**ROCKY MOUNT TOWN COUNCIL**
**AGENDA**
**REGULAR COUNCIL MEETING**
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
**NOVEMBER 12, 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 Joyce Moran with Southern Virginia Child Advocacy Center
2. Resolution Presented to Organizers of “Cruisin” Rocky Mount

V. Public Hearing *(none at this time)*

VI. Approval of Draft Minutes
1. October 14, 2019 – Regular Meeting Minutes
2. October 28, 2019 – Dinner Meeting / Retreat Meeting Minutes

VII. Approval of Consent Agenda
- Miscellaneous Action
- Miscellaneous Resolutions/Proclamations
- Departmental Monthly Reports
  - Community Development Department
  - Finance Department
  - Fire Department
  - Police Department
  - Public Works Department
  - Wastewater Department
  - Water Department

VIII. Hearing of Citizens

IX. Old Business *(none at this time)*

X. New Business
1. Review and Consideration of Voluntary Direct Deposit for Town Council Members
2. Review and Consideration for Approval of 2020 Town Meeting Calendar
3. Review and Consideration for Outlaw Cruisers Car Club Annual Car Show
4. Commonwealth of Virginia State Corporation Commission Change in Area Code
5. CEDS List for Year 2020

XI. Committee Reports

1. The Finance & Human Services Committee met on November 7, 2019 at 5:00 p.m. Any recommendations that the committee members have from this meeting will be given to Town Council on November 12, 2019.

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

XIII. Closed Meeting and Action

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

XIV. Adjournment

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

♦

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

♦

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

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 twelfth day of November, 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 12th day of November, 2019.**

_____

Steven C. Angle, Mayor

ATTEST:

_____

Rebecca H. Dillon, Town Clerk

RESOLUTION NO.: 2019.020

# RESOLUTION
# THANKING THE ORGANIZERS OF CRUISIN' ROCKY MOUNT FOR THEIR CREATIVITY IN BOOSTING THE LOCAL ECONOMY

**WHEREAS,** in August 2019, a group of local car culture enthusiasts in the Rocky Mount area determined to create a new event celebrating Rocky Mount's historic car and cruising culture; and

**WHEREAS,** the group, calling itself Cruisin' Rocky Mount, celebrated this culture by establishing a set evening for cruising the streets of Rocky Mount with both antique and modern vehicles, working with local businesses, property owners and the Town's Police and Community Development departments to ensure an orderly, family friendly event to attract participation from local residents and tourists alike; and

**WHEREAS,** the group has energetically and enthusiastically dedicated itself to developing a route for traffic circulation, engaging restaurants to grow business, and raising funds for charitable causes; and

**WHEREAS,** the efforts of Cruisin' Rocky Mount have yielded thousands of cars and car enthusiasts attending the event and cruising the town streets, harkening back to the glory days of American automobile manufacture and the birth of car culture while generating record sales for restaurants and businesses and sparking growth in tourism and lodging within Rocky Mount; and

**WHEREAS,** these unpaid volunteers have passionately worked side-by-side to create an event of which the community can be proud, setting an example for the good which can be done in our community when civic-minded individuals and groups work cooperatively with local government to reach positive outcomes for Rocky Mount;

**NOW, THEREFORE,** let it be known this twelfth day of November, 2019, that the Town Council of Rocky Mount, Virginia, assembled in regular session, does hereby gratefully acknowledge the positive contributions of Cruisin' Rocky Mount to the health of the community's relationships, economy, business and tourism growth, as we look forward to even more positive events during Cruisin' Rocky Mount's second season in 2020.

**Given under my hand this 12th day of November, 2019.**

_____

Steven C. Angle, Mayor

ATTEST:

_____

Rebecca H. Dillon, Town Clerk

**ROCKY MOUNT TOWN COUNCIL**
**REGULAR MEETING MINUTES**
**OCTOBER 14, 2019**

The October 14, 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
- Jessica Heckman, Town Planner
- Mark Lovern, Lt. of Patrol
- Brian Schofield, Public Works Superintendent
- Justin Woodrow, Fire Chief
- 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.

DRAFT

**Motion:** **To approve the agenda.**
**Motion By:** **Council Member Newbill**
**Second:** **Council Member Snead**
**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 the Disability Rights and Resource Center – 5 Year Celebration

The month of October, Congress has declared as National Disability Employment Awareness Month to recognize the contributions made by individuals with disabilities. In addition, the Americans with Disabilities Act was signed itno law on July 26, 1990 which established a clear and comprehensive national mandate for the elimination of discrimination to ensure the civil rights of people with disabilities. Ms. Carol Tunning was present to receive the resolution celebrating and honoring the Disability Rights and Resource Center's 5 years the center has been in Rocky Mount, Virginia.

2. Resolution Honoring Joyce Moran with Southern Virginia Child Advocacy Center

No one was present to receive this award. The Mayor asked that this item be tabled until Mrs. Moran could attend.

One additional note was provided by Mr. Hankins which was the mention of the Harvester Performance Center being an award nominee for the 2019 Perry F. Kendig Award.

## 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:

- September 9, 2019 – Regular Meeting Minutes

**Discussion:** **None**
**Motion:** **To approve the draft minutes.**
**Motion By:** **Council Member Snead**
**Second:** **Council Member Walker**
**Motion Discussion:** **None**
**Ayes:** **Cundiff, Moyer, Newbill, Snead, Stockton, Walker**

DRAFT

**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:** **Vice Mayor Stockton**
**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.

The Mayor opened the floor if anyone else would like to speak and no one came forward.

## OLD BUSINESS:

1. Franklin County Public Safety Christmas Parade (alternate date)

At the September 9, 2019 Council Meeting, the Franklin County Department of Public Safety requested permission to host an Emergency Services Christmas Parade in town on Saturday, December 7th. Council found conflict with the date and asked Public Safety to entertain an alternate date. Mr. William B. Ferguson who is Director of Public Safety submitted an alternate date of December 14, 2019 for Council's approval. The parade would begin at 6:00 p.m. at the Franklin County Middle School parking lot and end at Ply Gem (Old Lane Company) parking lot. Permission has been granted from Franklin County Public Schools Transportation Department and Rocky Mount Police Department have reviewed and approved the event.

DRAFT

**Discussion:** **None**
**Motion:** **To approve the request as presented.**
**Motion By:** **Vice Mayor Stockton**
**Second:** **Council Member Newbill**
**Motion Discussion:** **None**
**Ayes:** **Cundiff, Moyer, Newbill, Snead, Stockton, Walker**
**Nays:** **None**
**Action:** **Approved the consent agenda as presented by a unanimous vote.**

2. First Responders Memorial Update

Mr. Hankins shared with Council that Members of the Commission have worked through Spring and Summer with the landscape architect to solicit bids for site work at the memorial. One quote had been received for the installation of concrete base to support the brick pavers at the memorial. Included in the quote will be curbing and guttering to better define the parking area and the park space. Vice-chair and former Fire Chief Charlie Robertson will be assisting in bringing some of the next phases of the memorial to completion. A Council Member inquired as to when the Memorial might be dedicated. Mr. Hankins is hopeful the dedication will take place by May of 2020 or earlier if possible.

No action was needed.

**NEW BUSINESS**

1. STEP, Inc. Into Christmas Event

Mr. Ervin presented to Council the second annual "STEP Into Christmas" home tour where families decorate their home with holiday décor for folks to come and tour. The "STEP Into Christmas" event will be held on Saturday, December 7, 2019 from 1-5 p.m. The homes that will be featured on the tour this year will be on Claiborne Avenue. The tour will be held between and in partnership with Welcome Home to a Franklin County Christmas and the Rotary Christmas Parade. Mr. Crouse had spoken with the Rocky Mount Police Department who had reviewed and approved the plans for the tour.

**Discussion:** **None**
**Motion:** **To approve the request for the "STEP Into Christmas" event as submitted.**
**Motion By:** **Council Member Moyer**
**Second:** **Council Member Snead**
**Motion Discussion:** **None**
**Ayes:** **Cundiff, Moyer, Newbill, Snead, Stockton, Walker**
**Nays:** **None**
**Action:** **Approved the motion by a unanimous vote.**

2. Resolution Request for Blue Ridge Parkway

DRAFT

Mr. Ervin shared with Council that from time to time the Blue Ridge Parkway had been closed for maintanance issues. The Blue Ridge Parkway, being the significant tourist draw that it is to our region, is in need of sufficient funds to be provided to open and maintain the parkway especially during this time of year when the parkway is so heavily traveled. Mr. Ervin asked Council to approve the resolution presented to them in their packet that would help secure the funds necessary to restore the parkway.

**Discussion: None**
**Motion: To approve the resolution 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 motion by a unanimous vote.**

## COMMITTEE REPORTS

The Community & Economic Development Committee met 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.

Council Member Newbill who is Chairman of the Community & Economic Development Committee, brought to Council the proposal that the committee had reviewed from AIRNETIX, LLC. The quote was of $38,000 for seven speakers however, it was the committee's unanimous recommendation to add two additional speakers. Vice Mayor Stockton commented that he would like the public to know that the money for the AIRNETIX system was in the budget through the tourism and branding line item and the purpose of the money was to make the Town more appealing to tourist who visit the Town and others who live in the Town. When asked how soon could the system be installed, Mr. Hankins replied that the AIRNETIX system will have to be bid out to follow procurement guidelines set fourth therefore.

**Discussion: None**
**Motion: To approve the recommendation as presented.**
**Motion By: Council Member Newbill**
**Second: Council Member Snead**
**Motion Discussion: None**
**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton, Walker**
**Nays: None**
**Action: Approved the motion by a unanimous vote.**

## REFERRALS TO PLANNING

None at this time

## OTHER MATTERS AND CONCERNS

No one was on Rise n' Shine today.

Council Member Moyer asked if the handrail on Celeste Park Bridge, that he had mentioned at a previous meeting, had been installed yet. Mr. Hankins replied that he and Mr. Schofield had not had a chance to look at the bridge or take the mowing equipment out to the bridge as the bridge was for performing maintenance to the other side of the park and not so much for pedestrians.

## CLOSED MEETING AND ACTION

Enter Closed Meeting

**Motion: To go into closed session under the Virginia Code Section cited below**
**Time: 7:25 p.m.**
**Virginia Code Section:**

Section 2.2-3711(A)(7) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably 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. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. (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)

**Motion By: Vice Mayor Stockton**
**Second: Council Member Walker**
**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.**

DRAFT

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: 8:22 p.m.**
**Motion By: Council Member Snead**
**Second: Council Member Walker**
**Motion Discussion: None**
**Ayes: Cundiff, Moyer, Newbill, Snead, Stockton, Walker**
**Nays: None**
**Action: Adjourned by a unanimous vote**

_____
Steven C. Angle, Mayor

ATTEST:

_____
Rebecca H. Dillon, Town Clerk

DRAFT

**ROCKY MOUNT TOWN COUNCIL**
**DINNER MEETING / RETREAT**
***with the***
**PLANNING COMMISSION**
***and the***
**ECONOMIC DEVELOPMENT AUTHORITY**
**HARVESTER PERFORMANCE CENTER, LANDING PAD STAGE**
**OCTOBER 28, 2019**

The October 28, 2019 Dinner Meeting / Retreat of the Rocky Mount Town Council (here after referred to as "Council") with the Planning Commission and the Economic Development Authority was held at the Harvester Performance Center, Landing Pad Stage, located at 450 Franklin Street, Rocky Mount, Virginia at 6:00 p.m. with Mayor Steven C. Angle, Madame Chair, Janet Stockton of the Planning Commission and Chairman, Les Hutchinson of the Economic Development Authority.

1. Call to Order

The meeting was called to order by Town Manager, Mr. C. James Ervin. Given the nature of this meeting, let the record show in the minutes that Mayor, Steven C. Angle of the Rocky Mount Town Council, Madame Chair, Janet Stockton of the Planning Commission, and Chairman Les Hutchinson of the Economic Development Authority are all in agreement with the meeting coming to order. Seeing no objection, the meeting began.

2. Roll Call of Members

Let the record show there was no formal roll call by the Town Clerk at this Dinner Meeting / Retreat however, members of all three bodies were present as well as staff members. There was no need for a formal roll call.

