



TOWN COUNCIL
REGULAR MEETING
AGENDA

August 8, 2022
7:00 PM

Council Chambers, Rocky Mount Municipal Building
345 Donald Avenue, Rocky Mount, Virginia

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.

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All cellular phones must be turned off during the Council Meeting.

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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.

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Special Items
 - 4.1. Ms. Carrie Beck of the Crooked Road
 - 4.2. Jeremy Holmes, Executive Director of the Roanoke Valley-Alleghany Regional Commission
 - 4.3. Introduction and Oath of Office for New Chief of Police, Mr. Phillip Young
5. Public Hearing (none at this time)
6. Approval of Draft Minutes
 - 6.1. July 11, 2022 - Regular Meeting Draft Minutes
 - 6.2. July 28, 2022 - Special Called Town Council Meeting Draft Minutes
7. Approval of Consent Agenda
 - 7.1. Miscellaneous Action
 - Tobacco Region Revitalization Commission Grant Agreement
 - 7.2. Miscellaneous Resolutions/Proclamations

7.3. Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

8. Hearing of Citizens

9. Old Business (none at this time)

10. New Business

10.1. Review and Consideration of Town Meeting Dates for 2023

10.2. Community Partnership for Revitalization Street Closure for Community Christmas Tree Lighting and Come Home to a Franklin County Christmas

10.3. Draft Procurement Policy Referral

11. Committee Reports

11.1. Streets, Sidewalks & Streetlights Committee Meeting on July 25, 2022

12. Referrals to Planning (none at this time)

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

14. Closed Meeting and Action

14.1. Section 2.2-3711(A).3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. (Industrial Park)

15. Adjournment

ITEM(S) TO BE CONSIDERED UNDER:

Other

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Daniel Pinard, Cultural & Economic Development Director
BRIEF SUMMARY OF REQUEST:	Introduction of Mrs. Carrie Beck, Executive Director of The Crooked Road Music Heritage Trail
ACTION NEEDED:	None

Attachment(s):

1. TCR - Rocky Mount

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



The Crooked Road Programming & Events Update

2022 Programming & Partner Events

- **August 24** – Sponsoring Open Jam at Carroll County Fair with Ashlee Watkins & Mac Traynham
- **August 26 & 27** – Appalachian Trail Center opening – Damascus, VA
- **August 27** – Wytheville Arts & Music Fair at Willowbrook Homestead Museum
- **September 9 -11:** New! Crooked Road Stage of heritage music during Bristol's Rhythm & Roots.
Line-up:
 - Twin Creeks String Band
 - David & Linda Lay
 - ShadowGrass
 - The Brothers Young
 - Empty Bottle String Band
- **September 14-17** - Franklin County Agricultural Fair – artist fee support
- Attending IBMA from **September 27 – October 1** with VTC & SWVA Partners
- **October 1** – Supporting Pulaski Theater event with artist fees
- Songwriting event - before the Blue Highway Festival on **October 6** in Big Stone Gap/MECC
- **November 11** – Blue Ridge Backroads at the Rex Theater in Galax, VA featuring Women of Old Time with After Jack and Mustard Cutters
- **November 12** – TCR Caravan show to SWVA CC& Marketplace with After Jack & Mustard Cutters

Past Events

- Youth Music Festival
 - Held on May 14 with 24 Participants
 - \$1200 Cash Awards given out
- Sponsored HomeGrown music series with Wound Tight & Alum Boys with Ashlee at Rocky Mount's Farmers Market
 - June 11
- The Crooked Road's Music & Dance Spectacular: Celebrating SWVA's Heritage Music
 - July 8 at Moss Arts Center at Virginia Tech
 - 470 attendees

Quarterly Regional Promotional Magazine

- New quarterly promotional magazine will promote community events that feature heritage music. This published magazine is distributed to community tourism entities and put onto The Crooked Road's website for travel information

TCR Artist-In-Residence

- Johnny Williams was recently announced as the TCR Artist-in-Residence

ITEM(S) TO BE CONSIDERED UNDER:

Other

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Robert Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Jermey Holmes, Executive Director of the Roanoke Valley-Alleghany Regional Commission (RVARC), will be at the meeting to introduce himself and to give a brief overview of the services provided by RVARC. Mr. Holmes has been the Executive Director of RVARC for about one year.
ACTION NEEDED:	None

Attachment(s): None

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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ITEM(S) TO BE CONSIDERED UNDER:

Other

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Robert Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Mr. Phillip Young will be introduced and take the Oath of Office as the Chief of Police of the Rocky Mount Police Department
ACTION NEEDED:	No action by the Town Council is needed.

Attachment(s): None

FOLLOW-UP ACTION: (To be completed by the Town Clerk) Captain Phillip Young has served with the Franklin County Sheriff's Office for twenty-four years. He started his career as a police officer with the Ferrum College Police Department where he later served as Chief of Police. He began his service with the Franklin County Sheriff's office as a patrol deputy and served in various roles to include Field Training Officer, School Resource Officer, Professional Standards Sergeant, and Administrative Lieutenant. He spent twelve years on the Emergency Response Team with much of that time spent as a designated marksman. Most of his leadership experience has been in dealing with hiring, budget, internal affairs, public information and FOIA. Captain Young has served as the accreditation manager for the office, overseeing the initial accreditation of the department as well as the first and second re-accreditations through the Virginia Law Enforcement Professional Standards Commission. Captain Young received a Bachelor of Science degree in Management and Leadership from Bluefield College where he graduated with honors, Summa Cum Laude. He also received a Graduate Certificate from the University of Virginia in Criminal Justice. He is a graduate of the Federal Bureau of Investigation's National Academy, Session 262, as well as the FBI Law Enforcement Executive Leadership Associations Supervisor and Command Institutes. He is a lifelong resident of Franklin County where he resides with his wife and three children.



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**July 11, 2022
7:00 p.m.**

The following members
Of Council were present:

Mayor Steven C. Angle
Council Member A. Ralph Casey
Council Member J. Tyler Lee
Council Member Robert L. Moyer
Council Member Mark H. Newbill
Council Member Billie W. Stockton

Vice Mayor Jon W. Snead was absent

The following staff
members were also
present:

John T. Boitnott, Town Attorney
Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Kevin Adkins, Water Treatment Plant Superintendent
Tim Burton, Wastewater Treatment Plant Superintendent
Vincent Copenhaver, Finance Specialist, CPA
Jessica Heckman, Planning & Zoning Administrator
Mark Lovern, Interim Chief of Police
Mark Moore, Assistant Town Manager
Daniel Pinard, Cultural Economic Development Director
Dennis "Moe" Potter, Wastewater Treatment Plant
Shawn Richardson, 1st Sergeant of Investigations
Brian Schofield, Public Works Superintendent

The 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, with Mayor Steven C. Angle presiding.

1. Roll Call

The Town Clerk called each member of the Rocky Mount Town Council by name to account for members present.

2. Pledge of Allegiance

Mayor Angle led in saying the Pledge of Allegiance.

3. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration of approval. Mayor Angle led the Council in amending the agenda to review the Partners for Fish and Wildlife Program Landowner Agreement, to be discussed under the Consent Agenda.

Motion: To approve the amended agenda

Motion By: Council Member Lee

Seconded: Council Member Stockton

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Lee, Council Member, Council Member Newbill and Council Member Stockton

Approved (5 to 0)

4. Special Items

4.1 Recognition to Ms. Linda P. Woody for Her Retirement

Mayor Angle recognized Ms. Woody's 22 years of service to the Town of Rocky Mount as the Town's Finance Director. Mayor Angle read aloud the resolution drafted for Ms. Woody and thanked Ms. Woody for her service.

5. Public Hearing

Mayor Angle moved the meeting into recess to hold the public hearing.

Planning Administrator Heckman presented to Council a proposed amendment to the Town's Zoning Ordinance providing for changes to temporary use regulations such as mobile food units and itinerant vendors participating in private or public events without pre-approval by the Town Council. The proposed amendment was reviewed and recommended by the Planning Commission at their July 5, 2022 meeting.

An ad was placed in the Franklin News Post to meet the legal requirements of holding this public hearing.

Mayor Angle moved the meeting back into regular session.

Motion: To table approval of the ordinance and call a joint committee meeting of the EDA and PC, to form a committee with members from EDA, PC, Town Council, and local restaurant owners and food truck vendors to review and discuss the ordinance.

Motion By: Council Member Lee

Seconded: Council Member Moyer

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Lee, Council Member Moyer, Council Member Newbill and Council Member Stockton

Approved (5 to 0)

6. **Approval of Draft Minutes**

- June 13, 2022 – June Regular Meeting Minutes
- June 23, 2022 – Special Called Council Meeting Minutes

Motion: To approve the draft minutes as presented.

Motion By: Council Member Stockton

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Lee, Council Member Moyer, Council Member Newbill and Council Member Stockton

Approved (5 to 0)

7. **Approval of Consent Agenda**

This month's consent agenda consists of the following items:

- 7.1 Miscellaneous Action
 - Lease Agreement with U.S. Cellular for Cellular Tower
 - Partners for Fish and Wildlife Program Landowner Agreement
- 7.2 Miscellaneous Resolutions/Proclamations
- 7.3 Departmental Monthly Reports
 - Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

Motion: To approve the consent agenda as presented

Motion By: Council Member Newbill

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Lee, Council Member Moyer, Council Member Newbill and Council Member Stockton

Approved (5 – 0)

8. Hearing of Citizens

Mr. Greg Maxwell, 385 Green Meadow Lane, Rocky Mount, VA spoke regarding the homeless population in Rocky Mount sharing that despite a person's education or background; anyone could be homeless.

Ms. Kathy Spangler, 63 Shameka Lane, Rocky Mount, VA spoke regarding the homelessness in Rocky Mount sharing that a homeless shelter was needed in town.

Mr. Brian Hochstein, 2403 Goldfield Court, Greensboro, NC spoke regarding the millions of dollars spent on the Harvester Performance Center as well as the use of free tickets to shows.

Ms. Linda Hardy, 30 Hilltop Drive, Rocky Mount, VA spoke regarding the noise, traffic problems and the vehicles that speed through Franklin Heights on Bernard Road.

Mr. Steven Caplin, 20 Warren Street, Rocky Mount, VA spoke regarding the homelessness in Rocky Mount sharing that there are approximately 20 homeless encampments in Franklin County.

Mrs. Ellen Holland, 410 Hilltop Drive, Rocky Mount, VA spoke regarding possible funding to help the homeless in Rocky Mount through West Piedmont Planning District Commission.

9. Old Business

(none at this time)

10. New Business

10.1 Mary Elizabeth Park Playground Replacement & Shelter Addition

Included in the FY2023 Capital Improvement Plan is to replace the playground park equipment as well as the shelter with a concrete pad underneath it as well as six picnic tables, constructed on the side closest to the pickleball and basketball courts in the park. The playground will be ADA accessible.

Improvements are proposed for next year for Mary Bethune Park. The Town has made improvements to Gilley's Park as well.

Presented to Council was a quote from All Recreation of Virginia, Inc.

Motion: To approve the request as presented

Motion By: Council Member Moyer

Seconded: Council Member Stockton

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Lee, Council Member Moyer, Council Member Newbill and Council Member Stockton

Approved (5 – 0)

10.2 Floyd/Franklin Intersection – VDOT Smart Scale Application Proposal

Town Manager Wood briefly spoke introducing the project. Mr. Todd Daniels with the Virginia Department of Transportation (VDOT) shared a few details of the process regarding the project.

Concerns were voiced from members of Council regarding milk trucks, and firetrucks not being able to pass through the proposed Rt 40 (Franklin Street) at Floyd Avenue roundabout.

Mr. Todd Daniels with VDOT spoke to Council regarding the proposed Smart Scale project, discussing some of the logistics involved with the project.

The item was sent to the Streets, Sidewalks, and Streetlights committee to meet and discuss a recommendation to present to Council.

The deadline for the application to be submitted to VDOT is August 1, 2022.

11. Committee Reports

None at this time

12. Referrals to Planning

None at this time

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

Town Manager Wood announced that Mr. Phillip Young had been selected to be the new Police Chief for the Town of Rocky Mount. Mr. Young will begin on or about August 15, 2022.

14. Closed Meeting and Action

Mayor Angle read aloud the section.

Enter Closed Meeting

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

Time: 7:53 p.m.

Virginia Code Section:

Section 2.2-3711(A).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)

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

Motion By: Council Member Moyer

Second: Council Member Stockton

Motion Discussion: None

**Ayes: (5): Council Member Casey, Council Member Lee, Council Member Moyer,
Council Member Newbill and Council Member Stockton**

Approved (5 – 0)

Action: To go into a closed meeting

Certificate of Closed Meeting Discussion:

Council certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, February 14, 2022, 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

15. Adjournment

Motion: To adjourn

Time: 8:50 p.m.

Motion By: Council Member Lee

Seconded By: Council Member Stockton

Motion Discussion: None

**Ayes: (5): Council Member Casey, Council Member Lee, Council Member Moyer,
Council Member Newbill and Council Member Stockton**

Approved (5 to 0)

Action: Meeting was adjourned

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

DRAFT



**ROCKY MOUNT TOWN COUNCIL
SPECIAL CALLED MEETING MINUTES**

**July 28, 2022
6:00 p.m.**

The following members
of Council were present:

Mayor Steven C. Angle
Vice Mayor Jon W. Snead
Council Member A. Ralph Casey
Council Member Robert L. Moyer
Council Member Mark H. Newbill
Council Member Billie W. Stockton

Council Member J. Tyler Lee was absent

The following staff
members were also
present:

Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Mark Moore, Assistant Town Manager
Vincent Copenhaver, Finance Specialist, CPA
Amy D. Gordon, Assistant Finance Director
Mark Lovern, Interim Chief of Police
Brian Schofield, Public Works Superintendent

The 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, with Mayor Steven C. Angle presiding.

