



TOWN COUNCIL
REGULAR MEETING
AGENDA

May 8, 2023
6:00 PM

AMENDED AGENDA

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 for the record. Please address the Council and not the audience. You will be limited to three (3) minutes and the other rules listed on the sign-up sheet. 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.

Note: It is possible that there will be a short recess in the meeting before the budget item is taken up by Council to allow for all Council Members to be present.

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Consent Agenda
 - 4.1. Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes - April 10, 2023

Proposed FY2024 Budget Worksession No.1 Draft Meeting Minutes - April 18, 2023

Proposed FY2024 Budget Worksession No.2 Draft Meeting Minutes - April 20, 2023

Proposed FY2024 Budget Public Hearing Draft Meeting Minutes - May 1, 2023

- 4.2. Miscellaneous Action

Community Partnership Revitalization request to hold three events:

1. Court Days - June 10, 2023
2. Community Christmas Tree Lighting - November 24, 2023
3. Come Home to a Franklin County Christmas - December 1, 2023

4.3. Miscellaneous Resolutions/Proclamations

4.4. Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

5. Special Items

5.1. 150th Anniversary Highlight

6. Action Items

- 6.1. Resolution to petition the Virginia Department of Transportation to accept street additions for street maintenance payments.
- 6.2. Proposed scheduling for financing for the potential purchase of 64.4 acres of land at Old Franklin Turnpike and 220 North.
- 6.3. Approve Utility Easement AEP on Town owned property on Windy Lane
- 6.4. Resolution to adopt and appropriate the Fiscal Year 2024 Budget, adopt the Tax Rates, Fees and Utility Rates and adopt the Fiscal Year 2024-2028 Capital Improvement Program and Ordinance to Amend Town Code.

7. Hearing of Citizens

8. Closed Meeting and Action

- 8.1. 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.
- 8.2. 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.

9. Adjournment



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**April 10, 2023
6:00 p.m.**

The following members
of Council were present:

Mayor C. Holland Perdue III
Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member J. Tyler Lee
Council Member Mark H. Newbill

Absent: Council Member Benjamin K. Mullins

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
Jessica Heckman, Planning & Zoning Administrator
Mark Moore, Assistant Town Manager
Daniel Pinard, Economic & Cultural Development Director
Dennis "Moe" Potter, Wastewater Treatment Plant
Brian Schofield, Public Works Superintendent
Phillip Young, Chief of Police

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 C. Holland Perdue III presiding.

1. Roll Call

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

2. Pledge of Allegiance

Mayor Perdue led in saying the pledge of allegiance.

3. Approval of Agenda

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

Motion: To approve the agenda as presented

Motion By: Council Member Lee

Seconded: Council Member Newbill

Motion Discussion: None

Ayes: (5): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, and Council Member Newbill.

Approved (5 to 0)

4. Special Items

4.1 Child Abuse Prevention Month Proclamation

Mayor Perdue read aloud the resolution prepared sharing highlights with the public.

An event set up by Franklin County Department of Social Services will be held on April 22nd at 120 East Court Street to draw awareness to child abuse prevention month.

4.2 *150th Anniversary History Highlight:*

Mrs. Linda Stanley who is over the Franklin County History Museum shared with everyone some history highlights regarding the Tanyard Cemetery located on Tanyard Road in Rocky Mount. Although no one knows how many people are buried in the cemetery, Franklin County recently completed a book that details history regarding the cemetery and contains 59 documented burials there.

The cemetery was started in the mid 1700's as Hill Family Graveyard. The property at that time was part of a 300-acre land grant secured by early settler Mr. Robert Hill. The Indian

fort, 4-5 block house ruins are on the property of Christian Heritage Academy in Rocky Mount. The first person to be buried in the cemetery was an adult son of Mr. Robert Hill who was said to have been shot with an Indian's arrow from the vicinity of Bald Knob. In 1777, Mr. Robert Hill himself was buried in the cemetery.

Hill family members, descendants and incumbents, and the Bernard's would continue to be buried in the cemetery. There were many patriots such as Mr. Robert Hill's son Thomas who was a revolutionary war hero and later a gentlemen justice when Franklin County was first formed. Walter Bernard was a revolutionary war soldier who became a judge.

There is a grave within the cemetery of a seven-year-old boy that died from measles in 1865. The name of the boy was George Solomon Craft who was the son of Thomas Shay and Susan Solomon Craft. Mr. George Solomon Craft was a teacher, a county jailer, and an owner of a stage line. Mr. Craft was paid \$6.00 a seat by the government to take people between Rocky Mount and Danville and Martinsville. Mr. Craft also had a mail carrying business and had a contract in 1864. After the boy died, the family moved away.

4.3 2022 Gold Award for Excellence in Waterworks Operations/Performance

Water Treatment Plant Superintendent Adkins and the men that work in the department, received the 2022 Gold Award for excellence in waterworks operations and performance of the water plant.

Superintendent Adkins shared with Council and the audience that the silver, bronze, or gold award had been awarded to the water plant and its staff every year since 2010.

5. **Public Hearing**

5.1 Public Hearing for Franchise Agreement with Cox Communications

Shentel had a franchise agreement with the Town as an incumbent provider of cable television. Mr. Barrett Stork with Cox Communications spoke to Council about bringing additional cable television and high-speed internet services to the town. Mr. Stork, is Director of Government and Regulatory Affairs at Cox Communications. Cox Communications is the largest family owned, privately held broadband provider in the United States.

Motion: To approve the Franchise Agreement and to adopt the Resolution to allow Cox Communications to enter into an agreement with the Town to provide services.

Motion By: Council Member Lee

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (5): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, and Council Member Newbill
Approved (5 – 0)

6. Approval of Consent Agenda

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

6.1 Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes – March 13, 2023

Special Called Town Council Meeting Draft Minutes – March 14, 2023

Town Council & Planning Commission Joint Worksession Draft Minutes – March 20, 2023

6.2 Miscellaneous Action

Miracle Hope 5K Race

Family Resource Center – 5K Race

6.3 Miscellaneous Resolutions/Proclamations

6.4 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: Vice Mayor Stockton

Seconded: Council Member Clements

Motion Discussion: None

Ayes: (5): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, and Council Member Newbill
Approved (5 – 0)

7. Action Items

7.1 Purchase of three Police Department vehicles

There are three new police department vehicles in the proposed FY2024 budget. Two of the three vehicles will be paid for by a grant from the American Rescue Plan Act. Since Chief Young was able to find three new vehicles that would meet the needs of the department, Town Manager Wood asked Council to approve the purchase of the three new sport utility vehicles prior to budget time in an effort to secure the vehicles before any other locality could do so as it is difficult to find new vehicles, especially ones under state contract.

The grant does allow for regular police vehicles to be purchased ahead of budget time and those cost to be reimbursed back to the locality that purchased the vehicle(s).

Motion: To approve giving pre-approval to purchase three new sport utility vehicles for the Rocky Mount Police Department as presented.

Motion By: Council Member Newbill

Seconded: Vice Mayor Stockton

Motion Discussion: None

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

Approved (5 – 0)

7.2 Collection Delinquent Accounts

Town Manager Wood presented for Finance Director Copenhaver who could not be present. Following state law, towns and localities are allowed to use collection companies to collect delinquent accounts such as utilities, taxes and other money owed to the town. A locality seeking to have use of a collection company to collect moneys owed to their town, can do so by resolution. The resolution prepared should appear like the resolution that went out in Council's packet.

Motion: To approve the resolution allowing the Town of Rocky Mount to employ the use of a collection company to collect delinquent moneys owed to the town as presented.

Motion By: Council Member Lee

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (5): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, and Council Member Newbill
Approved (5 – 0)

7.3 Proposed FY2024 Budget

Town Manager Wood presented a high-level overview of the FY2024 Budget to Council. The town has two main funds which are the General Fund and the Utility Fund. For the FY2024, the American Rescue Plan Act that was helpful with capital needs is no longer available. There are now a backlog of capital needs to be funded. There is approximately \$3.8 million to fund which is made up of \$2.4 million in general fund projects and \$1.4 million in utility fund projects.

Approximately 1/3 of the \$3.8 million to fund is for the Rocky Mount Volunteer Fire Department's new pumper truck.

There are many expenditures in personnel, however it is noteworthy that the insurance does not increase this year.

The revenues for FY2024 are projected at \$8.47 million.

There was a proposed increase in meals tax from 5% to 6%.

There are proposed increases of 4% to utility and wastewater on the utility bill.

There is also a proposed increase to the solid waste collection of \$2.00 per cart per month.

There is a proposed grant writer position for FY2024.

There are two additional police department positions proposed to be funded. The police department was not fully staffed previously, so it was not necessary to fully fund the two positions being spoken of.

There is a proposed debt issuance of \$3.2 million that would be split between the general fund and the utility fund to cover projects as well as \$412,000 from the utility capital fund that would help finance the proposed capital improvements.

No action was needed at this time.

8. **Hearing of Citizens**

Mrs. Ellen Holland, 410 Hilltop Drive, Rocky Mount, expressed thanks to members of Council and the Town Manager for the jobs they perform for the town and its citizens. Mrs. Holland also expressed appreciation for the Public Works department, especially the men who do the beginning of the month heavy clean up.

Mr. Brian Hochstein, 2403 Goldfield Court, Greensboro, N.C. shared with Council how expensive and underutilized the Harvester Performance Center is to the Town of Rocky Mount. Mr. Hochstein proposed the idea of the Town renting or selling the HPC to his management team with financial backers.

9. Updates

9.1 Update on Potential Purchase of 64.4 acres of land

Town Manager Wood gave update on the Town's and Economic Development Authority's (EDA) potential purchase of 64.4 acres of land just inside the town limits near Old Franklin Turnpike and 220 North.

There were some conditions to the contract to purchase the acreage. One of the conditions was to do a boundary survey and another was to do an environmental study on the property. Contractors to do both jobs have been secured.

9.2 Harvester Performance Center update

Assistant Town Manager Moore gave members of Council an update on the Harvester Performance Center including the running of the operation and some of the people the venue brings to town to attend its shows.

10. Closed Session and Action

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

Time: 7:00 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.

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.

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.

