



ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
OCTOBER 14, 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
 1. Resolution Honoring the Disability Rights and Resource Center – 5 Year Celebration
 2. Resolution Honoring Joyce Moran with Southern Virginia Child Advocacy Center
- v. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
 - September 9, 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
 1. Franklin County Public Safety Christmas Parade (alternate date)
 2. First Responders Memorial Update
- X. New Business
 1. STEP, Inc. into Christmas Event
 2. Resolution Request for Blue Ridge Parkway

XI. Committee Reports

1. Community & Economic Development Committee Meeting on September 25, 2019 and a Second Committee Meeting was Held on October 14, 2019 Just Prior to the Town Council Meeting Which was Past the Time to be Included in the Packet.

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

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

XIV. Closed Meeting and Action

Section 2.2-3711(A).7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. (Employment)

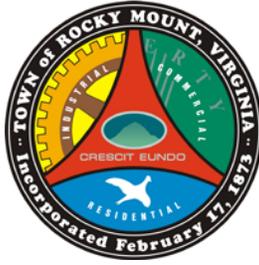
Section 2.2-3711(A).1 Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body. (Town Manager's Office)

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.



RESOLUTION NO.: 2019.017

**RESOLUTION
HONORING THE 5-YEAR CELEBRATION OF THE
DISABILITY RIGHTS AND RESOURCE CENTER**

WHEREAS, in 1988, Congress declared the month of October as National Disability Employment Awareness Month to recognize the contributions made by individuals with disabilities; and

WHEREAS, the Americans with Disabilities Act (ADA) was signed into law on July 26, 1990, establishing a clear and comprehensive national mandate for the elimination of discrimination to ensure the civil rights of people with disabilities; and,

WHEREAS, the ADA has expanded opportunities for Americans with disabilities by reducing barriers, changing perceptions, and increasing opportunities for full participation and inclusion in community life; and,

WHEREAS, the entire West Piedmont Planning District are committed to breaking down barriers, and providing resources, advocacy and training for residents who live with a disability so that they can access employment, live independently and achieve success in the workplace; and

WHEREAS, the importance of inclusion and diversity creates opportunity for growth and improvement and helps toward building a stronger economy for our communities; and

WHEREAS, our residents with disabilities deserve the right to live independently, enjoy self-determination and be treated equally; and

WHEREAS, during this month, the Disability Rights and Resource Center is celebrating 5 years of service to the Piedmont area:

NOW, THEREFORE, BE IT RESOLVED that the Council does hereby recognize and celebrate with the Disability Rights and Resource Center for its fifth anniversary of its founding.

Given under my hand this 14th day of October, 2019.

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



RESOLUTION NO.: 2019.018

HONORING JOYCE MORAN FOR 25 YEARS TO CHILDREN THROUGH LEADERSHIP OF THE COURT APPOINTED SPECIAL ADVOCATE PROGRAM

WHEREAS, Joyce Moran serves as the director of Franklin County's Court Appointed Special Advocate Program, selflessly taking a special important role in protecting, defending and assisting children who have been victims of crime and abuse, giving voice to those who might not otherwise be able to speak for themselves; and

WHEREAS, in her role, Joyce Moran has overseen the expansion of the program, adding and training volunteers to serve as advocates, giving children involved in court action the adult guidance and support necessary to protect their interests; and

WHEREAS, Ms. Moran worked diligently and with great effort to replace, expand and improve the physical facilities necessary to provide advocacy services in Uptown Rocky Mount, thereby helping with the Town's revitalization and beautification efforts; and

WHEREAS, through her dedication and willingness to overcome difficult circumstances, Ms. Moran has improved the lives of thousands of children in Rocky Mount and Franklin County, offering a brighter future during dark times; and

WHEREAS, our community, its children and our legal system are all better off for her efforts, her vision of a better and more involved community, dedication to providing important youth services and making our community a better and more sustainable place;

NOW, THEREFORE, BE IT RESOLVED this fourteenth day of October, 2019 by the Town Council of Rocky Mount, that the Town Council does hereby commemorate and celebrate twenty-five years of service by Joyce Moran to the Court Appointed Special Advocate Program, and does call this occasion to the attention of our residents as cause for celebration.

Given under my hand this 14th day of October, 2019.

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 9, 2019**

The September 9, 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:

- Allan Arrington, Lt. of Investigations
- Tim Burton, Waste Water Treatment Superintendent
- Rebecca H. Dillon, Town Clerk/Executive Administrative Assistant
- C. James Ervin, Town Manager
- Ed "Jeff" Gauldin, Water Superintendent
- Matthew Hankins, Assistant Town Manager
- 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

1. Resolution Honoring Rocky Mount Lions Club 95th Anniversary

Mayor Angle stated that there was one special item to be shared. Mayor Angle asked Mrs. Joyce Gordon to come forward to receive the resolution honoring the 95th Anniversary of the Founding of the Rocky Mount Lions Club. Mayor Angle read the resolution and then presented the resolution to Mrs. Gordon.

2. The LOVE Sign at the Farmer's Market will be revealed on September 17, 2019 at 5:00 p.m. All of Council is invited to attend.

3. Mayor Angle recognized the success of the "Cruisin" on Saturday night and announced to everyone that the next "Cruisin" would be on Saturday, October 5, 2019.

PUBLIC HEARING

1. Special Exception Use Permit for Family Day Home at 45 Lakeview Drive

Ms. Donna Hale and Ms. Jaime Johnson applied to the Town of Rocky Mount for a special use permit in order to operate a family day home at their home which is located on Lakeview Drive, (tax parcel # 2020115400), zoned as R1-Residential. Mr. Hankins presented to Council the recommended approval of the special use permit based on compliance with the Comprehensive plan and taking into consideration the benefit the proposed family day home would provide town citizens in need of childcare. There were six people to speak at the public hearing and there were five letters of support and a petition containing sixteen signatures also in support in Council's packet given to them for review prior to the Council meeting. If Council approves the special exception use permit, the applicants intend to become a licensed family day home allowing them to care for no more than eight children and that the special use permit only be valid for the applicants and the permit would not follow the property. The motion by the Planning Commission to approve the special use permit with the conditions was approved (4-3).

A family day home is defined as: A single-family dwelling in which a facility as defined in § 63.2-100 of the Code of Virginia (1950), as amended, is operated for the purpose of providing care for more than five but less than 13 children separated from their parents or guardians during a portion of the day, exclusive of the provider's own children and any

children who reside in the home. The care of five or less children for portions of a day shall be considered a home occupation. Currently, the applicants operate a home childcare service providing care for four children. If approved, the applicants intend to become a licensed family day home to provide care for up to eight children even though a licensed family day home allows up to twelve children.

Once zoning approval is acquired, the applicant has stated that Virginia Licensure will be obtained. The applicant also stated that they intend to make any changes in or outside the home necessary to meet the Standards for a Licensed Family Day Home in Virginia including a 30x30 fence in the rear of the home and hiring one part-time employee to provide assistance between 9 a.m. – 2 p.m. each day. Staff did not anticipate any negative impacts on the community.

Mayor Angle opened up the floor for anyone that would like to speak regarding the proposed Family Day Home. Mayor Angle asked that the comments be kept to five minutes or less per person.

Ms. Jamie Johnson, 45 Lakeview Drive, Rocky Mount, Va. stated that the childcare she provided at 45 Lakeview Drive was a calling from her heart and that the childcare was offered from 6:00 a.m. until 5:00 p.m. Monday – Friday.

Ms. Donna Hale, 45 Lakeview Drive, Rocky Mount, Va. stated that the home the proposed Family Day Home would be operating out of was her home but her daughter Jamie Johnson would be providing childcare there. Ms. Hale would not be running a foster home at the 45 Lakeview Drive but a licensed Family Day Home.

Ms. Sonia Jones, 40 Muse Court Lane, Rocky Mount, Va. spoke and shared that she had been in the childcare business for 38 years and took training every month regarding childcare.

Ms. Angel Bousman, 150 Fralins Road, Rocky Mount, Va. stated that she had worked for 15 years in Rocky Mount with Child Welfare Services and was knowledgeable about laws of childcare services. Ms. Bousman also shared that her child stayed with Ms. Jamie Johnson.

Mr. Robert Jones, 240 Lakeview Drive, Rocky Mount, Va. spoke that he liked to walk in the mornings and spoke against the Family Day Home. Mr. Jones stated that he did not want the Family Day Home in his neighborhood.

Mr. Conrad Lavinder, 160 Hilltop Drive, Rocky Mount, Va. spoke to Council sharing that he had lived at his residence for 40 years. Mr. Lavinder shared that the idea of a Family Day Home was great, but not in the Franklin Heights neighborhood.

The Town Attorney read aloud the State Code and the Planning Commission recommendation.

The Vice Mayor Billie W. Stockton shared with Council and the audience that he lived beside of a daycare setting in the Town and had another one two doors down from him so he had no problem with the proposed Family Day home.

Discussion: None

Motion: There was no motion therefore Town Council declined to issue a Special Exception Permit.

APPROVAL OF MINUTES

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

- August 12, 2019 – Regular Meeting Minutes

Discussion: None

Motion: To approve the draft minutes

Motion By: Vice Mayor Stockton

Second: Council Member Walker

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** (none at this time)
- (3) **Department Monthly Reports**
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department

Discussion: None

Motion: To approve the consent agenda as presented.

Motion By: Council Member Newbill

Second: Council Member Moyer

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.

Let the record show that no one came forward.

OLD BUSINESS:

1. Towing Advisory Board

The Towing Advisory Board met on September 5, 2019 at the Town of Rocky Mount Municipal Building. Mr. Scott Foley had advised he did not wish to participate thus Mr. Keith Tosh agreed to serve as the Towing representative on the board pending appointment by Council. The Board recommended Mr. Steve Holley as the final member. At the meeting, the general consensus of the Board was that the geography of the Town's official towing rotation could be easily enlarged to have more operators but that the Town should continue to have regulations related to being on the towing rotation to promote fair and open pricing for the service. Presented to Council was the recommendation to appoint Mr. Tosh and Mr. Holley as members of the Towing Advisory Board.

Discussion: None

Motion: To approve the recommendation by the Towing Advisory Board to appoint Mr. Keith Tosh and Mr. Steve Holley as members of the Towing Advisory Board as presented.

Motion By: Council Member Walker

Second: Council Member Moyer

Motion Discussion: None

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

Nays: None

Action: Approved the recommendation as presented by a unanimous vote.

2. Street Sound System

Council was previously asked to fund a street sound system. Council asked for a demonstration of that system and the demonstration of the proposed system was held in August and input was received. Staff now asks that the matter be referred to the Community and Economic Development Committee for a recommendation to Council on the next steps forward with the street sound system.

The recommendation was made for the Community and Economic Development Committee to review the street sound system and report back to Council at the next regular meeting.