1. Roll Call

The Town Clerk called each member of the Rocky Mount Town Council by name to account for members present.

2. Pledge of Allegiance

Mayor Angle led in saying the Pledge of Allegiance.

3. Approval of Agenda

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

Motion: To approve the agenda as presented

Motion By: Council Member Newbill

Seconded: Vice Mayor Snead

Motion Discussion: None

Ayes: (5): Vice Mayor Snead, Council Member Casey, Council Member Moyer
Council Member Newbill and Council Member Stockton

Approved (5 to 0)

4. Floyd/Franklin Intersection – VDOT Smart Scale Application Proposal

4.1 Floyd/Franklin street Intersection Documents

Mr. Todd Daniels with VDOT shared with Council the answers to two questions asked at the committee meeting on July 25th. Those two questions were:

1. If the roundabout could be widened to allow large trucks to pass through it easier? Mr. Daniels replied that the truck apron could be widened from twelve foot to sixteen foot.
2. How many crashes had there been at the intersection? Mr. Daniels discussed accidents from VDOT records for the past five years.

Mayor Angle asked if anyone in the audience would like to speak regarding the proposed roundabout.

Ms. Pam Gabriel of 837 Snow Creek Road, Martinsville, VA, and owner of the Jones Building (Twin Creeks Distillery and Perfectly Picked) located at 510 Franklin Street, Rocky Mount. Ms. Gabriel spoke briefly regarding the parking spaces at her building being very limited currently and would be even more limited due to the amount of space that would be needed for the roundabout.

The recommendation from the Streets, Sidewalks and Streetlights Committee was to not proceed at this time with the proposal. Council member Stockton, who was the Chairman

of the committee, shared that with the proposed project being on a 2-year cycle of review with VDOT, perhaps the proposed project could be reviewed again with more options.

Motion: To deny proceeding at this time with the proposal as presented.

Motion By: Council Member Stockton

Seconded: Council Member Newbill

Motion Discussion: None

Ayes: (5): Vice Mayor Snead, Council Member Casey, Council Member Moyer
Council Member Newbill and Council Member Stockton

Approved (5 to 0)

5. **Adjournment**

Motion: To adjourn

Time: 6:15 p.m.

Motion By: Council Member Stockton

Seconded By: Vice Mayor Snead

Motion Discussion: None

Ayes: (5): Vice Mayor Snead, Council Member Casey, Council Member Moyer,
Council Member Newbill and Council Member Stockton

Approved (5 to 0)

Action: Meeting was adjourned

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Daniel Pinard, Cultural & Economic Development Director
BRIEF SUMMARY OF REQUEST:	In Spring 2022, the Town of Rocky Mount was awarded a grant from the Virginia Tobacco Region Revitalization Commission to improve the level of readiness for the Cox Site in the Franklin County - Rocky Mount Industrial Park. The project will complete initial architectural and survey reports to increase the Tier level of the site from Tier 2 to Tier 3 or 4. The attached documents include the Grant Agreement/Right to Reimbursement and a Memorandum of Understanding with Thompson & Litton, who will complete the work. March 14, 2022 - Town Council passed a resolution supporting the grant application May 11, 2022 - The Tobacco Region Revitalization Commission approved Rocky Mount's application for the full requested amount, \$44,940 The grant requires a 1:1 match, which was included in the FY2023 budget.
ACTION NEEDED:	Approve/Deny the Town Manager's signature on attached documents.

Attachment(s):

1. Grant Agreement and Right to Reimbursement
2. Thompson & Litton MOU

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

GRANT AGREEMENT

This Grant Agreement (this “Agreement”) made and entered into on the **12th day of May, 2022** (the “Award Date”), by and between the **Tobacco Region Revitalization Commission**, a body corporate and political subdivision of the Commonwealth of Virginia (the “Commission”), and the **Town of Rocky Mount** (the “Grantee”).

WITNESSETH:

WHEREAS, the Virginia General Assembly created the Commission to, among other things, stimulate the economic growth and development of tobacco dependent communities in the Southern and Southwest regions (the “**Region**”) of the Commonwealth of Virginia (the “**Commonwealth**”), and

WHEREAS, the Grantee submitted an application, to the Commission for funding (the “**Application**”) to undertake the Project (as defined herein) entitled **Cox Site Master Plan - Franklin County - Rocky Mount Industrial Park**, and

WHEREAS, the Commission has determined that the Project benefits the Region and is consistent with and in furtherance of the Commission’s public purposes, and

WHEREAS, the Commission approved a grant to the Grantee in the amount of **\$44,940** (the “**Grant**”) to fund the Project, the approval and funding of such Grant the Commission has determined constitutes a valid public purpose for the expenditure of public funds and is the animating purpose for the Grant, and

WHEREAS, the parties desire to set forth their understanding and agreement as to the use of the Grant and the parties’ respective rights and obligations.

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby represent, warrant, covenant and agree as follows:

1. Project and Budget. The Grantee will complete all actions described in **Exhibit A** and the Application (the “**Project**”), both of which are hereby incorporated by reference. In connection with the Project, the Grantee shall meet or exceed the deliverables described in Exhibit A (the “**Project Outputs**”). In the event the description of the Project or Project Outputs in the Application and Exhibit A conflict, Exhibit A will control.

The Grantee agrees to complete the Project within three years of the Award Date (the “**Grant Period**”). The Grant Period may be extended as provided in the Funding Policies (as defined herein).

The Grantee represents that the Grant funds and funds available from the other sources specified in the Project Budget (as defined herein) will be sufficient to cause the Project to be completed and agrees that the Commission makes no actual or implied promise to fund the Project except as provided herein.

The “**Project Budget**” is the budget included in **Exhibit B** that is attached hereto and incorporated by reference. The expenses for which the Grant will be used are identified in the Project Budget (“**Project Expenses**”). Upon the Commission’s request, the Grantee agrees to provide a detailed line item budget that more specifically identifies how the Grantee will expend the Grant for the Commission’s review and approval (“**Detailed Budget**”), and the Detailed Budget will replace the Project Budget. If requested, the Commission shall not disburse any portion of the Grant until it receives an acceptable Detailed Budget.

The Grantee agrees to use the Grant exclusively for Project Expenses without the prior written approval of the Executive Director of the Commission (the “**Executive Director**”) or his designee. The Grantee must incur all Project Expenses during the Grant Period and acknowledges that the Commission will rescind and deobligate any remaining Grant proceeds.

The Grantee agrees that it may not make any material changes to the scope of the Project or to the Project Budget without obtaining the prior written approval of the Commission as provided in the Commission’s Funding Policies for Grant Awards that are hereby incorporated by reference (“**Funding Policies**”). The Commission’s approval must specifically set forth the accepted change(s). The Grantee acknowledges the Commission may update the Funding Policies from time to time and agrees to comply with the Funding Policies then in effect.

The Grantee agrees to provide a dollar-for-dollar match from non-Commission sources as required by Va. Code § 3.2-3103(A)(7) (“**Match**”) and that the Match must be consistent with the Funding Policies. The Executive Director or his designee must approve the Match. If the Project Budget does not identify an acceptable Match as of the Award Date, the Grantee must obtain the Match and provide satisfactory evidence thereof to the Commission within one year of the Award Date. The Grantee may make a written request for an extension for one or more years by demonstrating good cause for why it has not yet obtained the Match and explaining how it will obtain the Match. In his sole discretion, the Executive Director may grant a written extension for one or more additional years. If the Grantee fails to satisfy these requirements, the Commission may terminate this Agreement and rescind the Grant.

2. Payment of Grant Funds. Subject to the terms of this Agreement, the Funding Policies, and the conditions set forth in **Exhibit C** attached hereto and incorporated by reference, the Commission will pay the Grant to the Grantee on a reimbursement basis. The Commission in its sole discretion will determine whether the Grantee is in compliance with this Agreement and the documents incorporated by reference.

Prior to any disbursement, the Grantee must designate the officers, employees, or agents authorized to make a reimbursement request by submitting the Commission’s Signature Authorization Form. The Grantee may request reimbursement of Project Expenses upon submission of an original payment request on the Commission’s then-current form (“**Payment Request Form**”)

signed by an authorized officer, employee or agent. The Grantee may submit reimbursement requests no more frequently than quarterly unless the Commission agrees otherwise. The Grantee acknowledges that expenses incurred prior to the Award Date are not eligible for reimbursement.

The Grantee agrees to provide all supporting documentation required by the Funding Policies with each Payment Request Form. The Commission may in its sole discretion refuse to make a disbursement if the Grantee's documentation is not in accordance with the Funding Policies, adequate expenditure of Match has not been documented, the disbursement includes items that are not Project Expenses, or is otherwise contrary to or in violation of the provisions hereof. In addition, the Commission may refuse to disburse any funds to the Grantee if the Grantee is not current on its obligations to the Commission under this Agreement or an agreement related to a different Commission grant.

If the Grant exceeds the amount necessary to complete the Project, the Grantee agrees that the Commission will retain the excess. If the Commission disbursed excess funds, the Grantee shall return such excess to the Commission within thirty (30) days of the completion of the Project or the expiration of the Grant Period, whichever occurs first.

3. Right of Inspection. The Grantee agrees that the Commission (including its employees and agents) may inspect the Project upon reasonable notice to the Grantee; provided, however, that in the event of an emergency, the Commission may inspect the Project to preserve the intended purpose of the Grant, with notice to the Grantee as practicable given the circumstances.

4. Inadequate Progress; Assurances. If after the first two years of the Grant Period have passed, the Grantee has failed to make material progress toward completing the Project such that the Commission determines in its sole discretion that it is not reasonably likely the Project will be completed before the end of the Grant Period, the Commission may give written notice that it is ceasing any further disbursements until the Grantee provides acceptable assurances. If the Grantee fails to provide assurances the Commission finds acceptable in its sole discretion within 30 days of such notice, the Commission may terminate this Agreement and rescind the undisbursed portion of the Grant.

5. Recordkeeping. The Grantee shall maintain accurate and timely books and records with respect to the Grant and the Project and in accordance with generally accepted accounting principles. The Grantee shall retain all invoices from goods purchased and services performed or received, receipts, or other evidence of the actual payment of costs related to the Project. For at least three years after the end of the Grant Period, the Grantee shall retain all such documentation and copies of all Payment Request Forms with supporting documentation and Annual and Final Reports (as defined herein) submitted to the Commission. The Commission (including its employees and agents) shall have the right to inspect and make copies of all such documentation.

6. Annual Reports. The Grantee shall submit to the Commission annual financial and narrative reports reflecting activity related to the Project and progress made toward completion of the Project and Project Outputs using the Commission's then-current grant reporting form ("**Annual Report**"). The Grantee shall provide its first Annual Report one year from the Award Date and annually thereafter until the Project is complete. The Commission reserves the right to request, and

the Grantee agrees to provide, additional information to supplement the information provided in the Annual Report, including but not limited to, the Grantee's audited financial statements. In addition, the Grantee shall submit any additional information related to the Project upon the Commission's request.

7. Final Report. The Grantee shall submit to the Commission a final financial and narrative report with the final reimbursement request using the Commission's then-current grant reporting form ("**Final Report**"). The Final Report shall contain the type of information contained in the Annual Reports, including a narrative as to the success of the Project, the status of Project Outputs, and a discussion of the long-term achievements and expectations for the Project. The Commission may withhold disbursement of the final reimbursement until it receives a satisfactory Final Report. In addition, the Grantee agrees to provide any additional reports concerning the Project that the Commission may request.

8. Misuse of Award; Rights of Commission. If the Commission determines that any part of the Grant has not been used for Project Expenses or for a purpose otherwise approved in writing by the Executive Director, or that the Grantee has failed to comply with any material term or condition of this Agreement, or has made any materially false or misleading statement to the Commission in this Agreement, the Application, or in communications with the Commission, its employees, or its agents related to the Project, the Commission may withhold any further disbursements to the Grantee until the Grantee provides further assurances the Commission finds acceptable in its sole discretion. In addition, the Commission may:

- (a) terminate this Agreement and rescind the Grant by written notice to the Grantee, in which event the Grantee shall be obligated to return to the Commission, within five (5) days following receipt of such notice, an amount, from legally available funds, equal to all Grant proceeds received pursuant to this Agreement;
- (b) take any action as necessary to preserve the integrity of the Grant or to preserve Grant funds for appropriate uses;
- (c) determine that the Grantee is ineligible to receive future grant funding from the Commission;
- (d) withhold any and all disbursements requested by the Grantee from the Commission under any other grant approved by the Commission; and/or
- (e) take such judicial action as is necessary to collect any amounts owed, including legal action for breach of this Agreement.

The Commission reserves the right to modify or withhold any disbursement of Grant funds if the Commission determines that it is necessary to protect the purposes and objectives of the Commission and the Grant, the Grantee is unable or unwilling to complete the Project, or to comply with any law or regulation applicable to the Commission, the Grant and/or the Grantee.