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

The following members of the Planning Commission were present:

- Madame Chair Janet Stockton
- Derwin Hall
- Bud Blanchard
- John Tiggle
- Ina Clements

DRAFT

The following members of the Economic Development Authority were present:

- Chairman Les Hutchinson
- Vice Chairman Adam Lynch
- Doug Guilliams
- Peggy Santrock

The following staff members were also present:

- John T. Boitnott, Town Attorney
- Rebecca Dillon, Town Clerk/Executive Administrative Assistant
- C. James Ervin, Town Manager
- Matthew C. Hankins, Chief Executive Officer of the Harvester Performance Center
- Jessica Heckman, Town Planner, Planning & Zoning Administrator

3. Approval of Agenda

Given the nature of the meeting, it was assumed and is now noted in the minutes that members of all three bodies were all in agreement with the agenda being approved as presented. Mr. Ervin stated if anyone objected, to please say so. There were no objections.

4. Meal Service

Mr. Ervin asked Mayor Angle, Madame Chair Stockton and Chairman Hutchinson to come forward at which time each were asked if there were any comments that they would like to make. Mayor Angle, Madame Chair Stockton, and Chairman Hutchinson all welcomed everyone to the dinner and thanked everyone for coming.

The dinner meeting / retreat was adjourned for the dinner part of the meeting at 6:07 p.m.

The meeting resumed at 6:53 p.m.

5. Comments by Mayor and Chairs

Mr. Ervin asked Mayor Angle, Madame Chair Stockton, and Chairman Hutchinson if there were any comments that they would like to make. Mayor Angle commented that he liked to hear things from the community and welcomed any input that either of the other two bodies might have for the Council.

6. Discussion Between Groups

After some discussion between the bodies Mr. Ervin gave everyone a chance to share their ideas discussed. Some of those ideas that were shared follows.

DRAFT

Vice Chairman Lynch of the Economic Development Authority shared knowledge that he had regarding area redevelopment as well as input on Smith Mountain Lake's Chamber of Commerce and how people visiting the lake were visiting Bedford instead of Rocky Mount. Also mentioned were ideas of a restaurant development project, a fundraiser project for the Economic Development Authority and "Friends of the Harvester Performance Center."

Council Member Newbill suggested perhaps scheduling a meeting of the Community and Economic Development Committee once a quarter in which a member of the Economic Development Authority would be present for input or a member of Council could set in on a meeting of the Economic Development Authority for input.

Madame Chair Stockton shared that she had spoken with the Planning Commission prior to the meeting and would like the group to know that as an advisory board, the Planning Commission is seeking more direction from Town Council moving forward.

7. Adjournment

At this time, given the nature of the meeting, members of all three bodies were unanimously in agreement with the meeting standing adjourned. The time was 7:07 p.m.

_____

Steven C. Angle, Mayor

ATTEST:

_____

Rebecca H. Dillon, Town Clerk

DRAFT

**Community Development & Planning October 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: 0 | | | | | |
|---|---|---|---|---|---|---|---|
| Permit # | Applicant Name | Applicant Contact Info | Wording of Banner | Banner Location | Display Dates | Date Approved | |
| | | | | | | | |
| | | | | | | | |

| 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 |
| S19-014 | Ippys | 2010006101E | GB | 100 | Ippy's Restaurant | 10/1/2019 | |
| | | | | | | | |
| | | | | | | | |

| ZONING COMPLIANCE PERMITS | | TOTAL: 7 | | | | | |
|---|---|---|---|---|---|---|---|
| Permit # | Applicant Name | Property Owner | Property Address/TMPN | Zoning | Proposed Use | Type of Improvement | Date Approved |
| ZC19-090 | Ippys | Same | 2010006101E | GB | Commercial | Structure for roof sign | 10/1/2019 |
| ZC19-091 | Kids Castoffs Boutique | Grady Jones | 2070072300 | CBD | Commercial | Open retail shop | 10/8/2019 |
| ZC19-092 | Habitat for Humanity of Franklin County | Franklin Plaza Partners LLC | 2100002200 | GB | Commercial | Cleaning existing space and open retail store | 10/4/2019 |
| ZC19-093 | Byers Inc Calvin Smith | Kroger | 2030007800 | GB | Commercial | Install a new mini heat pump | 10/22/2019 |
| ZC19-094 | R&C Siding | Martin Partnership | 2070106100 | CBD | Commercial | EPDM Roof Rubber over existing roof | 10/22/2019 |
| ZC19-095 | Saber Healthcare | Same | 2060004301 | R2 | Residential | interior remodel to include paint, paper, wall protection and flooring | 10/29/2019 |
| ZC19-096 | Friedrichs Family Eye Center | Al Angle | 2070071900 | CBD | Commercial | Open eye care center/ Change ownership | 10/30/2019 |
| | | | | | | | |

| ZONING PERMITS | | TOTAL:5 | | | | | |
|---|---|---|---|---|---|---|---|
| Permit # | Applicant Name | Building Lot Address | TMPN | Proposed Use | Current Zoning | Date Approved | NOTES |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| ZP19-022 | Parker Design Group Inc.<br>c/o Joshua DiSalvo | 115 Floyd Ave | 2070054800 | Commercial | CBD | 10/11/2019 | Construction of an approximate 1,450 SF building addition |
| ZP19-023 | Joseph Brunk | 380 Lakeview Drive | 2020118700 | Residential | R1 | 10/15/2019 | Building a 12x16 deck attached to rear of house |
| ZP19-024 | Nguyen Hung T & NGA T | 155 Bernard Road | 2020119600 | Residential | R1 | 10/15/2019 | Install accessory greenhouse structure |
| ZP19-025 | James Christy | 160 Orchard Ave | 2070069400 | Residential | R1 | 10/21/2019 | Build deck 12x24 rear deck & interior renovations |
| ZP19-026 | Colin Bernard<br>(Helping Hans Construction) | 45 Spring Street | 2070039000 | Residential | R2 | 10/29/2019 | Addition/ screened in back porch |
| | | | | | | | |
| **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:** | November 12, 2019 |
| **TO:** | Rocky Mount Town Council |
| **FROM:** | Linda Woody, Finance Director |
| **DEPARTMENT:** | **Finance Department** |
| **MONTH:** | November meeting |

This report contains the following monthly information for October 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:
885 walk-in transactions
924 drive-thru transactions
830 mail transactions

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

New business licenses for the month of October 2019:

RETAIL:
Kids' Castoffs Boutique, South Main St., children's clothing
Rocky Mount Vape and Play, Tanyard Rd., vape lounge & online
Smoked Biscuit, Franklin St., food truck
Friedrichs Family Eye Center, South Main St., optometry office

Professional:
Annie M. Pagans, East Court St., law office

# TOWN OF ROCKY MOUNT
## Investment Portfolio
## at September 30, 2019

| Security | Call Date | Maturity Date | Bond | Market Price | Market Value | Market Yield | Yield to Maturity | Cusip Number | Estimated Annual Interest |
|---|---|---|---|---|---|---|---|---|---|
| **Fixed Income / Bonds:** | | | | | | | | | |
| FNMA | 1/27/2019 | 1/27/2020 | 493,000 | 99.889 | 492,452.77 | 1.65% | 1.65% | 3135GOS46 | 8,134.50 |
| Bond Totals | | | 493,000 | | 492,452.77 | 1.65% avg. return | | | 8,134.50 |
| **Certificates of Deposits:** | | | | | | | | | |
| Am Express Fed Svgs Bk | | 8/29/2022 | 245,000 | 101.242 | 248,042.90 | 2.37% | 2.40% | 02587CFU9 | 5,880.00 |
| Am Express Centurion | | 4/5/2022 | 245,000 | 101.206 | 247,954.70 | 2.42% | 2.45% | 02587DN38 | 6,002.50 |
| Bank Deerfield WIS | | 2/26/2021 | 245,000 | 99.237 | 243,130.65 | 1.25% | 1.25% | 061785DM0 | 3,062.50 |
| Capital One Nat'l McLean VA | | 12/29/2021 | 230,000 | 100.980 | 232,254.00 | 2.22% | 2.25% | 14042RFF3 | 5,175.00 |
| Capital One BK Glen Allen V/ | | 7/20/2021 | 245,000 | 99.379 | 243,478.55 | 1.50% | 1.50% | 140420ZW3 | 3,675.00 |
| Discover Bk Greenwood DL | | 7/22/2020 | 245,000 | 100.401 | 245,982.45 | 2.29% | 2.30% | 254671VH0 | 5,635.00 |
| Goldman Sachs USA | | 1/13/2021 | 245,000 | 100.698 | 246,710.10 | 2.28% | 2.31% | 38148J5F4 | 5,635.00 |
| HSBC BK McLean VA | | 3/10/2021 | 230,000 | 101.425 | 233,277.50 | 2.71% | 1.30% | 40434AP45 | 2,990.00 |
| JP Morgan Chase, OH | | 11/30/2020 | 245,000 | 99.995 | 244,987.75 | 1.90% | 1.90% | 48126XNJ0 | 4,655.00 |
| Sallie Mae Salt Lake City UT | | 1/31/2023 | 225,000 | 102.662 | 230,989.50 | 2.58% | 2.68% | 795450J71 | 5,962.50 |
| State BK India NY NY | | 5/31/2022 | 245,000 | 101.535 | 248,760.75 | 2.36% | 2.20% | 8562843E2 | 5,880.00 |
| CD Totals | | | 2,645,000 | | 2,665,568.85 | 2.17% avg. return | | | 54,552.50 |
| Total Investments | | | 3,138,000 | | 3,158,021.62 | 2.13% avg. return | | | 62,687.00 |

| Month | LGIP Balance | Effective Yield |
|---|---|---|
| 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% |
| Sep-19 | 2,761,893.34 | 2.21% |

REVENUE COMPARISONS
AS OF OCTOBER 31, 2019

| REVENUE SOURCE | MONTH THIS YEAR | MONTH LAST YEAR | YEAR TO DATE THIS YEAR | YEAR TO DATE LAST YEAR | BUDGET THIS YEAR | % OF BUDGET THIS YEAR |
|---|---|---|---|---|---|---|
| GENERAL FUND - Local Revenues: | | | | | | |
| Real Estate Tax | - | 520 | 1,647 | 2,873 | 603,101 | 0.27% |
| Real Estate Tax - Delinquent | 2,186 | 59 | 10,536 | 2,577 | 8,900 | 118.38% |
| Public Service Tax | - | - | - | - | 27,500 | 0.00% |
| Personal Property Tax | 29 | 1,260 | 1,947 | 7,001 | 227,963 | 0.85% |
| Personal Property Tax - Delinquent | 2,192 | 680 | 9,854 | 3,587 | 12,000 | 82.12% |
| Machinery & Tools Tax | - | - | - | - | 150,469 | 0.00% |
| Penalties on Tax | 463 | 346 | 2,258 | 3,972 | 6,300 | 35.84% |
| Interest on Tax | 261 | 199 | 1,458 | 2,296 | 3,200 | 45.55% |
| Local Sales Tax | 18,649 | 18,834 | 75,463 | 42,680 | 216,371 | 34.88% |
| Meals Tax | 132,048 | 122,081 | 530,566 | 368,776 | 1,623,266 | 32.69% |
| Utility Tax | 26,667 | 26,934 | 83,730 | 81,746 | 330,100 | 25.36% |
| Communications Tax | 13,753 | 13,820 | 40,401 | 42,602 | 179,245 | 22.54% |
| Bank Stock Tax | - | - | - | - | 322,000 | 0.00% |
| Penalty-Meals Tax | - | 60 | 646 | 395 | 2,000 | 32.31% |
| Interest-Meals Tax | - | 6 | 96 | 28 | 300 | 31.84% |
| Penalty-Lodging Tax | - | - | - | - | - | 0.00% |
| Interest-Lodging Tax | - | - | - | - | - | 0.00% |
| Lodging Tax | 22,381 | 16,499 | 82,690 | 49,278 | 207,671 | 39.82% |
| Cigarette Tax | 5,820 | 10,179 | 34,920 | 20,364 | 81,000 | 43.11% |
| BPOL-Retail | 831 | 103 | 1,702 | 4,484 | 334,040 | 0.51% |
| BPOL-Professional | 40 | 1,753 | 1,396 | 13,958 | 180,000 | 0.78% |
| BPOL-Contractor | 29 | - | 4,283 | 3,264 | 19,000 | 22.54% |
| BPOL-Repairs/Services | 10 | 486 | 2,076 | 2,889 | 128,695 | 1.61% |
| BPOL-Alcoholic Beverages | - | - | - | - | 800 | 0.00% |
| BPOL-Penalty/Interest | 4 | 398 | 635 | 2,267 | 3,000 | 21.18% |
| 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 | 500 | 270 | 1,320 | 1,140 | 4,500 | 29.33% |
| Welcome Center Fees | 1,033 | 320 | 2,940 | 1,330 | 6,400 | 45.94% |
| Farmers Mkt EBT's Deposits | - | - | - | 20 | - | 0.00% |
| Planning / Zoning Fees | 700 | 255 | 2,275 | 2,800 | 10,300 | 22.09% |
| Court Fines | 2,451 | 6,630 | 11,986 | 11,181 | 49,000 | 24.46% |
| Parking Fines | - | 30 | 145 | 150 | 100 | 145.00% |
| Garbage Violation Fines | - | - | - | - | 150 | 0.00% |
| Interest Earnings | 8,000 | 13,029 | 34,000 | 42,810 | 157,000 | 21.66% |
| Return Check Fees | 20 | 80 | 140 | 180 | 400 | 35.00% |
| Rental of Property | - | - | - | - | 450 | 0.00% |
| Sale of Property | - | - | - | - | - | 0.00% |
| Bond Proceeds | - | - | - | - | - | 0.00% |
| Mortgage Payments | - | 256 | 612 | 768 | 1,792 | 34.16% |
| EDA Loan Repayment (for HPC) | - | - | - | - | - | 0.00% |
| Sale of Materials | - | - | - | - | - | 0.00% |
| Security Services | 420 | - | 2,220 | 930 | 3,930 | 56.49% |
| Passport Service Fees | 1,293 | 1,114 | 4,306 | 4,389 | 15,300 | 28.14% |
| Police Reports | 310 | 240 | 721 | 434 | 1,300 | 55.46% |
| Fingerprint Service Fees | 30 | 60 | 122 | 150 | 360 | 33.89% |
| CIT / PAC Room Staffing | 280 | 1,050 | 3,010 | 4,900 | 8,400 | 35.83% |
| Garbage Collection Fees | 22,641 | 7,933 | 58,598 | 51,288 | 96,874 | 60.49% |
| Truck Rental Program | 20 | 90 | 170 | 300 | 600 | 28.33% |
| Credit Card Fees | 265 | 238 | 1,715 | 1,039 | 3,400 | 50.44% |
| Weed Control Charges | 386 | 71 | 1,094 | 207 | 650 | 168.28% |