Motion By: Council Member Lee

Second: Council Member Casey

Motion Discussion: None

Action: To go into a closed meeting

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

Approved (5 – 0)

Going Into Closed Session

Returning from Closed Session

Town Clerk Dillon Stated the Recording had Resumed

Time: 7:34 p.m.

Mayor Perdue Called for a Roll Call Vote for each Council Member to Certify Discussion During the Closed Meeting.

A ROLL CALL VOTE WAS REQUIRED:

MEMBERS	ATTENDANCE	VOTE
Vice Mayor Stockton	Present	Certify
A. Ralph Casey	Present	Certify
David K. Clements	Present	Certify
J. Tyler Lee	Present	Certify
Benjamin K. Mullins	Absent	-
Mark H. Newbill	Present	Certify
Mayor, C. Holland Perdue III	Present	Certify

Certified: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Newbill, and Mayor C. Holland Perdue III

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, April 10, 2023, 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.

C. Holland Perdue III, Mayor

Motion: To move out of closed session

Motion By: Council Member Lee

Seconded By: Vice Mayor Stockton

Motion Discussion: None

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

Approved (5 – 0)

15. Adjournment

Motion: To adjourn

Time: 7:35 p.m.

Motion By: Council Member Lee

Seconded By: Vice Mayor Stockton

Motion Discussion: None

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

Approved (5 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



**ROCKY MOUNT TOWN COUNCIL
FISCAL YEAR 2024
BUDGET WORK SESSION NO. 1
APRIL 18, 2023
5:00 p.m.**

The following members
of Council were
present:

Mayor C. Holland Perdue III
Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member J. Tyler Lee
Council Member Benjamin K. Mullins
Council Member Mark H. Newbill

The following staff
members were also
present:

Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Mark W. Moore, Assistant Town Manager
Daniel Pinard, Cultural Economic Development Director
Brian Schofield, Public Works Superintendent
Dennis "Moe" Potter, Wastewater Treatment Plant Superintendent
Amy D. Gordon, Assistant Finance Director/Human Resources Director
Vincent Copenhaver, Finance Director
Phillip Young, Chief of Police

The FY2024 Budget Work Session No.1 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 C. Holland Perdue III presiding.

1. Roll Call

The Town Clerk called the names of the members, and all members were present except Council Member Lee who arrived at 5:02 p.m.

2. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration of approval. Mayor Perdue amended the agenda to include two items. The items were a discussion regarding the Client Professional Services Agreement and a presentation from Davenport & Company, LLC.

Motion: To approve the amended agenda as presented

Motion By: Council Member Mullins

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 to 0)

3. Client Professional Services Agreement

The Client Professional Services Agreement is a preliminary engineering and construction inspection services for a VDOT State of Good Repairs Paving Project for Route 40 and Franklin Street in Rocky Mount with Century Engineering, LLC. The Town received a \$1.2 million grant for a paving project from VDOT. Council was asked to authorize execution of the services agreement.

Motion: To approve and authorize the execution of the Client Professional Services Agreement for the VDOT State of Good Repairs Paving Project

Motion By: Council Member Newbill

Seconded: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 to 0)

4. Davenport & Company, LLC.

A presentation was given by Mr. David Rose who was Senior Vice President and Manager of the Public Finance Office for Davenport and Company. Mr. Rose has been company advisor with clients all over the United States and has been with the company for more than 25 years.

Mr. Rose was asked to provide insight as to the financial health of the town. A booklet was provided and presented to members of Council.

The process of covering the booklet began with the General Fund and highlighted aspects of the Town's financial position. Mr. Rose attended the meeting to give insight to Council as to the financial health of the town and to provide the option to the Town of financing the purchase of 64.4 acres of land at Old Franklin Turnpike and 220 North.

5. **Fiscal Year 2023 Budget Work Session No.1**

Town Manager Wood began the work session part of the meeting by presenting to Council a preliminary review of the budget.

The two main funds for the town are the Utility Fund and the General Fund.

- The Utility Fund is Water and Wastewater Utilities
- The General Fund is Public Works, Public Safety, Community Development and Administration

Inflation numbers are still up though they are less than one year ago, as the Municipal Cost Index for February 2023 was 6.27%

There is approximately \$3.8 million in capital projects for the town as prices continue to increase and trying to obtain items is difficult at best. \$2.4 million in general fund capital projects and \$1.4 million in utility fund capital projects. Included in the capital projects at approximately \$1 million was a pumper truck for the Fire Department that Council decided to purchase in 2022 and is being worked into the budget this year.

A. **General Fund**

- Revenues
The following items make up the revenues for FY2024. The revenues are projected at \$8.74 million.
 1. Real Estate and Personal Property taxes
 2. Other taxes such as sales tax, meals tax, lodging, and transient occupancy tax
 3. Approximately one-quarter of the general fund revenue comes from the Commonwealth of Virginia
- To Increase revenues
 1. There was a proposed meals tax increase of 1% that would increase revenues by approximately \$400,000.
 2. A solid waste rate increase of \$2.00 per cart per month for residential customers and \$4.00 per cart per month for commercial customers.

3. A proposed debt issuance of about \$3.2 million for general and utility fund capital projects and \$412,000 of reserves from the utility capital fund.
- Expenditures
 1. Projected for FY2024: \$8.7 million
 2. Public Safety 35%
 3. Public Works 23%
 4. Community Development 18%
 5. General Government Administration 14%
 6. Non-departmental 10%
 7. Capital \$2.4 million
 8. Personnel a proposed increase of 7.5% (including the cost of living and the step increases for RMPD that was put into practice in phases over the past years. A Grant Writer position was proposed to help find additional revenue for the town.

The following were questions that Council had or otherwise information that was requested from staff for Council as follow-up for budget work session number 2.

- Mayor Perdue requested a breakdown of SROs from the town and from Franklin County including the cost amount per officer and the total of all officers together. The Mayor was also interested to see what the town is receiving back from the public schools to help offset the cost of providing the SROs.
- Mayor Perdue asked if Town Manager Wood could provide a breakdown of what the purposed numbers would be if the meals tax did increase by 25%, 75% and if the increase was a full 1% for Council to review. Council Member Mullins asked if a breakdown could be provided of town residents. Staff explained that a breakdown of how many Town customers and Franklin County customers made meals tax purchases was not available. Mayor Perdue indicated that if the town restaurant owners wished to provide a breakdown of customers paying meals taxes in the town versus not in the town, the owners could do so for work session no.2. Council would like the data provided to be the meals tax rate of other local localities, each locality's real estate tax and personal property tax rate as well, to give a better total picture. The localities asked for were Roanoke City, Roanoke County, Vinton, Wytheville, Floyd, and Bedford.
- A 7.5% salary increase was proposed in the budget for town staff. Council Member Lee inquired about increasing town staff less and spreading some of those same funds to the fire department for the volunteers. Town Manager Wood explained to Council, a breakdown of what the Town pays to the town fire fighters and what Franklin County pays to assist with the cost. Franklin County pays 60% of the dollar amount the county pays the county fire fighters that fight fires outside of the town. The cost of equipment was not included. Town Manager Wood was asked to provide numbers at the second work session to review.

6. Adjournment

Motion: To adjourn

Time: 6:26 p.m.

Motion By: Council Member Lee

Seconded By: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 to 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



**ROCKY MOUNT TOWN COUNCIL
FISCAL YEAR 2024
BUDGET WORK SESSION NO. 2
APRIL 20, 2023
5:00 p.m.**

The following members
of Council were
present:

Mayor C. Holland Perdue III
Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member J. Tyler Lee
Council Member Benjamin K. Mullins
Council Member Mark H. Newbill

The following staff
members were also
present:

Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Daniel Pinard, Cultural Economic Development Director
Brian Schofield, Public Works Superintendent
Dennis "Moe" Potter, Wastewater Treatment Plant Superintendent
Amy D. Gordon, Assistant Finance Director/Human Resources Director
Vincent Copenhaver, Finance Director
Phillip Young, Chief of Police

The FY2024 Budget Work Session No.2 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 C. Holland Perdue III presiding.

1. Roll Call

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

2. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration of approval. Mayor Perdue asked Council if the Town might like to further discuss using Davenport Finance and if so he would entertain a motion to amend the agenda.

Motion: To approve the amended agenda as presented

Motion By: Council Member Lee

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 to 0)

3. Davenport & Company, LLC.

After a brief discussion, Council entertained a motion to continue using Davenport Finance for the Town's financial needs. During the process Davenport will also help to set some policies in place regarding the financial needs of the Town.

Motion: To approve moving forward with the use of Davenport Finance for the Town's financial needs.

Motion By: Vice Mayor Stockton

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 to 0)

4. Fiscal Year 2024 Budget Work Session No. 2

Meeting with Franklin County, Mayor Perdue and Town Manager Wood had discussion regarding the County helping the Town with the potential purchase of new fire trucks in the future as the town is also part of the county. The cost of School Resource Officers (SRO) was also discussed as well.

Town Manager Wood began the work session by going over the points of request for additional information from the previous work session.

The last increase on meals tax in Rocky Mount was in 2008 at a 1% increase equaling approximately \$400,000. Each 25% is approximately \$100,000. Information was

provided to Council showing area localities, what the meals tax revenue is with each locality and what the personal property and real estate numbers are to give a more complete picture.

The volunteer fire department stipends were last increased in July 2017 when the stipends went up from \$10.00 to \$12.50. The cost to increase the stipend from \$12.50 to \$15.00 would be approximately \$20,000. Call volume should be considered as it constantly changes.

The cost of two School Resource Officers and everything that would be included with those officers would be approximately \$220,000. Beginning July 1, 2023, the Town will begin receiving a reimbursement from the school of approximately \$50,000.

Utility Fund:

The proposed 4% rate increase for water and wastewater utilities has been included in the budget and an explanation of the utilities can be found broken down on page 59 of the proposed budget book.

There was interest with Council to hold down the amount of increase proposed for utilities and for a well spread out even increase in the rates rather than a large increase all at once to the utility customers. A plan was given for the increase to be a multiyear plan to allow for more certainty for the customers. The rates over time have fallen behind on the cost and prices have continued to increase as well.

If the increase in utility rates is spread out over 4 years, and gave an increase of 4% next year, then the following 3 years would be an increase of approximately 10%, 9%, and 8%.

If the increase in utility rates is spread out over 5 years, then the increase could be approximately 6% per year.