9. Sale or Encumbrance; Security Interest. To the extent permitted by law, Grantee hereby pledges, delivers and assigns to the Commission a security interest in all tangible and intangible property acquired or improved with any portion of the Grant. Upon the Commission's request, the Grantee shall provide and execute and provide all documents necessary to perfect Commission's security interest in such property, including deeds of trust, supplemental deeds of trust, amendments or modifications thereto, financing statements, continuation statements or other instruments and documents which may be reasonably required from time to time.

The Grantee agrees that if any interest in property acquired or improved in whole or in part with the Grant is licensed, leased, sold, exchanged, disposed of, hypothecated, mortgaged or encumbered in any manner, or no longer used in connection with the Project, the Commission will be entitled to recover the portion of the current fair market value of the property attributable to the Commission's funding of the Project as further provided in the Funding Policies. None of the assets or property acquired, constructed, improved, equipped, and/or furnished as part of the Project may be licensed, leased, sold, exchanged, disposed of, hypothecated, mortgaged or encumbered without the prior written approval of the Executive Director. In the event that such asset or property is licensed, leased, sold, exchanged, disposed of, hypothecated, mortgaged or encumbered without the prior written approval of the Executive Director, the Commission may assert its interest in the asset or property to recover the Commission's share of the value of such asset or property and/or recover from the Grantee, unless otherwise prohibited by law.

10. Compliance; Procurement. The Grantee agrees to comply with all applicable federal, state, and local laws and regulations pertaining to the Project and the use of Grant funds. If the Grantee is a "public body" under the Virginia Public Procurement Act (Va. Code § 2.2-4300 *et seq.*) (the "VPPA") and will procure goods or services from nongovernmental sources in connection with the Project, the Grantee agrees to comply with the VPPA. If the Grantee is not a public body or is otherwise not required to comply with the VPPA, the Grantee agrees to conduct competitive procurement processes consistent with applicable industry practice.

11. Miscellaneous.

(a) Press Releases. The Grantee agrees that it shall not issue any press releases or other public statements regarding the Grant without the prior written consent of the Executive Director.

(b) Entire Agreement; Assignment. To the extent there are inconsistencies between this Agreement and documents and exhibits incorporated by reference, this Agreement shall control. This Agreement expresses the entire understanding and all agreements between the Commission and the Grantee and may not be modified except in a writing signed by the parties. The Grantee may not assign this Agreement without the Commission's written consent.

(c) Governing Law; Jurisdiction; Venue. This Agreement shall be governed by the applicable laws of the Commonwealth. The venue of any judicial action shall be in the Circuit Court of the City of Richmond, Virginia, and such litigation shall only be brought in such court.

(d) Limitation of Liability; Indemnification; Attorneys' Fees. No member, employee, or agent of the Commission shall incur any personal liability with respect to any action taken by him or her pursuant to this Agreement. In connection with the award of the Grant or the administration of the Project, the Commission does not and shall not assume any liability for any financial or other obligations of the Grantee made to third parties, whether or not related to the Project. There are no third party beneficiaries to this Agreement. Nothing contained herein shall be deemed an express or implied waiver of the sovereign immunity of the Commission or the Commonwealth. To the extent permitted by law, Grantee shall indemnify, save, and hold harmless the Commission, its members, agents, and employees from any claims or causes of action arising from the performance of this Agreement by the Grantee or the Grantee's agents or employees. In the event the Commission is required to take legal action under this Agreement, the Grantee shall be liable for all of the Commission's costs expended for the administration and enforcement of this Agreement, including but not limited to, reasonable attorneys' fees and court costs. If the Grantee is a public body, the Commission acknowledges the Grantee's obligations may be subject to receipt of necessary appropriations and applicable law.

(e) Severability. If any provision of this Agreement shall be held invalid by any court of competent jurisdiction, such holding shall not invalidate any other provision hereof.

(f) Public Documents. Unless specifically exempted pursuant to the Virginia Freedom of Information Act (Va. Code § 2.2-3700 *et seq.*), all reports, documents, financial data and other information provided to the Commission shall be public records.

(g) Notices. Unless otherwise provided for herein, all notices, approvals, consents, correspondence and other communications pursuant to this Agreement shall be in writing and shall be deemed received upon receipt or refusal after mailing of the same in the United States Mail by certified mail, postage fully pre-paid or by overnight courier (refusal shall mean return of certified mail or overnight courier package not accepted by the addressee) to (a) the Commission at 701 East Franklin Street, Suite 501, Richmond, Virginia 23219, Attention: Executive Director, or (b) the Grantee at the address set forth below.

(h) Conditional Funding. In the event that disbursement of Grant funds is contingent upon the happening of an event or events described herein that have not yet occurred as of the Award Date, the Commission may withdraw the Grant if such contingency has not been satisfied within twelve (12) months of the Award Date, unless otherwise provided in **Exhibit C**.

(i) Survival. The rights and remedies available to the Commission shall survive any expiration or termination of this Agreement.

(j) Counterparts. This Agreement may be executed in counterparts, each of which shall be an original, and all of which together shall constitute but one and the same instrument.

[Remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

TOBACCO REGION REVITALIZATION COMMISSION, a body corporate and political subdivision of the Commonwealth of Virginia

Signature: _____

Printed Name: _____

Date: _____

Town of Rocky Mount

Signature of Grantee's Chief Executive: _____

Printed Name of Chief Executive: Robert Wood

Date: _____

Grantee Information: Address 345 Donald Avenue Rocky Mount, Virginia 24151

Phone # (540) 488-2023 e-mail dpinard@rockymountva.org Federal ID # 54-6001585

Project Summary:

Grants funds are requested for 50% of the \$89,879 estimated costs for due-diligence engineering on the publically owned Cox Property (38 acres) within the Franklin County – Rocky Mount Industrial Park. The Virginia Economic Development Partnership currently designates the park as Tier 2 under the Virginia Business Ready Sites Program. The objective of this project is to raise the tier level characterization of this site to improve the marketability for business attraction. Developing the Cox site supports the next stage of expansion of the Franklin County - Rocky Mount Industrial Park, a total of 167 acres and the current home to 6 businesses employing an estimated 527 workers in the Town of Rocky Mount, at the geographic center of Franklin County. The Town of Rocky Mount acquired the property in 2004 for \$1,085,145. A target area of < 15 total acres is identified for pad ready development.

Project Outputs:

- A&E due-diligence completed for 38-acre cox property. This scope includes preliminary geotechnical survey, boundary survey, 1' topographical mapping, phase 1 environmental site assessment, cultural resource review, threatened & endangered species review, waters of the US designation and US COE confirmation, and master planning of the property.
- Letter certifying site as Tier 3/4, in accordance with VBRSP tier system.

Project Budget

TRRC #3962, Town of Rocky Mount				Exhibit B
<i>Cox Site Master Plan - Franklin County - Rocky Mount Industrial Park</i>				
		Approved Budget 5/12/2022		
Budget Category & Line Item		TRRC	Match	Total
CONTRACTUAL SERVICES		\$ 44,940	\$ 44,940	\$ 89,880
	A&E - Cox Property Due-Diligence	\$ 44,940	\$ 44,940	
TOTAL COSTS		\$ 44,940	\$ 44,940	\$ 89,880
Sources of Funds		TRRC	Match	Total
Tobacco Commission		\$ 44,940		
Town of Rocky Mount			\$ 44,940	
Total - Sources of Funds		\$ 44,940	\$ 44,940	\$ 89,880

Grant Conditions

1. At least 50% of the total Project Budget must be funded by non-Commission sources. The Grantee must provide satisfactory evidence thereof to the Commission prior to disbursement of any Grant proceeds. Unapproved applications to other funding sources are not satisfactory evidence.

**NOTICE OF RIGHT TO REIMBURSEMENT
FROM SALE PROCEEDS**

THIS NOTICE OF RIGHT TO REIMBURSEMENT FROM SALE PROCEEDS (“Notice”), made as of the **12th day of May, 2022**, by the **TOBACCO REGION REVITALIZATION COMMISSION** (the “Commission”) and , Town of Rocky Mount (Property Owner), a political subdivision of the Commonwealth of Virginia, (the “Owner”), as title holder of real property described herein and the **Town of Rocky Mount**, a political subdivision of the Commonwealth of Virginia and as recipient of one or more grants from the Commission (each, a “Grant”), recites and provides as follows:

1. Grantee has received the grant(s) from the Commission for the purpose(s) as described in Exhibit A attached hereto and hereby incorporated by reference.
2. The assets and property are further identified as Tax Map Number 2040038500, found in Deed Book 830, Page 808. The property is located at 755 WEAVER ST (the “Property”).
3. As a condition of accepting the Grant, the Grantee and the Commission entered into one or more grant agreements as listed in Exhibit A (each, an “Agreement”).
4. The Agreement(s) provide that the Grantee may not lease, sell, exchange, dispose of, hypothecate, mortgage or encumber any of the Property improved with the Grant(s) without the prior written approval of the Commission’s Executive Director. In addition, the Agreement(s) provide that in the event that such Property is leased, sold, exchanged, disposed of, hypothecated, mortgaged or encumbered without the prior written approval of the Executive Director, the Commission may assert its interest in the Property to recover the Commission’s share of the value of the Property and/or recover from the Grantee, unless otherwise prohibited by law. Finally, pursuant to the Agreement(s), the Grantee pledged and assigned to the Commission a security interest in Property and assets purchased or improved with the Grant(s).
5. Unless the Commission’s Executive Director agrees in writing to a lesser amount, the Grantee must reimburse to the Commission the total fair market value of the Property (or portion thereof) to be conveyed multiplied by the proportion of the Commission’s investments made into the Property compared to the total capital investments into the Property. For example, if the Grants equal \$500,000, total capital investments at the Property made by the Commission, the Grantee and any other funders equal \$1,000,000, and the property will be sold for a fair market value of \$750,000, then the Commission’s proportion of investment is 50% and the Grantee would be required to reimburse \$375,000 to the Commission.
6. This Notice is not a lien on the Property, however, its purpose is to provide notice to the current and any future title holder of the Property, as well as to the world at large, of the Commission’s entitlement to reimbursement of Grant funds as provided in the Agreement(s).

7. The parties to this Notice will amend Exhibit A hereto if the Commission awards any additional grants to the Grantee. Furthermore, the Commission agrees to execute any documents necessary to release this Notice upon the Grantee's satisfaction of its reimbursement obligations.

Property Owner:

By: _____

Name: _____

Title: _____

Date: _____

COMMONWEALTH OF VIRGINIA

CITY/COUNTY OF _____, to wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____ in my jurisdiction aforesaid.

My commission expires _____.

My registration no. _____.

Notary Public

Town of Rocky Mount:

By: _____

Name: _____

Title: _____

Date: _____

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF _____, to wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____ in my jurisdiction aforesaid.

My commission expires _____.

My registration no. _____.

Notary Public

**TOBACCO REGION REVITALIZATION
COMMISSION:**

By: _____

Name: _____

Its: _____

Date: _____

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF _____, to wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____ in my jurisdiction aforesaid.

My commission expires _____.

My registration no. _____.

Notary Public

APPENDIX 1, EXHIBIT A

APPENDIX I, EXHIBIT A

Franklin County / Town of Rocky Mount / Franklin County-Rocky Mount Industrial Park

GRANT #	GRANTEE NAME	PROJECT TITLE	AMOUNT	START DATE	COMPLETE NOTES
1181	Rocky Mount, Town of	Cox Property Industrial and Transload Development Project	\$ 266,690.27	07/27/2006	* A&E site design services for Cox Property including geotechnical, surveys, environment report, permits. A&E PER for access road and water utility extension. * Construction of rail turnout by Norfolk Southern on main rail line adjacent to Cox Property, from station 0+00, point of switch, to station 1+58, clearance point. (Norfolk Southern owns and maintains this portion of spur track.)
1584	Rocky Mount, Town of	Franklin County - Rocky Mount Joint Industrial Park Phase I	\$ 361,975.14	04/29/2008	* Construction of Weaver Street extension providing 1500 linear feet of two lane access road. * Construction of on-site water infrastructure and stormwater management system. 1260 linear feet 12" waterline; and 55 linear feet of 36" and 75 linear feet of 24" stormwater pipe.
3962	Rocky Mount, Town of	Cox Site Master Plan - Franklin County - Rocky Mount Industrial Park	\$ 44,940.00	5/12/2022	<u>Projected:</u> * A&E due-diligence on 38-acre Cox Property to raise Tier level to Tier 3/4 in accordance with VBRSP tier system.



**THOMPSON
& LITTON** EST.
1956

ENGINEERS ARCHITECTS SURVEYORS

**MEMORANDUM OF UNDERSTANDING NO. 01
TO RETAINER AGREEMENT BETWEEN
TOWN OF ROCKY MOUNT
AND
THOMPSON & LITTON, INC.**

Project: Master Plan
Rocky Mount-Franklin County Industrial Park – Cox Site
T&L Project No. 016579
T&L Retainer No. 716281

Owner: Town of Rocky Mount (Town)
345 Donald Avenue
Rocky Mount, Virginia 24151

**Architect/
Engineer:** Thompson & Litton, Inc. (Thompson & Litton)
726 Auburn Avenue
Radford, Virginia 24141

Date: February 7, 2022

Background:

Thompson & Litton understands that the Town desires to increase Virginia Business Ready Sites Program (VBRSP) tier level rating for the Cox Site located in the Rocky Mount-Franklin County Industrial Park. VBRSP currently designates the Cox Site as a Tier 2 certification. This designation is based on criteria outlined in the report by Virginia Economic Development Partnership dated September 2019. The Town desires to eliminate stated deficiencies and accommodate a Tier 4 certification. The goal of the scope of services of this Memorandum of Understanding (MOU) is to assist the Town in achieving a Tier 4 certification for the Cox Site. We assume that a Tier 5 certification is achieved by constructing infrastructure (main access roads, water, sewer, and gas) to the sites. Once this infrastructure scope and cost are identified by this agreement, Tier 5 certification can be pursued through future engineering, permitting, and construction.