NEW BUSINESS

1. Proposed Joint Dinner Retreat Between Town Council, Planning Commission Members and the Economic Development Authority.

Mr. Ervin shared with Council that Members of Council as well as Members of the Planning Commission and Members of the Economic Development Authority had expressed an interest in a more open communication and the sharing of more ideas and initiatives. To begin this process, staff proposed a dinner meeting or retreat between Council, the Planning Commission and the EDA. The proposed meeting would be an informal gathering with brief remarks to be shared by the Mayor, the Commission and the Board Chair. It is hoped that such a meeting or retreat would facilitate communication between all three of the groups. Mr. Ervin asked if Council would be in favor of such a meeting or retreat and if so, what date would be suitable to the Council members?

Discussion: None

Motion: To approve the dinner meeting/retreat between Council, the Commission and the EDA.

Motion By: Council Member Snead

Second: Council Member Newbill

Motion Discussion: None

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

Nays: None

Action: Approved the motion by a unanimous vote.

2. POW MIA Remembrance Ceremony

Mr. Kenneth C. Barron, Jr., 1005 Sawmill Road, Ferrum, Va. as the Commander of VFW Post 10840 presented to Council that he was seeking to hold an event at the Veterans' Memorial Park on September 20th at 10:00 a.m. The event would be to honor and remember those still unaccounted for as comrades which are 79 MIA's in Franklin County and 1,347 MIA's in the state of Virginia. The Rocky Mount Police Department has reviewed the request and will support the event in regard of traffic. Mr. Barron asked Council to also support the discharging of firearms blanks prior to playing Taps and for traffic control assistance in case the event draws a larger than expected crowd since this is the first time this event has been held at the Veterans' Memorial Park in Rocky Mount.

Discussion: None

Motion: To approve the MIA/POW Ceremony at the Veterans' Memorial Park on September 20, 2019 at 10:00 a.m.

Motion By: Council Member Newbill

Second: Vice Mayor Stockton

Motion Discussion: None

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

Nays: None

Action: Approved the motion by a unanimous vote.

There were plans to discharge firearm blanks prior to playing Taps. Council gave permission for a discharge of firearm blanks to be fired and asked Lt. Alan Arrington of the Rocky Mount Police Department to notify Franklin County's 911 Dispatch of the discharge being planned prior to the discharge being released.

3. Review and Consideration of Rocky Mount Police Department Lease Vehicles

The Rocky Mount Police Department had a vehicle, Car 9, which was in an accident that broke the motor mounts. The vehicle was repaired but still giving problems and the repair costs continue to go up. Mr. Ervin stated that in order for the Police Department to keep the platoons equipped and functioning, the Town needed to replace the vehicle. A new police vehicle was said to cost \$34,821. Mr. Ervin proposed to Council to purchase three via a lease agreement. It would be a lease payment of \$22,372.50 for three vehicles for five years. Staff recommended leveraging the Town's leasing to address the Police Department's aging vehicles rather than addressing a single breakdown prone vehicle.

Mr. Ervin stated that he was the President of VML/VACo Finance but in no way had control on their lending policies or rates and further stated that the rate for each borrow was obtained through an open market process.

Roll Call Vote				
	Present	Yes	No	
Council Member Mark H. Newbill	yes	√		
Council Member Robert L. Moyer	yes			√
Vice Mayor Billie W. Stockton	yes	√		
Council Member Bobby M. Cundiff	yes			√
Council Member Gregory B. Walker	yes	√		
Council Member Jon W. Snead	yes	√		
Mayor Steven C. Angle	yes	√		

Discussion: None

Motion: To approve the lease purchase of 3 vehicles for the Rocky Mount Police Department according to the lease agreement presented plus a closing cost of \$3,500.

Motion By: Council Member Newbill

Second: Council Member Snead

Motion Discussion: None

Ayes: Angle, Newbill, Snead, Stockton, Walker

Nays: Cundiff, Moyer

Action: Approved the motion on a vote of 5 to 2 in favor of the borrow.

4. Review and Consideration of Homecoming Parade

The Franklin County High School would like to hold their annual Franklin County Homecoming Parade on Thursday, September 26, 2019. The parade will begin at approximately 4:30 p.m. with the same route as last year's parade. The event was approved by the Rocky Mount Police Department.

Discussion: None

Motion: To approve the parade as presented.

Motion By: Council Member Snead

Second: Council Member Moyer

Motion Discussion: None

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

Nays: None

Action: Approved the motion by a unanimous vote.

5. Review and Consideration of Emergency Services Christmas Parade

The Franklin County Department of Public Safety requested permission to host an Emergency Services Christmas Parade in Town on Saturday, December 7, 2019 at 6:00 p.m. The parade would begin at the Franklin County Middle School parking lot and end at the Ply Gem (Old Lane Company) parking lot. Public Safety Director, William B. Ferguson is the parade coordinator. Permission was obtained from Franklin County Public Schools Transportation Department and the Rocky Mount Police Department have reviewed and approved the event.

After discussion by Council Members who had concern for the safety of the children and the level of confusion to the public, Mayor Angle suggested taking back to Mr. Billy Ferguson to perhaps pick an alternate date as there will be several other events taking place the same weekend in the Town.

COMMITTEE REPORTS

None at this time

REFERRALS TO PLANNING

None at this time

OTHER MATTERS AND CONCERNS

Mr. Ervin was on Rise n' Shine today.

Council Member Moyer asked Mr. Hankins for the status of the Memorial on North Main Street. Mr. Hankins replied that the contractor had had a busy year and although the contractor was trying to work the Town into his schedule to lay the bricks, Mr. Hankins did not have a firm date yet to give out as to when the contractor would start.

Mention was made by Council Members of how nice the rock facing looked on the wall recently covered on North Main Street.

CLOSED MEETING AND ACTION

Enter Closed Meeting

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

Time: 8:15 p.m.

Virginia Code Section:

Section 2.2-3711(A)(1) Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body. (Economic & Cultural Development Position)

Motion By: Vice Mayor Stockton

Second: Council Member Cundiff

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: 8:55 p.m.

Motion By: Council Member Snead

Second: Vice Mayor Stockton

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 September 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: 2
Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved		
B19-006	Step, Inc	483-5142	Christmas Weekend in Rocky Mount	Floyd/ Franklin Intersection	11/24/19-12/7/19	9/16/2019	Parade, Step in to Christmas, Come Home to Franklin County Christmas	
B19-007	Community Partnership	814-0694	" "	Floyd/ Franklin Intersection	11/16/19-11/23/19	9/16/2019	" "	
SITE/PLAT FILES								TOTAL: 1
File Number	Property Owner	Action	TMPN	Date	Notes	Location		
P19-009	VCLF Land Trust	Vacate Line	2080002700	9/20/2019	New Boundary survey & two line vacations to clean up lines between town & County property crossed 220	520 Weaver St	3 plats	
SIGN PERMITS								TOTAL: 0
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved	Notes	
ZONING COMPLIANCE PERMITS								TOTAL: 7
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement	Date Approved	
ZC19-083	Tom Baker Inc	Joyce Cundiff	2020111300	R1	Residential	Changing out, upgrading electrical service	9/6/2019	
ZC19-084	Jamison Electric	LJMT	2030000101A	M2	Commercial	Install fire alarm system per plans at Empire Foods as a subcontractor for Shively Electric	9/6/2019	
ZC19-085	Shively Electric	Jonathan Beauchamp	2070037900	R2	Residential	Upgrade electrical service and install new panel and breakers	9/12/2019	
ZC19-086	Jamison Electric	Franklin County	2070070800	M2	Commercial	Install generator for FC Jail per plans	9/18/2019	

ZC19-087	Liberty Fire Solutions	Saber Healthcare	2060004301	R2	Residential	Modifying existing sprinkler system for proper coverage due to interior renovations	9/23/2019
ZC19-088	Walker James Investments LLC	Steven Wright	2100028100	R2	Residential	Demolition of garage	9/25/2019
ZC19-089	Waner Wang (Phenix Souls)	William Greer	2040040300	GB	Residential	Office for online sales	9/26/2019
ZONING PERMITS		TOTAL:1					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Date Approved	NOTES
ZP19-021	Power Home Solar	2070053600	2070053600	Residential	R1	9/19/2019	14 roof mounted solar modules, grid tied 4.20 kw on existing residence
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:	October 14, 2019
TO:	Rocky Mount Town Council
FROM:	Linda Woody, Finance Director
DEPARTMENT:	Finance Department
MONTH:	October meeting

This report contains the following monthly information for September 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:

878 walk-in transactions

910 drive-thru transactions

749 mail transactions

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

New business licenses for the month of September 2019:

RETAIL:

Twin Creeks Distillery Inc., Franklin St., distillery
Phenix Souls, N. Main St., retail online sales

CONTRACTOR:

Rex L. Ellis Plumbing, various jobs, plumbing

REPAIRS / PERSONAL SERVICE:

Kids Clubhouse Learning Center, Diamond Ave., childcare

**TOWN OF ROCKY MOUNT
Investment Portfolio
at August 31, 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	100.030	500,150.00	2.19%	2.20%	3134GAC28	11,000.00
FHLMC	12/3/2018	3/30/2021	210,000	100.031	210,065.10	1.99%	2.00%	3134G8BH1	2,625.00
FNMA	1/27/2019	1/27/2020	493,000	99.849	492,255.57	1.65%	1.65%	3135GOS46	8,134.50
Bond Totals			<u>1,203,000</u>		<u>1,202,470.67</u>	1.94% avg. return			<u>21,759.50</u>
Certificates of Deposits:									
Am Express Fed Svgs Bk	8/29/2022		245,000	101.177	247,883.65	2.37%	2.40%	02587CFU9	5,880.00
Am Express Centurion	4/5/2022		245,000	101.200	247,940.00	2.42%	2.45%	02587DN38	6,002.50
Bank Deerfield WIS	2/26/2021		245,000	99.245	243,150.25	1.25%	1.25%	061785DM0	3,062.50
Capital One Nat'l McLean	12/29/2021		230,000	101.000	232,300.00	2.22%	2.25%	14042RFF3	5,175.00
Capital One BK Glen Aller	7/20/2021		245,000	99.375	243,468.75	1.50%	1.50%	140420ZW3	3,675.00
Discover Bk Greenwood C	7/22/2020		245,000	100.494	246,210.30	2.28%	2.30%	254671VH0	5,635.00
Goldman Sachs USA	1/13/2021		245,000	100.804	246,969.80	2.28%	2.31%	38148J5F4	5,635.00
HSBC BK McLean VA	3/10/2021		230,000	101.556	233,578.80	2.70%	1.30%	40434AP45	2,990.00
JP Morgan Chase, OH	11/30/2020		245,000	100.001	245,002.45	1.89%	1.90%	48126XNJ0	4,655.00
Sallie Mae Salt Lake City I	1/31/2023		225,000	102.504	230,634.00	2.58%	2.68%	795450J71	5,962.50
State BK India NY NY	5/31/2022		245,000	101.518	248,719.10	2.36%	2.20%	8562843E2	5,880.00
CD Totals			<u>2,645,000</u>		<u>2,665,857.10</u>	2.17% avg. return			<u>54,552.50</u>
Total Investments			<u>3,848,000</u>		<u>3,868,327.77</u>	2.12% avg. return			<u>76,312.00</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
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%
Mar-19	3,029,767.74	2.60%
Apr-19	3,056,051.13	2.61%
May-19	3,079,023.84	2.57%
Jun-19	3,525,115.05	2.48%
Jul-19	3,551,305.86	2.43%
Aug-19	3,029,106.23	2.30%