REVENUE COMPARISONS
AS OF OCTOBER 31, 2019

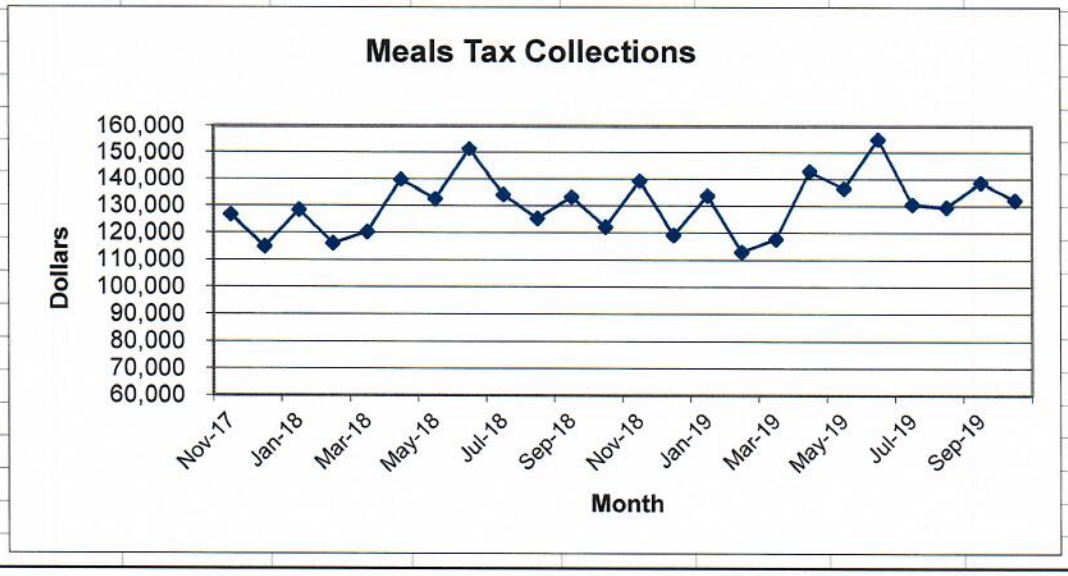
| REVENUE SOURCE | MONTH THIS YEAR | MONTH LAST YEAR | YEAR TO DATE THIS YEAR | YEAR TO DATE LAST YEAR | BUDGET THIS YEAR | % OF BUDGET THIS YEAR |
|---|---|---|---|---|---|---|
| GENERAL FUND - Local Revenues: | | | | | | |
| Administrative Charges for Services | 150 | 50 | 350 | 50 | 150 | 233.33% |
| Miscellaneous Services | - | - | 2 | - | - | 0.00% |
| Bond Reimbursement | - | - | - | - | - | 0.00% |
| VML Safety Grant | - | - | - | 4,000 | - | 0.00% |
| Donations | - | - | 3 | 27 | - | 0.00% |
| Merchandise Sales | - | 155 | 2 | 157 | - | 0.00% |
| Miscellaneous | 326 | 57 | 326 | 173 | - | 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 | 2,579 | - | 3,661 | - | - | 0.00% |
| Unrealized Gain on Investments | - | (6,121) | - | (4,588) | - | 0.00% |
| Appropriated Fund Balance | - | - | - | - | 30,500 | 0.00% |
| Total Local Revenues | 266,767 | 240,024 | 1,018,176 | 778,923 | 5,075,460 | 20.06% |
| GENERAL FUND - State Revenues: | | | | | | |
| Rolling Stock Tax | - | - | 3,337 | 3,346 | 3,340 | 99.92% |
| Litter Tax | - | 2,760 | - | 2,760 | 2,750 | 0.00% |
| Rental Tax | 1,274 | 3,619 | 5,527 | 8,998 | 21,000 | 26.32% |
| Other Categorical Aid | - | - | - | - | - | 0.00% |
| Fire Programs | - | - | 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 | - | - | 3,159 | 3,176 | - | 0.00% |
| VDOT Grant | 107,356 | - | 107,356 | 8,015 | - | 0.00% |
| CDBG Grant | - | - | - | - | - | 0.00% |
| Street Maintenance | - | - | 363,032 | 363,031 | 1,473,904 | 24.63% |
| VML Safety Grant | - | - | - | - | - | 0.00% |
| Volunteer Fire Dept. | 7,500 | 7,500 | 7,500 | 7,500 | 30,000 | 25.00% |
| Law Enforcement-599 Funds | - | - | 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 | 116,130 | 13,879 | 591,406 | 525,951 | 1,776,690 | 33.29% |
| TOTAL GENERAL FUND REVENUES | 382,897 | 253,903 | 1,609,582 | 1,304,875 | 6,852,150 | 23.49% |

REVENUE COMPARISONS
AS OF OCTOBER 31, 2019

| REVENUE SOURCE | MONTH THIS YEAR | MONTH LAST YEAR | YEAR TO DATE THIS YEAR | YEAR TO DATE LAST YEAR | BUDGET THIS YEAR | % OF BUDGET THIS YEAR |
|---|---|---|---|---|---|---|
| GENERAL FUND - Local Revenues: | | | | | | |
| UTILITY FUND REVENUES: | | | | | | |
| Water Sales | 276,322 | 133,919 | 638,530 | 532,874 | 1,540,000 | 41.46% |
| gallons billed | 23,881,745 | 29,252,564 | 93,915,468 | 99,729,565 | | |
| Water Connections | 1,000 | 3,275 | 11,875 | 7,525 | 12,000 | 98.96% |
| Reconnect Fees | 485 | 1,725 | 3,310 | 4,550 | 16,625 | 19.91% |
| Penalties | 2,786 | 3,569 | 13,298 | 8,111 | 26,000 | 51.14% |
| Bulk Water Purchases | 30,591 | 3,469 | 35,068 | 7,350 | 1,000 | 3506.79% |
| Sewer Collection Charges | 162,617 | 93,163 | 374,848 | 336,196 | 903,778 | 41.48% |
| gallons billed | 18,621,884 | 25,739,384 | 72,172,228 | 80,965,835 | | |
| Sewer Connections | 1,000 | 1,000 | 2,500 | 4,000 | 6,000 | 41.67% |
| Cell Tower Rent | 9,758 | 4,121 | 89,512 | 16,485 | 99,852 | 89.64% |
| VML Safety Grant | - | - | - | - | - | 0.00% |
| Sale of Materials | 950 | - | 950 | - | - | 0.00% |
| Recoveries | 360 | - | 360 | - | - | 0.00% |
| Transfer from Utility Capital Projects Func | - | - | - | - | - | 0.00% |
| Appropriated Fund Balance | - | - | - | - | 814,012 | 0.00% |
| TOTAL UTILITY FUND REVENUES | 485,868 | 244,242 | 1,170,250 | 917,091 | 3,419,267 | 34.23% |
| CAPITAL PROJECTS REVENUES: | | | | | | |
| Microenterprise Loan Payments | 869 | 804 | 4,681 | 4,258 | - | 0.00% |
| Appropriated Fund Balance | - | - | - | - | - | 0.00% |
| TOTAL CAPITAL PROJECTS REVENUES | 869 | 804 | 4,681 | 4,258 | - | 0.00% |
| UTILITY CAPITAL REVENUES: | | | | | | |
| Capital Recovery Fees-Water | 27,847 | 23,816 | 99,940 | 91,105 | 294,237 | 33.97% |
| FEMA Grant | - | - | - | - | 150,000 | 0.00% |
| Capital Recovery Fees-Sewer | 28,055 | 19,573 | 75,284 | 69,491 | 235,532 | 31.96% |
| Capital Recovery Fees-Garbage | 1,684 | 1,695 | 6,746 | 6,774 | 20,247 | 33.32% |
| Appropriated Fund Balance | - | - | - | - | 110,193 | 0.00% |
| Transfer from Other Funds | - | - | - | - | - | 0.00% |
| TOTAL UTILITY CAPITAL REVENUES | 57,585 | 45,085 | 181,970 | 167,370 | 810,209 | 22.46% |
| PERFORMANCE VENUE REVENUES: | | | | | | |
| Rent from EDA | - | - | 14,200 | - | 85,200 | 16.67% |
| Transfers from General Fund | 55,324 | 30,557 | 117,819 | 131,180 | 355,484 | 33.14% |
| TOTAL PERFORMANCE VENUE REVENUES | 55,324 | 30,557 | 132,019 | 131,180 | 440,684 | 29.96% |
| | | | 4 months of the 12 months of the fiscal year | | | 33.33% |

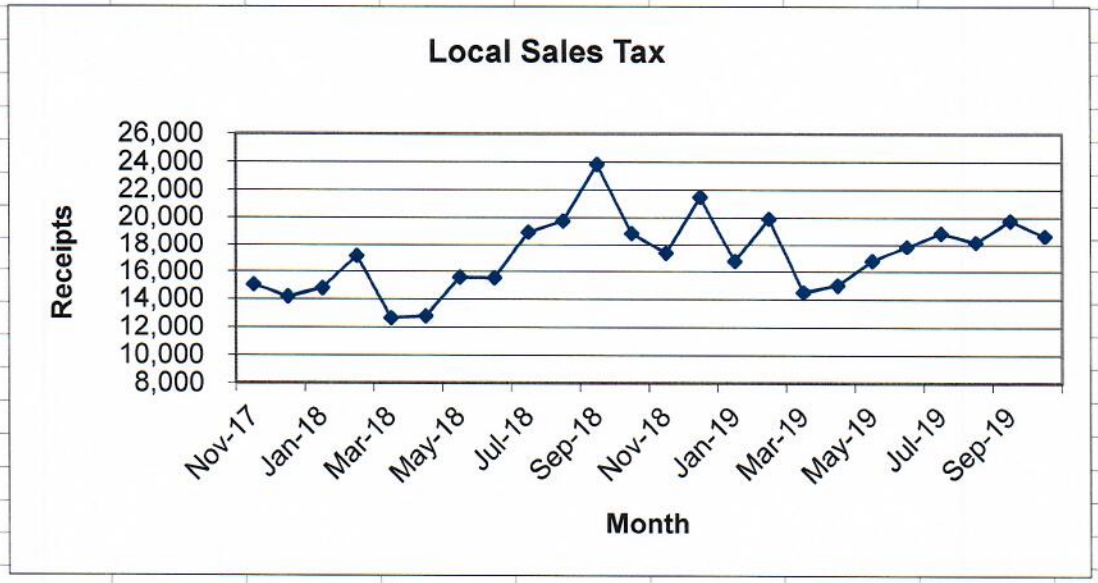
TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS

| Month | Collections |
|---|---|
| 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 |
| Oct-19 | 132,048 |