Scope of Services:

Thompson & Litton will provide the following engineering and surveying services:

1. Preliminary geotechnical survey and report (in association with ECS Mid-Atlantic, LLC).
2. Boundary survey with easements and encumbrances identified (ALTA).
3. Topographical mapping with 1' contour interval, as shown on attached Exhibit A, approximately 43 acres.
4. Phase 1 Environmental Site Assessment (in association with ECS Mid-Atlantic, LLC).



5. Cultural resources review and coordination with the Virginia Department of Historic Resources (in association with ECS Mid-Atlantic, LLC).
6. Threatened and endangered species review and coordination with US Fish and Wildlife Services, Virginia Department of Wildlife Resources, and Virginia Department of Conservation and Recreation (in association with ECS Mid-Atlantic, LLC).
7. Waters of the US delineation and coordination with the US Army Corps of Engineers for a jurisdictional determination (in association with ECS Mid-Atlantic, LLC).
8. Statements of Probable Project Costs:
 1. Access road.
 2. Site development grading costs based on preliminary grading of the undeveloped parcels.
 3. Water, sewer, gas to undeveloped parcels.
9. Develop an architectural rendering of the site plan that can be utilized for marketing the sites.
10. Compile above items, along with Owner-provided:
 1. Current title commitment and zoning documentation containing hard copies of all deeds and instruments and plats listed therein.
 2. List of entities that ALTA will be certified to.
 3. Completed user questionnaire for Phase I Environmental Site Assessment.
11. Six hard copies and one digital copy of complete Master Plan.

Schedule:

Thompson & Litton will begin work immediately upon acceptance of this agreement and complete the above scope of services within 210 days.

Compensation:

The Town of Rocky Mount agrees to compensate Thompson & Litton in accordance with the following:

1. Preliminary Geotechnical Survey and Report	\$ 7,550.00
2. Boundary Survey with Easements and Encumbrances (ALTA)	\$ 10,800.00
3. 1-ft Topographic Survey	\$ 14,400.00
4. Phase 1 Environmental Site Assessment	\$ 2,280.00
5. Cultural Resources Review	\$ 1,800.00
6. Threatened & Endangered Species Review	\$ 1,800.00
7. Waters of the US Delineation and COE Confirmation	\$ 5,880.00
8. Master Plan, Compilations, Architectural Rendering, Cost Estimates	\$ 45,369.00
Total Lump Sum Fee	\$ 89,879.00



Standard Provisions:

The Standard Provisions as outlined in the Retainer Agreement dated December 1, 2021 shall remain in effect under this MOU NO. 01.

TOWN OF ROCKY MOUNT

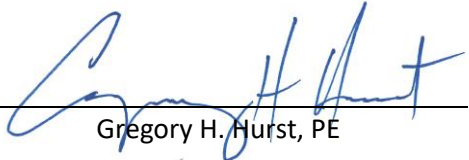
Name

Title

Date

Attest

THOMPSON & LITTON, INC.



Gregory H. Hurst, PE

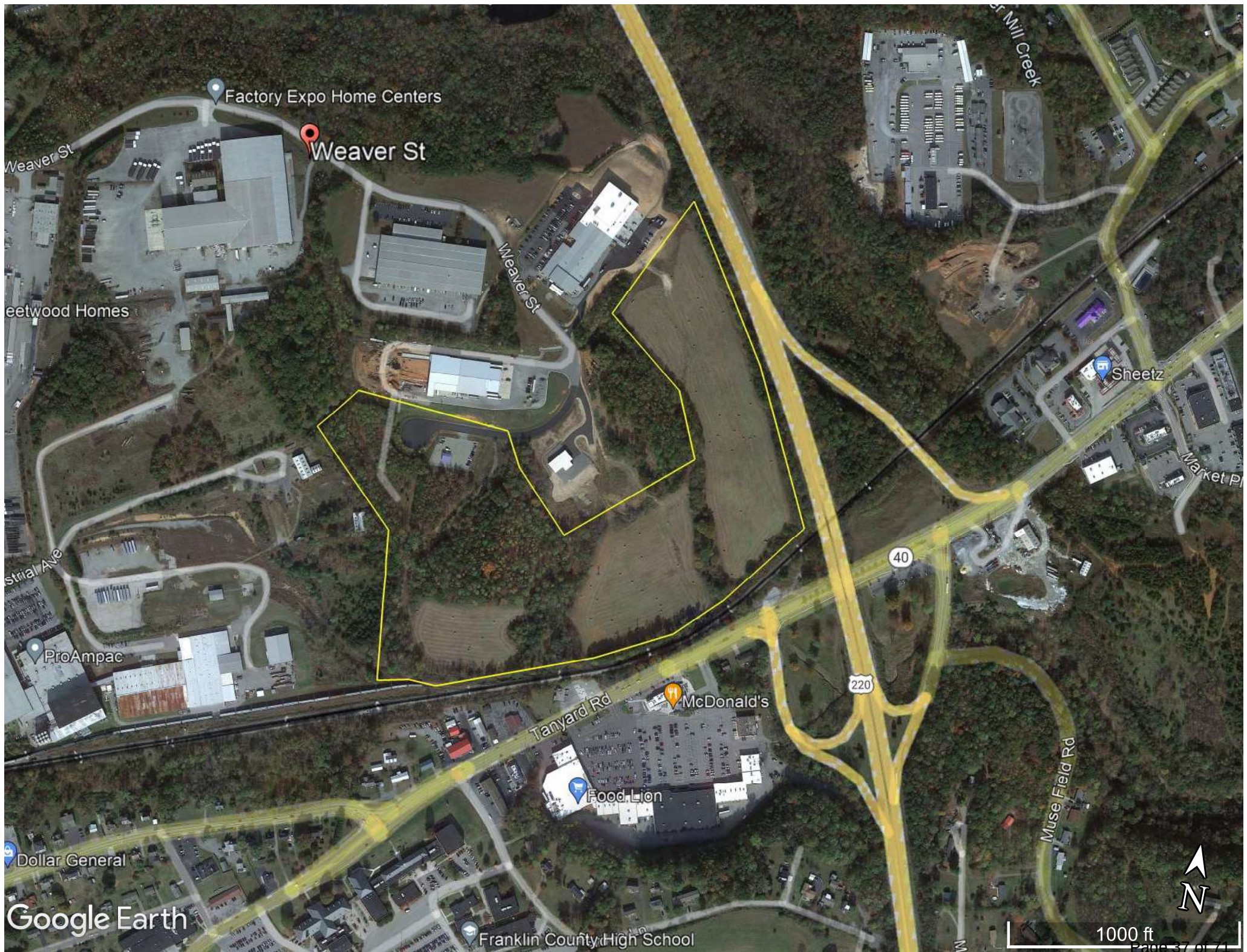
President
Title

February 7, 2022
Date



Attest

Attachment: Exhibit A



Factory Expo Home Centers

Weaver St

Sheetwood Homes

Industrial Ave

ProAmpac

Dollar General

Google Earth

Tanyard Rd

McDonald's

Food Lion

Franklin County High School

1000 ft



Monthly Zoning Compliance

Permit #	Applicant Name	Property Address/TMPN	Type of Improvement	Date Approved
ZC22-058	Lifestyle Health Education	350 Tanyard Rd/2070015600	Deli in exiting retail space	7/7/2022
ZC22-059	Hill Top Contractors	470 Hilltop Dr/2020103500	Removal of oil storage tank	7/7/2022
ZC22-060	Cecil Hodges Jr	55 Brookshire	Elevator shaft in residence	7/11/2022
ZC22-061	Davis Heating & Air	50 Highview Terrace/2100015100	Update electrical panel box	7/22/2022
ZC22-062	Lisa Witcher	555 Tanyard Road/ 2040055800	Open a salon	7/25/2022
ZC22-063	Greene Environmental	35 Whitten St / 2130002500	Removal of leaking oil tank	7/25/2022
ZC22-064	Wood Worx	375 Franklin / 2070106100	Open medical office for	7/28/2022

Monthly Zoning Permits

Permit #	Applicant Name	Building Lot Address	Zoning	Date Approved	NOTES
ZP22-023	Douglas Beatty & Connie Beatty	465 Mountain Top Drive	R1	7/6/2022	Accessory Stucture

Monthly Site Plans

File Number	Site Plan Name	Dates Received/Approved	Location	Notes
SP22-006	The Oaks at Rakes Tavern Section 3	9/14/21 / 07/29/22	Active	Site Plan (Subdivision section 3)

Monthly Sign Permits

Permit #	Applicant Name	Sign Location/TMP	Zoning	Square Footage	Wording	Date Approved
S22-011	US Cellular	2030002900	GB	82.6	US Cellular	07/05/22

Rocky Mount (Town Of), VA

YEAR-TO-DATE BUDGET REPORT FOR THE MONTH ENDED JULY 2022

FOR 2023 01

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
10 GENERAL FUND						
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY - CUR	655,043	655,043	2,177.86	2,177.86	652,865.14	.3%
11011000 41102 REAL PROPERTY - DEL	40,000	40,000	1,126.58	1,126.58	38,873.42	2.8%
11011000 41103 PUBLIC SERVICE - CU	26,412	26,412	.00	.00	26,412.00	.0%
11011000 41105 PERSONAL PROPERTY -	310,000	310,000	317.66	317.66	309,682.34	.1%
11011000 41106 PERSONAL PROPERTY -	26,000	26,000	1,071.29	1,071.29	24,928.71	4.1%
11011000 41107 MACHINERY & TOOLS -	163,609	163,609	.00	.00	163,609.00	.0%
11011000 41110 PENALTIES ON TAXES	9,700	9,700	304.85	304.85	9,395.15	3.1%
11011000 41111 INTEREST ON DELINQ	7,800	7,800	162.51	162.51	7,637.49	2.1%
TOTAL GENERAL PROPERTY TAXES	1,238,564	1,238,564	5,160.75	5,160.75	1,233,403.25	.4%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & USE T	277,000	277,000	23,737.86	23,737.86	253,262.14	8.6%
11012000 41202 MEALS TAX	1,849,000	1,849,000	202,110.61	202,110.61	1,646,889.39	10.9%
11012000 41205 TRANSIENT OCCUPANCY	152,076	152,076	25,724.87	25,724.87	126,351.13	16.9%
11012000 41208 CIGARETTE TAX	80,750	80,750	10,185.00	10,185.00	70,565.00	12.6%
11012000 41209 BANK STOCK TAX	385,400	385,400	180,724.00	180,724.00	204,676.00	46.9%
11012000 41210 CONSUMER UTILITY TA	320,000	320,000	26,802.78	26,802.78	293,197.22	8.4%
11012000 41212 TRANSIENT OCCUP TAX	75,924	75,924	.00	.00	75,924.00	.0%
TOTAL OTHER LOCAL TAXES	3,140,150	3,140,150	469,285.12	469,285.12	2,670,864.88	14.9%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	357,643	357,643	897.98	897.98	356,745.02	.3%
11012500 41302 BPOL-PROFESSIONAL	178,570	178,570	.00	.00	178,570.00	.0%
11012500 41303 BPOL-REPAIRS/PERS S	128,607	128,607	608.52	608.52	127,998.48	.5%
11012500 41304 BPOL-CONTRACTOR	27,804	27,804	80.00	80.00	27,724.00	.3%
11012500 41305 BPOL-UTILITY	5,841	5,841	.00	.00	5,841.00	.0%
11012500 41306 BPOL-AMUSEMENT TAX	855	855	.00	.00	855.00	.0%
11012500 41307 BPOL-MISCELLANEOUS	7,724	7,724	.00	.00	7,724.00	.0%
11012500 41308 BPOL-ALCOHOLIC BEVE	835	835	.00	.00	835.00	.0%

Rocky Mount (Town Of), VA

YEAR-TO-DATE BUDGET REPORT FOR THE MONTH ENDED JULY 2022

FOR 2023 01

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11012500 41309 BPOL-PENALTIES & I	1,832	1,832	141.48	141.48	1,690.52	7.7%
TOTAL BUSINESS LICENSE TAXES	709,711	709,711	1,727.98	1,727.98	707,983.02	.2%
11013000 PERMITS, PRIVELEGE FEES						
11013000 42111 PLANNING & ZONING F	10,000	10,000	665.00	665.00	9,335.00	6.7%
11013000 42112 FARMERS MARKET FEES	15,000	15,000	490.00	490.00	14,510.00	3.3%
11013000 42114 WELCOME CENTER FEES	2,500	2,500	501.00	501.00	1,999.00	20.0%
11013000 42116 RETURN CHECK FEES	225	225	80.00	80.00	145.00	35.6%
11013000 42117 CREDIT CARD FEES	3,000	3,000	598.80	598.80	2,401.20	20.0%
TOTAL PERMITS, PRIVELEGE FEES	30,725	30,725	2,334.80	2,334.80	28,390.20	7.6%
11014000 FINES & FORFEITURES						
11014000 42211 COURT FINEES	9,000	9,000	1,430.34	1,430.34	7,569.66	15.9%
11014000 42212 PARKING FINES	200	200	.00	.00	200.00	.0%
TOTAL FINES & FORFEITURES	9,200	9,200	1,430.34	1,430.34	7,769.66	15.5%
11015000 PROCEEDS FROM USE OF ASSETS						
11015000 42311 INTEREST ON MONEY/I	45,000	45,000	.00	.00	45,000.00	.0%
11015000 42312 RENTAL OF GENERAL P	450	450	.00	.00	450.00	.0%
TOTAL PROCEEDS FROM USE OF ASSETS	45,450	45,450	.00	.00	45,450.00	.0%
11016000 CHARGES FOR SERVICES						
11016000 42411 WASTE COLLECTION CH	269,000	269,000	20,327.00	20,327.00	248,673.00	7.6%
11016000 42413 TRUCK RENTAL FEES	725	725	90.00	90.00	635.00	12.4%
11016000 42415 WEED CONTROL CHARGE	520	520	.00	.00	520.00	.0%
11016000 42418 PASSPORT SERVICE FE	11,000	11,000	1,495.00	1,495.00	9,505.00	13.6%
11016000 42419 SECURITY SERVICES	12,000	12,000	.00	.00	12,000.00	.0%
11016000 42420 POLICE REPORTS	1,200	1,200	.00	.00	1,200.00	.0%