REVENUE COMPARISONS
AS OF SEPTEMBER 30, 2019

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND - Local Revenues:						
Real Estate Tax	644	787	1,647	2,353	603,101	0.27%
Real Estate Tax - Delinquent	8,190	59	8,407	2,613	8,900	94.46%
Public Service Tax	-	-	-	-	27,500	0.00%
Personal Property Tax	260	2,101	1,861	5,741	227,963	0.82%
Personal Property Tax - Delinquent	6,920	426	7,662	2,907	12,000	63.85%
Machinery & Tools Tax	-	-	-	-	150,469	0.00%
Penalties on Tax	1,479	375	1,795	3,626	6,300	28.49%
Interest on Tax	1,024	97	1,196	2,097	3,200	37.38%
Local Sales Tax	19,770	23,846	56,814	23,846	216,371	26.26%
Meals Tax	139,298	133,202	399,118	246,695	1,623,266	24.59%
Utility Tax	27,619	27,333	57,063	54,812	330,100	17.29%
Communications Tax	13,934	14,367	26,649	28,782	179,245	14.87%
Bank Stock Tax	-	-	-	-	322,000	0.00%
Penalty-Meals Tax	497	253	646	335	2,000	32.31%
Interest-Meals Tax	49	23	95	23	300	31.76%
Penalty-Lodging Tax	-	-	-	-	-	0.00%
Interest-Lodging Tax	-	-	-	-	-	0.00%
Lodging Tax	21,353	18,669	60,309	32,779	207,671	29.04%
Cigarette Tax	11,640	4,365	29,100	10,185	81,000	35.93%
BPOL-Retail	102	380	871	4,381	334,040	0.26%
BPOL-Professional	-	-	1,356	12,205	180,000	0.75%
BPOL-Contractor	600	48	4,255	3,264	19,000	22.39%
BPOL-Repairs/Services	812	-	2,066	2,403	128,695	1.61%
BPOL-Alcoholic Beverages	-	-	-	-	800	0.00%
BPOL-Penalty/Interest	104	-	631	1,870	3,000	21.05%
BPOL-Amusement	-	-	-	-	208	0.00%
BPOL-Utility	-	-	-	-	11,475	0.00%
BPOL-Miscellaneous	-	-	745	30	5,300	14.06%
Solicitor Permits	-	-	20	20	-	0.00%
Farmer's Market Fees	140	80	820	870	4,500	18.22%
Welcome Center Fees	315	210	1,907	1,010	6,400	29.80%
Farmers Mkt EBT's Deposits	-	-	-	20	-	0.00%
Planning / Zoning Fees	280	175	1,575	2,545	10,300	15.29%
Court Fines	2,950	4,551	9,535	4,551	49,000	19.46%
Parking Fines	-	120	145	120	100	145.00%
Garbage Violation Fines	-	-	-	-	150	0.00%
Interest Earnings	-	10,278	10,000	29,781	157,000	6.37%
Return Check Fees	20	20	1,230	100	400	307.50%
Rental of Property	-	-	-	-	450	0.00%
Sale of Property	-	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Mortgage Payments	256	256	612	512	1,792	34.16%
EDA Loan Repayment (for HPC)	-	-	-	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Security Services	-	930	1,800	930	3,930	45.80%
Passport Service Fees	889	813	3,012	3,275	15,300	19.69%
Police Reports	119	-	411	194	1,300	31.62%
Fingerprint Service Fees	42	-	92	90	360	25.56%
CIT / PAC Room Staffing	1,680	1,050	2,730	3,850	8,400	32.50%

**REVENUE COMPARISONS
AS OF SEPTEMBER 30, 2019**

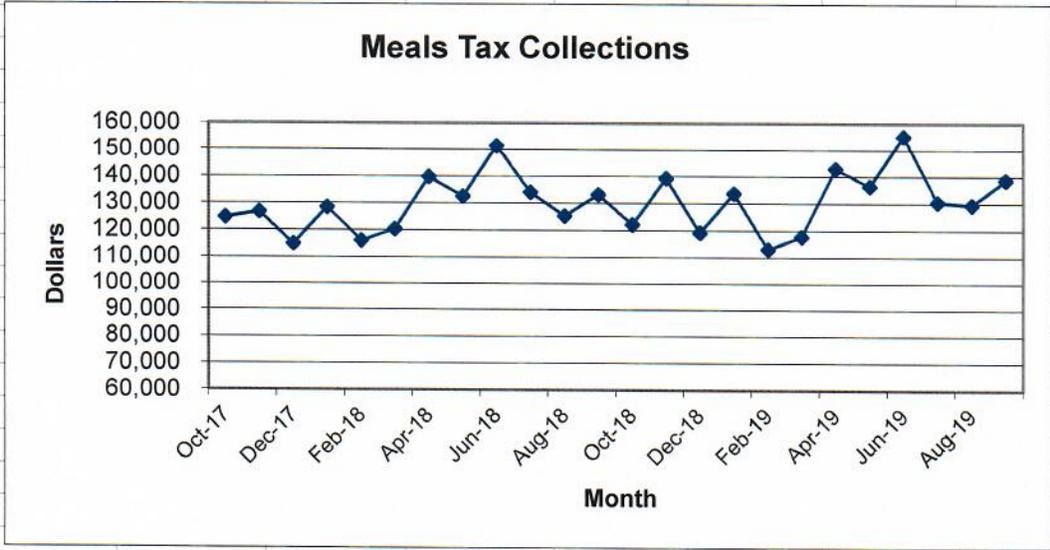
REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
GENERAL FUND - Local Revenues:						
Garbage Collection Fees	10,532	8,005	34,269	29,163	96,874	35.38%
Truck Rental Program	30	30	150	210	600	25.00%
Credit Card Fees	303	273	850	802	3,400	24.99%
Weed Control Charges	708	167	708	136	650	108.90%
Administrative Charges for Services	200	-	200	-	150	133.33%
Miscellaneous Services	-	-	2	-	-	0.00%
Bond Reimbursement	-	-	-	-	-	0.00%
VML Safety Grant	-	-	-	4,000	-	0.00%
Donations	3	-	3	27	-	0.00%
Merchandise Sales	-	-	-	2	-	0.00%
Miscellaneous	-	-	-	116	-	0.00%
Donations - Gilley's Park	-	-	-	-	-	0.00%
Donations - Police K-9	-	-	1,390	-	-	0.00%
Firefighters Memorial Donations	-	-	-	-	-	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%
Recoveries	-	-	-	-	-	0.00%
Unrealized Gain on Investments	-	(5,625)	-	1,533	-	0.00%
Appropriated Fund Balance	-	-	-	-	30,500	0.00%
Total Local Revenues	272,762	247,662	733,747	524,804	5,075,460	14.46%
GENERAL FUND - State Revenues:						
Rolling Stock Tax	-	3,312	3,337	3,346	3,340	99.92%
Litter Tax	-	-	-	-	2,750	0.00%
Rental Tax	-	3,351	-	5,379	21,000	0.00%
Other Categorical Aid	1,408	-	4,253	-	-	0.00%
Fire Programs	17,479	16,611	17,479	16,611	16,611	105.23%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
Law Enforcement Grants	-	-	-	-	-	0.00%
DMV Grants	-	3,176	3,159	3,176	-	0.00%
VDOT Grant	-	-	-	8,015	-	0.00%
CDBG Grant	-	-	-	-	-	0.00%
Street Maintenance	363,032	363,031	363,032	363,031	1,473,904	24.63%
VML Safety Grant	-	-	-	-	-	0.00%
Volunteer Fire Dept.	-	-	-	-	30,000	0.00%
Law Enforcement-599 Funds	30,155	29,023	30,155	29,023	116,092	25.98%
FEMA Grant	-	-	-	-	29,500	-
USDA Grant	-	-	-	-	-	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
State School Resource Officer Grant	-	-	-	29,632	-	0.00%
Other Categorical Aid-County	-	-	-	-	-	0.00%
Other Categorical Aid-Police	-	-	-	-	-	0.00%
Other Categorical Aid-Schools	-	-	-	-	29,632	0.00%
Total State Revenues	412,074	418,503	475,276	512,072	1,776,690	26.75%
TOTAL GENERAL FUND REVENUES	684,836	666,165	1,209,023	1,036,876	6,852,150	17.64%

**REVENUE COMPARISONS
AS OF SEPTEMBER 30, 2019**

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET THIS YEAR	% OF BUDGET THIS YEAR
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR		
GENERAL FUND - Local Revenues:						
UTILITY FUND REVENUES:						
Water Sales	118,371	115,720	382,471	247,519	1,540,000	24.84%
gallons billed	25,447,082	24,985,302	70,033,723	70,477,001		
Water Connections	7,875	-	10,875	4,250	12,000	90.63%
Reconnect Fees	275	925	2,825	2,825	16,625	16.99%
Penalties	2,729	2,198	10,512	4,541	26,000	40.43%
Bulk Water Purchases	1,468	1,163	4,477	3,881	1,000	447.72%
Sewer Collection Charges	70,370	70,838	224,419	179,935	903,778	24.83%
gallons billed	19,290,851	19,233,902	53,550,344	55,226,451		
Sewer Connections	-	2,000	1,500	3,000	6,000	25.00%
Cell Tower Rent	17,248	4,121	79,754	12,364	99,852	79.87%
VML Safety Grant	-	-	-	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Recoveries	-	-	-	-	-	0.00%
Transfer from Utility Capital Projects Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	814,012	0.00%
TOTAL UTILITY FUND REVENUES	218,337	196,966	716,833	458,314	3,419,267	20.96%
CAPITAL PROJECTS REVENUES:						
Microenterprise Loan Payments	1,775	604	3,812	3,454	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS REVENUES	1,775	604	3,812	3,454	-	0.00%
UTILITY CAPITAL REVENUES:						
Capital Recovery Fees-Water	24,063	23,759	61,334	67,289	294,237	20.84%
FEMA Grant	-	-	-	-	150,000	0.00%
Capital Recovery Fees-Sewer	20,051	19,533	59,422	57,918	235,532	25.23%
Capital Recovery Fees-Garbage	1,688	1,692	5,062	5,078	20,247	25.00%
Appropriated Fund Balance	-	-	-	-	110,193	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
TOTAL UTILITY CAPITAL REVENUES	45,802	44,984	125,818	130,285	810,209	15.53%
PERFORMANCE VENUE REVENUES:						
Rent from EDA	7,100	-	14,200	-	85,200	16.67%
Transfers from General Fund	-	31,441	79,036	100,623	355,484	22.23%
TOTAL PERFORMANCE VENUE REVENUES	7,100	31,441	93,236	100,623	440,684	21.16%
			3 months of the 12 months of the fiscal year			25.00%