Town of Rocky Mount
Local Sales Tax

| | |
|---|---|
| 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 |
| Oct-19 | 18,649 |



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

| ACTIVITY | MONTH THIS YEAR | MONTH LAST YEAR | YEAR TO DATE THIS YEAR | YEAR TO DATE LAST YEAR | BUDGET THIS YEAR | % OF BUDGET THIS YEAR |
|---|---|---|---|---|---|---|
| GENERAL FUND: | | | | | | |
| Mayor & Council | 5,885 | 5,577 | 31,936 | 31,056 | 77,841 | 41.03% |
| Town Manager | 23,677 | 21,335 | 106,456 | 79,738 | 286,789 | 37.12% |
| Town Attorney | - | 5,830 | 8,257 | 14,871 | 37,799 | 21.85% |
| Finance Department | 37,308 | 29,022 | 221,731 | 135,307 | 381,541 | 58.11% |
| Electorial Board | - | - | - | - | 5,100 | 0.00% |
| Passport Services Expenses | 43 | 127 | 478 | 503 | 3,000 | 15.93% |
| Police Department | 198,008 | 151,817 | 1,224,252 | 749,809 | 2,273,169 | 53.86% |
| Volunteer Fire Dept. | 16,351 | 22,704 | 49,597 | 47,597 | 169,295 | 29.30% |
| Public Works Admin. | 9,492 | 8,973 | 63,548 | 40,044 | 100,474 | 63.25% |
| Public Works Admin. Non-VDOT Eligible | - | 465 | 2,427 | 14,251 | - | 0.00% |
| Street Lights | 8,192 | 8,242 | 25,011 | 27,492 | 117,430 | 21.30% |
| Traffic Control & Parking | 10,312 | 5,316 | 71,587 | 15,854 | 525,421 | 13.62% |
| Streets | 64,240 | 61,353 | 1,068,909 | 449,583 | 987,486 | 108.25% |
| Sidewalks & Curbs | 545 | - | 15,278 | 1,441 | 51,699 | 29.55% |
| Street Cleaning | 591 | 277 | 2,210 | 2,482 | 7,507 | 29.44% |
| Refuse Collection | 7,466 | 7,794 | 59,117 | 38,944 | 136,119 | 43.43% |
| Snow Removal | 399 | - | 1,988 | 838 | 44,919 | 4.43% |
| Playgrounds | 6,785 | 1,814 | 33,074 | 16,699 | 58,295 | 56.74% |
| Municipal Building | 4,928 | 4,177 | 35,104 | 16,862 | 80,781 | 43.46% |
| Emergency Services Bldg. | 12,265 | 23,395 | 29,382 | 30,193 | 66,625 | 44.10% |
| Public Works Building | 13,310 | 449 | 24,507 | 5,273 | 29,354 | 83.49% |
| Cemetery | 996 | 1,108 | 9,722 | 7,264 | 6,267 | 155.13% |
| Celeste Park | - | - | - | - | 5,245 | 0.00% |
| Gilley's Park | - | - | - | - | 1,000 | 0.00% |
| Mary Elizabeth Park | - | - | - | 52,989 | - | 0.00% |
| Impound Lot | - | - | - | 606 | - | 0.00% |
| Planning & Zoning | 10,097 | 9,072 | 68,798 | 38,421 | 127,473 | 53.97% |
| Community Development | 27,865 | 24,053 | 125,229 | 100,778 | 283,065 | 44.24% |
| Citizen's Square | 959 | 850 | 9,397 | 10,288 | 22,333 | 42.08% |
| Hospitality Center | 1,601 | 1,981 | 9,366 | 6,861 | 28,839 | 32.48% |
| Economic Development Authority | - | - | 1,075 | 520 | 4,055 | 26.52% |
| Remediation of Blighted Structures | - | - | - | - | 20,000 | 0.00% |
| Non-Departmental: | | | | | | |
| Wages & Fringes | 7,075 | 1,663 | (8,182) | 17,386 | 70,061 | -11.68% |
| Employee Wellness Program | - | 460 | - | 1,295 | 3,960 | 0.00% |
| Employee Drug Testing | 293 | 173 | 481 | 242 | 1,100 | 43.73% |
| 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 | - | 30,557 | 42,631 | 131,180 | 355,484 | 11.99% |
| Contingeny - General Purposes | - | - | - | - | 50,000 | 0.00% |
| Contingency - Supplemental Pay Adjustment: | - | - | - | - | 29,550 | 0.00% |
| TOTAL GENERAL FUND EXPENDITURES | 468,683 | 428,583 | 3,559,921 | 2,317,316 | 6,859,395 | 51.90% |

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

| ACTIVITY | MONTH THIS YEAR | MONTH LAST YEAR | YEAR TO DATE THIS YEAR | YEAR TO DATE LAST YEAR | BUDGET THIS YEAR | % OF BUDGET THIS YEAR |
|---|---|---|---|---|---|---|
| WATER & SEWER FUND: | | | | | | |
| Water System Operation | 16,236 | 10,555 | 88,435 | 87,809 | 238,213 | 37.12% |
| Meter Reading | 1,934 | 3,226 | 13,028 | 10,747 | 39,620 | 32.88% |
| Water Plant | 46,983 | 58,308 | 309,008 | 171,633 | 712,756 | 43.35% |
| Utility Billing & Administration | 17,274 | 12,414 | 99,735 | 53,355 | 182,248 | 54.72% |
| Wastewater System Operation | 10,988 | 12,705 | 48,235 | 53,546 | 208,073 | 23.18% |
| Wastewater Treatment Plant | 31,191 | 38,657 | 242,606 | 129,819 | 558,377 | 43.45% |
| 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 Adjustment: | - | - | - | - | 7,051 | 0.00% |
| Depreciation | - | - | - | - | 814,012 | 0.00% |
| TOTAL WATER & SEWER FUND EXPENSES | 124,607 | 135,865 | 900,616 | 642,835 | 3,263,816 | 27.59% |
| CAPITAL IMPROVEMENTS FUND: | | | | | | |
| Microenterprise Loan Program | - | - | 25,000 | - | - | 0 |
| Transfer to General Fund | - | - | - | - | - | 0.00% |
| TOTAL CAPITAL PROJECTS EXPENDITURES | - | - | 25,000 | - | - | 0.00% |
| UTILITY CAPITAL FUND: | | | | | | |
| Public Works Utility Capital Items | - | - | 81,481 | - | 91,500 | 89.05% |
| Meter Replacement | 3,139 | - | 22,224 | - | - | 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 | 5,931 | - | 39,188 | - | 36,000 | 108.85% |
| WTP Generator | - | - | - | - | 150,000 | 0.00% |
| WTP Valve Actuator | - | - | 23,880 | - | - | 0.00% |
| WTP Replace Floculators | - | - | - | - | - | 100.00% |
| Diamond Ave Water Line Replacement | - | 857 | - | 4,380 | - | 0.00% |
| Grassy Hill Upper Pump Re-do | - | 11,119 | - | 11,119 | - | 0.00% |
| WTP Pressure Valve | - | - | - | 11,920 | - | 0.00% |
| PW-Ground Penetrating Radar | - | - | - | 33,850 | - | 0.00% |
| WTP Mower | - | - | - | 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 | 9,070 | 11,976 | 200,604 | 70,242 | 858,686 | 23.36% |

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

| ACTIVITY | MONTH THIS YEAR | MONTH LAST YEAR | YEAR TO DATE THIS YEAR | YEAR TO DATE LAST YEAR | BUDGET THIS YEAR | % OF BUDGET THIS YEAR |
|---|---|---|---|---|---|---|
| PERFORMANCE VENUE OPERATIONS: | | | | | | |
| Performance Venue Operations: | | | | | | |
| Wages - Full Time | 16,574 | 15,933 | 74,584 | 47,309 | 204,786 | 36.42% |
| Wages - Part Time | - | - | - | 4,350 | - | 0.00% |
| Wages - Overtime | 1,969 | - | 2,400 | - | - | 100.00% |
| Wages - Security | 1,155 | 1,440 | 5,580 | 4,005 | 22,000 | 25.36% |
| Fringes | 8,557 | 8,057 | 34,592 | 30,759 | 76,736 | 45.08% |
| Contractual Services | 21,409 | 1,772 | 36,488 | 8,697 | 35,000 | 104.25% |
| Custodial Services | 1,750 | - | 4,050 | 1,888 | 11,700 | 34.62% |
| Repairs & Maintenance | 272 | (593) | 289 | 1,927 | 7,500 | 3.86% |
| Advertising | - | - | - | - | - | 0.00% |
| Printing & Binding | - | - | - | - | - | 0.00% |
| Licenses & Permits | - | - | - | 352 | 1,000 | 0.00% |
| Postage & Delivery Services | - | - | - | - | - | 0.00% |
| Utilities | 1,784 | 2,067 | 7,083 | 5,616 | 27,600 | 25.66% |
| Communications | 1,191 | 1,132 | 4,038 | 3,816 | 13,800 | 29.26% |
| Office Supplies | 341 | - | 386 | 412 | 800 | 48.20% |
| Janitorial Supplies | 320 | - | 1,058 | 1,649 | 6,770 | 15.63% |
| 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 EXPENSI | 55,324 | 29,807 | 170,548 | 110,778 | 463,760 | 36.78% |
| | | | 4 months of the 12 month fiscal year | | | 33.33% |
| Balance of EDA Loan due to the Town | 634,956 | | | | | |

TOWN OF ROCKY MOUNT
CONTINGENCY FUNDS
FISCAL YEAR 2020

| | GENERAL FUND | UTILITY FUND | UTILITY CAPITAL FUND |
|---|---|---|---|
| BUDGETED CONTINGENCY - GENERAL PURPOSES | 50,000 | 10,000 | 60,000 |
| COMMITTED: | | | |
| 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 | - |
| BUDGETED FOR SUPPLEMENTAL PAY ADJUSTMENTS | 29,550 | 7,051 | |
| COMMITTED: | | | |
| AVAILABLE FOR SUPPLEMENTAL PAY ADJUSTMENTS | 29,550 | 7,051 | |

| | | | | |
|---|---|---|---|---|
| | 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 | | | |
| | | | | |
| Vendor | | Contract Budget | Reimbusement Requests | Balance on 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 | | | $ 11,767.62 |
| | | | | |
| | | $ 1,100,000.00 | $ 1,015,879.31 | $ 95,888.31 |

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

| | | TOTAL METERS | TOTAL GALLONS | TOTAL REVENUES | % METERS | % GALLONS | % REVENUES |
|---|---|---|---|---|---|---|---|
| IN-TOWN CUSTOMERS: | | | | | | | |
| Business Non-Profit, No Discount (B) | | 8 | 77,316 | $ 481 | 0% | 0% | 0% |
| Commercial © | | 326 | 7,698,825 | $ 41,279 | 11% | 32% | 27% |
| Church with Non-Profit Discount (D) | | 9 | 8,492 | $ 49 | 0% | 0% | 0% |
| Industrial (I) | | 54 | 5,226,046 | $ 18,632 | 2% | 22% | 12% |
| Business Non-Profit, with Discount (N) | | 2 | 1,227 | $ 9 | 0% | 0% | 0% |
| Church without Non-Profit Discount (O) | | 20 | 109,290 | $ 598 | 1% | 0% | 0% |
| Residential ® | | 1739 | 6,075,926 | $ 42,789 | 59% | 25% | 28% |
| Schools (S) | | 21 | 1,252,841 | $ 4,467 | 1% | 5% | 3% |
| | TOTAL | 2179 | 20,449,963 | $ 108,305 | 74% | 86% | 72% |
| OUT-OF-TOWN CUSTOMERS | | | | | | | |
| Business Non-Profit, No Discount (B) | | 0 | - | $ - | 0% | 0% | 0% |
| Commercial © | | 74 | 1,224,546 | $ 12,061 | 3% | 5% | 8% |
| Church with Non-Profit Discount (D) | | 2 | 1,240 | $ 9 | 0% | 0% | 0% |
| Industrial (I) | | 2 | 4,790 | $ 73 | 0% | 0% | 0% |
| Business Non-Profit, with Discount (N) | | 0 | - | $ - | 0% | 0% | 0% |
| Church without Non-Profit Discount (O) | | 11 | 72,790 | $ 730 | 0% | 0% | 0% |
| Residential ® | | 658 | 2,128,416 | $ 30,233 | 22% | 9% | 20% |
| Schools (S) | | 0 | - | $ - | 0% | 0% | 0% |
| | TOTAL | 747 | 3,431,782 | $ 43,106 | 26% | 14% | 28% |
| | | | | | 100% | 100% | 100% |
| GRAND TOTAL (ALL CUSTOMERS) | | | | | | | |
| Business Non-Profit, No Discount (B) | | 8 | 77,316 | $ 481 | 0% | 0% | 0% |
| Commercial © | | 400 | 8,923,371 | $ 53,340 | 14% | 37% | 35% |
| Church with Non-Profit Discount (D) | | 11 | 9,732 | $ 58 | 0% | 0% | 0% |
| Industrial (I) | | 56 | 5,230,836 | $ 18,705 | 2% | 22% | 12% |
| Business Non-Profit, with Discount (N) | | 2 | 1,227 | $ 9 | 0% | 0% | 0% |
| Church without Non-Profit Discount (O) | | 31 | 182,080 | $ 1,328 | 1% | 1% | 1% |
| Residential ® | | 2397 | 8,204,342 | $ 73,022 | 82% | 34% | 48% |
| Schools (S) | | 21 | 1,252,841 | $ 4,467 | 1% | 5% | 3% |
| | TOTAL | 2926 | 23,881,745 | $ 151,411 | 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