Rocky Mount (Town Of), VA

YEAR-TO-DATE BUDGET REPORT FOR THE MONTH ENDED JULY 2022

FOR 2023 01

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11016000 42421 FINGERPRINT SERVICE	100	100	.00	.00	100.00	.0%
11016000 42422 CIT/PAC ROOM STAFFI	25,000	25,000	3,500.00	3,500.00	21,500.00	14.0%
11016000 42425 ADMIN CHARGES - SER	300	300	.00	.00	300.00	.0%
11016000 42426 MISCELLANEOUS SERVI	0	0	50.00	50.00	-50.00	100.0%
TOTAL CHARGES FOR SERVICES	319,845	319,845	25,462.00	25,462.00	294,383.00	8.0%
11018000 MISCELLANEOUS GENERAL						
11018000 42511 RECOVERIES	0	0	582.15	582.15	-582.15	100.0%
TOTAL MISCELLANEOUS GENERAL	0	0	582.15	582.15	-582.15	100.0%
18522000 COMMONWEALTH-NONCATEGORICAL						
18522000 43211 PPTRA FROM STATE	53,861	53,861	.00	.00	53,861.00	.0%
18522000 43212 COMMUNICATIONS TAX	140,000	140,000	.00	.00	140,000.00	.0%
18522000 43213 LITTER TAX	3,500	3,500	.00	.00	3,500.00	.0%
18522000 43214 ROLLING STOCK TAX	3,164	3,164	.00	.00	3,164.00	.0%
18522000 43215 RENTAL TAX	9,000	9,000	.00	.00	9,000.00	.0%
TOTAL COMMONWEALTH-NONCATEGORICAL	209,525	209,525	.00	.00	209,525.00	.0%
18524000 COMMONWEALTH-CATEGORICAL						
18524000 43112 OTHER AID-SCHOOL RE	29,632	29,632	.00	.00	29,632.00	.0%
18524000 43311 FIRE PROGRAMS-STATE	18,471	18,471	.00	.00	18,471.00	.0%
18524000 43312 STREET MAINTENANCE-	1,508,140	1,508,140	.00	.00	1,508,140.00	.0%
18524000 43313 LAW ENFORCEMENT AID	120,632	120,632	.00	.00	120,632.00	.0%
TOTAL COMMONWEALTH-CATEGORICAL	1,676,875	1,676,875	.00	.00	1,676,875.00	.0%
18535000 LOCAL GOVERNMENT AID						
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	.00	.00	30,000.00	.0%
18535000 43112 OTH AID-SCHOOL RESO	42,329	42,329	.00	.00	42,329.00	.0%

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE MONTH ENDED JULY 2022

FOR 2023 01

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
18535000 43114 COUNTY EXP REIMB FO	50,000	50,000	.00	.00	50,000.00	.0%
TOTAL LOCAL GOVERNMENT AID	122,329	122,329	.00	.00	122,329.00	.0%
TOTAL GENERAL FUND	7,502,374	7,502,374	505,983.14	505,983.14	6,996,390.86	6.7%
TOTAL REVENUES	7,502,374	7,502,374	505,983.14	505,983.14	6,996,390.86	
20 WATER & SEWER FUND						
25020000 WATER CHARGES						
25020000 42313 PROPERTY RENT (CELL	120,000	120,000	12,317.49	12,317.49	107,682.51	10.3%
25020000 45101 WATER SALES	1,409,680	1,409,680	143,657.26	143,657.26	1,266,022.74	10.2%
25020000 45102 WATER CONNECTIONS	20,000	20,000	.00	.00	20,000.00	.0%
25020000 45103 RECONNECT FEES	7,000	7,000	1,750.00	1,750.00	5,250.00	25.0%
25020000 45104 PENALTIES	15,000	15,000	3,265.96	3,265.96	11,734.04	21.8%
25020000 45106 BULK WATER PURCHASE	5,000	5,000	428.60	428.60	4,571.40	8.6%
TOTAL WATER CHARGES	1,576,680	1,576,680	161,419.31	161,419.31	1,415,260.69	10.2%
25530000 SEWER CHARGES						
25530000 45201 SEWER COLLECTION CH	863,867	863,867	84,175.82	84,175.82	779,691.18	9.7%
25530000 45202 SEWER CONNECTIONS	12,000	12,000	.00	.00	12,000.00	.0%
TOTAL SEWER CHARGES	875,867	875,867	84,175.82	84,175.82	791,691.18	9.6%
TOTAL WATER & SEWER FUND	2,452,547	2,452,547	245,595.13	245,595.13	2,206,951.87	10.0%
TOTAL REVENUES	2,452,547	2,452,547	245,595.13	245,595.13	2,206,951.87	
GRAND TOTAL	9,954,921	9,954,921	751,578.27	751,578.27	9,203,342.73	7.5%

** END OF REPORT - Generated by VINCENT COPENHAVER **

YEAR-TO-DATE BUDGET REPORT FOR THE MONTH ENDED JULY 2022

FOR 2023 01

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	513,734	513,734	266,093.13	266,093.13	.00	247,640.87	51.8%
11011010 MAYOR & TOWN COUNCIL	92,896	92,896	13,031.49	13,031.49	.00	79,864.51	14.0%
11012020 TOWN MANAGER	416,027	416,027	48,015.84	48,015.84	.00	368,011.16	11.5%
11012040 TOWN ATTORNEY	74,370	74,370	.00	.00	.00	74,370.00	.0%
11012130 FINANCE DEPARTMENT	664,091	664,091	39,847.99	39,847.99	.00	624,243.01	6.0%
11013010 BOARD OF ELECTIONS	5,000	5,000	.00	.00	.00	5,000.00	.0%
11081060 PASSPORT PROGRAM	2,375	2,375	205.85	205.85	.00	2,169.15	8.7%
12031010 POLICE DEPARTMENT	2,231,624	2,231,624	250,894.34	250,894.34	.00	1,980,729.66	11.2%
12032020 VOLUNTEER FIRE DEPT	178,910	178,910	11,878.55	11,878.55	.00	167,031.45	6.6%
12043130 IMPOUND LOT	0	0	97.00	97.00	.00	-97.00	100.0%
13041000 PUBLIC WORKS ADMINISTRATION	1,285,759	1,285,759	7,251.57	7,251.57	.00	1,278,507.43	.6%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	.00	.00	.00	3,100.00	.0%
13041040 STREET LIGHTS	107,850	107,850	.00	.00	.00	107,850.00	.0%
13041070 TRAFFIC CONTROL & PARKING	68,540	68,540	1,138.22	1,138.22	.00	67,401.78	1.7%
13041080 STREETS	385,300	385,300	80,516.54	80,516.54	.00	304,783.46	20.9%
13041090 SIDEWALKS, CURB, GUTTERING	1,500	1,500	10,047.41	10,047.41	.00	-8,547.41	669.8%
13042020 STREET CLEANING	3,045	3,045	177.21	177.21	.00	2,867.79	5.8%
13042030 REFUSE COLLECTION	22,790	22,790	10,184.11	10,184.11	.00	12,605.89	44.7%
13042040 SNOW REMOVAL	17,750	17,750	.00	.00	.00	17,750.00	.0%
14043041 PARKS-MARY ELIZABETH	2,400	2,400	2,805.67	2,805.67	.00	-405.67	116.9%
14043042 PARKS-MARY BETHUNE	2,200	2,200	1,210.08	1,210.08	.00	989.92	55.0%
14043043 PARKS-GILLEYS	7,170	7,170	543.08	543.08	.00	6,626.92	7.6%
14043044 PARKS-CELESTE	2,200	2,200	3,497.99	3,497.99	.00	-1,297.99	159.0%
14043045 PARKS-VETERANS MEMORIAL	5,470	5,470	250.94	250.94	.00	5,219.06	4.6%
14043046 PARKS-FIRST RESPONDERS MEM	5,320	5,320	826.78	826.78	.00	4,493.22	15.5%
14043080 PARKS & REC - PLAYGROUNDS	0	0	2,501.24	2,501.24	.00	-2,501.24	100.0%
14543040 MUNICIPAL BUILDING	56,922	56,922	1,236.41	1,236.41	.00	55,685.59	2.2%
14543050 EMERGENCY SERVICES BLDG	59,800	59,800	3,910.05	3,910.05	.00	55,889.95	6.5%
14543060 PUBLIC WORKS BUILDING	36,640	36,640	6,945.59	6,945.59	.00	29,694.41	19.0%
14543070 PARKS & REC - CEMETERY	900	900	1,638.56	1,638.56	.00	-738.56	182.1%
16081010 PLANNING & ZONING	226,694	226,694	23,135.51	23,135.51	.00	203,558.49	10.2%
16081020 COMMUNITY & ECONOMIC DEV	421,343	421,343	58,213.85	58,213.85	.00	363,129.15	13.8%
16081030 CITIZENS SQUARE	26,874	26,874	377.70	377.70	.00	26,496.30	1.4%
16081040 DEPOT WELCOME CENTER	41,567	41,567	1,578.68	1,578.68	.00	39,988.32	3.8%
16081050 HARVESTER PERFORMANCE CENTER	483,300	483,300	.00	.00	.00	483,300.00	.0%
16081300 ECONOMIC DEVELOPMENT AUTHORIT	3,913	3,913	.00	.00	.00	3,913.00	.0%
16085000 REMED BLIGHTED STRUCTURES	45,000	45,000	.00	.00	.00	45,000.00	.0%
TOTAL GENERAL FUND	7,502,374	7,502,374	848,051.38	848,051.38	.00	6,654,322.62	11.3%

20 WATER & SEWER FUND

YEAR-TO-DATE BUDGET REPORT FOR THE MONTH ENDED JULY 2022

FOR 2023 01

20	WATER & SEWER FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20069000	NON-DEPARTL UTILITY OPERATING	447,712	447,712	43,571.75	43,571.75	.00	404,140.25	9.7%
25050000	WATER SYSTEM OPERATIONS	162,078	162,078	10,851.30	10,851.30	.00	151,226.70	6.7%
25050100	METER READING	24,570	24,570	56.15	56.15	.00	24,513.85	.2%
25050500	WATER TREATMENT PLANT	796,843	796,843	76,981.54	76,981.54	7,781.02	712,080.44	10.6%
25062000	UTILITY BILLING & ADMIN	286,732	286,732	20,349.42	20,349.42	.00	266,382.58	7.1%
25560000	WASTEWATER SYSTEM OPERATIONS	128,578	128,578	9,374.63	9,374.63	.00	119,203.37	7.3%
25560500	WASTEWATER TREATMENT PLANT	606,034	606,034	47,541.72	47,541.72	.00	558,492.28	7.8%
	TOTAL WATER & SEWER FUND	2,452,547	2,452,547	208,726.51	208,726.51	7,781.02	2,236,039.47	8.8%
	GRAND TOTAL	9,954,921	9,954,921	1,056,777.89	1,056,777.89	7,781.02	8,890,362.09	10.7%

** END OF REPORT - Generated by VINCENT COPENHAVER **

**Town of Rocky Mount
Investment Portfolio
At July 31, 2022**

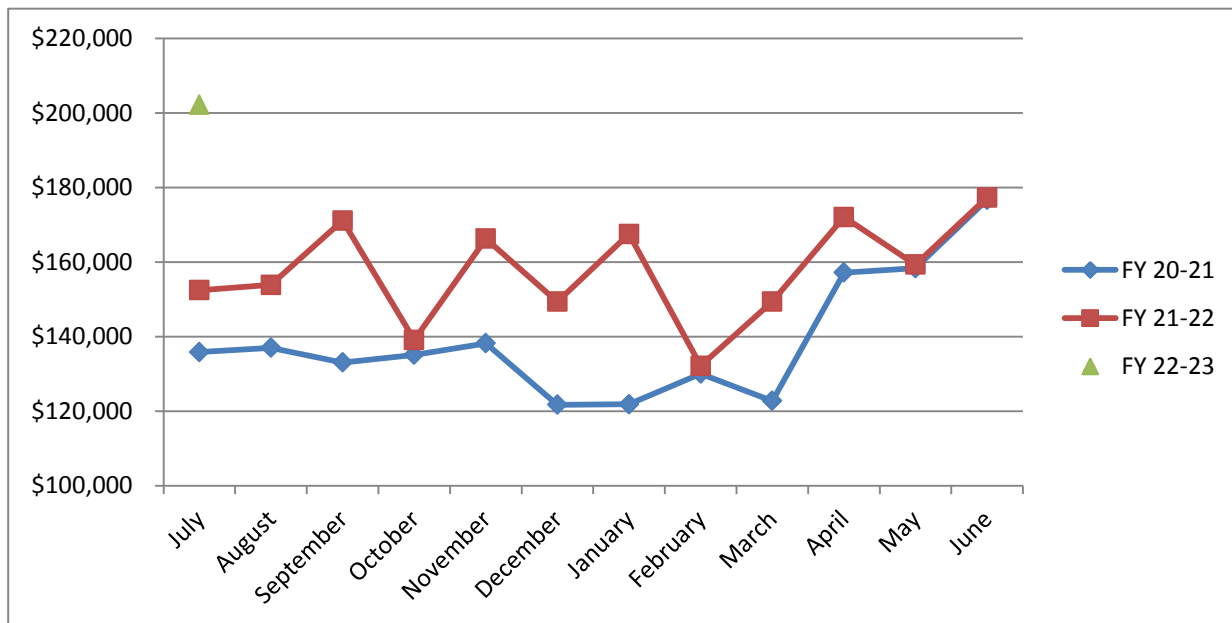
Source: Duncan-Williams, Inc.
Account Statement Dated June 30, 2022