Capital Improvement Plan:

The Capital Improvement Plan is adopted during the budget season and the projects for FY2024 receive approval at that time, but the remaining projects are for planning purposes only.

4. Adjournment

Motion: To adjourn

Time: 5:44 p.m.

Motion By: Vice Mayor Stockton

Seconded By: Council Member Newbill

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 to 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



**ROCKY MOUNT TOWN COUNCIL
FISCAL YEAR 2024 PROPOSED BUDGET
AND
CAPITAL IMPROVEMENT PLAN
PUBLIC HEARING
May 1, 2023
6:00 p.m.**

The following members
of Council were present:

Mayor C. Holland Perdue III
Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member J. Tyler Lee
Council Member Benjamin K. Mullins
Council Member Mark H. Newbill

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
Mark W. Moore, Assistant Town Manager
Jason Divers, Lieutenant - Patrol

The Rocky Mount Town Council (hereafter referred to as “Council”) Fiscal Year 2024 Proposed Budget and Capital Improvement Plan Public Hearing was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, with Mayor C. Holland Perdue III presiding.

1. Roll Call

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

2. **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 Lee

Seconded: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (6 to 0)

3. **Public Hearing**

3.1. A. Public Hearing on Proposed Fiscal Year 2024 Budget and Fiscal Year 24-28 CIP (*Note: No consideration of motion needed until May 8, 2023 Regular Council meeting.*)

3.2. B. Public Hearing on Proposed Fiscal Year 2024 Tax Rates and Fees (*Note: No consideration of motion needed until May 8, 2023 Regular Council meeting.*)

A draft budget was submitted to Town Council at Council's April 10, 2023 meeting. Two work sessions were held to discuss the proposed budget and bring the budget to final form. Work sessions were held on April 18, 2023 and on April 20, 2023 after which the final budget was advertised for public input at the public hearing held on May 1, 2023. The budget was advertised for public input in the local newspaper on April 24, 2023.

Mayor Perdue called the following speakers that signed up to give Council public input.

Ms. Debra Russell of 10510 Virgil H. Goode Highway, Rocky Mount, VA shared with Council that Arrington Enterprises has 6 stores in the Rocky Mount and Franklin County area and asked Council not to increase the meals tax rate as people eat out for necessity and an increase was not needed nor was it appropriate at this time.

Mr. William Riddle of 480 Beechdale Road, Rocky Mount, VA expressed to Council to find ways that would reduce costs versus a tax increase on the people and would like to see Council accept the proposed idea of the Town renting or selling the Harvester Performance Center to Mr. Hochstein's management team with financial backers.

Mr. Simon Winch of 280 Woodwinds Road, Callaway, VA spoke regarding Council increasing revenue for the town, however Mr. Winch did not want to see an increase in taxes to increase that revenue.

Mr. Brian Hochstein, 2403 Goldfield Court, Greensboro, NC asked Council not to take a vote on the budget until material changes were made within it and did not want Council to increase the meals tax.

No comments were received from the public prior to the public hearing.

15. **Adjournment**

Motion: To adjourn

Time: 6:11 p.m.

Motion By: Council Member Mullins

Seconded By: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	May 8, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The Community Partnership is asking for authorization to hold three major events in Town this year. They are the same three events that the Community Partnership has held in the past: Court Days (June 10th), Community Christmas Tree Lighting (November 24th), and Come Home to A Franklin County Christmas (December 1st).
ACTION NEEDED:	Approve the three events as presented.

Attachment(s):

1. Community Partnership Events

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



April 24, 2023

Mr. Holland Perdue, Mayor
Members of Town Council
145 Donald Avenue
Rocky Mount, VA 24151

Dear Mayor Perdue,

Community Partnership is planning three major annual events in our community for 2023:

Court Days: June 10, 2023 (Saturday) from 3:00 PM to 9:00 PM in Downtown Rocky Mount

Community Christmas Tree Lighting: November 24, 2023 (Friday Evening)
5:00 to 6:00 PM Franklin County Courthouse Lawn

Come Home to a Franklin County Christmas: December 1, 2023 (Friday Evening)
5:30 to 9:00 PM Downtown Rocky Mount

We have met with Chief Young and Captain Lovern to discuss these events 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. **(SAME AS IN PAST YEARS)**
- 2) Close Franklin Street from Floyd Avenue to Main Street **(SAME AS IN PAST YEARS.)**
- 3) Close Maynor Street partially from W. College to slightly north of the Joyful Light Church / 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 20th 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



Rebecca Dillon <rdillon@rockymountva.org>

Re: 3 Events Letter of Request

1 message

Phillip Young <pyoung@rockymountva.org>
To: Rebecca Dillon <rdillon@rockymountva.org>

Mon, Apr 24, 2023 at 3:08 PM

It will be fine to place on the May agenda. We met with the Community Partnership folks last week and are good with their request.

On Mon, Apr 24, 2023 at 11:45 AM Rebecca Dillon <rdillon@rockymountva.org> wrote:
Chief,

Please see the attached letter of request to hold three events.

Please let me know if you have any questions or concerns and if I can place this request on the May Council regular meeting agenda.

Thanks,

**Rebecca H. Dillon, CMC**

Town Clerk/Exec. Admin. Assistant

Town Manager's Office

345 Donald Avenue

Rocky Mount, VA 24151

Phone: (540) 483-7660

"As we express our gratitude, we must never forget that the
highest appreciation is not to utter words but to live by them."

President John F. Kennedy

--
Chief Young

Zoning Compliance April 2023

Permit #	Applicant Name	Property Address/TMPN	Zoning	Date Approved	Type of Improvement
ZC23-013	Crooked Road Catering LLC	50 Floyd Avenue/ 2070050600	CBD	4/11/2023	catering business
ZC23-014	Xin Xin Spa	870 Tanyard Rd/2030002900	GB	4/13/2023	open a foot spa
ZC23-015	Eagle Gaming Center	550 Franklin St/2070049400	CBD	4/14/2023	retail store
ZC23-016	Golden Massage	45 Market Place Dr 2030007600	GB	4/19/2023	ownership change of existing
ZC23-017	Keystone Novelties Distributors	832 Tanyard Rd /2030002900	GB	4/20/2023	temporary use permit-itinerant merchant fireworks display 6/22-7/5
ZC23-018	Nandan Dattani	300 Old Franklin TPKE STE B/	GB	4/24/2023	retail vape store
ZC23-019	Peter J. Moorman Jr	461 Franklin St/2070058000	CBD	4/25/2023	take over existing detail business in garage
ZC23-020	J. Cooke Towing	10 Pell Avenue/2070009000	CBD	4/25/2023	base office for towing business, no storage of vehicles permitted
ZC23-021	Antwain Gorrell	315 Diamond Avenue	R2	4/28/2023	Home office occupation

Zoning Permits April 2023

Permit #	Applicant Name	Building Lot Address	TMPN	Zoning	Date Approved	NOTES
ZP23-004	335FranklinSt, LLC	335 Franklin	2070103400	CBD	4/13/2023	Removal of rear wall, replacement of rear wall. Addition of retaining wall at rear/side property line
ZP23-005	325FranklinST, LLC	325 Franklin	2070103300	CBD	4/14/2023	Construction of basement/patio at rear
ZP23-006	Gary Foster	170 Fairlawn	2100004300	R1	4/26/2023	replace existing 3x3 deck with 5x10 deck
ZP23-007	R Fralin Construction	Lot 45, Alder Lane	2100304500	RPUD	4/20/2023	New single family residence on a walkout basement with four bedrooms, 2.5 baths, and 2 car garage

Zoning Letter April 2023

Permit #	Applicant Name	Building Lot Address	TMPN	CurrentZoning	Letter Date
ZL23-002	ZIPline Zoning,	340 E. Court	2070065000	R3	4/10/2023

Site Plans April 2023

File Number	Site Plan Name	TMPN	Location	Notes	Dates Received/Approved
SP23-001	Patio Project	2070103300	325 Franklin St	Constructin of patio behind 325 Franklin St.	03/02/23 /
SP23-002	Plaza Project/Retaining Wall	2070103400	335 Franlin St	Demo and rebuild of back wall of existing structure, construction of retaining wall	03/02/23 /

Plats April 2023

File Number	Property Owner	Action	TMPN	Notes1	Notes
P23-001	335FranklinSt LLC	Line vacation	2070103400/3500	Vacating boundary line between tract 2 of 2070103500 and parcel 2070103400	04/12/23

FOIA Requests April 2023

Date	Requested By	Topic
4/26/23	Ben Byrd with Munro Byrd PC	Traffic accident on 3/22/21 re Jaedyn Jamison

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
10 GENERAL FUND						
10090000 USE OF SURPLUS						
10090000 42562 APPROPRIATED FUND B	0	201,142	.00	.00	201,142.00	.0%*
TOTAL USE OF SURPLUS	0	201,142	.00	.00	201,142.00	.0%
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY - CUR	655,043	655,043	586,444.80	232,566.62	68,598.20	89.5%*
11011000 41102 REAL PROPERTY - DEL	40,000	40,000	19,926.26	90.82	20,073.74	49.8%*
11011000 41103 PUBLIC SERVICE - CU	26,412	26,412	.00	.00	26,412.00	.0%*
11011000 41105 PERSONAL PROPERTY -	310,000	310,000	457,962.57	237,710.70	-147,962.57	147.7%*
11011000 41106 PERSONAL PROPERTY -	26,000	26,000	28,603.73	2,150.47	-2,603.73	110.0%*
11011000 41107 MACHINERY & TOOLS -	163,609	163,609	89.98	.00	163,519.02	.1%*
11011000 41110 PENALTIES ON TAXES	9,700	9,700	6,265.82	1,096.61	3,434.18	64.6%*
11011000 41111 INTEREST ON DELINQ	7,800	7,800	2,448.33	315.76	5,351.67	31.4%*
TOTAL GENERAL PROPERTY TAXES	1,238,564	1,238,564	1,101,741.49	473,930.98	136,822.51	89.0%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & USE T	277,000	277,000	278,009.82	50,268.41	-1,009.82	100.4%*
11012000 41202 MEALS TAX	1,849,000	1,849,000	1,763,645.59	200,987.40	85,354.41	95.4%*
11012000 41203 PENALTY-DEL MEALS T	0	0	2,410.32	.00	-2,410.32	100.0%*
11012000 41204 INTEREST-DEL MEALS	0	0	1,539.32	.00	-1,539.32	100.0%*
11012000 41205 TRANSIENT OCCUPANCY	152,076	152,076	205,577.32	21,543.73	-53,501.32	135.2%*
11012000 41206 PENALTY-DEL LODGING	0	0	22.04	.00	-22.04	100.0%*
11012000 41207 INTEREST-DEL LODGIN	0	0	2.02	.00	-2.02	100.0%*
11012000 41208 CIGARETTE TAX	80,750	80,750	59,655.00	2,910.00	21,095.00	73.9%*
11012000 41209 BANK STOCK TAX	385,400	385,400	180,724.00	.00	204,676.00	46.9%*
11012000 41210 CONSUMER UTILITY TA	320,000	320,000	239,067.55	.00	80,932.45	74.7%*
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	2,730,652.98	275,709.54	409,497.02	87.0%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	357,643	357,643	69,130.71	58,258.39	288,512.29	19.3%*

