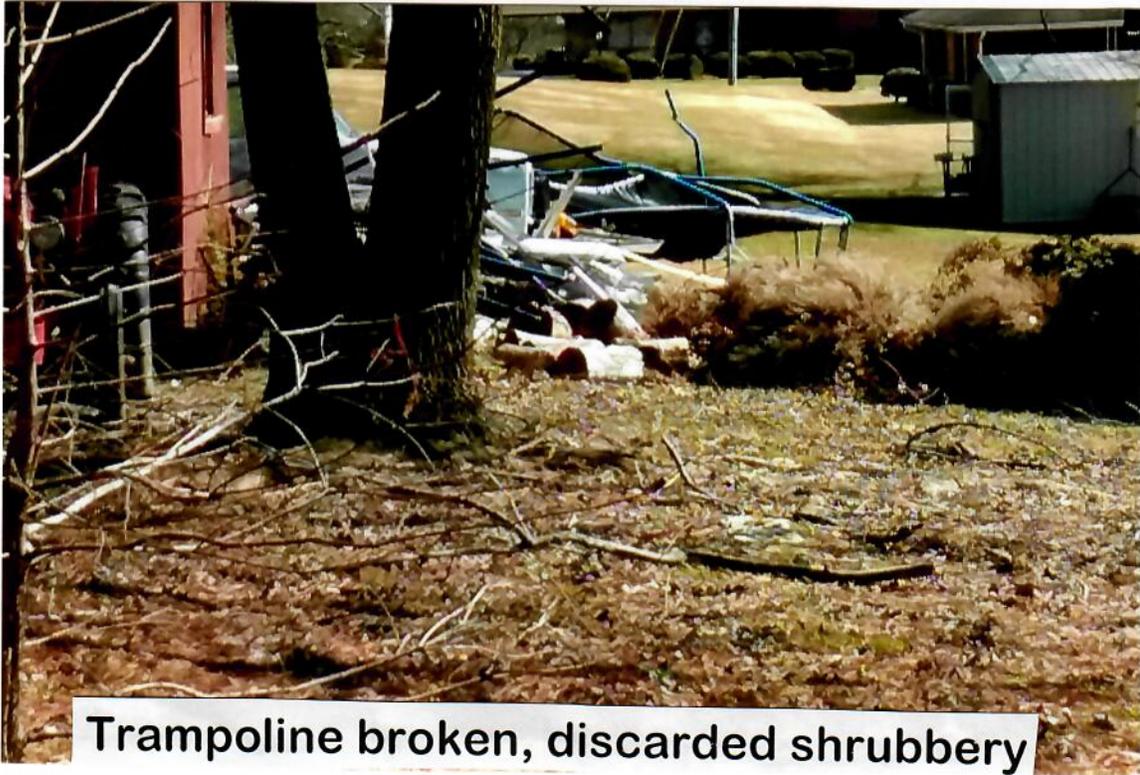


*taken
from car
window*
→

Covered car at side driveway

This is the view Owner has standing
in their backyard - taken from their property
90 Meadowlark Road, Rocky Mount, VA 24151

TRACTOR
→



← Debris
Town
would
pick
up
1st
Monday
of
month



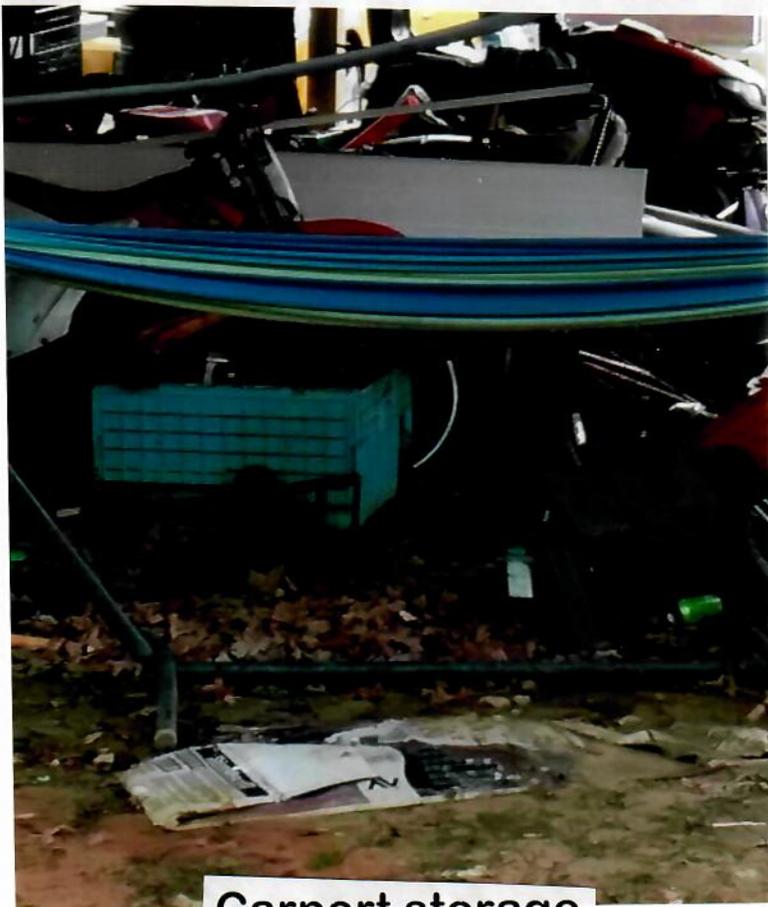
These pictures were taken by an owner
standing in their backyard - on their property

90 Meadowlark Road, Rocky Mount, VA 24151

Someone
view out
the back of
their
home



"Farm Use" truck parked for years



Carport storage

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	April 8, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Matthew C. Hankins, Community Development Director
BRIEF SUMMARY OF REQUEST:	<p>The Community and Economic Development Committee met on April 1, 2019 to consider the expansion of the Town's current Arts and Culture District where in businesses that participate are given a rebate of certain gross recipes taxes over a period of time to encourage them to grow and succeed.</p> <p>The committee recommended to Council that the district be expanded to include the non-commercial parcels abutting North Main Street and that the rules for the program be amended to include a five year incentive period that returned 50% then 40% then 30% then 20% and finally 10% of the designated gross recipes taxes to participating business.</p> <p>Input was received from the owners of lppy's regarding the impact of the Arts and Culture program in the Town and specifically businesses aligning their growth with the Town's focus on our musical heritage and developing reputation as a destination for musical tourism.</p>
ACTION NEEDED:	No action is required as Mr. Hankins and Mr. Boitnott will develop a revision to the Arts and Culture district rules for Council to act on at the May meeting.

Attachment(s): No

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