Cash, Money Funds and Bank Deposits - 82% of Portfolio			Closing Balance	Income This Year	30-Day Yield
Federated Hermes Govt Reserves Money Market			\$2,175,537.61	\$377.16	0.17%
Fixed Income - 18% of Portfolio			Market	Market	Estimated
Certificates of Deposit	Quantity	Price	Value	Annual Income	Yield
American Express Fed Svgs Bk	245,000.00	100.097	\$245,237.65	\$5,880.00	2.39%
Sallie Mae Bk Salt Lake City Ut	225,000.00	100.251	\$225,564.75	\$5,962.50	2.64%
Total Fixed Income			\$470,802.40	\$11,842.50	
Total Portfolio Holdings			\$2,646,340.01	\$12,219.66	

Local Government Investment Pool (LGIP)		
<u>Month/Year</u>	<u>Month-End Balance</u>	<u>Effective Yield</u>
January 2021	\$3,217,238	0.13%
February 2021	\$2,932,655	0.12%
March 2021	\$3,364,818	0.10%
April 2021	\$3,378,418	0.09%
May 2021	\$3,470,561	0.80%
June 2021	\$3,881,766	0.54%
July 2021	\$2,875,932	0.06%
August 2021	\$2,942,317	0.62%
September 2021	\$3,405,677	0.59%
October 2021	\$3,355,540	0.59%
November 2021	\$3,398,892	0.07%
December 2021	\$3,898,996	0.08%
January 2022	\$3,013,390	0.10%
February 2022	\$3,027,548	0.13%
March 2022	\$3,460,347	0.24%
April 2022	\$3,474,985	0.39%
May 2022	\$3,492,551	0.72%
June 2022	\$3,936,699	0.72%

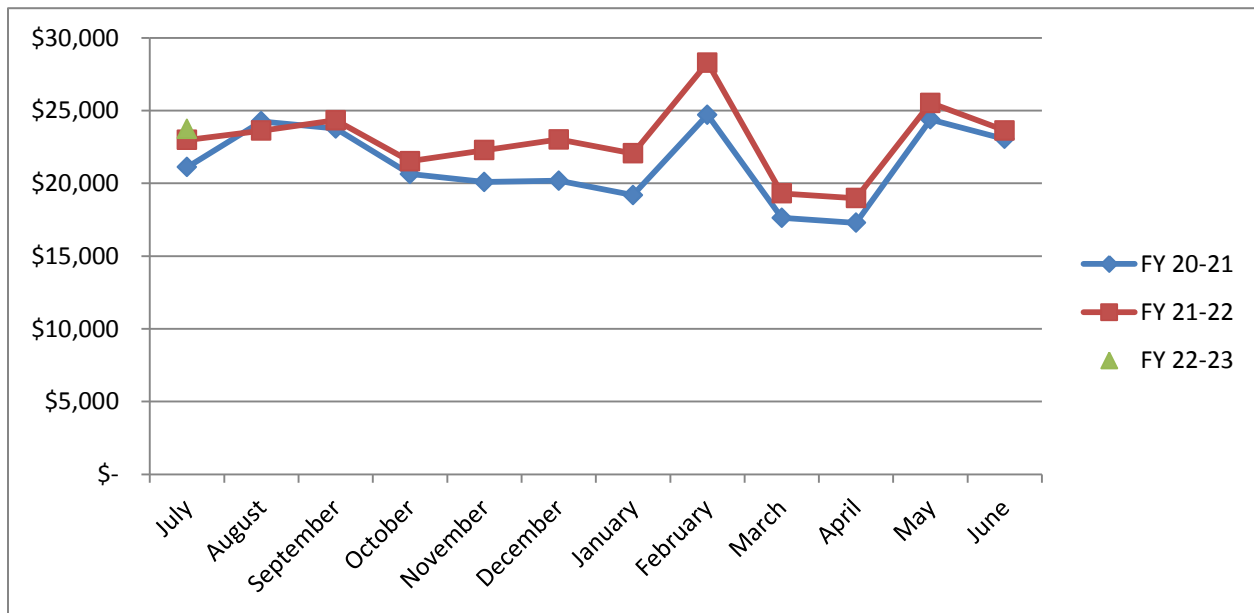
Town of Rocky Mount
Meals Tax Collections by Month

<u>Month</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>Change</u>	<u>% Change</u>
July	\$ 135,840	\$ 152,437	\$ 202,111	\$ 49,674	32.6%
August	\$ 136,975	\$ 153,837			
September	\$ 133,052	\$ 171,121			
October	\$ 135,097	\$ 139,085			
November	\$ 138,177	\$ 166,261			
December	\$ 121,697	\$ 149,361			
January	\$ 121,833	\$ 167,488			
February	\$ 130,016	\$ 132,152			
March	\$ 122,758	\$ 149,407			
April	\$ 157,165	\$ 172,047			
May	\$ 158,320	\$ 159,286			
June	\$ 176,690	\$ 177,283			
Year Totals	<u>\$ 1,667,620</u>	<u>\$ 1,889,765</u>	<u>\$ 202,111</u>	<u>\$ 49,674</u>	



Town of Rocky Mount
Local Sales Tax Collections by Month

<u>Month</u>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>Change</u>	<u>% Change</u>
July	\$ 21,106	\$ 22,978	\$ 23,738	\$ 760	3.2%
August	\$ 24,250	\$ 23,622			
September	\$ 23,756	\$ 24,336			
October	\$ 20,642	\$ 21,514			
November	\$ 20,088	\$ 22,281			
December	\$ 20,173	\$ 23,016			
January	\$ 19,191	\$ 22,061			
February	\$ 24,702	\$ 28,289			
March	\$ 17,630	\$ 19,310			
April	\$ 17,285	\$ 18,974			
May	\$ 24,392	\$ 25,516			
June	\$ 23,044	\$ 23,632			
Year Totals	<u>\$ 256,259</u>	<u>\$ 275,529</u>	<u>\$ 23,738</u>	<u>\$ 760</u>	



MONTHLY STAFF REPORT

DATE:	August 9, 2022
TO:	Rocky Mount Town Council
FROM:	Justin Woodrow
DEPARTMENT:	Fire Department
MONTH:	June 2022

For the period of June 2022, the Rocky Mount Fire Department responded to a total of 50 calls of which 23 were inside the town limits and 27 were within Franklin County.

RMFD apparatus traveled a total of 802 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 27 members performing training for a total of 121.5 hours of training.

Summary of Calls:

Number of Calls	Type of Call	Notes or Special Circumstances
3	Structure Fires	
2	Vehicle Fires	
2	Utility Fires	
7	Brush Fires	
18	Motor Vehicle Accidents	
7	Fire Alarms (More Alerts, but disregarded before responding)	
3	Smoke Reports	
3	Hazardous Road Conditions/Hazmat	
5	Assist EMS	
0	Gas/Odor Investigation	

Respectfully Submitted By,
Chief Justin Woodrow

MONTHLY STAFF REPORT

DATE:	August 8, 2022
TO:	Rocky Mount Town Council
FROM:	Interim Chief Mark W. Lovern
DEPARTMENT:	Police Department
MONTH:	July

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

MWL/rfs

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: JULY 2022

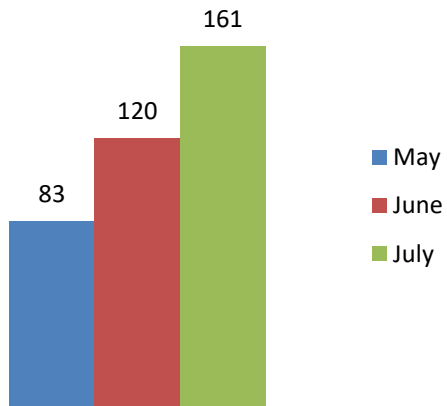
MAY

JUNE

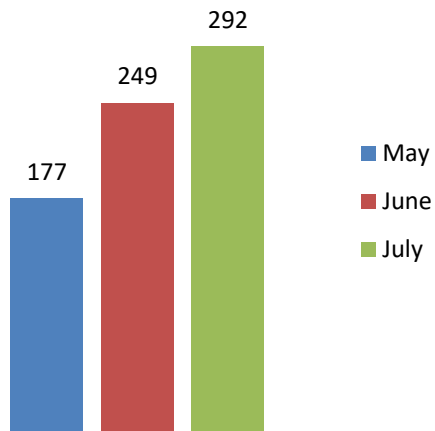
JULY

UNIFORM TRAFFIC SUMMONS ISSUED	83	120	161
TRAFFIC STOPS	177	249	292
SPEEDING TICKETS ISSUED	17	46	50
DUI	2	4	10
COLLISIONS INVESTIGATED (TREDS)	20	16	12
MOTORIST AIDES	51	48	30
CRIMINAL ARRESTS "MISDEMEANOR"	31	17	48
CRIMINAL ARRESTS "FELONY"	15	15	14
INCIDENTS ADDRESSED	3711	4179	3872
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	74	81	89
GRAND LARCENY WARRANTS	0	0	1
BREAKING & ENTERING REPORTS	1	1	0
BREAKING & ENTERING WARRANTS	1	0	0
BOLO'S (Be On Look Out)	10	29	25
FOLLOW-UP'S	14	32	44
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	2876	3207	2766
SCHOOL CHECKS	5	33	38
ALARM RESPONSES	20	24	24
OPEN DOORS, WINDOWS, ETC. UNSECURED	3	3	3
COURT HOURS:	16	27.75	35.5
TRAINING HOURS:	201	246	190.5
SPECIAL ASSIGNMENT HOURS:	45.5	87	28
HARVESTER HOURS WORKED:	12	7.5	4
ECO/TDO	8	14	23
ECO/TDO HOURS:	178.75	32.25	100.5
CIT - PAC HOURS:	98.50	100	110

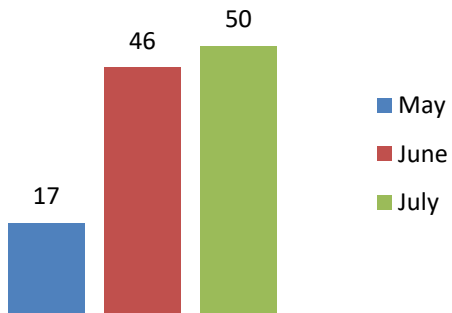
Uniform Traffic Summons Issued



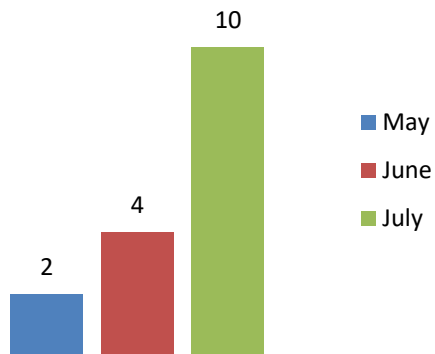
Traffic Stops



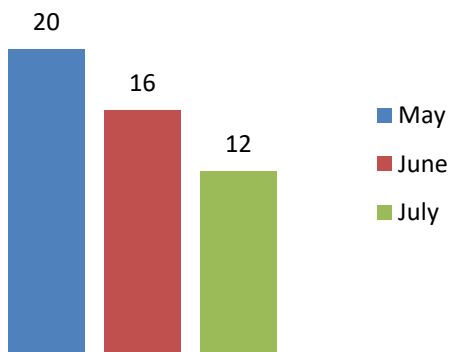
Speeding Tickets Issued



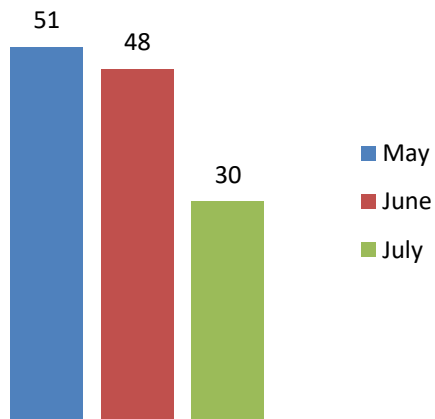
DUI



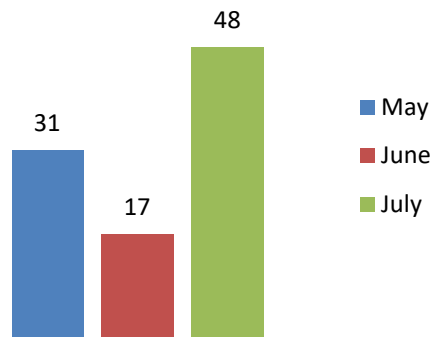
Collisions Investigated (TREDs)