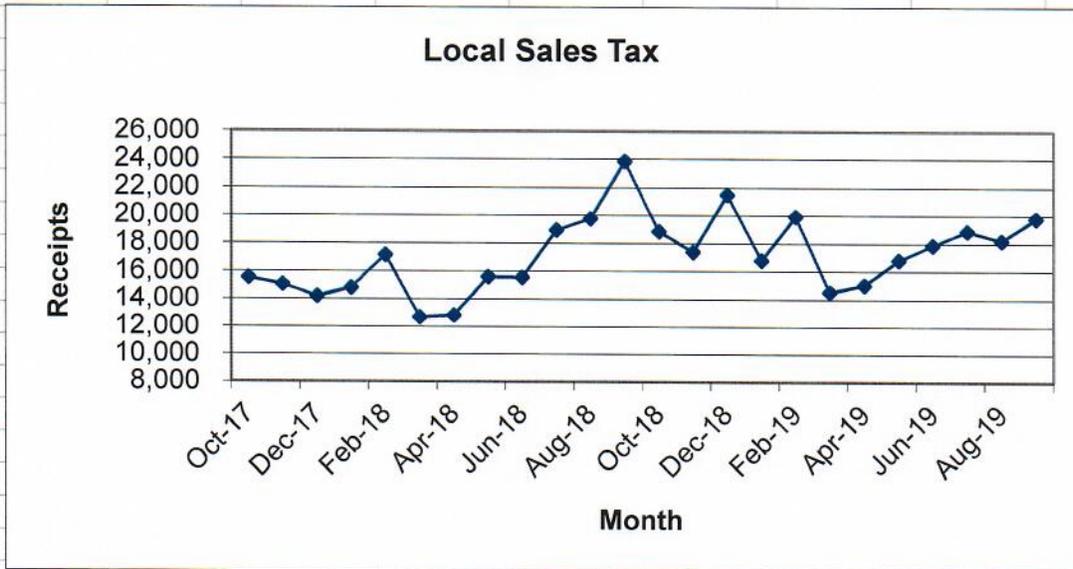
TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS

Month	Collections
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
Apr-19	142,949
May-19	136,339
Jun-19	155,015
Jul-19	130,456
Aug-19	129,365
Sep-19	138,698



Town of Rocky Mount
Local Sales Tax

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
Apr-19	15,009
May-19	16,812
Jun-19	17,851
Jul-19	18,864
Aug-19	18,180
Sep-19	19,770



TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF SEPTEMBER 30, 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	12,408	4,329	20,666	25,479	77,841	26.55%
Town Manager	24,305	19,760	80,376	58,404	286,789	28.03%
Town Attorney	8,257	5,185	8,257	9,041	37,799	21.85%
Finance Department	52,804	23,370	134,921	106,285	381,541	35.36%
Electorial Board	-	-	-	-	5,100	0.00%
Passport Services Expenses	27	134	435	375	3,000	14.49%
Police Department	158,953	158,139	673,714	597,992	2,273,169	29.64%
Volunteer Fire Dept.	3,968	10,003	33,246	24,893	169,295	19.64%
Public Works Admin.	9,874	9,072	34,373	31,072	100,474	34.21%
Public Works Admin. Non-VDOT Eligible	-	1,525	2,173	13,786	-	0.00%
Street Lights	29	8,209	16,819	19,250	117,430	14.32%
Traffic Control & Parking	14,511	6,118	56,538	10,538	525,421	10.76%
Streets	647,523	51,154	877,639	388,230	987,486	88.88%
Sidewalks & Curbs	14,445	1,152	14,733	1,441	51,699	28.50%
Street Cleaning	1,839	570	1,099	2,205	7,507	14.63%
Refuse Collection	8,353	8,314	34,333	31,150	136,119	25.22%
Snow Removal	992	-	1,435	838	44,919	3.19%
Playgrounds	5,619	5,617	18,786	14,885	58,295	32.23%
Municipal Building	18,844	6,525	28,056	12,685	80,781	34.73%
Emergency Services Bldg.	6,832	5,697	16,488	6,798	66,625	24.75%
Public Works Building	4,262	3,107	11,196	4,824	29,354	38.14%
Cemetery	756	3,174	4,793	6,156	6,267	76.49%
Celeste Park	-	-	-	-	5,245	0.00%
Gilley's Park	-	-	-	-	1,000	0.00%
Mary Elizabeth Park	-	48,060	-	52,989	-	0.00%
Impound Lot	-	1,381	-	4,020	-	0.00%
Planning & Zoning	9,846	9,017	34,513	29,349	127,473	27.07%
Community Development	27,082	27,224	70,114	76,725	283,065	24.77%
Citizen's Square	5,144	931	7,250	9,438	22,333	32.46%
Hospitality Center	1,728	1,612	5,437	4,880	28,839	18.85%
Economic Development Authority	-	394	681	520	4,055	16.79%
Remediation of Blighted Structures	-	-	-	-	20,000	0.00%
Non-Departmental:						
Wages & Fringes	3,724	1,079	(15,257)	6,559	70,061	-21.78%
Employee Wellness Program	-	-	-	-	3,960	0.00%
Employee Drug Testing	-	-	188	-	1,100	17.13%
Insurance	-	-	67,032	64,522	65,167	102.86%
Contributions to Others	-	-	10,500	15,450	16,500	63.64%
Debt Service-Principal	-	-	128,000	125,000	288,000	44.44%
Debt Service-Interest	-	-	21,020	25,677	40,652	51.71%
Transfer to Performance Operations	-	31,441	42,631	100,623	355,484	11.99%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	29,550	0.00%
TOTAL GENERAL FUND EXPENDITURES	1,042,124	452,295	2,442,188	1,882,078	6,859,395	35.60%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF SEPTEMBER 30, 2019

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
WATER & SEWER FUND:						
Water System Operation	19,079	8,398	57,752	77,254	238,213	24.24%
Meter Reading	2,798	3,170	8,035	7,520	39,620	20.28%
Water Plant	72,305	47,661	182,326	113,325	712,756	25.58%
Utility Billing & Administration	22,053	14,103	58,878	40,941	182,248	32.31%
Wastewater System Operation	10,736	12,963	29,163	40,841	208,073	14.02%
Wastewater Treatment Plant	47,514	36,320	141,864	91,162	558,377	25.41%
Non-Departmental:						
Wages & Fringes	-	-	-	-	-	0.00%
Insurance	-	-	22,344	21,507	21,722	102.86%
Debt Service-Principal	-	-	57,240	108,000	363,240	15.76%
Debt Service-Interest	-	-	19,985	6,418	108,504	18.42%
Contingency - Utility Operating Purposes	-	-	-	-	10,000	0.00%
Contingency - Supplemental Pay Adjustments	-	-	-	-	7,051	0.00%
Depreciation	-	-	-	-	814,012	0.00%
TOTAL WATER & SEWER FUND EXPENSES	174,485	122,615	577,588	506,970	3,263,816	17.70%
CAPITAL IMPROVEMENTS FUND:						
Microenterprise Loan Program	25,000	-	25,000	-	-	0
Transfer to General Fund	-	-	-	-	-	0.00%
TOTAL CAPITAL PROJECTS EXPENDITURES	25,000	-	25,000	-	-	0.00%
UTILITY CAPITAL FUND:						
Public Works Utility Capital Items	81,481	-	81,481	-	91,500	89.05%
Meter Replacement	7,500	-	19,086	-	-	100.00%
WVWA Interconnection	-	-	-	-	-	100.00%
Ann Sink St Water & Sewer Lines Replacement	-	-	-	-	80,000	0.00%
Refurbish Old Grassy Hill Tank	-	-	-	-	70,000	0.00%
WTP Pick-up & Snow Blade	33,831	-	33,831	-	36,000	93.98%
WTP Generator	-	-	-	-	150,000	0.00%
WTP Valve Actuator	23,880	-	23,880	-	-	0.00%
WTP Replace Floculators	-	-	-	-	-	100.00%
Diamond Ave Water Line Replacement	-	-	-	3,523	-	0.00%
WTP Pressure Valve	-	-	-	11,920	-	0.00%
PW-Ground Penetrating Radar	-	-	-	33,850	-	0.00%
WTP Mower	-	8,973	-	8,973	-	0.00%
WW- Replace #1 Main Pump Station	-	-	-	-	50,000	0.00%
WW-S Main Slip Sewer Line	-	-	-	-	190,000	0.00%
WWTP Tractor	-	-	33,831	-	35,000	96.66%
Weaver St. Sewer Extension	-	-	-	-	-	0.00%
WW Main Pump Station Climbing Screen	-	-	-	-	-	0.00%
Hillcrest Sewer Line Replacement (PW)	-	-	-	-	-	0.00%
Debt Service - Principal	-	-	-	-	57,240	0.00%
Debt Service - Interest	-	-	-	-	38,946	0.00%
Contingency	-	-	-	-	60,000	0.00%
TOTAL UTILITY CAPITAL EXPENDITURES	146,692	8,973	192,109	58,266	858,686	22.37%

TOWN OF ROCKY MOUNT
EXPENDITURE COMPARISONS
AS OF SEPTEMBER 30, 2019

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
PERFORMANCE VENUE OPERATIONS:						
Performance Venue Operations:						
Wages - Full Time	16,574	15,933	58,010	31,377	204,786	28.33%
Wages - Part Time	-	-	-	4,350	-	0.00%
Wages - Overtime	-	-	431	-	-	100.00%
Wages - Security	705	780	4,425	2,565	22,000	20.11%
Fringes	7,868	7,920	26,472	22,702	76,736	34.50%
Contractual Services	5,242	564	15,078	6,925	35,000	43.08%
Custodial Services	2,300	963	2,300	1,888	11,700	19.66%
Repairs & Maintenance	17	1,293	17	2,520	7,500	0.23%
Advertising	-	-	-	-	-	0.00%
Printing & Binding	-	-	-	-	-	0.00%
Licenses & Permits	-	-	-	352	1,000	0.00%
Postage & Delivery Services	-	-	-	-	-	0.00%
Utilities	2,568	1,778	5,299	3,548	27,600	19.20%
Communications	715	1,107	2,387	2,685	13,800	17.30%
Office Supplies	-	399	45	412	800	5.62%
Janitorial Supplies	176	704	738	1,649	6,770	10.90%
Furniture & Fixtures	-	-	-	-	-	0.00%
Data Processing Equipment	-	-	-	-	2,500	0.00%
Macinery & Equipment	-	-	-	-	-	0.00%
Audio/Visual Equipment	-	-	-	-	-	0.00%
Contingency	-	-	-	-	53,568	0.00%
TOTAL PERFORMANCE VENUE EXPENSES	36,166	31,441	115,202	80,972	463,760	24.84%
			3 months of the 12 month fiscal year			25.00%
Balance of EDA Loan due to the Town	634,956					