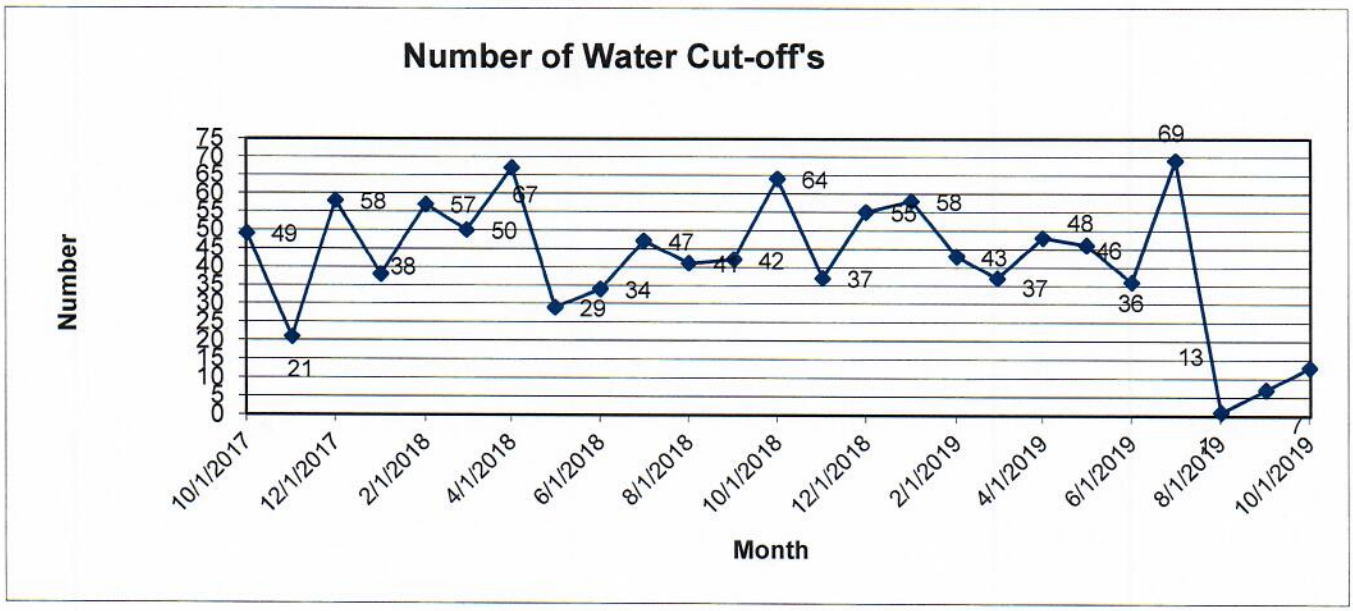
**In Town**

| | Bus Non Profit | | Commercial | | Church Discount | | Industrial | | Bus Discount | | hurch No Discou | | Residential | | Schools | | Total | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Month | % 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 | 0% | 0% | 32% | 27% | 0% | 0% | 22% | 12% | 0% | 0% | 0% | 0% | 25% | 28% | 5% | 3% | 86% | 72% |
| Nov-19 | | | | | | | | | | | | | | | | | | |
| Dec-19 | | | | | | | | | | | | | | | | | | |
| Jan-20 | | | | | | | | | | | | | | | | | | |
| Feb-20 | | | | | | | | | | | | | | | | | | |
| Mar-20 | | | | | | | | | | | | | | | | | | |
| Apr-20 | | | | | | | | | | | | | | | | | | |
| May-20 | | | | | | | | | | | | | | | | | | |
| Jun-20 | | | | | | | | | | | | | | | | | | |
| Average | 0% | 0% | 29% | 25% | 0% | 0% | 23% | 13% | 0% | 0% | 0% | 0% | 28% | 30% | 4% | 2% | 84% | 70% |

**Out of Town**

| | Bus Non Profit | | Commercial | | Church Discount | | Industrial | | Bus Discount | | hurch No Discou | | Residential | | Schools | | Total | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Month | % 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 | 0% | 0% | 5% | 8% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | 9% | 20% | 0% | 0% | 14% | 28% |
| 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, comercial, and industrial customers for FY 2020 (year ended 6/30/20).


Number of Water Cut-off's
Number
Month
75
70
65
60
55
50
45
40
35
30
25
20
15
10
5
0
10/1/2017
12/1/2017
2/1/2018
4/1/2018
6/1/2018
8/1/2018
10/1/2018
12/1/2018
2/1/2019
4/1/2019
6/1/2019
8/1/2019
10/1/2019
49
21
58
38
57
50
67
29
34
47
41
42
64
37
55
58
43
37
48
46
36
69
13

TOWN OF ROCKY MOUNT
WATER ACCOUNTABILITY
September-19

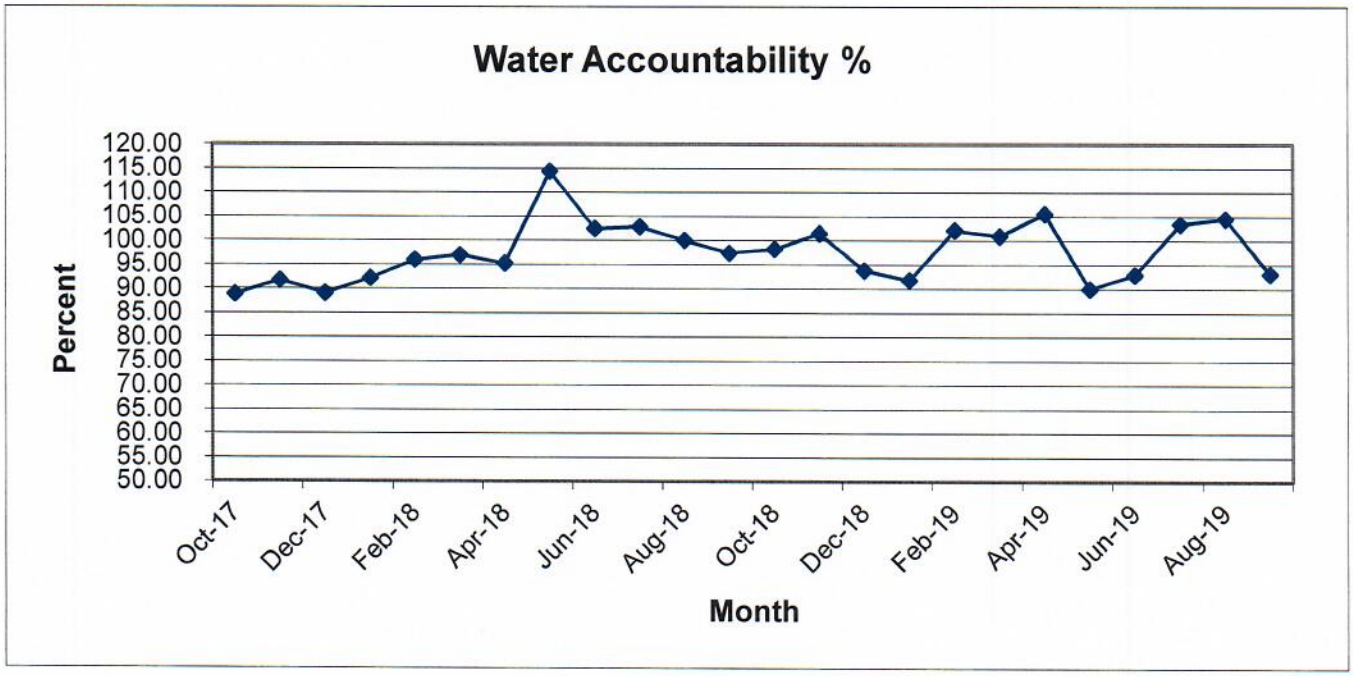
| | | |
|---|---|---|
| Water Plant Finished Water Pumped | | 27,228,550 |
| (Sept 1 - Sept 30 (meters read 10/1 - 10/3) | | |
| Water Consumption Billed | 23,881,745 | |
| Water Plant Process | 1,022,000 | |
| Flushing Water Lines, Hydrants, Tanks (includes Diamond Ave replacement line flushing) | 225,000 | |
| Water Obtained from Water Plant (to bill) | 66,200 | |
| Water Obtained from Public Works Hydrant (to bill) | - | |
| Bulk Water Used at Public Works Shop | 5,400 | |
| Tank Cleanout / Drainage (Bald Knob) | - | |
| Flow Meter Checks at Hydrants | - | |
| Meters Read and Not Billed | 154,968 | |
| Grand Total of Water Metered / Consumed / Tracked | | 25,355,313 |
| Percent Finished Water Accounted | | 93.12% |

Meters Read and Not Billed

| | | | |
|---|---|---|---|
| 001-0122-10-01 | Mary Bethune Park | 113 | |
| 001-0188-00-01 | Impound Lot (old) | - | |
| 002-0317-20-01 | Public Works Bldg | 1 | |
| 002-0317-30-01 | Public Works Bldg-new bldg | 1,830 | |
| 004-1067-00-01 | Veteran's Memorial Park | 4,403 | |
| 005-1300-00-01 | Mary Elizabeth Park | 255 | |
| 005-1343-10-01 | Harvester Performance Center | 6,000 | |
| 005-1384-00-01 | Farmer's Market | 5,360 | |
| 005-1457-00-01 | Municipal Bldg. | 1,958 | |
| 006-1710-00-01 | Welcome Center / Depot | 171 | |
| 009-2523-50-01 | Emergency Services Bldg. | 9,000 | |
| 009-2538-70-01 | Impound Lot (new) | 27 | |
| 011-0050-90-01 | Rt 122 Pump Station | - | |
| 041-0034-00-01 | WasteWater Treatment Plant | 125,850 | |
| TOTAL Meters Not Billed | | | 154,968 |

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


Water Accountability %
120.00
115.00
110.00
105.00
100.00
95.00
90.00
85.00
80.00
75.00
70.00
65.00
60.00
55.00
50.00
Percent
Oct-17
Dec-17
Feb-18
Apr-18
Jun-18
Aug-18
Oct-18
Dec-18
Feb-19
Apr-19
Jun-19
Aug-19
Month

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 | 27,228,550 | 25,355,313 | 93.12% | 1,873,237 | 100.35% | (35,898.67) |
| 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. | 25,669,517 | 25,705,415 | 100.35% | (35,899) | 100.35% | (35,899) |
| TOTAL | 77,008,550 | 77,116,246 | | (107,696) | | |

Monthly Avg. Percent Unaccounted = -0.35%

Monthly Avg. Percent Accounted = 100.35%

3 out of 3 months this fiscal year > 80% 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% | 27,228,550 | 45.38% | 25,355,313 | 93.12% | 2,926 | 18,210,000 | 30.35% | 18,621,884 | 102.26% |
| Oct-19 | 322.40 | 25,310,000 | 40.82% | | 0.00% | | | | 22,754,000 | 36.70% | | |
| 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. | 313.63 | 24,765,000 | 40.29% | 25,669,517 | 41.89% | 25,705,415 | 100.35% | 2,925 | 23,354,000 | 37.91% | 18,691,837 | 83.48% |

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

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

# MONTHLY STAFF REPORT

| | |
|---|---|
| **DATE:** | November 12, 2019 |
| **TO:** | Rocky Mount Town Council |
| **FROM:** | Justin Woodrow |
| **DEPARTMENT:** | **Fire Department** |
| **MONTH:** | September 2019 |

For the period of September 2019, the Rocky Mount Fire Department responded to a total of 48 calls of which 20 were inside the town limits and 48 were within Franklin County.

