

**ROCKY MOUNT TOWN COUNCIL
FISCAL YEAR 2022
BUDGET WORK SESSION NO. 1
APRIL 13, 2021**

The April 13, 2021 Fiscal Year (FY) 2022 Budget Work Session No. 1 meeting of the Rocky Mount Town Council (here after referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 5:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Jon W. Snead
- A. Ralph Casey
- J. Tyler Lee
- Robert L. Moyer
- Mark H. Newbill
- Billie W. Stockton

The following staff members were also present:

- Cherie Q. Compton, Acting Town Clerk
- Rebecca Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Linda Woody, Finance Director
- Brian Schofield, Public Works Superintendent
- Amy Gordon, Assistant Finance Director
- Mark Moore, Assistant Town Manager
- Ken Criner, Chief of Police
- Kevin Adkins, Water Plant Superintendent
- Tim Burton, Wastewater Plant Superintendent

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

Roll Call

The Acting Town Clerk called each member of the Rocky Mount Town Council by name to account that each one was present.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval.

Motion: To approve the agenda as presented

Motion By: Council Member Lee

Second: Council Member Stockton

Motion Discussion: None

Ayes: Casey, Lee, Moyer, Newbill, Snead, Stockton

Nays: None

Action: Approved the agenda by a unanimous vote

Mr. Ervin presented Town Council with the FY 2022 Proposed Budget. Mr. Ervin began by sharing that proposed FY2022 budget was different than previous budgets as it had a fund called the American Rescue Plan Act Fund and because the Town has two new elected Council members who are going through the budget process for the first time. The proposed FY2022 budget as presented is a balanced one and the budget must be adopted by June 30. The medical insurance rate for FY2022 will be flat with no increase in renewal for this year. There was also a 2% cost of living adjustment, and no merit raises were given.

GENERAL FUND

General Fund Revenues: The overstatement of revenue in permits, licenses, and fees will possibly go to the Harvester Performance Center Town Manager Ervin stated. The CARES Revenue on page 4 was \$828,526. This was for Community Business Grants, the SAFE program administered by Helping Hands, and feeding people for two weeks during COVID-19. Page 5, State Street maintenance proposed FY2022 was for \$1,482,786 which was an increase of \$16,789 that the State gives the Town for street maintenance.

General Fund Expenditures: On page 6 of the FY2022 Proposed Budget book, there were no changes.

GENERAL GOVERNMENT

Mayor and Council: Page 9 on the FY2022 Proposed Budget saw no changes.

Town Manager: Page 11 on the FY2022 Proposed Budget saw no changes.

Town Attorney: Finance Director Woody shared that on page 13 of the FY2022 Proposed Budget, Town Attorney Boitnott was kept the same. Outside contract attorneys were called on from the proposed figures as well.

Finance Department: Page 15 line 53101 had a decrease of \$47,000 due to contractual services decreasing with Munis implementation.

Electoral Board: Page 17 the Electoral Board budget will be eliminated as the election for elected officials has been changed by Governor Ralph E. Northam and the Virginia General Assembly from May to November.

PUBLIC SAFETY

Rocky Mount Police Department: The cost of a new dog was discussed in the amount of \$10,000 because beginning July 1, 2021 the law will change, and the police department will not be able to utilize a dog previously trained for drugs on the street at all.

Volunteer Fire Department: Page 21 of the FY 2022 Proposed Budget, the fire department was given an increase of \$9,000 in stipends.

PUBLIC WORKS

Public Works: The public works department employees wage and fringe benefit cost were allocated based on 15 years of historical trends. The allocations can be reviewed on page 22 of the FY2022 Proposed Budget.

Public Works Administration: On page 23 of the FY2022 Proposed Budget, in the public works administration proposed budget, there were no changes.

Street Lighting: On page 25 of the FY2022 Proposed Budget remained the same.

Parking and Traffic Control: On page 27 of the FY2022 Proposed Budget there was an increase in line items of \$10,290, that was for contractual services.

Street Maintenance: Contractual services were increased \$100,000 on page 29 of the FY2022 Proposed Budget which is VDOT reimbursable.

Sidewalks, Curbs and Gutters: On page 31 of the FY2022 Proposed Budget, a sidewalk was planned as part of the Celeste Park grant for \$25,000.

Street Cleaning: On page 33 saw only a small reduction of \$745.00.

Refuse Collection: Refuse Collection for FY2022 Proposed Budget on page 35, there were no changes for the Public Works Department.