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2020

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY - GENERAL PURPOSES COMMITTED:	50,000	10,000	60,000
8-12-19: Security Improvements	(16,500)	(9,300)	(60,000)
8-12-19: North Main rock wall	(10,536)		
AVAILABLE CONTINGENCY - GENERAL PURPOSES	22,964	700	-
<hr/>			
BUDGETED FOR SUPPLEMENTAL PAY ADJUSTMENTS COMMITTED:	29,550	7,051	
AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS	29,550	7,051	
<hr/>			

	Town of Rocky Mount			10/7/2019
	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 #4		\$ 55,723.34	
	Reimb Request #5		\$ 77,549.67	
	Reimb Request #7		\$ 12,494.89	
	Reimb Request #8		\$ 20,489.99	
	Reimb Request #9		\$ 67,916.61	
	Reimb Request #11		\$ 6,354.57	
	Reimb Request #12		\$ 11,340.36	
	Reimb Request #13		\$ 9,372.20	
	Reimb Request #			
	Vendor Balance			\$ 15,097.06
(Concord) Atlantic				
Utility Services		\$ 226,570.00		
	Reimb Request #5		\$ 63,156.00	
	Reimb Request #6		\$ 32,580.00	
	Reimb Request #8		\$ 10,455.00	
	Reimb Request #10		\$ 22,350.00	
	Reimb Request #11		\$ 20,857.00	
	Reimb Request #12		\$ 9,950.00	
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Vendor Balance			\$ 67,222.00
Other		\$ 19,661.50		
	Reimb Request #3		\$ 4,650.00	
	Reimb Request #5		\$ 64.17	
	Reimb Request #6		\$ 198.86	
	Reimb Request #7		\$ 12,905.60	
	Reimb Request #9		\$ 4.87	
	Reimb Request #13		\$ 36.37	
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Reimb Request #			
	Other Balance			\$ 1,801.63
Add: Interest	project to date			\$ 11,598.04
		\$ 1,100,000.00	\$ 1,015,879.31	\$ 95,718.73

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

	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
IN-TOWN CUSTOMERS:						
Business Non-Profit, No Discount (B)	8	247,806	\$ 1,043	0%	1%	1%
Commercial ©	326	6,287,377	\$ 28,511	11%	25%	19%
Church with Non-Profit Discount (D)	9	7,786	\$ 46	0%	0%	0%
Industrial (I)	51	5,984,880	\$ 21,077	2%	24%	14%
Business Non-Profit, with Discount (N)	2	1,040	\$ 8	0%	0%	0%
Church without Non-Profit Discount (O)	20	109,266	\$ 604	1%	0%	0%
Residential ®	1747	7,267,323	\$ 45,624	60%	29%	31%
Schools (S)	21	1,461,208	\$ 5,171	1%	6%	3%
TOTAL	2184	21,366,686	\$ 102,085	75%	84%	69%
OUT-OF-TOWN CUSTOMERS						
Business Non-Profit, No Discount (B)	0	-	\$ -	0%	0%	0%
Commercial ©	74	1,433,870	\$ 13,392	3%	6%	9%
Church with Non-Profit Discount (D)	2	1,546	\$ 12	0%	0%	0%
Industrial (I)	2	3,630	\$ 71	0%	0%	0%
Business Non-Profit, with Discount (N)	0	-	\$ -	0%	0%	0%
Church without Non-Profit Discount (O)	11	70,769	\$ 722	0%	0%	0%
Residential ®	656	2,570,581	\$ 32,422	22%	10%	22%
Schools (S)	0	-	\$ -	0%	0%	0%
TOTAL	745	4,080,396	\$ 46,619	25%	16%	31%
				100%	100%	100%
GRAND TOTAL (ALL CUSTOMERS)						
Business Non-Profit, No Discount (B)	8	247,806	\$ 1,043	0%	1%	1%
Commercial ©	400	7,721,247	\$ 41,904	14%	30%	28%
Church with Non-Profit Discount (D)	11	9,332	\$ 58	0%	0%	0%
Industrial (I)	53	5,988,510	\$ 21,148	2%	24%	14%
Business Non-Profit, with Discount (N)	2	1,040	\$ 8	0%	0%	0%
Church without Non-Profit Discount (O)	31	180,035	\$ 1,326	1%	1%	1%
Residential ®	2403	9,837,904	\$ 78,046	82%	39%	52%
Schools (S)	21	1,461,208	\$ 5,171	1%	6%	3%
TOTAL	2929	25,447,082	\$ 148,703	100%	100%	100%

NOTE: There is a new customer type break-down as we prepare for the new Munis utility billing financial software

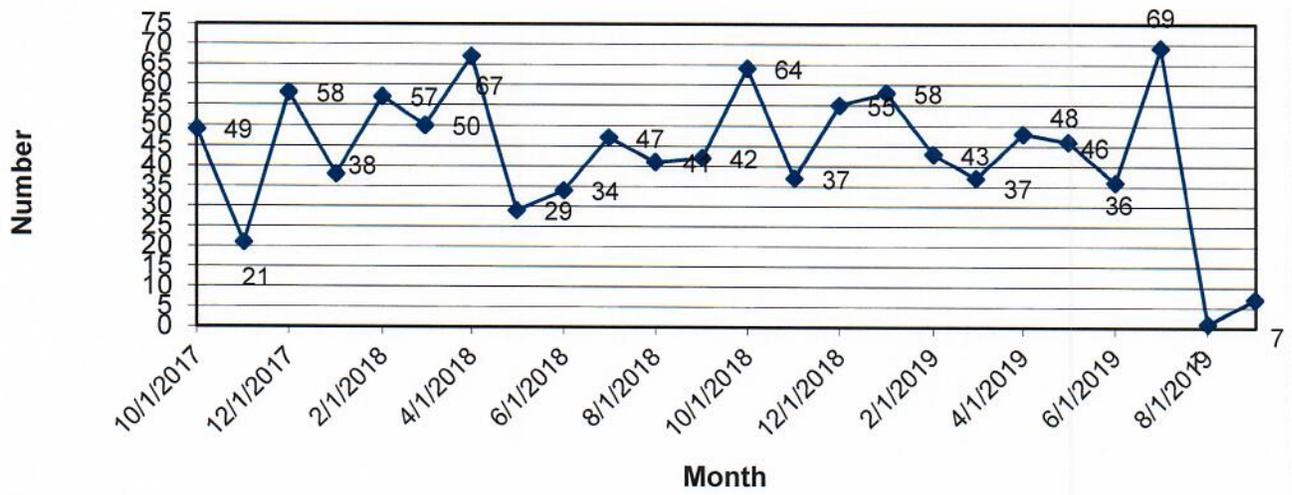
TOWN OF ROCKY MOUNT
UTILITY BILLING
PERCENT CONSUMPTION & PERCENT REVENUE
PER CUSTOMER CLASS
FISCAL YEAR 2020

In Town																		
Month	Bus Non Profit		Commercial		Church Discount		Industrial		Bus Discount		Church No Discou		Residential		Schools		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-19			30%	30%			21%	11%					32%	30%			82%	70%
Aug-19	0%	0%	30%	22%	0%	0%	24%	14%	0%	0%	0%	0%	27%	31%	4%	2%	85%	70%
Sep-19	1%	1%	25%	19%	0%	0%	24%	14%	0%	0%	0%	0%	29%	31%	6%	3%	84%	69%
Oct-19																		
Nov-19																		
Dec-19																		
Jan-20																		
Feb-20																		
Mar-20																		
Apr-20																		
May-20																		
Jun-20																		
Average	0%	0%	28%	24%	0%	0%	23%	13%	0%	0%	0%	0%	29%	31%	3%	2%	84%	70%

Out of Town																		
Month	Bus Non Profit		Commercial		Church Discount		Industrial		Bus Discount		Church No Discou		Residential		Schools		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-19			6%	9%			0%	0%					12%	21%			18%	30%
Aug-19	0%	0%	5%	9%	0%	0%	0%	0%	0%	0%	0%	0%	9%	21%	0%	0%	15%	30%
Sep-19	0%	0%	6%	9%	0%	0%	0%	0%	0%	0%	0%	0%	10%	22%	0%	0%	16%	31%
Oct-19																		
Nov-19																		
Dec-19																		
Jan-20																		
Feb-20																		
Mar-20																		
Apr-20																		
May-20																		
Jun-20																		
Average	0%	0%	6%	9%	0%	0%	0%	0%	0%	0%	0%	0%	10%	21%	0%	0%	16%	30%

***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 2020 (year ended 6/30/20).

Number of Water Cut-off's



TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
August-19

Water Plant Finished Water Pumped (Aug 6 - Sep 5) (meters read 9/3 - 9/6)		<u>25,760,000</u>
Water Consumption Billed	25,447,082	
Water Plant Process	985,000	
Flushing Water Lines, Hydrants, Tanks (includes Diamond Ave replacement line flushing)	234,500	
Water Obtained from Water Plant (to bill)	66,300	
Water Obtained from Public Works Hydrant (to bill)	-	
Bulk Water Used at Public Works Shop	14,100	
Tank Cleanout / Drainage (Bald Knob)	-	
Flow Meter Checks at Hydrants	-	
Meters Read and Not Billed	182,704	
Grand Total of Water Metered / Consumed / Tracked		<u>26,929,686</u>
Percent Finished Water Accounted		104.54%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	98
001-0188-00-01	Impound Lot (old)	-
002-0317-20-01	Public Works Bldg	-
002-0317-30-01	Public Works Bldg-new bldg	2,690
004-1067-00-01	Veteran's Memorial Park	5,616
005-1300-00-01	Mary Elizabeth Park	1,131
005-1343-10-01	Harvester Performance Center	7,000
005-1384-00-01	Farmer's Market	2,840
005-1457-00-01	Municipal Bldg.	2,400
006-1710-00-01	Welcome Center / Depot	322
009-2523-50-01	Emergency Services Bldg.	11,000
009-2538-70-01	Impound Lot (new)	7
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	149,600