RMFD apparatus traveled a total of 993 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 12 members 51 hours of training on top of responding to 49 calls

**Summary of Calls:**

| Number of Calls | Type of Call | Notes or Special Circumstances |
|---|---|---|
| 4 | Structure Fires | |
| 1 | Vehicle Fire | |
| 4 | Brush Fires | |
| 0 | Chimney Fire | |
| 22 | Motor Vehicle Accidents | |
| 0 | Utility Pole Fire | |
| 10 | Fire Alarms | |
| 4 | Smoke Reports | |
| 1 | Hazardous Road Conditions | |
| 2 | Assist EMS | |
| 0 | Illegal Burns | |

Respectfully Submitted By,
Chief Justin Woodrow

# MONTHLY STAFF REPORT

| | |
|---|---|
| **DATE:** | November 12, 2019 |
| **TO:** | Rocky Mount Town Council |
| **FROM:** | Chief Ken E. Criner, Jr. |
| **DEPARTMENT:** | **Police Department** |
| **MONTH:** | October 2019 |

The RMPD participated in DEA's 18th National Take-Back Initiative w/Kroger in Rocky Mount on October 26th, 2019.

Our 2019 "Trunk or Treat" was a huge success even with the rainy & windy weather. Citizens wrapped around building to attend this great event!

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.

ADM #1

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

DATE: **October 2019**

| | AUGUST | SEPT. | **OCT.** |
|---|---|---|---|
| UNIFORM TRAFFIC SUMMONS ISSUED | 115 | 146 | **131** |
| TRAFFIC STOPS | 230 | 280 | **245** |
| SPEEDING TICKETS ISSUED | 10 | 17 | **10** |
| DUI | 4 | 4 | **3** |
| COLLISIONS INVESTIGATED (TREDS) | 23 | 19 | **16** |
| MOTORIST AIDES | 63 | 38 | **66** |
| CRIMINAL ARRESTS "MISDEMEANOR" | 34 | 56 | **55** |
| CRIMINAL ARRESTS "FELONY" | 16 | 17 | **23** |
| INCIDENTS ADDRESSED | 2210 | 2071 | **2248** |
| INCIDENTS, OFFENSES REPORTABLE IN "RMS" | 112 | 113 | **106** |
| GRAND LARCENY WARRANTS | 2 | 4 | **8** |
| BREAKING & ENTERING REPORTS | 2 | 1 | **3** |
| BREAKING & ENTERING WARRANTS | 0 | 2 | **1** |
| BOLO'S (Be On Look Out) | 16 | 36 | **43** |
| FOLLOW-UP'S | 49 | 59 | **83** |
| BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS" | 1198 | 1027 | **1114** |
| SCHOOL CHECKS | 133 | 179 | **164** |
| ALARM RESPONSES | 29 | 34 | **43** |
| OPEN DOORS, WINDOWS, ETC. UNSECURED | 2 | 0 | **2** |
| COURT HOURS | 16 | 19.25 | **33.75** |
| TRAINING HOURS: | 256.5 | 151.5 | **47** |
| SPECIAL ASSIGNMENT HOURS: | 61.75 | 69 | **76.5** |
| HARVESTER HOURS WORKED: | 18.5 | 19 | **32** |
| ECO/TDO | 5 | 8 | **4** |
| ECO/TDO HOURS: | 32.25 | 20.25 | **23** |

**TRAFFIC ENFORCEMENT**:

- ◊ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◊ There were 16 reportable accidents with 15 of the accidents on our public streets.

**COMMUNITY OUTREACH**:

- ◊ Residential Foot Patrols: Altice Mill Road, Anderson Street, Ann Sink Street, Avalon Street, Bernard Road, Bland Street, Booker T. Washington Highway, Brookshire Drive, Buckner Street, Bunny Lane, Byrd Lane, Candlewood Apartments, Cedar Street, Center Street, Circle Drive, Circle View Street, Claiborne Avenue, Cobb Street, Cornell Road, Cromwell Drive, Dent Street, Diamond Avenue, Donald Avenue, East Church Street, East Court Street, East Street, Edgemont Street, Fairlawn Drive, Friendly Street, Frontage Road, Glen Meadow Drive, Glenwood Drive, Goodview Street, Grayson Street, Grassy Hill Road, Green Meadow Lane, Greenview Avenue, Greer Lane, Hale Street, Harvey Street, Hatcher Street, Herbert Street, High Street, Highland Hills Road, Highview Terrace, Hillcrest Drive, Hilltop Drive, Jubal Pass, Knob Apartments, Knollwood Drive, Lakeview Drive, Law Street, Lawndale Drive, Leanor Street, Luke Street, Lynch Drive, Mamie Avenue, Maple Avenue, Mary Coger Lane, Maynor Street, Montview Avenue, Mountain View Drive, Musefield Road, Noel Street, Norris Street, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Oxford Circle, Parker's Drive, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Randolph Street, Riverview Street, School Board Road, Scuffling Hill Road, Smithers Street, Spring Street, State Street, Summit Drive, Sycamore Street, Taliferro Street, Tanyard Village, Trail Drive, Walnut Street, Warren Street, West Church Street, West College Street, West Court Street, Whitten Street, Willow Avenue, Wilson Street, Windsor Drive, Windy Lane, Woodlawn Drive, Wrays Street and Wray's Chapel Road.

- ◊ Business Foot Patrols: Aaron's, ABC Store, Advance Auto, AEP, All American Car Wash, American National Bank, Ameristaff, Angle Hardware, Applebee's, Arby's, Arrington Sports Awards, Auto Zone, BB& T Bank, BFMS, Bojangles, Brookside Swim Club, Buddy's BBQ, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, Catch A Tan, Center Stage Catering, Check Into Cash, China City, Christian Heritage Academy, Coast to Coast, Comfort Inn, Cook Out, Country Kids, Crooked Stitch, Curves, CVS, Dairy Queen, Davenport Gas, Davis Law Firm, Department of Social Services, DMV, Dollar General, Dollar Tree, Domino's, 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, Kupkakery, 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**:

- October 5th, 2019 - Provided foot patrol and traffic control for Cruise In
- October 18th, 2019 – Provided foot patrol and traffic control for FCHS football game
- October 22nd, 2019 – Open door at Franklin Welding
- October 24th, 2019 – Community Meeting at Furnace Creek Baptist Church
- October 26th, 2019 – Drug take back at Kroger
- October 30th, 2019 – Open Door at Mary Elizabeth Park
- October 31st, 2019 – Trunk or Treat

**INVESTIGATIONS**:

**Search Warrants**: 5

**Arrests**: **10**

**Follow Up Investigations: 100 plus**

**Indictments obtained: 7**

**ICAC: multiple cases being worked**

**Rape cases: 0**

**B&E: 3**

**Investigations assisted with the following:**

**Coffee with a Cop**
**Events at Franklin County High School**
**Events at Rocky Mount Elementary School**
**Trunk or Treat**
**Community Meeting at Furnace Creek Baptist Church**

**Drug court was attended during the month**
**Grand jury was attended during the month**
**Applied for three grants**
**Missing person was report and located**
**Large larceny at US Cellular solved in investigations utilizing "Leads Online Search Tool"**
**B&E's on Patterson and at Ideal Building Supplied worked**

**COMMUNITY RESOURCE OFFICER: MEETINGS/EVENTS**

- **October 2nd, 2019 - Coffee with a cop @ McDonald's**
- **October 2nd, 2019 - Met with Lisa Landes "Woodmen Life" for event planning**
- **October 3rd, 2019 - Attended local emergency planning committee meeting**
- **October 5th, 2019 - Walked Cruise In**
- **October 9th, 2019 - Attended Franklin County CONNECT meeting**
- **October 9th, 2019 - Met with Walmart management reference to grant**
- **October 17th, 2019 - Project lifesaver client visit**
- **October 18th, 2019 - Met with various individuals reference North Main "fence project"**
- **October 18th, 2019 - Purchased supplies for "Trunk or Treat"**
- **October 22nd, 2019 – Numerous phone calls and meetings arranged with Goodwill representatives in reference to "fence project"**
- **October 24th, 2019 - Held community meeting for Scuffling Hill area of Furnace Creek Baptist Church**
- **October 30th, 2019 – Attended CCOVA Summit**
- **October 31st, 2019 – Annual Trunk or Treat Event "huge success"**

**BFMS SCHOOL RESOURCE OFFICER REFERRAL'S 2019/2020**:

- **Diversions: 1 (tobacco use)**
- **Summons: 2 (both results of traffic accidents)**
- **Petitions: 4 (2 due to non-compliance) 2 (nicotine related)**

**SCHOOL RESOURCE OFFICER REFERRAL'S 2019/2020**:

- **Diversions: 2 (possession of nicotine products)**

**FCHS SCHOOL RESOURCE OFFICER REFERRAL'S 2019/2020**:

- **Diversons: 7 (6 vaping and 1 disorderly conduct)**
- **Petitions: 2 (one assault and one vaping)**
- **Warnings: 4 (vaping)**

## SPEEDING TICKETS ISSUED

Grassy Hill Road (x 4)
School Board Road (x 2)
State Street
Franklin Street
Scuffling Hill Road
Booker T. Washington Highway

## CRIMINAL ARRESTS & LOCATIONS:

| | |
|---|---|
| Possession of Marijuana | Altice Mill Road |
| Driving Under the Influence | Green Meadow Lane |
| Driving Under the Influence | Virgil H. Goode Highway |
| Driving Under the Influence | North Main Street |
| Drunk In Public | Industrial Avenue |
| Aggravated Assault | Oak Street (x 2) |
| Assault on Law Enforcement Officer | Old Franklin Turnpike |
| Domestic Assault | Old Furnace Road |
| Domestic Assault | Sycamore Street |
| Break & Enter w/ Intent to Commit Larceny | Oak Street |
| Grand Larceny | Tanyard Road (x 2) |
| Grand Larceny | Oak Street |
| Obtain Money by False Pretense | Franklin Street (x 4) |
| Obtain Money by False Pretense | Old Franklin Turnpike (x 2) |
| Felony Shoplifting | Old Franklin Turnpike (x 5) |
| Shoplifting | Old Franklin Turnpike (x 15) |
| Destruction of Property | Franklin Street (x 4) |
| Trespassing | Old Franklin Turnpike (x 3) |
| Trespassing | Diamond Avenue |
| Provide False Identification to Law Enforcement | Old Franklin Turnpike |
| Obstruction of Justice | Old Franklin Turnpike |

| | |
|---|---|
| Failure to Stop for Law Enforcement | Green Meadow Lane |
| Use Profane Language Over Telephone | Windsor Drive |
| Make Threats Over Telephone | Windsor Drive |
| Resisting Arrest | Old Furnace Road |
| Disorderly Conduct | North Main Street |
| Warrant Service (Capias) | East Court Street (x 3) |
| Warrant Service (Capias) | Old Franklin Turnpike |
| Warrant Service (Capias) | Circle Drive |
| Warrant Service (Capias) | Windy Lane |
| Warrant Service (Misdemeanor) | East Court Street |
| Warrant Service (Misdemeanor) | Franklin Street |
| Warrant Service (Misdemeanor) | Hilltop Drive |
| Possession of an Electronic Smoking Device | Tanyard Road (x 7) |
| Possession of an Electronic Smoking Device | Technology Drive (x 2) |
| Possession of an Electronic Smoking Device | North Main Street |
| Possession of Tobacco Underage | North Main Street |
| Failure to Stop at Accident Scene | Green Meadow Lane |
| Failure to Stop at Accident Scene | Fairlawn Drive |
| Driving Suspended | Green Meadow Lane |
| Emergency Custody Order | Floyd Avenue (x 3) |
| Temporary Detention Order | Floyd Avenue |

# MONTHLY STAFF REPORT

| | |
|---|---|
| **DATE:** | November 12, 2019 |
| **TO:** | Rocky Mount Town Council |
| **FROM:** | Brian Schofield, Public Works Superintendent |
| **DEPARTMENT:** | **Public Works Department** |
| **MONTH:** | October 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 Five sewer Mains or laterals
8. Repaired two water mains
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 slowed down with the weather
13. Continue to work on storm drains throughout town
14. Clean-up from the storms that sweep through during the month