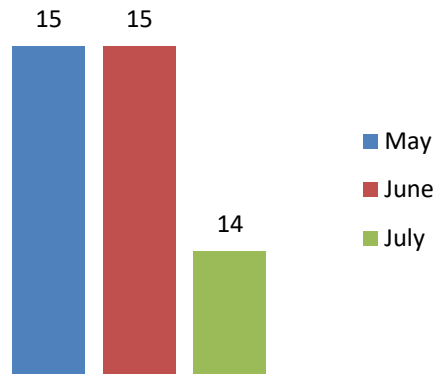
Motorist Aides



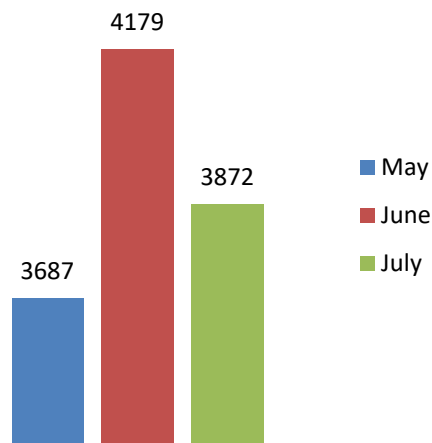
Criminal Arrests "Misdemeanor"



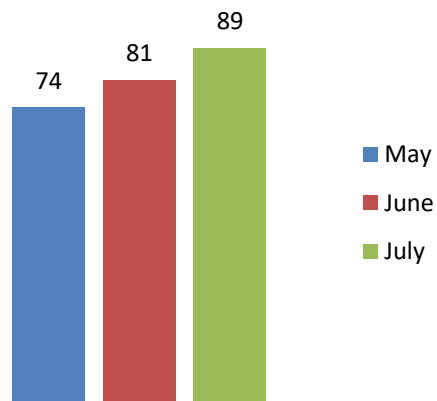
Criminal Arrests "Felony"



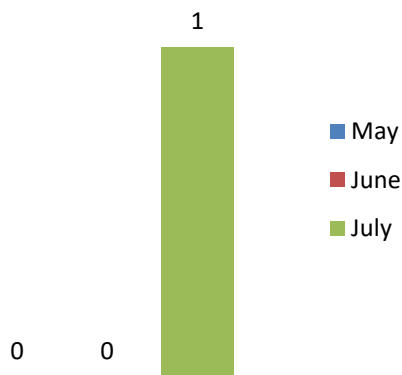
Incidents Addressed



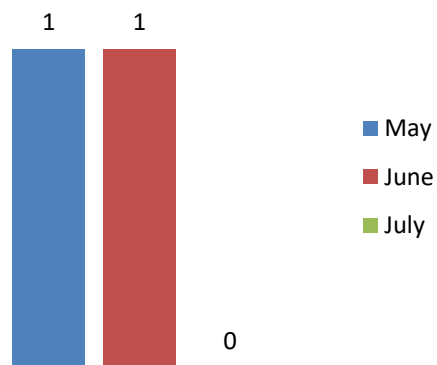
Incidents/Offenses Reportable "RMS"



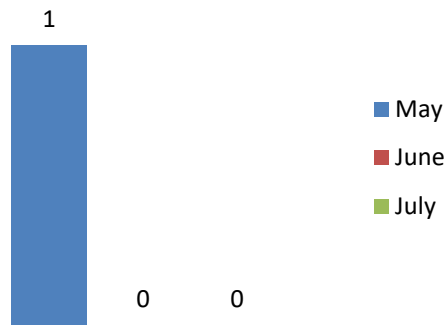
Grand Larceny Warrants



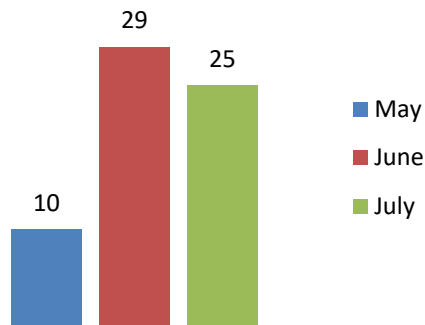
Breaking & Entering Reports



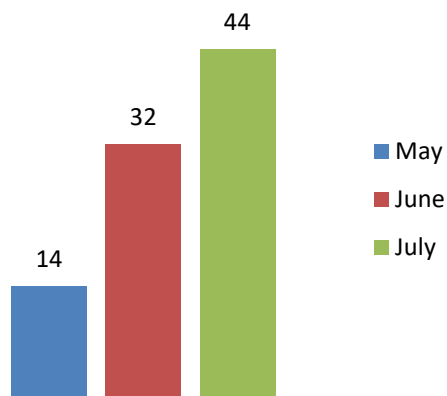
Breaking & Entering Warrants



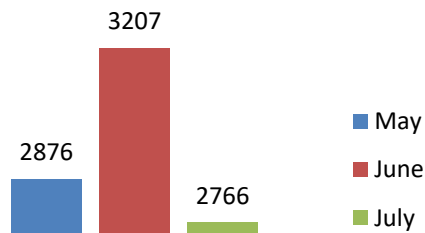
BOLO's (Be On Look Out)



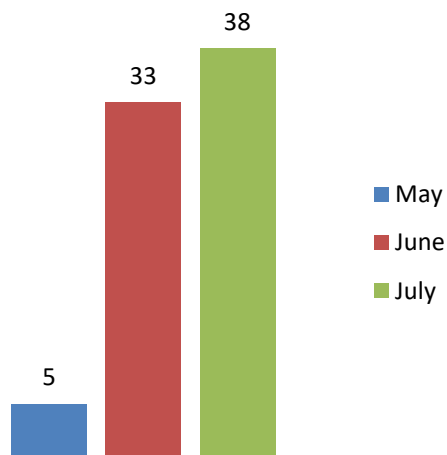
Follow-Ups



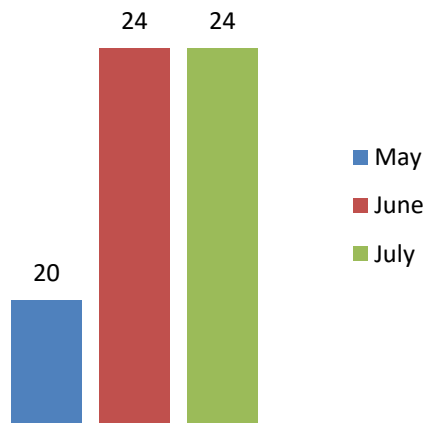
Businesses/Residences Checked "Foot Patrols"



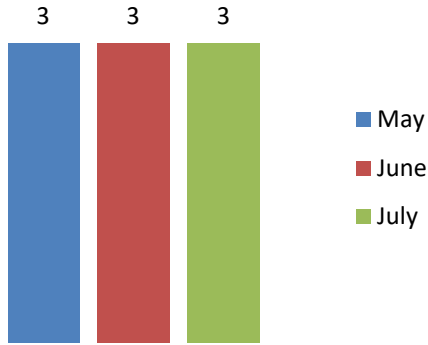
School Checks



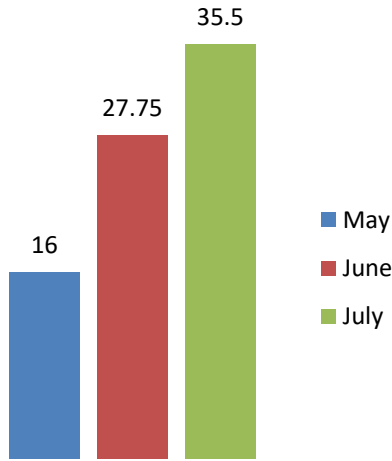
Alarm Responses



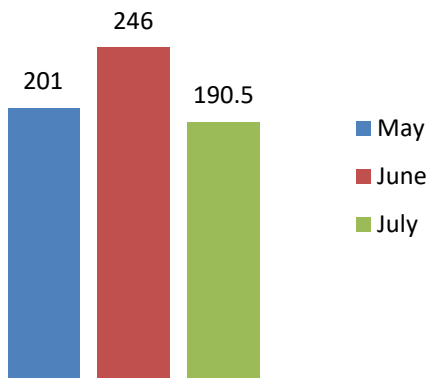
Open Doors, Windows, Etc. Unsecured



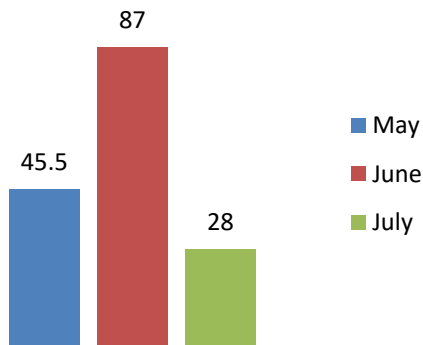
Court Hours



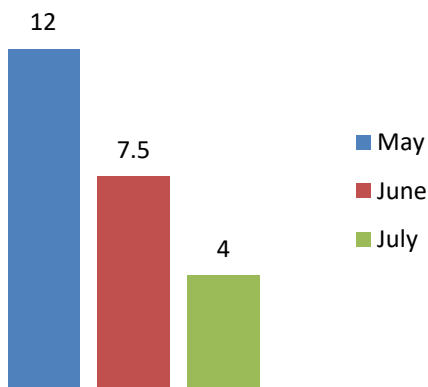
Training Hours



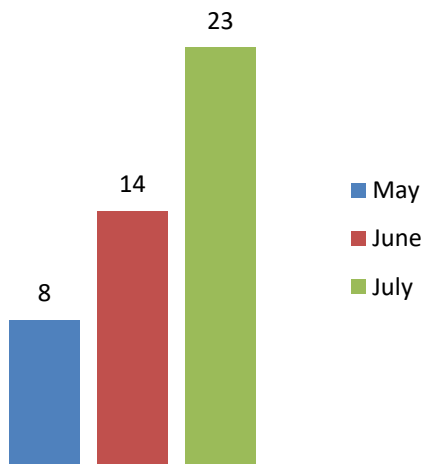
Special Assignment Hours



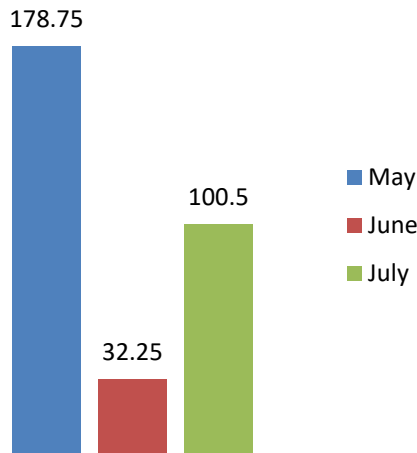
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar was conducted throughout the Town of Rocky Mount for the month of July
- ◇ Reported streetlights out to Town Manager's office
- ◇ There were 12 reportable accidents with 12 of the accidents on our public streets

INVESTIGATIONS:

Follow Up Investigations: Follow up conducted on multiple cases
 Search Warrants: Numerous

- ❖ Evidence/Property room management
- ❖ Evidence room reorganization and inventory
- ❖ Court liaison duties conducted
- ❖ Assist patrol with heavy call volume and traffic enforcement
- ❖ Taser maintenance and training performed
- ❖ Evidence collection training attended
- ❖ Assist with review of Department policy and procedures manual for accreditation
- ❖ Court discovery and camera downloads for the Department
- ❖ Transported evidence to the State Lab
- ❖ Assisted patrol with surveillance
- ❖ Maintenance of SRO Grant
- ❖ Maintenance of CESF Grant
- ❖ Fire inspections and Fire Marshal duties conducted
- ❖ Follow-ups on multiple Internet Crimes Against Children cases
- ❖ Grand Jury attended for month of July
- ❖ Meeting with Law Enforcement and Social Services attended
- ❖ Active cases include: larceny, rape, identity theft, property damage, narcotics, child abuse, double vehicular homicide and distribution of Methamphetamines

**COMMUNITY RESOURCE OFFICER:
MEETINGS/EVENTS (SLOAN)**

- ❖ Worked on Department police and procedure manual for accreditation

**RESOURCE OFFICER REFERRAL'S
(Sanders/Lovelace):**

- ❖ Schools were not in session in the month of July so assisted with patrol and investigations

SPEEDING TICKETS ISSUED

Tanyard Road (x 9)

Booker T. Washington Highway (x 8)

Old Franklin Turnpike (x 6)

State Street (x 5)

Grassy Hill Road (x 5)

North Main Street (x 4)

Scuffling Hill Road (x 3)

South Main Street (x 3)

School Board Road (x 2)

Hilltop Drive

Bernard Road

Mountain Top Drive

Powder Creek Lane

Virgil H. Goode Highway

CRIMINAL ARRESTS & LOCATIONS:

Possession w/ Intent to Distribute Marijuana	Booker T. Washington Highway
Possession of Methamphetamines	Old Franklin Turnpike
Driving Under the Influence	Tanyard Road (x 2)
Driving Under the Influence	North Main Street (x 2)
Driving Under the Influence	Old Franklin Turnpike (x 2)
Driving Under the Influence	Grassy Hill Road
Driving Under the Influence	South Main Street
Driving Under the Influence	School Board Road
Driving Under the Influence	Booker T. Washington Highway
Drunk In Public	Old Franklin Turnpike (x 2)
Drunk In Public	North Main Street
Drunk In Public	East Court Street
Possession of Alcohol Underage	Dillard Lane (x 3)
Drinking While Driving	Booker T. Washington Highway
Possession of a Firearm by a Convicted Felon	North Main Street
Possession of a Concealed Weapon	North Main Street
Eluding Police	Booker T. Washington Highway
Grand Larceny	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 8)
Larceny of Lottery Tickets	North Main Street
Obtain Money by False Pretense	North Main Street (x 2)
Property Damage	Old Franklin Turnpike
Trespassing	East Court Street (x 2)
Trespassing	Windy Lane
Obstruction of Justice	East Court Street

Resisting Arrest	Walnut Street
Domestic Assault	Walnut Street
Simple Assault	South Main Street
Hit & Run	Old Franklin Turnpike
Driving Revoked – DUI Related	Booker T. Washington Highway
Reckless Driving	Booker T. Washington Highway
Warrant Service (Capias)	Circle Drive
Warrant Service (Capias)	East Court Street
Warrant Service (Felony)	Circle Drive (x 3)
Warrant Service (Felony)	North Main Street (x 2)
Warrant Service (Felony)	Tanyard Road
Warrant Service (PB-15)	Circle Drive
Warrant Service (Misdemeanor)	North Main Street (x 4)
Warrant Service (Misdemeanor)	Pendleton Street
Warrant Service (Misdemeanor)	East Court Street
Warrant Service (Misdemeanor)	Angle Street
Emergency Custody Order	Floyd Avenue (x 3)
Emergency Custody Order	Old Franklin Turnpike
Emergency Custody Order	North Main Street
Emergency Custody Order	Technology Drive
Temporary Detention Order	Floyd Avenue (x 3)

MONTHLY STAFF REPORT

DATE:	August 8, 2022
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	July 2022

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
3. Meter cutoffs:43
4. Clean-up 5 days Implemented the new bulk rules this month
5. Cut trees along roads, sidewalks, and parks
6. Repaired, replaced, or unplugged two sewer mains or laterals
7. We have done several new water and sewer taps around town.
8. Repaired and/or replaced traffic and street signs throughout town.
9. Continue to work on storm drains throughout town
10. Ongoing exchanging or new additional carts for citizens
11. Doing some maintenance on our sewer lines.
12. Working on new section of sidewalk from Celeste Park to Dent St
13. Mowing sewer lines.
14. Weeding and trimming flower gardens throughout town.

MONTHLY STAFF REPORT

MEETING DATE:	August 8, 2022
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	July, 2022

Average Daily Flow	0.811 MGD
Minimum TSS Reduction	98.6 %
Minimum BOD Reduction	99.0 %
Leachate (F.C. Landfill)	132,507 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	58.7 Tons
Rain Total 11.5 inches	Snow Total 0 inches

The Wastewater Plant had 6 after hour's alarms during the month of July.

The staff worked on regular maintenance at the plant and the pump stations.

AMR worked on SCADA and PLC upgrade. Some minor programming to do and a few bugs to fix, and the project will be complete.

The staff replaced the scrapers on clarifier 1.

Sent compactor motor out to be rebuilt. Returned and installed.

Replaced DO probe in Oxidation Ditch 1.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	8/8/2022
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	July 2022

Operation and Production Summary:

The actual water production time (water filtering) for the entire month averaged 10.6 hours a day, which yielded approximately 919,181 gallons per day. Rainfall for this month was 9.8 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	26.89 million gallons
Total Drinking Water Produced:	28.49 million gallons
Average Daily Production:	919,181 gallons per day
Ave Percent of Production Capacity:	45.96%
Flushing of Hydrants/Tanks/FD Use:	928,405 + 30,000 F.D. gals = 958,405 gals
Plant Process Water:	890,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	4,392 gallons
Bulk Water used at PW Shop	1,662 gallons
Tank Cleanout/Drainage	237,940 gallons
WVWA Water	0.0 million gallons

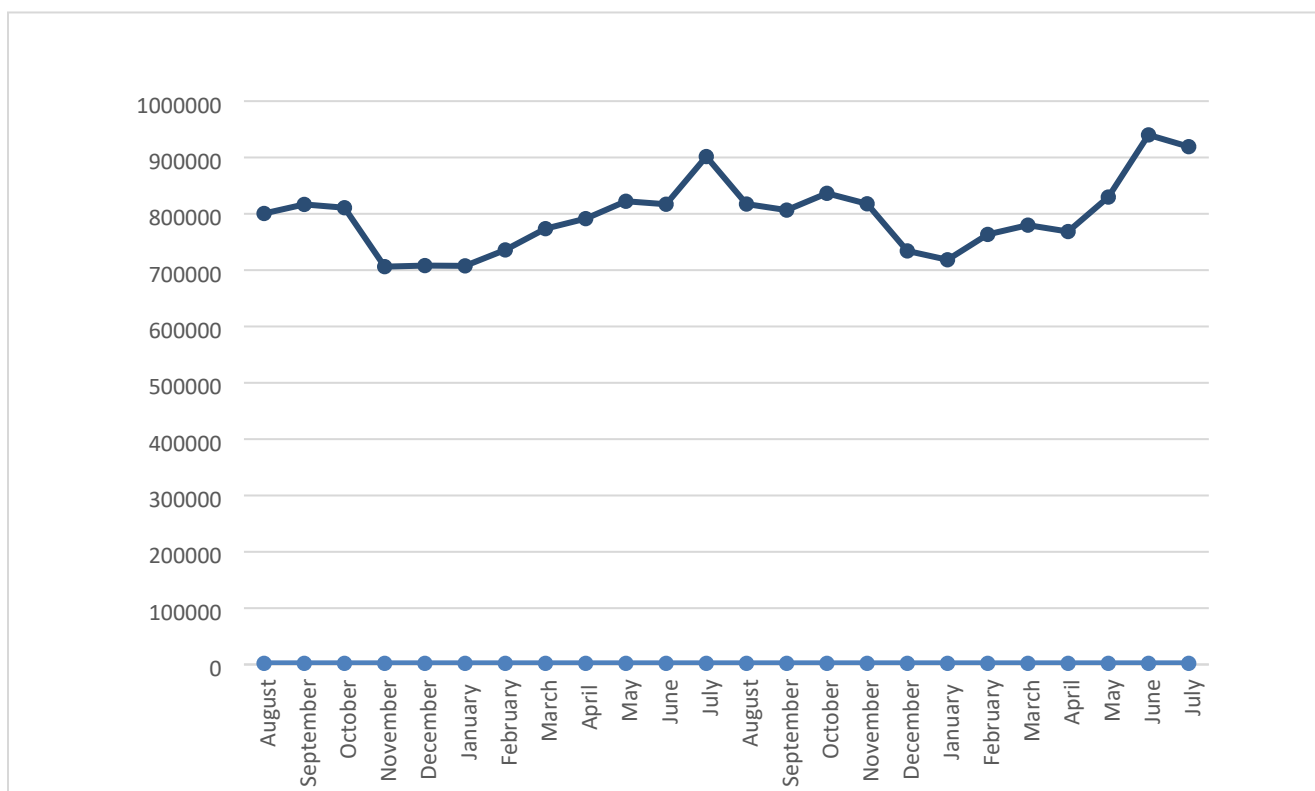
Testing:

- Our monthly (7 total) routine bacteriological samples were free of bacteria. Therefore, the Town continues to comply with all drinking water standards by E.P.A. requirements.
- We restarted the Auto-flushing program on April 09, 2022. This process reduces TTHM and HAA5's and provides higher quality water to lines with low usage and no circulation.

Activities / Maintenance / Improvements

- The staff continued with our weekly checks of the chemical feeders, pump stations, equipment at tank sites, and monthly checklists around the plant, the river, and the dam. In addition, we continue to perform routine maintenance and groundskeeping.
- The interconnect with WVWA supplied 0.0 million gallons of water, which averages 0 gallons a day. Due to low chlorine residual from WVWA, connection has been cut off until problem can be corrected
- The flocculator project construction is on hold. The contractor is waiting for parts.
- Staff expanded manual flushing and installed new auto flusher in dead end areas to provide high quality water.
- Scuffling Hill water tank was drained, and Southern Corrosion painted the interior of the tank. The tank was sanitized and refilled. Once staff receives the Bacti results tank will be put back into service.
- Three members of staff attended a class on storage tanks and water distribution systems.

Water Plant Production in Gallons Per Day (Aug 2020 to July 2022)



ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Robert Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Each year in August, Town Council adopts a schedule of meeting dates. On the sheet attached, are the proposed dates for 2023. Please review and make your recommendation for the 2023 calendar year.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2022.0808 800.1 Town Meeting Dates 2023 - Calendar

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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Town of Rocky Mount Meeting Dates 2023

Following are the 2023 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 9	Monday, December 12, 2022
Monday, February 13	Monday, January 16
Monday, March 13	Monday, February 13
Monday, April 10	Monday, March 13
Monday, May 8	Monday, April 10
Monday, June 12	Monday, May 15
Monday, July 10	Monday, June 12
Monday, August 14	Monday, July 10
Monday, September 11	Monday, August 14
Tuesday, October 10 (Closed Monday)	Monday, September 11
Monday, November 13	Monday, October 16
Monday, December 11	Monday, November 13

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 3	Monday, December 12, 2022
Tuesday, February 7	Monday, January 16
Tuesday, March 7	Monday, February 13
Tuesday, April 4	Monday, March 13
Tuesday, May 2	Monday, April 10
Tuesday, June 6	Monday, May 15
Wednesday, July 5 (Closed Tuesday)	Monday, June 12
Tuesday, August 1	Monday, July 10
Tuesday, September 5	Monday, August 14
Tuesday, October 3	Monday, September 11
Wednesday, November 8 (Tuesday is Election Day)	Monday, October 16
Tuesday, December 5	Tuesday, November 13

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.

Meeting Date	Filing Date
Thursday, January 5	Wednesday, December 14, 2022
Thursday, February 2	Wednesday, January 11
Thursday, March 2	Wednesday, February 8
Thursday, April 6	Wednesday, March 15
Thursday, May 4	Wednesday, April 12
Thursday, June 1	Wednesday, May 10
Thursday, July 6	Wednesday, June 14
Thursday, August 3	Wednesday, July 12
Thursday, September 7	Wednesday, August 16
Thursday, October 5	Wednesday, September 13
Thursday, November 2	Wednesday, October 11
Thursday, December 7	Wednesday, November 15



Unless otherwise posted, meetings 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:
New Business

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Robert Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Community Partnership is planning two major events for 2022. The events will be as follows: 1) Christmas Tree Lighting on November 25, 2022 on the Courthouse Lawn from 5:00 to 6:00 p.m. 2) Come Home to a Franklin County Christmas on December 2, 2022 in Downtown Rocky Mount from 5:30 to 9:00 p.m. The police department has reviewed and approved the plans for the events.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2022.0808 800.1 Letter for Street Closure Request - CPR Community Christmas Tree Lighting & Come Home Franklin Co Christmas

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



July 27, 2022

Mr. Steve Angle, Mayor
Members of Town Council
145 Donald Avenue
Rocky Mount, VA 24151

Dear Mayor Angle,

Community Partnership is planning two major annual events to celebrate Christmas in our community:

Community Christmas Tree Lighting: November 25, 2022 (Friday Evening)

5:00 to 6:00 PM Franklin County Courthouse Lawn

Come Home to a Franklin County Christmas: December 2, 2022 (Friday Evening)

5:30 to 9:00 PM Downtown Rocky Mount

We have met with Interim Chief Lovern and Community Resource Officer Sloan and will follow their instructions to insure smooth traffic flow and safety for all our guests. In that regard, we request permission for the following:

Come Home to a Franklin County Christmas:

- 1) Use the municipal parking lot on Claiborne for Handicapped Parking / close Claiborne and High Streets at Angle Street to better manage handicapped parking and vendors.
- 2) Close Franklin Street from Floyd Avenue to Main Street **(SAME AS IN PAST YEARS.)**
- 3) Close Maynard Street from W. College to Diamond Avenue / we have **tentatively** planned to use this street for the horse and buggies. Proper signage will be placed the week before and, that evening, we will manage both ends of the street.

We are pleased to bring these events, the 18th year, to Rocky Mount and are most appreciative of your consideration.

Sincerely,

Donna Wray, President
Community Partnership
P.O. Box 184
Rocky Mount, VA 24151

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Robert Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Town staff have been working to update the Town's Procurement Policy. The staff recommendation is to refer the draft procurement policy to the Finance and Human Services Committee for review and discussion. The draft policy will be presented at the Finance and Human Services Committee.
ACTION NEEDED:	Referral to the Finance & Human Services Committee

Attachment(s): None

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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ITEM(S) TO BE CONSIDERED UNDER:
Committee Report

FOR COUNCIL MEETING DATED:	August 8, 2022
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STAFF MAKING REQUEST:	Robert Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The Streets, Sidewalk, and Streetlights Committee met on July 25th. Representatives from VDOT were present to discuss a possible grant application for improvements to the intersection of Floyd Avenue and Franklin Street. The Committee recommended that the matter be sent to the Town Council for consideration at a special meeting of the Town Council on July 28th. At the July 28th special meeting, the Town Council decided not to proceed with the grant application in the current application cycle so that the potential improvements could be studied in more detail.
ACTION NEEDED:	None

Attachment(s): None

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