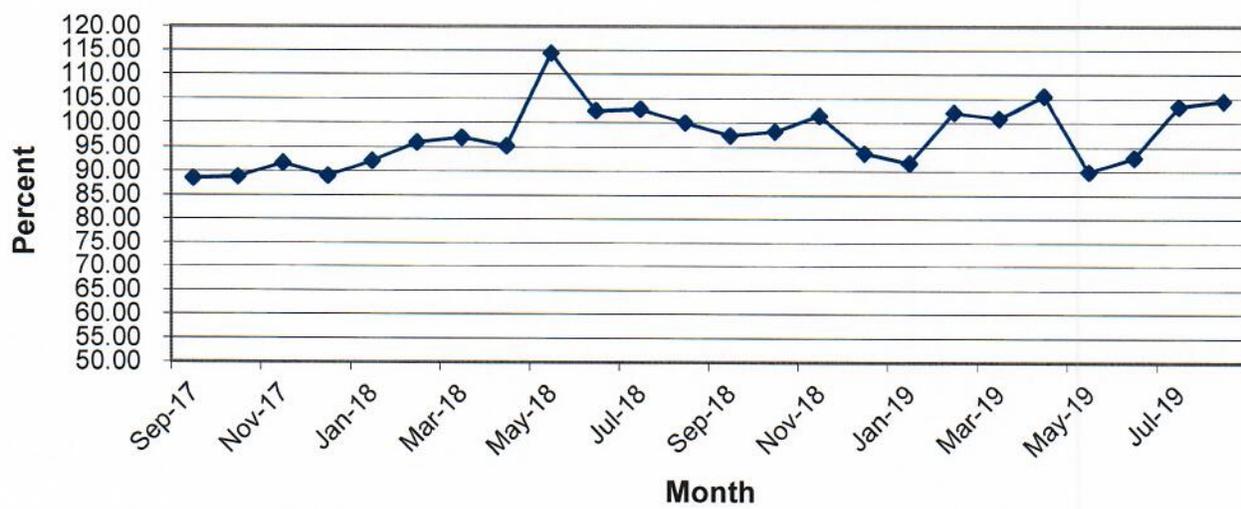
TOTAL Meters Not Billed		<u>182,704</u>
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Water Line Repairs by Public Works during the month:
repaired 1 water main

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 2020						
Month	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Jul-19	24,020,000	24,831,247	103.38%	(811,247)		
Aug-19	25,760,000	26,929,686	104.54%	(1,169,686)		
Sep-19				-	103.96%	(990,466.50)
Oct-19				-		
Nov-19				-		
Dec-19				-	0.00%	-
Jan-20				-		
Feb-20				-		
Mar-20				-	0.00%	-
Apr-20				-		
May-20				-		
Jun-20				-	0.00%	-
AVG.	24,890,000	25,880,467	103.96%	(990,467)	103.96%	(990,467)
TOTAL	49,780,000	51,760,933		(1,980,933)		
Monthly Avg. Percent Unaccounted =			-3.96%			
Monthly Avg. Percent Accounted =			103.96%			
2 out of 2 months this fiscal year > 80% accountability						

Water Accountability %



**TOWN OF ROCKY MOUNT
UTILITY PROFILE
FISCAL YEAR 2020**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated (adjusted)	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-19	303.80	23,350,000	37.66%	24,020,000	38.74%	24,831,247	103.38%	2,919	30,845,000	49.75%	18,162,775	58.88%
Aug-19	319.30	24,400,000	39.35%	25,760,000	41.55%	26,929,686	104.54%	2,929	21,607,000	34.85%	19,290,851	89.28%
Sep-19	309.00	26,000,000	43.33%		0.00%				18,210,000	30.35%		
Oct-19			0.00%		0.00%					0.00%		
Nov-19			0.00%		0.00%					0.00%		
Dec-19			0.00%		0.00%					0.00%		
Jan-20			0.00%		0.00%					0.00%		
Feb-20			0.00%		0.00%					0.00%		
Mar-20			0.00%		0.00%					0.00%		
Apr-20			0.00%		0.00%					0.00%		
May-20			0.00%		0.00%					0.00%		
Jun-20			0.00%		0.00%					0.00%		
AVG.	310.70	24,583,333	40.12%	24,890,000	40.15%	25,880,467	103.96%	2,924	23,554,000	38.32%	18,726,813	74.08%

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:	October 14, 2019
TO:	Rocky Mount Town Council
FROM:	Justin Woodrow
DEPARTMENT:	Fire Department
MONTH:	August 2019

For the period of August 2019, the Rocky Mount Fire Department responded to a total of 49 calls of which 21 were inside the town limits and 49 were within Franklin County.

RMFD apparatus traveled a total of 1096 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 11 members 46 hours of training on top of responding to 49 calls

Number of Calls	<u>Summary of Calls:</u> Type of Call	Notes or Special Circumstances
2	Structure Fires	
2	Vehicle Fire	
1	Brush Fires	
0	Chimney Fire	
23	Motor Vehicle Accidents	
1	Utility Pole Fire	
12	Fire Alarms	
4	Smoke Reports	
4	Hazardous Road Conditions	
0	Assist EMS	
0	Illegal Burns	

Respectfully Submitted By,
Chief Justin Woodrow

MONTHLY STAFF REPORT

DATE:	October 14, 2019
TO:	Rocky Mount Town Council
FROM:	Chief Ken E. Criner, Jr.
DEPARTMENT:	Police Department
MONTH:	September 2019

September 6th, 2019, SRO Sanders and CRO Taylor helped with the “Community Helper Event” at Christian Heritage Academy.

September 19th, 2019, SRO Sanders participated in the “Community Helper Day” at Lee M. Waid School.

September 20th, 2019 SRO Sanders participated in the “BE KIND” imitative at Rocky Mount Elementary School.

Please follow us on our Rocky Mount Police Department Facebook page for events that are upcoming!

PLEASE SEE ATTACHED REPORT FOR MORE DETAILED INFORMATION ON MONTHLY CHARGES AND STATS.

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: September 2019

JULY

AUGUST

SEPT.

	JULY	AUGUST	SEPT.
UNIFORM TRAFFIC SUMMONS ISSUED	117	115	146
TRAFFIC STOPS	212	230	280
SPEEDING TICKETS ISSUED	10	10	17
DUI	1	4	4
COLLISIONS INVESTIGATED (TREDS)	12	23	19
MOTORIST AIDES	67	63	38
CRIMINAL ARRESTS "MISDEMEANOR"	44	34	56
CRIMINAL ARRESTS "FELONY"	12	16	17
INCIDENTS ADDRESSED	2356	2210	2071
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	90	112	113
GRAND LARCENY WARRANTS	4	2	4
BREAKING & ENTERING REPORTS	2	2	1
BREAKING & ENTERING WARRANTS	0	0	2
BOLO'S (Be On Look Out)	28	16	36
FOLLOW-UP'S	69	49	59
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1332	1198	1027
SCHOOL CHECKS	159	133	179
ALARM RESPONSES	45	29	34
OPEN DOORS, WINDOWS, ETC. UNSECURED	1	2	0
COURT HOURS	12.5	16	19.25
TRAINING HOURS:	477	256.5	151.5
SPECIAL ASSIGNMENT HOURS:	42	61.75	69
HARVESTER HOURS WORKED:	31	18.5	19
ECO/TDO	5	5	8
ECO/TDO HOURS:	25.5	32.25	20.25

TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were reportable 19 accidents with 19 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, 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, Kupkakerly, 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:

- September 7th, 2019 - Foot patrol for Cruise-In
- September 14th, 2019 - Foot patrol and traffic control provided for FCHS Football game
- September 26th, 2019 - Provided traffic control for Homecoming Parade
- September 27th, 2019 - Provided traffic control and foot patrol for Homecoming Football game
- September 28th, 2019 - Provided foot patrol for Homecoming Dance

INVESTIGATIONS:

Search Warrants: 52

Arrests: 4

Follow Up Investigations: 100 plus

Indictments obtained: 7 for various offenses

ICAC: 1 new assignment

Rape cases: 1 cleared as unfounded; 1 currently under investigation

B&E: Currently investigating 1 and suspects identified

Fraud and obtain money by false pretense: Several reports taken related to 550 Old Franklin Turnpike

20 hours of court attended during month for Investigations Department

Assisted patrol as needed

Meeting with FCHS parents and students on dangers of cell phone use and explicit images

The RMPD worked a shooting case during this month at Oak Street Apartments. One suspect taken into custody, one still outstanding. Multiple trips had to be made to CRMH, Western Virginia Lab and assists to the United States Marshall's Service.

COMMUNITY RESOURCE OFFICER:
MEETINGS/EVENTS

- September 5th, 2019 – FRESH Coalition Board Meeting
- September 6th, 2019 – Christian Heritage Academy event
- September 6th, 2019 – Display at Virginia Office Supply
- September 7th, 2019 – Foot Patrol at Cruise-In
- September 17th, 2019 – Unveiling of LOVE sign
- September 18th, 2019 – Project Lifesaver client visit
- September 19th, 2019 – FRESH Coalition meeting
- September 19th, 2019 – Project Lifesaver client visit
- September 21st, 2019 – Special Olympics Car Show in Bedford
- September 23rd, 2019 – FRESH Family Fun Day
- September 26th, 2019 – Worked Homecoming Parade
- September 27th, 2019 – Met with administrative staff at PROAMPAC (Trinity Packaging)

BFMS SCHOOL RESOURCE OFFICER
REFERRAL'S 2019/2020:

- Petitions: (1)
- Diversion: (1)
- (1) Phone Sexting Case forward to Investigations

SCHOOL RESOURCE OFFICER REFERRAL'S
2019/2020:

- Petitions: (1) for Possession of Electronic Smoking Device
- Diversions: (1) for Larceny
- Warnings: (3) Fighting: (2) and Possession of a Knife (1)

FCHS SCHOOL RESOURCE OFFICER
REFERRAL'S 2019/2020:

- Petitions: (4) for Assault (x 2) and Vaping (x 2)
- Diversions: (5) for Vaping
- Warnings: (7) for Vaping (x 2) and Disorderly Conduct (x 5)
- Warrant Service on (1) Adult

SPEEDING TICKETS ISSUED

Grassy Hill Road (x 6)

Tanyard Road (x 2)

Old Franklin Turnpike (x 2)

Virgil H. Goode Highway (x 2)

State Street

Bernard Road

North Main Street

South Main Street

School Board Road

CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth

Old Franklin Turnpike (x 3)