Rocky Mount (Town Of), VA

YEAR-TO-DATE BUDGET REPORT FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11012500 41302 BPOL-PROFESSIONAL	178,570	178,570	97,620.30	24,743.41	80,949.70	54.7%*
11012500 41303 BPOL-REPAIRS/PERS S	128,607	128,607	114,896.53	9,663.63	13,710.47	89.3%*
11012500 41304 BPOL-CONTRACTOR	27,804	27,804	10,522.59	4,081.47	17,281.41	37.8%*
11012500 41305 BPOL-UTILITY	5,841	5,841	2,033.33	.00	3,807.67	34.8%*
11012500 41306 BPOL-AMUSEMENT TAX	855	855	500.00	500.00	355.00	58.5%*
11012500 41307 BPOL-MISCELLANEOUS	7,724	7,724	2,150.91	803.94	5,573.09	27.8%*
11012500 41308 BPOL-ALCOHOLIC BEVE	835	835	50.00	.00	785.00	6.0%*
11012500 41309 BPOL-PENALTIES & I	1,832	1,832	5,275.30	2.00	-3,443.30	288.0%*
TOTAL BUSINESS LICENSE TAXES	709,711	709,711	302,179.67	98,052.84	407,531.33	42.6%
11013000 PERMITS & LICENSES						
11013000 42111 PLANNING & ZONING F	10,000	10,000	7,363.50	1,478.50	2,636.50	73.6%*
11013000 42112 FARMERS MARKET FEES	15,000	15,000	6,005.00	100.00	8,995.00	40.0%*
11013000 42114 WELCOME CENTER FEES	2,500	2,500	9,003.00	390.00	-6,503.00	360.1%*
11013000 42116 RETURN CHECK FEES	225	225	439.00	20.00	-214.00	195.1%*
11013000 42117 CREDIT CARD FEES	3,000	3,000	6,538.87	706.35	-3,538.87	218.0%*
TOTAL PERMITS & LICENSES	30,725	30,725	29,349.37	2,694.85	1,375.63	95.5%
11014000 FINES & FORFEITURES						
11014000 42211 COURT FINEES	9,000	9,000	29,996.15	2,595.72	-20,996.15	333.3%*
11014000 42212 PARKING FINES	200	200	40.00	.00	160.00	20.0%*
TOTAL FINES & FORFEITURES	9,200	9,200	30,036.15	2,595.72	-20,836.15	326.5%
11015000 PROCEEDS FROM USE OF ASSETS						
11015000 42311 INTEREST ON MONEY/I	45,000	45,000	229,336.05	.00	-184,336.05	509.6%*
11015000 42312 RENTAL OF GENERAL P	450	450	450.00	.00	.00	100.0%*
11015000 42318 SALE OF PROPERTY	0	0	20,050.30	.00	-20,050.30	100.0%*
TOTAL PROCEEDS FROM USE OF ASSETS	45,450	45,450	249,836.35	.00	-204,386.35	549.7%
11016000 CHARGES FOR SERVICES						
11016000 42411 REFUSE COLLECTION C	269,000	269,000	204,531.00	20,728.00	64,469.00	76.0%*

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11016000 42413 TRUCK RENTAL FEES	725	725	1,505.34	150.00	-780.34	207.6%*
11016000 42415 WEED CONTROL CHARGE	520	520	136.18	.00	383.82	26.2%*
11016000 42418 PASSPORT SERVICE FE	11,000	11,000	21,216.51	1,716.51	-10,216.51	192.9%*
11016000 42419 SECURITY SERVICES	12,000	12,000	10,482.50	.00	1,517.50	87.4%*
11016000 42420 POLICE REPORTS	1,200	1,200	1,202.00	.00	-2.00	100.2%*
11016000 42421 FINGERPRINT SERVICE	100	100	165.00	.00	-65.00	165.0%*
11016000 42422 CRISIS INTERVENTION	25,000	25,000	34,047.00	3,800.00	-9,047.00	136.2%*
11016000 42425 ADMIN CHARGES - SER	300	300	278.77	76.02	21.23	92.9%*
11016000 42426 MISCELLANEOUS SERVI	0	0	2,497.74	810.25	-2,497.74	100.0%*
TOTAL CHARGES FOR SERVICES	319,845	319,845	276,062.04	27,280.78	43,782.96	86.3%
11018000 MISCELLANEOUS GENERAL						
11018000 42511 RECOVERIES	0	0	3,534.20	195.14	-3,534.20	100.0%*
11018000 42513 MERCHANDISE SALES	0	0	122.58	.00	-122.58	100.0%*
11018000 42524 INSURANCE RECIPITS F	0	0	47,020.33	.00	-47,020.33	100.0%*
TOTAL MISCELLANEOUS GENERAL	0	0	50,677.11	195.14	-50,677.11	100.0%
18522000 COMMONWEALTH-NONCATEGORICAL						
18522000 43211 PPTRA FROM STATE	53,861	53,861	53,860.60	.00	.40	100.0%*
18522000 43212 COMMUNICATIONS TAX	140,000	140,000	101,835.52	.00	38,164.48	72.7%*
18522000 43213 LITTER TAX	3,500	3,500	4,219.00	.00	-719.00	120.5%*
18522000 43214 ROLLING STOCK TAX	3,164	3,164	3,244.66	.00	-80.66	102.5%*
18522000 43215 RENTAL TAX	9,000	9,000	15,161.19	.00	-6,161.19	168.5%*
18522000 43216 OTHER NON-CATEGORIC	0	0	1,025.24	.00	-1,025.24	100.0%*
TOTAL COMMONWEALTH-NONCATEGORICAL	209,525	209,525	179,346.21	.00	30,178.79	85.6%
18524000 COMMONWEALTH-CATEGORICAL						
18524000 43112 SCHOOL RES OFFICER	29,632	29,632	64,431.64	.00	-34,799.64	217.4%*
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	1,272,293.89	.00	235,846.11	84.4%*
18524000 43313 LAW ENFORCEMENT AID	120,632	120,632	99,465.00	.00	21,167.00	82.5%*
18524000 43322 VA TOURISM GRANT	0	0	9,906.27	.00	-9,906.27	100.0%*

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
TOTAL COMMONWEALTH-CATEGORICAL	1,676,875	1,676,875	1,446,096.80	.00	230,778.20	86.2%
18535000 LOCAL GOVERNMENT AID						
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	45,118.24	.00	-15,118.24	150.4%*
18535000 43112 OTH AID-SCHOOL RESO	42,329	42,329	29,632.00	.00	12,697.00	70.0%*
18535000 43114 COUNTY EXP REIMB FO	50,000	50,000	.00	.00	50,000.00	.0%*
TOTAL LOCAL GOVERNMENT AID	122,329	122,329	74,750.24	.00	47,578.76	61.1%
TOTAL GENERAL FUND	7,502,374	7,703,516	6,470,728.41	880,459.85	1,232,787.59	84.0%
TOTAL REVENUES	7,502,374	7,703,516	6,470,728.41	880,459.85	1,232,787.59	
12 FORFEITED ASSETS						
12000000 FORFEITED ASSETS						
12000000 42562 APPROPRIATED FUND B	0	5,925	.00	.00	5,924.52	.0%*
TOTAL FORFEITED ASSETS	0	5,925	.00	.00	5,924.52	.0%
TOTAL FORFEITED ASSETS	0	5,925	.00	.00	5,924.52	.0%
TOTAL REVENUES	0	5,925	.00	.00	5,924.52	
20 WATER & SEWER FUND						
20069000 NON-DEPARTL UTILITY OPERATING						
20069000 42562 APPROPRIATED FUND B	0	198,628	.00	.00	198,628.00	.0%*
TOTAL NON-DEPARTL UTILITY OPERATI	0	198,628	.00	.00	198,628.00	.0%
25020000 WATER CHARGES						
25020000 42313 PROPERTY RENT (CELL	120,000	120,000	101,808.63	3,969.00	18,191.37	84.8%*

YEAR-TO-DATE BUDGET REPORT
 FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
25020000 45101 WATER SALES	1,409,680	1,409,680	1,328,195.48	130,130.95	81,484.52	94.2%*
25020000 45102 WATER CONNECTIONS	20,000	20,000	34,475.00	7,550.00	-14,475.00	172.4%*
25020000 45103 RECONNECT FEES	7,000	7,000	12,724.08	1,250.00	-5,724.08	181.8%*
25020000 45104 PENALTIES	15,000	15,000	31,127.05	3,226.83	-16,127.05	207.5%*
25020000 45106 BULK WATER PURCHASE	5,000	5,000	309.68	74.25	4,690.32	6.2%*
TOTAL WATER CHARGES	1,576,680	1,576,680	1,508,639.92	146,201.03	68,040.08	95.7%
25530000 SEWER CHARGES						
25530000 45201 SEWER COLLECTION CH	863,867	863,867	808,063.16	80,571.37	55,803.84	93.5%*
25530000 45202 SEWER CONNECTIONS	12,000	12,000	4,925.71	1,000.00	7,074.29	41.0%*
TOTAL SEWER CHARGES	875,867	875,867	812,988.87	81,571.37	62,878.13	92.8%
TOTAL WATER & SEWER FUND	2,452,547	2,651,175	2,321,628.79	227,772.40	329,546.21	87.6%
TOTAL REVENUES	2,452,547	2,651,175	2,321,628.79	227,772.40	329,546.21	
GRAND TOTAL	9,954,921	10,360,616	8,792,357.20	1,108,232.25	1,568,258.32	84.9%