# MONTHLY STAFF REPORT

| | |
|---|---|
| **DATE:** | November 12, 2019 |
| **TO:** | Rocky Mount Town Council |
| **FROM:** | Tim Burton |
| **DEPARTMENT:** | **Waste Water Treatment Plant** |
| **MONTH:** | October 2019 |

| | |
|---|---|
| Average Daily Flow | .734 MGD |
| TSS Reduction | 99.5 % |
| BOD Reduction | 99.8 % |
| Leachate (F.C. Landfill) | 534,349 gallons |
| VPDES Violations | None |
| Sludge (Land filled @ F.C.) | 42.65 Tons |

Rain Total 7.05 inches Snow Total 0.0 inch

The Wastewater Plant had 14 after hour's alarms during the month of October.
The staff worked on regular maintenance around the plant and the pump stations along with the six month maintenance that included pumping down and cleaning both clarifiers, washing out each of the seven pump stations and cleaning the check valves on each.
The staff also did some camera work and SL-RAT for Public Works.
Repairs above normal maintenance this month included;

- Worked on readjusting the Climbing Screen at the main pump station.
- Replaced coupling on #2 belt filter press sludge pump.
- Repair belt scraper on the belt filter press conveyor.
- Replace a rotating assembly in #2 discharge pump at Powder Mill pump station
- Had to have AMR come in and trouble shoot our alarm system at 122 pump station just to find out we had a radio that had gone bad.
- AMR also had to trouble shoot Oaks Tavern pump station communications and found that we had an antenna that had gone bad.
- AMR also tied our burglary system into our SCADA system while they were in Town working on our other issues.
- Finished cleaning up the data sheet on our fire hydrants so that it can be downloaded into our GIS system. This has been turned over now to IAMGIS.

Respectfully Submitted.

Timothy Burton

# MONTHLY STAFF REPORT

| | |
|---|---|
| **DATE:** | November 12, 2019 |
| **TO:** | Rocky Mount Town Council |
| **FROM:** | Jeff Gauldin – Water Superintendent |
| **DEPARTMENT:** | **Water Department** |
| **MONTH:** | October 2019 |

**Operation and Production Summary:**

The actual water production time (filtering of water) for the entire month averaged 10.4 hours a day, which yielded approximately 810,000 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: | 25.31 million gallons |
| Total Drinking Water Produced: | 25.06 million gallons |
| Average Daily Production: | 810,000 gallons per day |
| Ave Percent of Production Capacity: | 41.0% |
| Flushing of Hydrants/Tanks/FD Use: | 223,000 gals. + F.D. 110,000 gals = 333,000 gals. |
| Plant Process Water: | 1,034,000 gallons (finished water used by the plant) |
| Bulk Water Sold @ WTP: | 14,800 gallons |
| Bulk Water used at PW Shop | 10,400 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 223,000 gallons of water (included in Flushing number) through all 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 patiently await the completion of the boring operation so we can begin the interconnect.

- 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 and September. The line running from the Water plant to the drilling site on 220 South has been completed. We are now awaiting the completion of the line under the river.

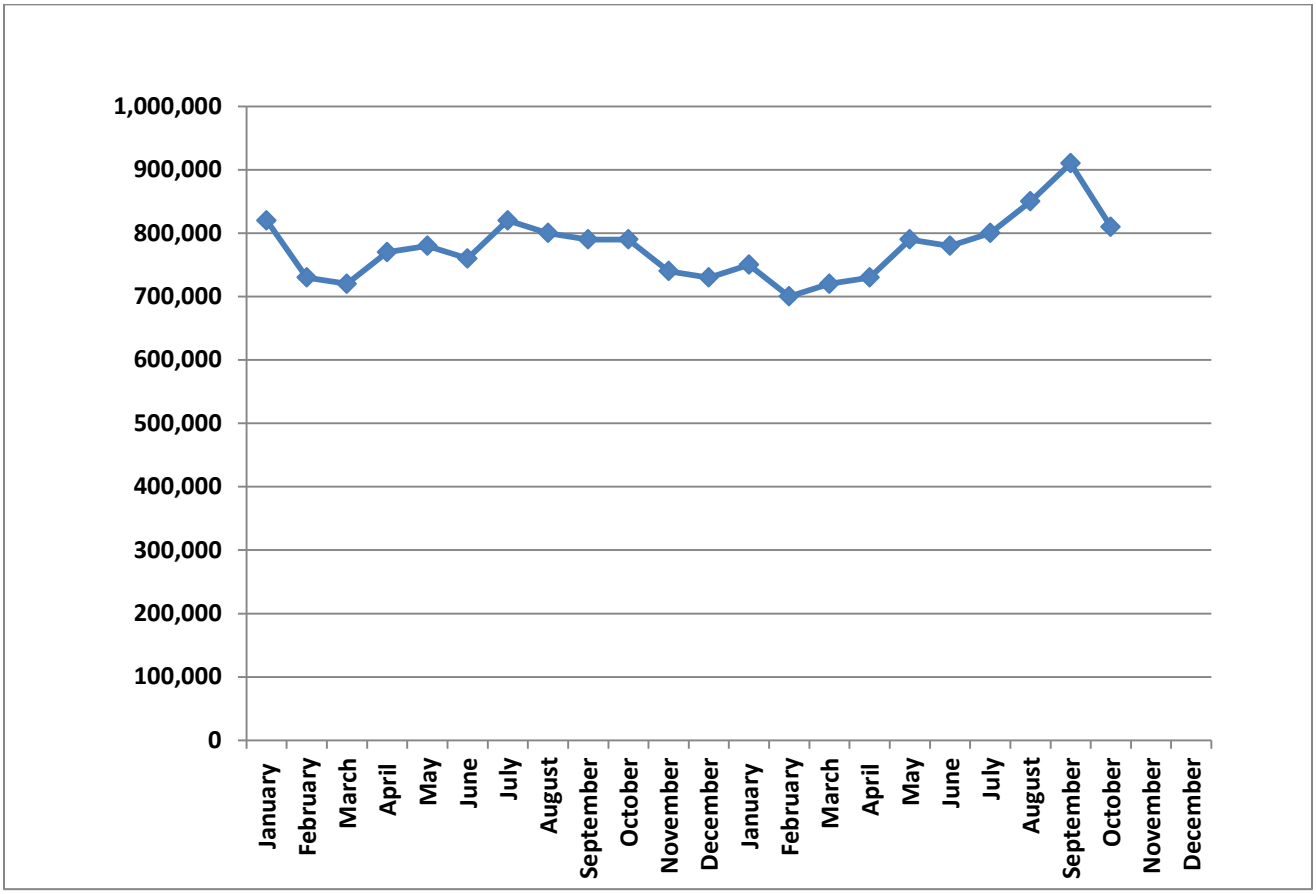
- We have installed the connection vault at the Rocky Mount Water plant, and we have the equipment in the vault connected to the monitoring equipment in the water plant. Staff performed the digging work as well as pulling the wiring to connect the plant to the vault. The Water Plant received considerable support from the Public works department to accomplish these tasks.

- We began the SCADA upgrade this month, AMR (American Mine Research) was at the plant to do some preliminary work for the Western Virginia Waterline connection, the reconnection of the Lower Grassy Hill tank and upgrading our SCADA communication radios.

- We received 6 inches of rain, which has raised the water level in the Blackwater.

- We hired Brandon Mitchell to fill the opening left when Jonathan Coleman retired. Brandon's first day will be on the 11th of November.

**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** X **New Business**

☐ **Committee Report** ☐ **Other**

| FOR COUNCIL MEETING DATED: | November 12, 2019 |
|---|---|

| | |
|---|---|
| STAFF MAKING REQUEST: | Amy D. Gordon, Assistant Director of Finance |
| | |
| BRIEF SUMMARY OF REQUEST: | As part of our new software roll-out, we are asking all employees to convert to direct deposit effective January 1st. The majority of our employees are already using this service so making it uniform, and mandatory, will allow a more reliable and timely delivery of salary.<br><br>Members of the Planning Commission and the Board of Zoning Appeals are being asked to convert as well as Members of Council. Though Council can set rules for how the modest compensation paid to Council Members is distributed, staff feels that direct deposit would not only be more effective for the recipient, but significantly more reliable and less costly for the Town.<br><br>Where possible, eliminating a physical check, saves approximately $3.00. Eliminating hundreds a month and thousands a year and adds up to significant savings and less pressure to add staff in your Finance Department. Unfortunately, this efficiency as it relates to pay or payroll like compensation is only effective if it is universal. |
| | |
| ACTION NEEDED: | Does Council endorse the shift to direct deposit for Elected Officials? |

Attachment(s):

| FOLLOW-UP ACTION:<br>(To be completed by Town Clerk) |
|---|

ITEM(S) TO BE CONSIDERED UNDER:

☐ **Hearing of Citizens** ☐ **Consent Item** ☐ **Old Business** X **New Business**

☐ **Committee Report** ☐ **Other**

| FOR COUNCIL MEETING DATED: | November 12, 2019 |
|---|---|

| | |
|---|---|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| | |
| BRIEF SUMMARY OF REQUEST: | Each year in January, Town Council adopts a schedule of meeting dates. On the sheet attached, are the proposed dates for 2020. Please review and make your recommendation for the 2020 calendar year. |
| | |
| ACTION NEEDED: | Approve or deny |

Attachment(s): Yes

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

# Town Meeting Dates 2020

*Following are the 2020 monthly meeting dates for Rocky Mount boards and Commissions that maintain a regular monthly meeting and filing schedule.*

**Town Council**

*Usually meets on the second Monday of each month at 7:00 p.m.*

| Meeting Date | Filing Date |
|---|---|
| Monday, January 13 | Monday, December 9, 2019 |
| Monday, February 10 | Monday, January 13 |
| Monday, March 9 | Monday, February 10 |
| Monday, April 13 | Monday, March 9 |
| Monday, May 11 | Monday, April 13 |
| Monday, June 8 | Monday, May 11 |
| Monday, July 13 | Monday, June 8 |
| Monday, August 10 | Monday, July 13 |
| Monday, September 14 | Monday, August 10 |
| Monday, October 12 | Monday, September 14 |
| Monday, November 9 | Monday, October 12 |
| Monday, December 14 | Monday, November 9 |

**Planning Commission**

*Make planning & zoning policy recommendations to Town Council.*
*Usually meets on the first Tuesday of each month at 6:00 p.m.*

| Meeting Date | Filing Date |
|---|---|
| Tuesday, January 6 | Monday, December 9, 2019 |
| Tuesday, February 4 | Monday, January 13 |
| Tuesday, March 3 | Monday, February 10 |
| Tuesday, April 7 | Monday, March 9 |
| Tuesday, May 5 | Monday, April 13 |
| Tuesday, June 2 | Monday, May 11 |
| Tuesday, July 7 | Monday, June 8 |
| Tuesday, August 4 | Monday, July 13 |
| Tuesday, September 1 | Monday, August 10 |
| Tuesday, October 6 | Monday, September 14 |
| Tuesday, November 3 | Monday, October 12 |
| Tuesday, December 1 | Tuesday, November 9 |

**Board of Zoning Appeals**

*Hears appeals of zoning decisions and variance requests for land use.*
*Meets at 6:00 p.m. on the first Thursday of the month if appeals are filed.*

| | |
|---|---|
| Thursday, January 2 | Wednesday, December 11, 2019 |
| Thursday, February 6 | Wednesday, January 8 |
| Thursday, March 5 | Wednesday, February 12 |
| Thursday, April 2 | Wednesday, March 11 |
| Thursday, May 7 | Wednesday, April 8 |
| Thursday, June 4 | Wednesday, May 13 |
| Thursday, July 2 | Wednesday, June 10 |
| Thursday, August 6 | Wednesday, July 8 |
| Thursday, September 3 | Wednesday, August 12 |
| Thursday, October 1 | Wednesday, September 9 |
| Thursday, November 5 | Wednesday, October 14 |
| Thursday, December 3 | Thursday, November 12 |

Unless otherwise posted, Meeting are held in the Town Council Chambers at 345 Donald Avenue, Rocky Mount, VA 24151. For Town Council Matters, contact the Town Manager's Office at (540) 483-7660. For planning, zoning, land use, or development matters, contact Community Development at (540)-483-0907. Accommodations are available for persons with physical limitations.