Possession of Meth

Muse Field Road

Possession of Marijuana

Green Meadow Lane

Possession of Marijuana

North Main Street

Possession of Marijuana

State Street

Possession of Marijuana

Tanyard Road

Possession of Drug Paraphernalia

Muse Field Road

Possession of Drug Paraphernalia

Old Franklin Turnpike

Driving Under the Influence

Trail Drive

Driving Under the Influence

Knollwood Drive

Driving Under the Influence

Virgil H. Goode Highway

Driving Under the Influence

North Main Street

Drunk In Public

East Court Street

Drunk In Public	Fairlawn Drive
Drunk In Public	Tanyard Road
Driving While Driving	Knollwood Drive
Refusal of Blood/Breath Test	Knollwood Drive
Enter a Home w/ Intent to Commit Assault	Oak Street (x 2)
Domestic Assault	East Court Street
Domestic Assault	High Street
Simple Assault	Tanyard Road (x 2)
Simple Assault	Oak Street
Felony Shoplifting	Old Franklin Turnpike (x 4)
Shoplifting	Old Franklin Turnpike (x 8)
Obtain Money by False Pretense	Old Franklin Turnpike (x 3)
Trespassing	Old Franklin Turnpike (x 2)
Trespassing	North Main Street
Destruction of Property	Tanyard Road
Disorderly Conduct	Tanyard Road (x 4)
Disorderly Conduct	Buckner Street
Warrant Service (Capias)	Windy Lane
Warrant Service (Capias)	Old Franklin Turnpike
Warrant Service (Capias)	Franklin Street
Warrant Service (Capias)	East Court Street
Warrant Service (Felony)	Summit Drive (x 2)
Warrant Service (Felony)	North Main Street
Warrant Service (Misdemeanor)	East Court Street
Underage Possession of Tobacco	Tanyard Road (x 2)
Possession of an Electronic Smoking Device	Tanyard Road (x 7)
Possession of an Electronic Smoking Device	Dent Street

Driving Suspended

Muse Field Road

Driving Suspended

Old Franklin Turnpike

Driving Revoked

Old Franklin Turnpike

No Registration

Muse Field Road

No Inspection

Muse Field Road

Emergency Custody Order

Technology Drive (x 2)

Emergency Custody Order

North Main Street

Emergency Custody Order

Lakeview Drive

Emergency Custody Order

North Main Street

Emergency Custody Order

Floyd Avenue

Temporary Detention Order

Floyd Avenue (x 2)

MONTHLY STAFF REPORT

DATE:	October 14, 2019
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	September 2019

1. Read meters (3 days)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
3. Meter cutoffs:7
4. Clean-up 10 days
5. Swept streets
6. Cut trees along roads, sidewalks and parks
7. Repaired, replaced or unplugged two sewer mains or laterals
8. Repaired one water main
9. Repaired and/or replaced traffic and street signs
10. Water meter project proceeding along well
11. Continue to asphalt patch when possible
12. Mowing operations continue
13. Repaved on 40 East and 122 from truck accident
14. Continue to work on storm drains throughout town

MONTHLY STAFF REPORT

DATE:	October 14, 2019
TO:	Rocky Mount Town Council
FROM:	Tim Burton
DEPARTMENT:	Waste Water Treatment Plant
MONTH:	September 2019

Average Daily Flow	.607 MGD
TSS Reduction	99.1 %
BOD Reduction	99.6 %
Leachate (F.C. Landfill)	108,000 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	50.65 Tons
Rain Total 0.41 inches	Snow Total 0.0 inch

The Wastewater Plant had 1 after hour's alarm during the month of September.

The staff worked on regular maintenance around the plant and the pump stations along with mowing, weed eating, bush hogging and spraying weeds this month.

Repairs above normal maintenance this month included;

- Rebuilt Climbing Screen at the main pump station under the supervision of a factory representative. This saved the town thousands of dollars.
- Repaired block heater on Oaks Tavern Generator and saved the Town over \$700.00
- Replace power supply on polymer control panel PLC.
- Replaced bearing on Belt Filter Press. This was a first for us
- Replaced coupling on #6 Oxidation Ditch Aerators.

The staff also did some camera work for Public Works.

Respectfully Submitted.

Timothy Burton

MONTHLY STAFF REPORT

DATE:	October 14, 2019
TO:	Rocky Mount Town Council
FROM:	Jeff Gauldin – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	September 2019

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 10.3 hours a day, which yielded approximately 910,000 gallons of water per day. Rainfall for this month was .6 inches as measured at the water treatment plant. The Blackwater River flow continues to be adequate for normal operation.

Total Raw Water Pumped:	26.00 million gallons
Total Drinking Water Produced:	26.29 million gallons
Average Daily Production:	910,000 gallons per day
Ave Percent of Production Capacity:	46.0%
Flushing of Hydrants/Tanks/FD Use:	205,000 gals. + F.D. 20,000 gals = 234,500 gals.
Plant Process Water:	1,022,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	66,200 gallons
Bulk Water used at PW Shop	5,400 gallons
Tank Cleanout/Drainage	0.00 gallons

Testing:

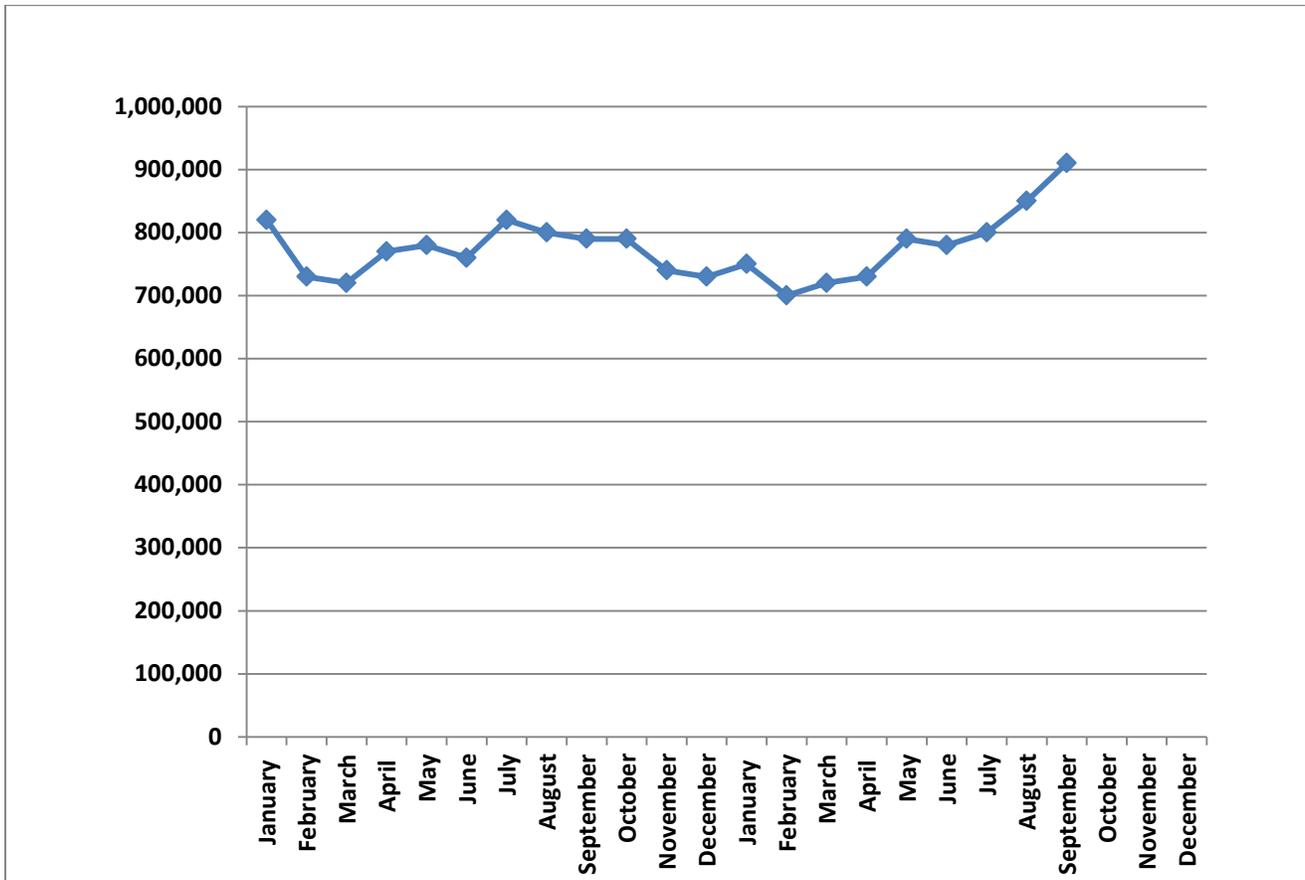
- Our monthly (6 total) routine bacteriological samples were free of bacteria. The Town continues to comply with all drinking water standards, by EPA requirements.
- Our THM and HAA-5 results are down in both Doe Run and Beverly Hills. Our next round of tests for HAA-5 and THM will be taken in the second week of November of 2019. All the analysis for August 2019 came back well within limits.
- We continue with the Auto-flushing program. This month we have flushed 205,000 gallons of water (included in Flushing number) through these areas. We have seen a marked reduction in TTHM and HAA5's year over year, so 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 the dam. We continue to perform routine maintenance and groundskeeping.
- Western Virginia Water Authority has moved the line installation to 220 North and is boring under the Blackwater River using Grindstaff Underground as the subcontractor. We have installed the connection vault at the Rocky Mount Water plant, and we will be connecting the equipment in the vault to monitoring equipment in the water plant. Rocky Mount water plant staff will have continuous monitoring and control of the Western Virginia water connection.
- Grindstaff Underground has hit a dense patch of rock under the river, which resulted in damage to the drilling equipment, which brought the drilling process to a halt for most August. The new projected completion time is the first week of November. We will have a progress meeting October 16th to discuss the progress.

- Select Security installed new cameras at the Water Plant, and they are a considerable improvement over the previous cameras.

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
 Other

FOR COUNCIL MEETING DATED:	October 14, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Rebecca H. Dillon, Town Clerk
BRIEF SUMMARY OF REQUEST:	<p>At the September Council Meeting, the Franklin County Department of Public Safety requested permission to host an Emergency Services Christmas Parade in town on Saturday, December 7, 2019. Council, finding conflict with the date, asked Franklin County Department of Public Safety to entertain an alternate date for the parade.</p> <p>Mr. William B. Ferguson, Director of Public Safety has submitted for Council's approval an alternate date of December 14, 2019 for the parade and requests permission from Council for a 6:00 p.m. start time. The parade would begin at the Franklin County Middle School parking lot and end at Ply Gem (Old Lane Company) parking lot. Permission has been obtained from Greg Cuddy with Franklin County Public Schools Transportation Department.</p> <p>The apparatuses will be decorated for Christmas. The Rocky Mount Police Department have reviewed and approved the event.</p>
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

William "Billy" Ferguson
Director

Belinda Hodges
Chief of Operations

James "Jay" Mason
Chief Support Services

September 27, 2019

To: Rebecca Dillon, Town Clerk
Rocky Mount Town Council

From: Franklin County Department of Public Safety

RE: Permission to hold Emergency Services Christmas Parade

Rebecca:

Please put this letter before the Town Council at the next available meeting.