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

YEAR-TO-DATE BUDGET REPORT
 FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	513,734	418,320	539,379.70	4,447.32	.00	-121,059.70	128.9%
11011010 MAYOR & TOWN COUNCIL	92,896	92,896	79,088.04	7,192.08	.00	13,807.96	85.1%
11012020 TOWN MANAGER	416,027	416,027	349,409.53	30,644.25	.00	66,617.47	84.0%
11012040 TOWN ATTORNEY	74,370	74,370	48,976.80	6,994.75	.00	25,393.20	65.9%
11012130 FINANCE DEPARTMENT	664,091	664,091	512,985.10	40,634.66	.00	151,105.90	77.2%
11013010 BOARD OF ELECTIONS	5,000	5,000	.00	.00	.00	5,000.00	.0%
11081060 PASSPORT PROGRAM	2,375	2,375	3,358.10	26.64	.00	-983.10	141.4%
12031010 POLICE DEPARTMENT	2,231,624	2,267,776	1,973,687.10	178,499.32	.00	294,088.90	87.0%
12032020 VOLUNTEER FIRE DEPT	178,910	178,910	165,955.68	35,688.46	.00	12,954.32	92.8%
12043130 IMPOUND LOT	0	0	371.64	33.01	.00	-371.64	100.0%
13041000 PUBLIC WORKS ADMINISTRATION	1,285,759	664,737	114,854.55	6,914.37	.00	549,882.45	17.3%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	2,047.79	.00	.00	1,052.21	66.1%
13041040 STREET LIGHTS	107,850	107,094	89,034.33	21,548.92	.00	18,059.67	83.1%
13041070 TRAFFIC CONTROL & PARKING	68,540	95,333	97,191.90	2,961.62	.00	-1,858.90	101.9%
13041080 STREETS	385,300	952,290	1,051,361.94	73,079.07	22,998.00	-122,069.94	112.8%
13041090 SIDEWALKS, CURB, GUTTERING	1,500	48,270	47,769.09	.00	.00	500.91	99.0%
13041200 ANGLE BRIDGE REPAIRS	0	0	2,974.93	.00	.00	-2,974.93	100.0%
13042020 STREET CLEANING	3,045	5,602	3,426.33	.00	.00	2,175.67	61.2%
13042030 REFUSE COLLECTION	22,790	96,345	101,873.01	7,528.46	.00	-5,528.01	105.7%
13042040 SNOW REMOVAL	17,750	17,750	7,163.85	.00	.00	10,586.15	40.4%
14043041 PARKS-MARY ELIZABETH	2,400	14,327	16,099.62	1,708.46	.00	-1,772.62	112.4%
14043042 PARKS-MARY BETHUNE	2,200	5,942	9,701.60	5,227.03	.00	-3,759.60	163.3%
14043043 PARKS-GILLEYS	7,170	11,157	8,326.03	415.12	.00	2,830.97	74.6%
14043044 PARKS-CELESTE	2,200	44,675	22,686.72	176.95	.00	21,988.28	50.8%
14043045 PARKS-VETERANS MEMORIAL	5,470	9,193	8,222.13	168.18	.00	970.87	89.4%
14043046 PARKS-FIRST REPSONDERS MEM	5,320	6,460	3,828.99	92.53	.00	2,631.01	59.3%
14043080 PARKS & REC - PLAYGROUNDS	0	9,864	14,457.93	178.76	.00	-4,593.93	146.6%
14543040 MUNICIPAL BUILDING	56,922	60,756	66,610.84	5,542.02	.00	-5,854.84	109.6%
14543050 EMERGENCY SERVICES BLDG	59,800	75,703	93,899.54	15,938.26	.00	-18,196.54	124.0%
14543060 PUBLIC WORKS BUILDING	36,640	48,139	41,714.97	4,944.48	.00	6,424.03	86.7%
14543070 PARKS & REC - CEMETERY	900	8,323	9,389.11	1,204.30	.00	-1,066.11	112.8%
16081010 PLANNING & ZONING	226,694	232,694	197,553.02	19,863.84	.00	35,140.98	84.9%
16081020 COMMUNITY & ECONOMIC DEV	421,343	471,343	431,249.81	26,056.17	.00	40,093.19	91.5%
16081030 CITIZENS SQUARE-FARMERS MARKE	26,874	26,874	19,269.00	1,827.34	9,589.19	-1,984.19	107.4%
16081040 DEPOT WELCOME CENTER	41,567	41,567	25,019.04	2,006.83	.00	16,547.96	60.2%
16081050 HARVESTER PERFORMANCE CENTER	483,300	483,300	462,500.25	215,133.83	.00	20,799.75	95.7%
16081300 ECONOMIC DEVELOPMENT AUTHORIT	3,913	3,913	2,004.39	.00	.00	1,908.61	51.2%
16085000 REMED BLIGHTED STRUCTURES	45,000	39,000	.00	.00	.00	39,000.00	.0%
TOTAL GENERAL FUND	7,502,374	7,703,516	6,623,442.40	716,677.03	32,587.19	1,047,486.41	86.4%

12 FORFEITED ASSETS

YEAR-TO-DATE BUDGET REPORT FOR THE 10 MONTHS ENDED APRIL 30, 2023

FOR 2023 10

12	FORFEITED ASSETS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12031016	STATE FORFEITURE ASSETS	0	5,925	.00	.00	.00	5,924.52	.0%
	TOTAL FORFEITED ASSETS	0	5,925	.00	.00	.00	5,924.52	.0%

20 WATER & SEWER FUND

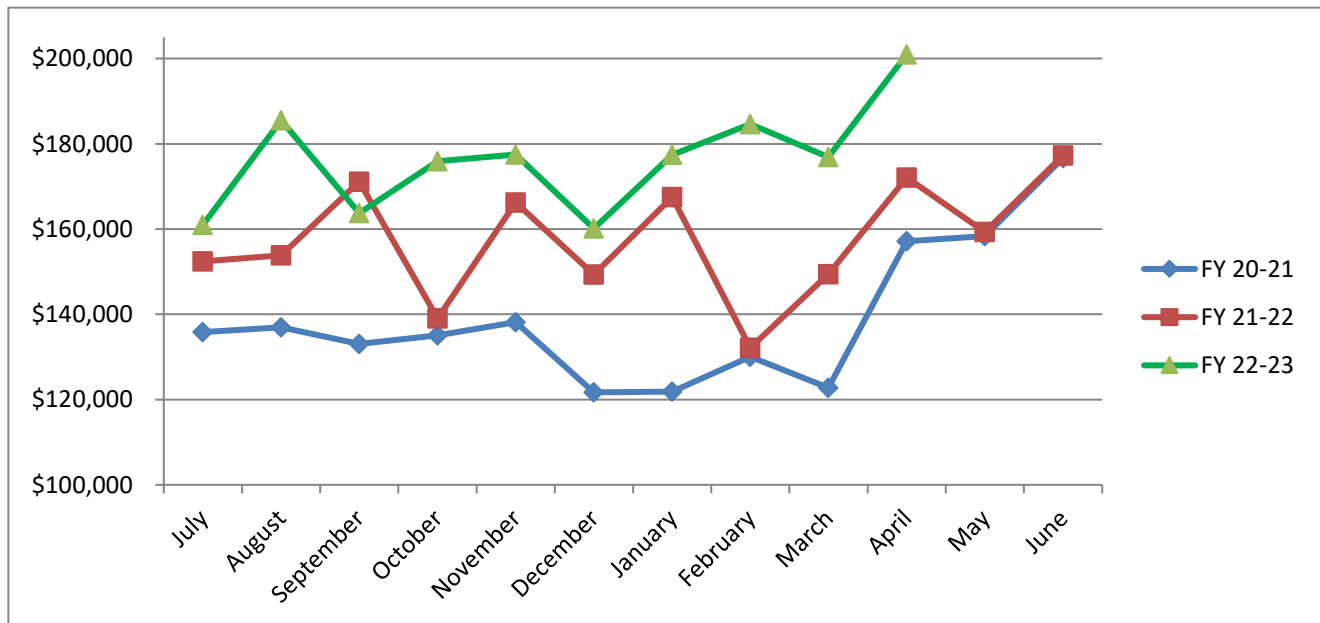
20069000	NON-DEPARTL UTILITY OPERATING	447,712	447,712	43,707.08	6,338.00	.00	404,004.92	9.8%
25050000	WATER SYSTEM OPERATIONS	162,078	296,416	300,433.20	33,536.77	15,515.00	-19,532.20	106.6%
25050100	METER READING	24,570	27,816	16,685.98	1,154.21	.00	11,130.02	60.0%
25050500	WATER TREATMENT PLANT	796,843	796,843	723,838.15	69,998.29	2,159.81	70,845.04	91.1%
25062000	UTILITY ADMINISTRATION	286,732	286,732	212,957.82	16,905.73	.00	73,774.18	74.3%
25560000	WASTEWATER SYSTEM OPERATIONS	128,578	189,622	149,393.71	9,231.22	.00	40,228.29	78.8%
25560500	WASTEWATER TREATMENT PLANT	606,034	606,034	484,059.25	39,514.77	.00	121,974.75	79.9%
	TOTAL WATER & SEWER FUND	2,452,547	2,651,175	1,931,075.19	176,678.99	17,674.81	702,425.00	73.5%
	GRAND TOTAL	9,954,921	10,360,616	8,554,517.59	893,356.02	50,262.00	1,755,835.93	83.1%