ITEM(S) TO BE CONSIDERED UNDER:

☐ **Hearing of Citizens** ☐ **Consent Item** ☐ **Old Business** X **New Business**

☐ **Committee Report** ☐ **Other**

| FOR COUNCIL MEETING DATED: | November 12, 2019 |
|---|---|

| | |
|---|---|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| | |
| BRIEF SUMMARY OF REQUEST: | An Outlaw Cruisers Car Club annual car show is planned for Sunday, May 17, 2020 from 1:00 p.m. to 5:00 p.m. The location of the car show will be on Franklin Street at Angle Bridge to Franklin Street and Floyd Avenue. This car show is to benefit non-profit local organizations. The Rocky Mount Police Department has reviewed this request and approves. The rain date for the event would be on Sunday, May 24, 2020 at the same time. |
| | |
| ACTION NEEDED: | Approve or deny |

Attachment(s): Yes

| FOLLOW-UP ACTION:<br>(To be completed by Town Clerk) |
|---|
| |

RECEIVED 10/22/19 RD

Outlaw-Cruisers.com

Rocky Mount Town Council
Municipal Building
Rocky Mount, VA 24151

October 21, 2019

To Whom It May Concern:

The Outlaw Cruisers Car Club is beginning to plan our annual car show to benefit non-profit local organizations. This event is scheduled for Sunday, May 17, 2020 from 1PM to 5PM with a rain date of Sunday, May 24, 2020 during the same time. The club would like to request permission for this event downtown at the stated dates.

We respectfully request permission to close Franklin Street at Angle Bridge and the intersection of Franklin Street and Floyd Avenue for the Car Show. Thank you for your time and consideration in this matter.

Sincerely,

Ron Guertin

Ron Guertin, President
Outlaw Cruisers Car Club

ITEM(S) TO BE CONSIDERED UNDER:

☐ **Hearing of Citizens** ☐ **Consent Item** ☐ **Old Business** X **New Business**

☐ **Committee Report** ☐ **Other**

| FOR COUNCIL MEETING DATED: | November 12, 2019 |
|---|---|

| | |
|---|---|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| | |
| BRIEF SUMMARY OF REQUEST: | The attached filing from the State Corporation Commission was received.<br><br>The 540 area code is expected to be exhausted by 2022.<br><br>The telecommunications industry has proposed an "overlay" area code, so area code 540 would have a second area code that covered the same area.<br><br>The downside of this plan is that it would require 10 digit calling for the entire area code. If you currently called the Town with 483-7660, with the overlay you would be required to dial 540-483-7660.<br><br>Though it cannot be stated for fact, the suspicion is that the industry proposes the overlay as it is easier on their processes than splitting the area code into two new areas, one keeping the 540 area code and one getting a new area code. In essence the overlay reduces customer cost and industry costs for addressing the issue at the expense of eliminating seven digit dialing for the entire area code.<br><br>Does Council support the "overlay" approach or would Council recommend to the SCC that a traditional "split" be performed so that citizens and business in Rocky Mount could continue making seven digit phone calls. |
| | |
| ACTION NEEDED: | Council may direct the Manager to file comments and/or objections to the plan. |

Attachment(s): Yes

| FOLLOW-UP ACTION:<br>(To be completed by Town Clerk) |
|---|

COMMONWEALTH OF VIRGINIA

191010058

STATE CORPORATION COMMISSION

AT RICHMOND, OCTOBER 3, 2019

SCC-CLERK'S OFFICE
DOCUMENT CONTROL CENTER

2019 OCT -3 A 9:49

COMMONWEALTH OF VIRGINIA, *ex rel.*

STATE CORPORATION COMMISSION

CASE NO. PUR-2019-00148

*Ex Parte*: In the matter of the Commission's investigation into exhaust relief for the 540 area code

RECEIVED 10/8/19 RD

ORDER ASSIGNING HEARING EXAMINER

On September 9, 2019, the North American Numbering Plan Administrator ("NANPA"), as the neutral third-party numbering plan area relief planner for the Commonwealth of Virginia and on behalf of Virginia's telecommunications industry ("Industry"),[1] filed an application ("Application") requesting that the State Corporation Commission ("Commission")[2] approve the Industry's consensus recommendation for an all-services overlay as the form of relief for the 540 NPA or area code.[3] NANPA represents that absent NPA relief, the supply of available telephone numbers in the 540 area code will be exhausted during the second quarter of 2022.[4]

According to NANPA, the recommended all-services overlay would superimpose a new NPA (or area code) over the same geographic area covered by the existing 540 NPA, and the overlay approach has a projected life of 30 years.[5] Under the Industry's recommended approach,

---

[1] The Industry is described as current and prospective telecommunications carriers operating in, or considering operations within, the Virginia 540 area code. Application at 1.

[2] According to the Application, the Federal Communications Commission ("FCC") delegated authority to the states to review and approve numbering plan area ("NPA") relief plans. Application at 1 (citing 47 C.F.R. § 52.19).

[3] Application at 1.

[4] *Id.* NANPA also notes that as the neutral third-party administrator, NANPA has no independent view regarding the relief option selected by the Industry. *Id.*

[5] *Id.* at 4.

all existing customers would retain the 540 area code and would not have to change their telephone numbers.[6] However, NANPA represents that, consistent with FCC regulations,[7] the relief plan would require ten-digit dialing for all calls within and between the 540 NPA and the new NPA going forward once a phased-in implementation period is complete.[8]

NOW THE COMMISSION, upon consideration of this matter, is of the opinion and finds that public comments should be invited about the proposed area code relief plan for the 540 NPA and that public hearings should be scheduled in the affected area to receive testimony from public witnesses. We also find that a Hearing Examiner should be assigned to accomplish this, conduct all further proceedings in this matter on behalf of the Commission, and file a final report containing the Hearing Examiner's findings and recommendations. Finally, we find that the Staff of the Commission should be directed to assist in this undertaking.

Accordingly, IT IS ORDERED THAT:

(1) This matter is docketed and assigned Case No. PUR-2019-00148.

(2) As provided by Code § 12.1-31 and 5 VAC 5-20-120, *Procedure before hearing examiners*, of the Commission's Rules of Practice and Procedure,[9] a Hearing Examiner is appointed to conduct all further proceedings in this matter on behalf of the Commission.

(3) The Hearing Examiner shall direct that hearings be scheduled at the appropriate places and times within the 540 area code to receive public witness testimony on the best method for implementing a new area code.

---

[6] *Id.*

[7] *Id.* (citing 47 C.F.R. § 52.19(c)(3)(ii)).

[8] Application at 4-6.

[9] 5 VAC 5-20-10 *et seq.*

(4) The Hearing Examiner shall direct the Commission's Division of Public Utility Regulation ("Division") to publish newspaper notice about the scheduled public hearings and how interested persons may submit written comments to the Commission in this case.

(5) The Division, in consultation with NANPA, shall assist the Hearing Examiner with the arrangements and scheduling of the times and places for the public hearings.

(6) Any interested person may file written comments on the best method for implementing a new area code by submitting such comments to: Joel H. Peck, Clerk, State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218-2118. Comments may be submitted electronically by following the instructions on the Commission's website: http://www.scc.virginia.gov/case. Compact discs or any other form of electronic storage medium may not be filed with the comments. All comments shall refer to Case No. PUR-2019-00148.

(7) All documents filed with the Clerk of the Commission in this docket may use both sides of the paper. In all other respects, all filings shall comply fully with the requirements of 5 VAC 5-20-150, *Copies and format*, of the Commission's Rules of Practice and Procedure.

(8) This matter is continued.

AN ATTESTED COPY hereof shall be sent by the Clerk of the Commission to all local exchange carriers certificated in Virginia as set out in Appendix A; all interexchange carriers certificated in Virginia as set out in Appendix B; the chairman of the board of supervisors and county attorney of each county and upon the mayor or manager (or equivalent official) and city or town attorney of every city and town in the 540 area code as set out in Appendix C; Kimberly Wheeler Miller, Esquire, North American Numbering Plan Administrator, 2411 Dulles Corner Park, Suite 250, Herndon, Virginia 20171; and C. Meade Browder, Jr., Senior Assistant Attorney

General, Office of the Attorney General, Division of Consumer Counsel, 202 N. 9th Street, 8th Floor, Richmond, Virginia 23219-3424. A copy hereof also shall be provided to the Commission's Office of General Counsel and Division of Public Utility Regulation.

A True Copy
Teste: Joel H. Peck
Clerk of the
State Corporation Commission

ITEM(S) TO BE CONSIDERED UNDER:

☐ **Hearing of Citizens** ☐ **Consent Item** ☐ **Old Business** X **New Business**

☐ **Committee Report** ☐ **Other**

| FOR COUNCIL MEETING DATED: | November 12, 2019 |
|---|---|

| | |
|---|---|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| | |
| BRIEF SUMMARY OF REQUEST: | The United States Department of Commerce, Economic Development Administration requires that the Town keep on file and update annually a list of our comprehensive economic development strategies (CEDS) and that this list be filed through our local planning district. This has devolved to an annual list of projects that are approved and submitted through the West Piedmont Planning District. Attached is our proposed list for 2020. Projects must be on the CEDS list to apply for federal funding. |
| | |
| ACTION NEEDED: | Staff asks that Council consider and approve this list of projects and authorize the attached letter to be sent by the Town Manager. |

Attachment(s): Yes

| FOLLOW-UP ACTION:<br>(To be completed by Town Clerk) |
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| |

# COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

# PRIORITY PROJECTS

## April 1, 2020 - March 31, 2021

| PROJECT | PRIORITY /TYPE | DESCRIPTION | FUNDING SOURCE | AMOUNT | TOTAL | NO. OF JOBS |
|---|---|---|---|---|---|---|
| ***Franklin County/Rocky Mount Industrial Park--Franklin County/ Town of Rocky Mount*** | 1/I | Development of industrial sites, water and sewer, site improvements, and rail spur to serve expansion of existing heavy industrial site (This project is ready to bid.) | Local<br>EDA<br>VTC | $1,200,000<br>$600,000<br>$600,000 | $2,400,000 | 300-500 |
| ***Natural Gas Service Extension--Franklin County/Town of Rocky Mount*** | 1/III | Complete 12-mile service extension of Roanoke Gas to Franklin County/Rocky Mount Industrial Park to promote industrial development | VTC<br>USDA-RD<br>Local<br>Private | $3,000,000<br>$3,000,000<br>$3,000,000<br>$3,500,000 | $12,500,000 | 300+ |
| ***Pigg River Heritage Trail--Town of Rocky Mount and Franklin County*** | 1/I | Development of Heritage Trail for tourism, recreation, and quality of life enhancement in support of economic development | VDOT<br>DCR<br>Local | $275,000<br>$125,000<br>$75,000 | $475,000 | NA |
| ***Economic Restructuring Via Heritage Tourism Development--Town of Rocky Mount*** | 1/II | Create supporting structures and events to complement the growing culture and economy surrounding the Harvester Performance Center and Crooked Road Heritage Music Trail | Local<br>EDA<br>VTC | $800,000<br>$600,000<br>$600,000 | $2,000,000 | 10-20 |
| ***Interconnection with Western VA Regional Water Authority--Town of Rocky Mount*** | 1/II | Connect the Town of Rocky Mount's water system with the Western VA Regional Water Authority lines via a 1.4-mile extension of the Town's water system | Local<br>EDA | $500,000<br>$1,000,000 | $1,500,000 | 300 |

Town of Rocky Mount
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TOWN COUNCIL
Steven C. Angle, *Mayor*
Billie W. Stockton, *Vice Mayor*

Bobby M. Cundiff Mark H. Newbill
Jon W. Snead Bobby L. Moyer
Gregory B. Walker

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

November 13, 2019

Ms. Linda Cruz-Carnall, Regional Director
U.S. Department of Commerce
Economic Development Administration
Philadelphia Regional Office
Robert N.C. Nix Federal Building
900 Market Street, Room 602
Philadelphia, PA 19107

Dear Ms. Cruz-Carnall:

Whereas the local governing body of Town of Rocky Mount supports the West Piedmont Economic Development District Designation, this is to advise that we have elected to be covered by the Year 2020 Comprehensive Economic Development Strategy for the West Piedmont Planning District in its capacity as an EDA Economic Development District. The projects included in the document's prioritized project list have been endorsed by the local governing body at its meeting on November 12, 2019 for assistance in improving the economy of our area.

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

Sincerely,

C. James Ervin
Town Manager

cc: Leah Manning, WPPDC