Thank you,

William B Ferguson, Director



DEPARTMENT OF PUBLIC SAFETY

1488 FRANKLIN STREET • ROCKY MOUNT, VA 24151

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

William "Billy" Ferguson
Director

Belinda Hodges
Chief of Operations

James "Jay" Mason
Chief Support Services

September 27, 2019

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

Dear Council Member:

Franklin County Department of Public Safety respectfully requests permission to host an Emergency Services Christmas Parade on Saturday, December 14, 2019.

The parade would begin at 6:00 pm at the Franklin County Middle School parking lot and end at Ply Gem (Old Lane Company) parking lot. Permission has been obtained from Greg Cuddy, Franklin County Public Schools Transportation Department. The apparatuses will be decorated for Christmas.

Thank you for your time and 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 **Other**

FOR COUNCIL MEETING DATED:	October 14, 2019
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STAFF MAKING REQUEST:	Matthew C. Hankins, Chair Rocky Mount-Franklin County First Responders Memorial Commission
BRIEF SUMMARY OF REQUEST:	Update on this month's commission activities.
ACTION NEEDED:	None

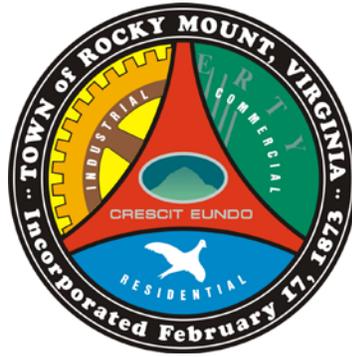
Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN OF ROCKY MOUNT
345 DONALD AVE.
ROCKY MOUNT, VIRGINIA 24151

540.483.7660
FAX : 540.483.8830

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



TOWN COUNCIL
STEVEN C. ANGLE, *MAYOR*
BILLIE W. STOCKTON, *VICE MAYOR*

BOBBY M. CUNDIFF BOBBY L. MOYER
MARK H. NEWBILL JON W. SNEAD
GREGORY B. WALKER

MATTHEW C. HANKINS
Assistant Town Manager
Director, Community Development

MEMORANDUM

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

From: Matthew C. Hankins, Chair
Rocky Mount-Franklin County First Responders Memorial Commission

Date: October 9, 2019

Re: Progress of memorial

Members of Council:

The Members of the Commission have been working throughout the spring and summer with the landscape architect and solicited bids for site work at the memorial.

We have received a quote for installing the concrete base necessary to support the brick pavers at the memorial. The quote also includes curbing and guttering to better define the parking area and the park space. If we respond to the quote Tuesday, the concrete work can begin as early as next week.

The commission will need assistance from Public Works on installing drainage to the street, leveling the grade and seeding the final grade.

Vice-chair and former Fire Chief Charlie Robertson will be assisting in bringing some of the next phases of the memorial to completion.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	October 14, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Rebecca H. Dillon, Town Clerk
BRIEF SUMMARY OF REQUEST:	The second annual "STEP into Christmas" home tour where families decorate their homes with holiday décor for folks to come and tour will be held on Saturday, December 7, 2019, from 1-5 p.m. The homes featured will be on Claiborne Avenue. The tour will be held between and in partnership with Welcome Home to a Franklin County Christmas and the Annual Christmas Parade. STEP will provide refreshments at The Franklin Center where there will be ample parking and will include a Festival of Trees showcase inside the Franklin Center. There will be carolers at the Franklin Center as well as Santa. No alcoholic beverages will be served. The organizer, Mr. Marc Crouse, has spoken with the Rocky Mount Police Department who has reviewed and approved the plans for the tour.
ACTION NEEDED:	Approve or deny

Attachment(s): Yes

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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*Empowering People
Changing Lives*

200 Dent Street, Rocky Mount, VA 24151
Phone: 540-483-5142
www.stepincva.com

September 25, 2019

Rebecca Dillon, Town Clerk
Town of Rocky Mount, VA
345 Donald Avenue
Rocky Mount, VA 24151

RE: STEP Into Christmas, street closure request

Dear Ms. Dillon:

Everyone loves to look at something beautiful, especially during the holiday season. That's why we are delighted to announce our second annual "**STEP Into Christmas**" tour of homes! Our tour will feature several of Rocky Mount's finest homes decorated in full Christmas regalia!

We are excited about our keystone event and want to share some "quick facts" about the **STEP Into Christmas** Home Tour:

- We will feature several homes on and around Claiborne Avenue especially selected for their beautiful annual Christmas decorations.
- Our tour will be held from 1-5 p.m. on Saturday, December 7, 2019. (Strategically positioned between, and in partnership with, Welcome Home to Franklin County Christmas and the Christmas Parade to generate a weekend destination attraction).
- STEP will provide refreshments at The Franklin Center which will also allow for ample parking and comfort stations. No alcoholic beverages will be served.
- Our tour will include a Festival of Trees showcase in the Franklin Center. Each tree will be decorated by a sister non-profit agency invited to showcase their programs and services.
- During their visit our guests will be entertained by roaming carolers (and Santa might be there too). All activities will be within walking distance!
- Tickets will be \$15 in advance/\$20 at the door and a limited number of sponsorship opportunities are being made available. Last year **STEP Into Christmas** raised over \$20,000.
- All proceeds will benefit STEP, Inc. and will be reinvested in our programs to alleviate poverty in our community. In the event of inclement weather all sponsorships and ticket sales will be considered donations to STEP, Inc.

Our Mission

STEP, and our partners, facilitate solutions that empower people to overcome their barriers to economic, educational and developmental success within the communities we serve.

In order to help us create a “block-party” like atmosphere for our **STEP Into Christmas** partners and tour guests, we are respectfully requesting the closure of Claiborne Avenue to through traffic between Franklin and N. Main Streets from 9am until 6pm (in order to allow for set up and clean up). In anticipation of the event STEP staff will go door-to-door in order to communicate our intentions to affected residents and ensure them that we will arrange for their ingress/egress as needed.

Sure to be a “must-see” event we anticipate an active crowd of 500+ attendees and look forward to generating great publicity for STEP, our sponsors and our town!

Sincerely,



Marc Crouse

Executive Director

www.stepincva.com

Our Mission

STEP, and our partners, facilitate solutions that empower people to overcome their barriers to economic, educational and developmental success within the communities we serve.



*It's not too early to think
about Christmas!*

Save the date!

*Tour beautiful Rocky Mount homes
fully decorated for Christmas!*

December 7, 2019

1-5 p.m.

STEP Into Christmas Home Tour

Rocky Mount, Virginia

Watch for details: www.facebook.com/STEPhomehour

ITEM(S) TO BE CONSIDERED UNDER:

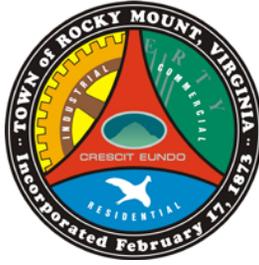
- Hearing of Citizens Consent Item Old Business New Business
 Committee Report Other

FOR COUNCIL MEETING DATED:	October 14, 2019
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The Blue Ridge Parkway has been closed periodically due to maintenance issues. The Blue Ridge Parkway is a significant tourist draw to our region. The Town of Vinton and surrounding jurisdictions ask that the Town of Rocky Mount pass the attached resolution requesting that sufficient funds be provided to open and maintain the parkway especially during this historic busy time of year for one of the nation's largest parks.
ACTION NEEDED:	Approve or deny

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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RESOLUTION NO.: 2015.019

**IN SUPPORT OF IMMEDIATE FUNDING FOR REPAIRS TO
BLUE RIDGE PARKWAY CLOSURES
(BETWEEN MP 106 – MP 112 AND ROANOKE MOUNTAIN LOOP ROAD AT MP 120)**

WHEREAS, the 469-mile Blue Ridge Parkway joins the Shenandoah National Park in Virginia with the Great Smoky Mountains National Park in North Carolina; and

WHEREAS, the Blue Ridge Parkway incorporates spectacular views of forested mountains and rural landscapes, offering visitors abundant recreational opportunities, a glimpse into the cultural heritage of the Blue Ridge Mountains, and a special place where memories are made serving as a living classroom for future generations; and

WHEREAS, the Blue Ridge Parkway is one of the most visited units in the National Park System, attracting over 14 million visitors annually, serving as a front door to the many communities along its corridor; and

WHEREAS, the economic impact on gateway communities from visitors to the Blue Ridge Parkway is over \$1.3 billion annually, supporting over 15,000 jobs; and

WHEREAS, the Blue Ridge Parkway for decades has been the number one attraction for Virginia's Blue Ridge; and

WHEREAS, the fall season is one of the most popular times to travel the Blue Ridge Parkway; where 65,000 visitors were recorded in October 2018 alone at Route 460 and Route 24 and 636,000 visits were recorded in 2018 comprised of a large number of local, national and international visitors; and

WHEREAS, two indefinite road closures are now adversely impacting the visitor experience, located between Parkway Mileposts 106 - 112 and Roanoke Mountain 4 Mile Loop Road at Milepost 120; and

WHEREAS, in an effort to take temporary proactive measures, Visit Virginia's Blue Ridge is assisting with detour information including detailed directions, a list of businesses along the detour route as well as designating a detour landing page at www.visitvbr.com/parkwayclosure; and

WHEREAS, Blue Ridge Parkway officials are currently working to identify funding and a plan for these repairs, this closure is symptomatic of a larger deferred maintenance issue across the Parkway; and

WHEREAS, deferred maintenance in the National Park System equates to long overdue repairs or maintenance needed on roads, buildings and facilities due to budget constraints; and the deferred maintenance backlog in National Parks across the country totals \$11.92 billion, of which over \$508 million is needed on the Blue Ridge Parkway alone; and

WHEREAS, the Blue Ridge Parkway is important to the economic vitality of both the Commonwealth of Virginia and the communities adjacent to the Parkway.

NOW, THEREFORE, BE IT RESOLVED that the Town of Rocky Mount Council requests Congress pass the bi-partisan Restore Our Parks Act, S. 500 and H. R. 1225, to address critical repairs on the Blue Ridge Parkway and across the National Park System, and to ensure that the communities, businesses and jobs that depend on park tourism continue to thrive.

Given under my hand this 14th day of October, 2019.

Steven C. Angle, Town of Rocky Mount Mayor

ATTEST:

Rebecca H. Dillon, Town of Rocky Mount Town Clerk

(SEAL)