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

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	\$ 160,978	\$ 8,541	5.6%
August	\$ 136,975	\$ 153,837	\$ 185,503	\$ 31,666	20.6%
September	\$ 133,052	\$ 171,121	\$ 163,751	\$ (7,370)	-4.3%
October	\$ 135,097	\$ 139,085	\$ 175,939	\$ 36,854	26.5%
November	\$ 138,177	\$ 166,261	\$ 177,506	\$ 11,245	6.8%
December	\$ 121,697	\$ 149,361	\$ 160,148	\$ 10,787	7.2%
January	\$ 121,833	\$ 167,488	\$ 177,390	\$ 9,902	5.9%
February	\$ 130,016	\$ 132,152	\$ 184,585	\$ 52,433	39.7%
March	\$ 122,758	\$ 149,407	\$ 176,858	\$ 27,451	18.4%
April	\$ 157,165	\$ 172,047	\$ 200,987	\$ 28,940	16.8%
May	\$ 158,320	\$ 159,286			
June	\$ 176,690	\$ 177,283			
Year Totals	<u>\$ 1,667,620</u>	<u>\$ 1,889,765</u>	<u>\$ 1,763,645</u>		

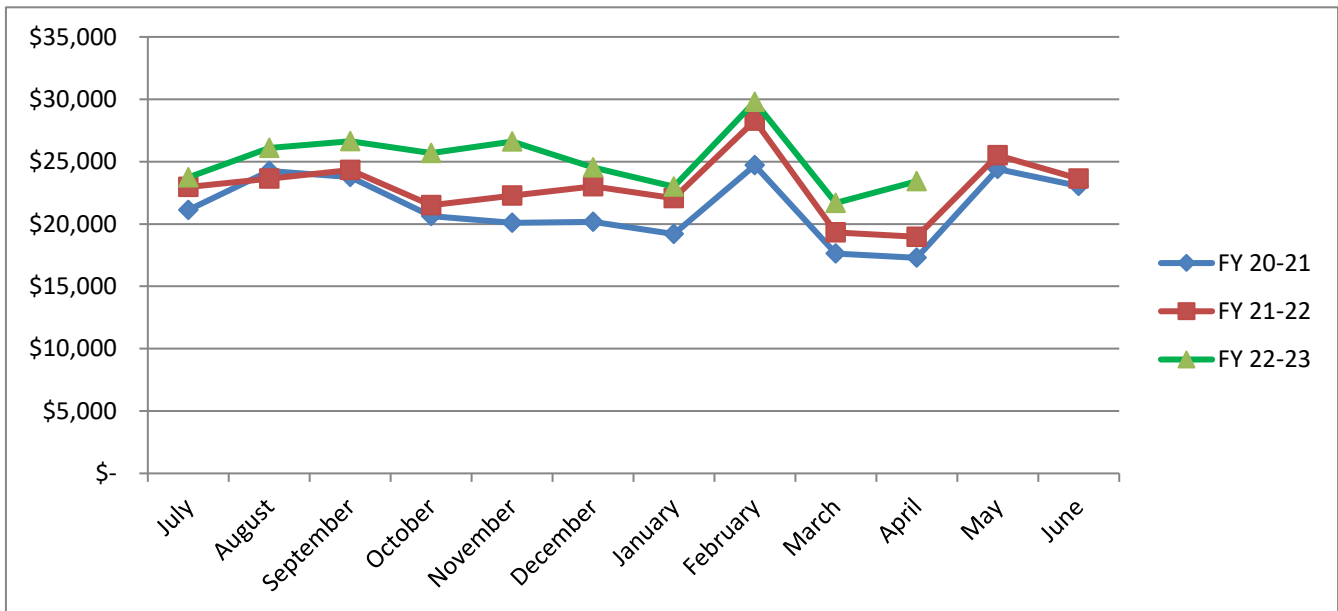
Year to Date through April	\$ 1,332,610	\$ 1,553,196	\$ 1,763,645	\$ 210,449	13.5%
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**Town of Rocky Mount
Local Sales Tax Collections by Month**

<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	\$ 26,102	\$ 2,480	9.5%
September	\$ 23,756	\$ 24,336	\$ 26,639	\$ 2,303	8.6%
October	\$ 20,642	\$ 21,514	\$ 25,676	\$ 4,162	16.2%
November	\$ 20,088	\$ 22,281	\$ 26,599	\$ 4,318	16.2%
December	\$ 20,173	\$ 23,016	\$ 24,524	\$ 1,508	6.1%
January	\$ 19,191	\$ 22,061	\$ 22,980	\$ 919	4.0%
February	\$ 24,702	\$ 28,289	\$ 29,796	\$ 1,507	5.1%
March	\$ 17,630	\$ 19,310	\$ 21,687	\$ 2,377	11.0%
April	\$ 17,285	\$ 18,974	\$ 23,440	\$ 4,466	19.1%
May	\$ 24,392	\$ 25,516			
June	\$ 23,044	\$ 23,632			
Year Totals	<u>\$ 256,259</u>	<u>\$ 275,529</u>	<u>\$ 251,181</u>		

Year to Date through April	\$ 208,823	\$ 226,381	\$ 251,181	\$ 24,800	9.9%
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Town of Rocky Mount
Cash Balances and Investment Portfolio
April 30, 2023

Total Cash Held by the Town:

Cash in the Office	\$ 700
Duncan Williams Investments	\$ 2,594,668
Hometrust Bank (Borrowed Funds)	\$ 705,000
Local Government Investment Pool (effective yield 4.93%)	\$ 6,669,535
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 74,099
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 389,801
American National Bank: Town Checking Account	\$ 1,000,280
Virginia Investment Pool Accounts for American Rescue Plan Act Funds (First Distribution)	<u>\$ 789,204</u>
 Total Cash Balance at April 30, 2023	 <u><u>\$ 12,223,286</u></u>

Investment Detail:

Duncan-Williams, Inc.

Account Statement Dated April 30, 2023

			Closing Balance	Income This Year	30-Day Yield
Cash, Money Funds and Bank Deposits - 12% of Portfolio					
Federated Hermes Govt Reserves Money Market			\$301,323.37	\$1,927.08	3.61%
Fixed Income - 88% of Portfolio					
Certificates of Deposit:	Quantity	Market Price	Market Value	Estimated Annual Income	Estimated Yield
Capital One Natl Assn	245,000.00	95.168	\$233,330.65	\$8,207.50	3.52%
Capital One Bank Natl Assn	245,000.00	94.16	\$231,270.20	\$8,330.00	3.61%
U.S. Government Bonds:					
Federal Home Loan Banks Cons Bd	500,000.00	90.761	\$444,795.00	TBD	3.37%
Federal Home Loan Banks Cons Bd	700,000.00	94.832	\$662,333.00	\$7,700.00	1.15%
Federal Home Loan Banks Cons Bd	430,000.00	96.84	\$415,186.50	\$15,587.50	3.74%
Federal Home Loan Mtg Corp Medium	320,000.00	95.791	\$306,428.80	\$7,200.00	2.34%
Total Fixed Income	2,440,000.00		\$2,293,344.15	\$47,025.00	
Total Portfolio Holdings			\$2,594,667.52	\$48,952.08	

MONTHLY STAFF REPORT

DATE:	May 8, 2023
TO:	Rocky Mount Town Council
FROM:	Brad Basham – Asst Chief
DEPARTMENT:	Fire Department
MONTH:	March 2023

For the period of March 2023, the Rocky Mount Fire Department responded to a total of 40 calls of which 16 were inside the town limits and 24 were outside the town limits.

RMFD apparatus traveled a total of 440 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 28 members performing training for a total of 98 hours of training.

Summary of Calls:

<u>Type of Call</u>	<u>Total</u>
<u>Structure Fire</u>	<u>5</u>
<u>Brush/Grass Fire</u>	<u>4</u>
<u>Vehicle Fire</u>	
<u>Utilities Fire</u>	<u>1</u>
<u>MVA</u>	<u>18</u>
<u>Residential Fire Alarm</u>	
<u>Commercial Fire Alarm</u>	<u>3</u>
<u>Smoke Investigation</u>	
<u>Odor Investigation</u>	
<u>Debris Removal</u>	<u>4</u>
<u>Hazmat/Spill</u>	<u>2</u>
<u>EMS Assist</u>	<u>3</u>
	40

Respectfully Submitted By,

Asst. Chief B. Basham

MONTHLY STAFF REPORT

DATE:	May 08, 2023
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	April

*We will be doing the monthly report from RMPD a month behind to allow for more accuracy in numbers that are turned in per Chief Young. This also allows our officers at the end of the month to have time to get all reports and tickets submitted.

The Rocky Mount Police Department would like to welcome aboard Officer Jeffrey D. Holland.

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

PSY/rfs

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: APRIL 2023

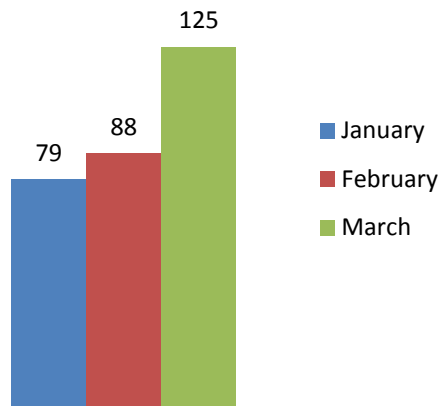
JANUARY

FEBRUARY

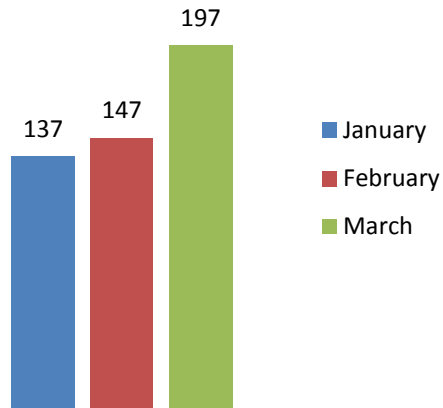
MARCH

UNIFORM TRAFFIC SUMMONS ISSUED	77	88	125
TRAFFIC STOPS	137	147	197
SPEEDING TICKETS ISSUED	27	28	42
DUI	3	2	6
COLLISIONS INVESTIGATED (TREDS)	22	11	17
MOTORIST AIDES	51	46	46
CRIMINAL ARRESTS "MISDEMEANOR"	38	37	44
CRIMINAL ARRESTS "FELONY"	21	20	10
INCIDENTS ADDRESSED	4692	1601	1757
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	90	82	95
GRAND LARCENY WARRANTS	4	0	0
BREAKING & ENTERING REPORTS	1	0	0
BREAKING & ENTERING WARRANTS	1	1	0
BOLO'S (Be On Look Out)	22	15	15
FOLLOW-UP'S	57	55	54
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	3591	698	744
SCHOOL CHECKS	153	71	65
ALARM RESPONSES	33	17	28
OPEN DOORS, WINDOWS, ETC. UNSECURED	11	10	9
COURT HOURS:	27.75	20	38
TRAINING HOURS:	0	25	78
SPECIAL ASSIGNMENT HOURS:	178	243	122
HARVESTER HOURS WORKED:	5	5	0
ECO/TDO	6	7	3
ECO/TDO HOURS:	40	42	34
CIT - PAC HOURS:	110	100	120