Snow Removal: There was \$15,000 for chemicals and materials for snow removal in regard of winter weather but this figure will change according to what the Town uses.

BUILDINGS AND GROUNDS

Municipal Building Maintenance: On page 39 of the FY2022 Proposed Budget Town Manager Ervin spoke briefly on the maintenance that was needed to the Municipal Building on the exterior. There was no guideline for replacing the gutter lining as metal cannot be gotten easily right now due to such high demand for the product.

Emergency Services Building: On page 41 of the proposed FY2022 budget there was an increase for repairs and maintenance but a decrease in their utilities

Public Works Building Maintenance: Proposed budget on page 43 was based on salary allocations from the previous year.

Cemetery Maintenance: On page 45 of the proposed FY2022 budget did not see any increase as the Town performs small maintenance but is continuing to not provide for digging graves.

Parks and Playgrounds Maintenance: On page 48 there was an increase in the grant for infrastructure line item 61151 for the FY2022 proposed budget in the amount of \$100,000 which was for Celeste Park. Contractual services for Veterans Park and the First Responders Memorial Park were budgeted \$2,500 each for an outside landscape contractor.

COMMUNITY DEVELOPMENT

Planning and Zoning: On page 51 of the FY2022 Proposed Budget there were changes in the wages of board officials as they now will be run through payroll, which was line item 51015, not as a stipend as in the past. The employees' salaries for wages full time under planning and zoning the \$122,517 was for ½ Community Development Director, 100% Planner, and ½ Executive Assistant.

Economic and Community Development: As Finance Director Woody reviewed the various contributions and sponsorships for special events, there was discussion between Council members regarding the Ferrum Express bus service route, and how much funding would be given from the Town. The consensus of Council was for Finance Director Woody to contact Mr. Muse to discuss a possible reduction in funding as well as to get further information to guide Council's decision on the bus service funding. Also discussed, were two new contribution requests. Contributions for Cruisin Rocky Mount VA Inc. was discussed on how many events were planned for the year 2021 versus the amount of funding received from the Town. There was another new request in the amount of \$500 for Outlaw Cruisers Car Club.

Of the line items 54101, 54102, and 54105, those line items were broken down into salaries which were ½ Community Development Director, and their assistant, and 100% for the Economic & Cultural Development Director. The CARES expenditures for proposed FY2022 budget were \$828,526 which was a onetime occurrence.

Citizens' Square: Finance Director Woody noted the change on page 56 for Citizens Square with the EBT's expense as Fresh Match grant which will be free the first year and would be 10% the second year.

Community and Hospitality Center: For the FY2021 the Community Hospitality Center was closed due to COVID. For the proposed FY2022 budget the Town does plan to reopen in the fall. The depot is in need of paint and repairs especially given that it is a historic building.

Passport Service Expenses: There were no changes

Economic Development Authority: There were no changes

Remediation of Blighted Structures: There were no changes

NON-DEPARTMENTAL GF

General Fund Non-Departmental: The amounts proposed for contributions for outside agencies on page 66, were reviewed and no changes were made. Line item 56151 Christmas bonuses were touched on by Ms. Woody.

Lastly Mr. Ervin gave council an overview of what the American Rescue Plan Act Fund as well as the \$4.29 million dollars that the town will be sent. The funds may be used 1) to replace the reduced revenue incurred by the local government due to the COVID19 public health emergency to rebuild financial stability; 2) as well as COVID expenditures on the negative economic impact to small business, households, and hard-hit industries such as tourism, hospitality, and travel; 3) premium pay for essential workers; 4) to invest in water, sewer, and broadband infrastructure. These funds must be spent by end of the calendar year 2024.

The Town's proposed expenditures of these funds fall within the following guideline which are projects selected to further the Town's mission for 1) water, sewer, and other public infrastructure, 2) public safety, and 3) tourism and economic development.

At this time, Mayor Angle entertained a motion from Council to adjourn the meeting.

ADJOURNMENT

Motion: To adjourn meeting

Time: 6:46 pm

Motion By: Vice Mayor Snead

Second: Council Member Lee

Motion Discussion: None

Ayes: Casey, Lee, Moyer, Newbill, Snead, Stockton

Nays: None

Action: Adjourned by a unanimous vote.

Steven C. Angle, Mayor

ATTEST:

Cherie Q. Compton, Acting Town Clerk

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