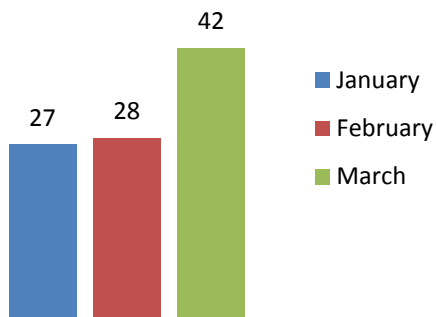
Uniform Traffic Summons Issued



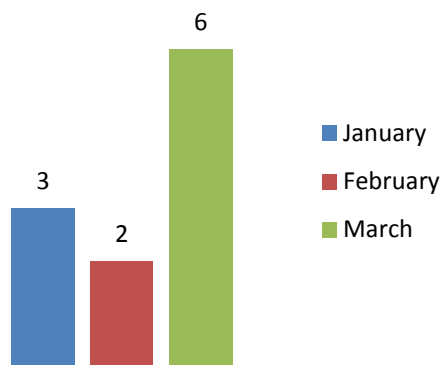
Traffic Stops



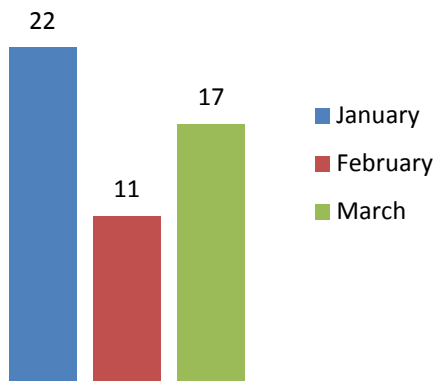
Speeding Tickets Issued



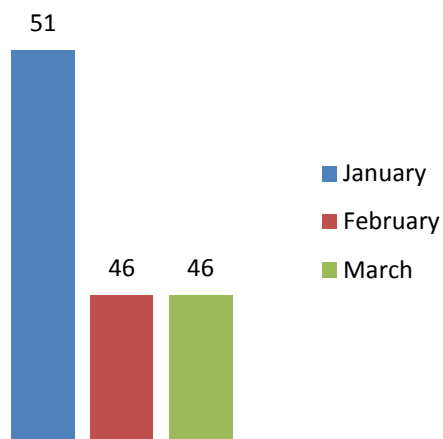
DUI



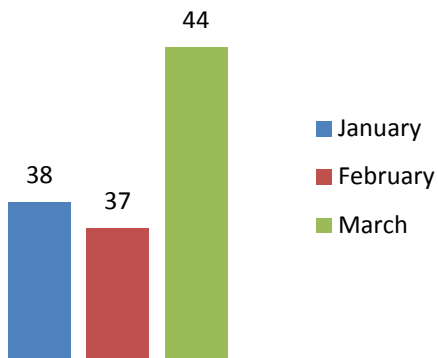
Collisions Investigated (TREDS)



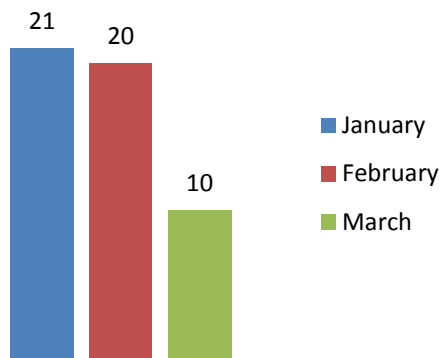
Motorist Aides



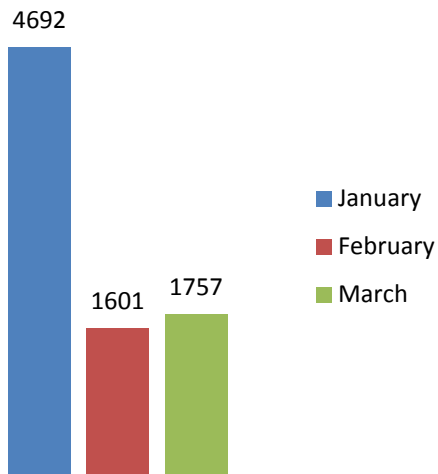
Criminal Arrests "Misdemeanor"



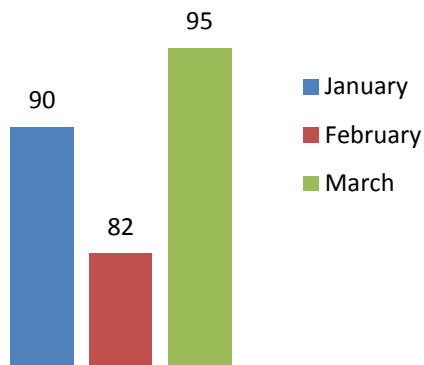
Criminal Arrests "Felony"



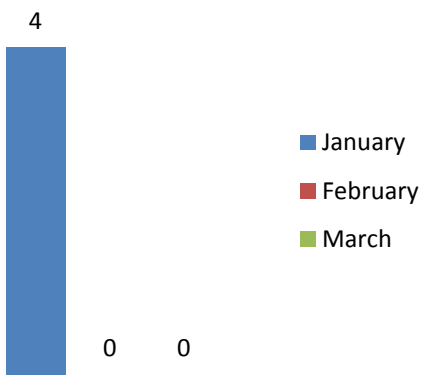
Incidents Addressed



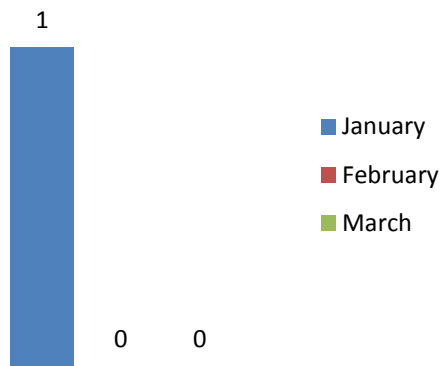
Incidents/Offenses Reportable "RMS"



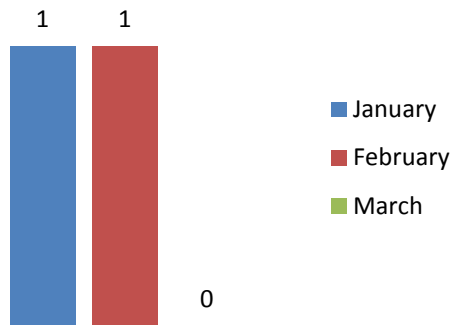
Grand Larceny Warrants



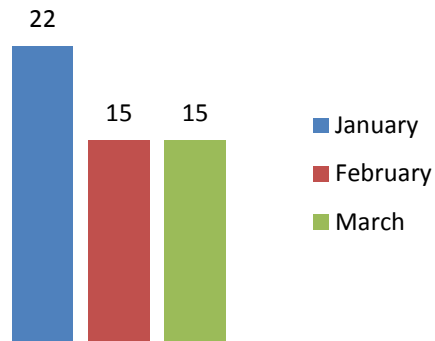
Breaking & Entering Reports



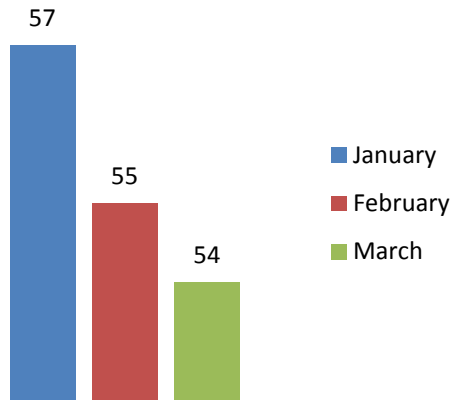
Breaking & Entering Warrants



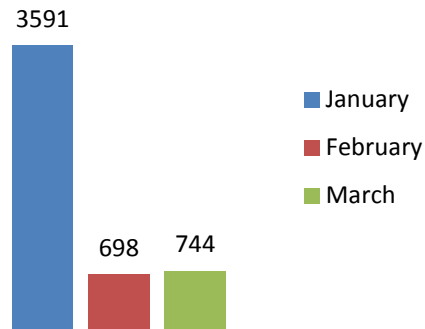
BOLO's (Be On Look Out)



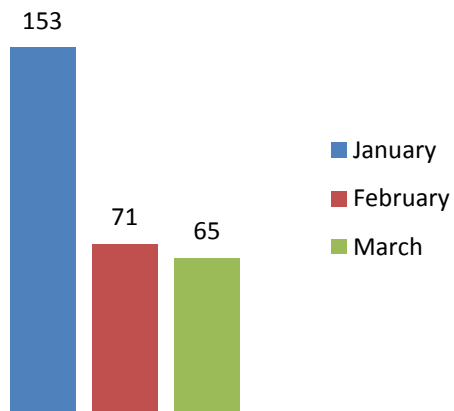
Follow-Ups



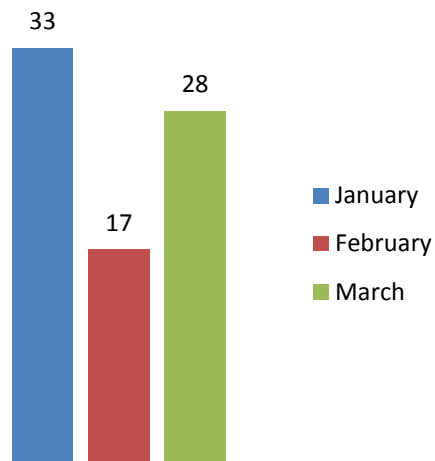
Businesses/Residences Checked "Foot Patrols"



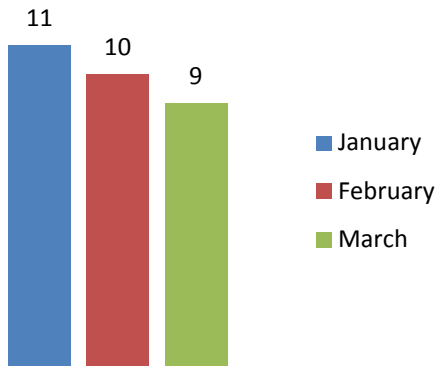
School Checks



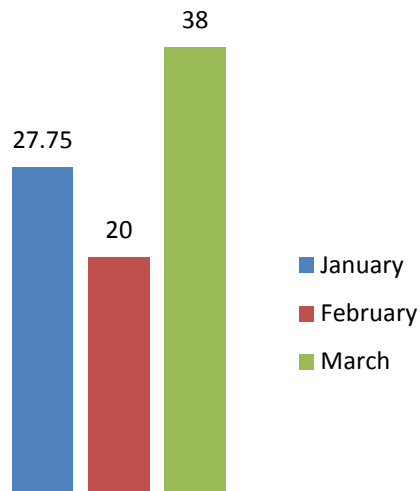
Alarm Responses



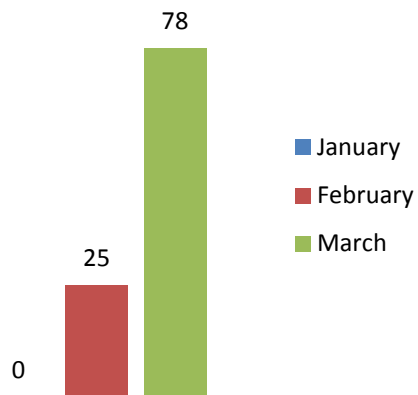
Open Doors, Windows, Etc. Unsecured



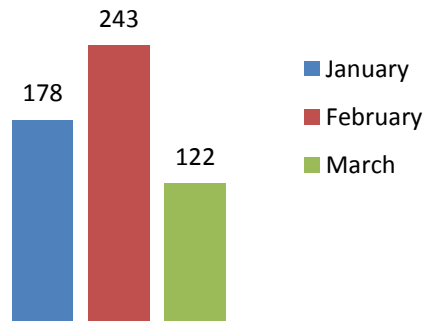
Court Hours



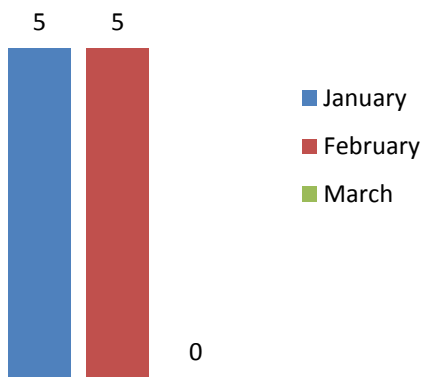
Training Hours



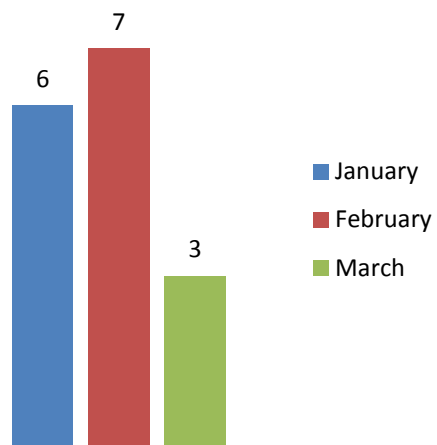
Special Assignment Hours



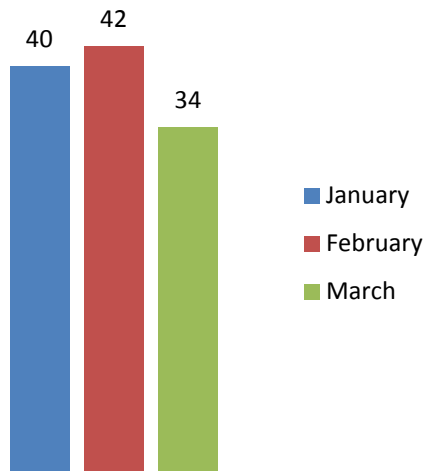
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar was conducted throughout the Town of Rocky Mount during March
- ◇ Reported streetlights out to Town Manager's office
- ◇ There were 17 reportable accidents with 16 of the accidents on our public streets

INVESTIGATIONS:

Follow Up Investigations: Follow up conducted on multiple cases

Search Warrants: Multiple

- ❖ Evidence/Property room management
- ❖ Court Liaison duties conducted
- ❖ Taser maintenance and training performed
- ❖ Department Court Discovery and camera downloads
- ❖ Transported evidence to State Lab
- ❖ Assist patrol with surveillance
- ❖ Maintenance of SRO Grant
- ❖ Maintenance of CESF Grant
- ❖ Assisted with Cops and Bobber's planning
- ❖ Hiring process conducted
- ❖ Fire Inspections and Fire Marshall duties conducted
- ❖ Charges made for multiple counts of narcotics and weapons possession based off surveillance
- ❖ Active cases include fraud, larceny and Social Services and Adult Protective cases
- ❖ 120 CIT hours worked

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

- ❖ Performed multiple fingerprints for walk-ins at the department
- ❖ Counsel patrol officers by answering questions and concerns
- ❖ Dropped off/picked up evidence from the Forensic Lab
- ❖ Scanning of files to email in the records room for retention purposes
- ❖ Assisted with walk-ins and phone calls
- ❖ Dropped off and picked up vehicles due for maintenance

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

- ❖ Diversions: Vaping X2 (Police)
- ❖ Petitions: Assault (Police)
- ❖ Petitions: Accessory to Assault (Police)

SPEEDING TICKETS ISSUED

Grassy Hill Road (x 17)

Old Franklin Turnpike (x 7)

Scuffling Hill Road (x 6)

North Main Street (x 4)

Virgil H. Goode Highway (x 3)

Booker T. Washington Highway (x 2)

Tanyard Road (x 2)

Bernard Road

CRIMINAL ARRESTS & LOCATIONS:

Distribution of Cocaine

Grassy Hill Road

Possession of Meth

Grassy Hill Road

Driving Under the Influence	Pell Avenue (x 2)
Driving Under the Influence	Old Franklin Turnpike
Driving Under the Influence	East Court Street
Driving Under the Influence	Patterson Avenue
Driving Under the Influence	Tanyard Road
Drunk In Public	Franklin Street
Drunk In Public	Grassy Hill Road
Drive w/ an Open Container	Old Franklin Turnpike
Refusal of Blood/Breath Test	East Court Street
Disregard for Child's Life	Old Franklin Turnpike (x 2)
Carry a Concealed Weapon	Old Franklin Turnpike
Trespassing	Old Franklin Turnpike (x 2)
Shoplifting	Old Franklin Turnpike (x 11)
Larceny	Franklin Street (x 2)
Destruction of Property	South Main Street
Possession of a Vape Device Underage	North Main Street (x 2)
Driving Suspended	East Court Street
Reckless Driving	East Court Street
Warrant Service (Capias)	North Main Street
Warrant Service (Capias)	Old Franklin Turnpike
Warrant Service (PB-15)	Grassy Hill Road (x 2)
Warrant Service (Detention Order)	Franklin Street
Warrant Service (Petition)	Franklin Street
Warrant Service (Misdemeanor)	Floyd Avenue (x 2)
Warrant Service (Misdemeanor)	Tanyard Road
Warrant Service	Grassy Hill Road (x 2)
Warrant Service	Weaver Street (x 2)

Warrant Service	Windy Lane (x 2)
Warrant Service	East Court Street
Warrant Service	South Main Street
Warrant Service	Pendleton Street
Warrant Service	Lawndale Street
Emergency Custody Order	Floyd Avenue (x 2)

MONTHLY STAFF REPORT

DATE:	May 8, 2023
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	April 2023

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs: 30
4. Clean-up 5 days.
5. Cut trees along roads, sidewalks, and parks.
6. Repaired, replaced, or unplugged ten sewer mains or laterals.
7. Repaired two water mains.
8. Repaired and/or replaced traffic lights and street signs.
9. Continue fixing from vandalism.
10. Cleanup from major wind storms this month.
11. Poured new concrete pad for new pavilion at Mary Elizabeth Park.
12. Opened all restrooms for parks.
13. Started some asphalt patching as needed.
14. Continue to work on storm drains throughout town.
15. Ongoing exchanging out of new carts for citizens.
16. Started mowing operations.
17. Did drive around with VDOT for annual inspection of roads and traffic control devices.

MONTHLY STAFF REPORT

MEETING DATE:	May 8, 2023
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	April, 2023

Average Daily Flow	0.849 MGD
Minimum TSS Reduction	98.0 %
Minimum BOD Reduction	98.4 %
Leachate (F.C. Landfill)	264,578 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	65.74 Tons
Rain Total 6.0 inches	Snow Total 0 inches

The Wastewater Plant had 0 after hours alarms during the month of April.

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

The staff assisted Public Works by running camera to check some sewer lines for issues.

The staff completed 6-month maintenance at the plant.

The staff attended the VRWA Annual Conference at The Hotel Roanoke.

The staff replaced the #2 polymer pump, due to pump locking up. Had one in stock.

The staff drained #2 clarifier to repair seal that was leaking. Refilled and back in service.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	05/09/2023
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	April 2023

Operation and Production Summary:

The actual water production time (water filtering) for the entire month averaged 10.3 hours a day, which yielded approximately 831,353 gallons per day. Rainfall for this month was 5.2 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	22.89 million gallons
Total Drinking Water Produced:	24.94 million gallons
Average Daily Production:	831,353 gallons per day
Ave Percent of Production Capacity:	41.57%
Flushing of Hydrants/Tanks/FD Use:	898,515 + 40,000 F.D. gals = 938515 gallons
Plant Process Water:	845,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	3800 gallons
Bulk Water used at PW Shop	4,462 gallons
Tank Cleanout/Drainage/Leak	117,000 gallons
WVWA Water	0.0 million gallons

Testing:

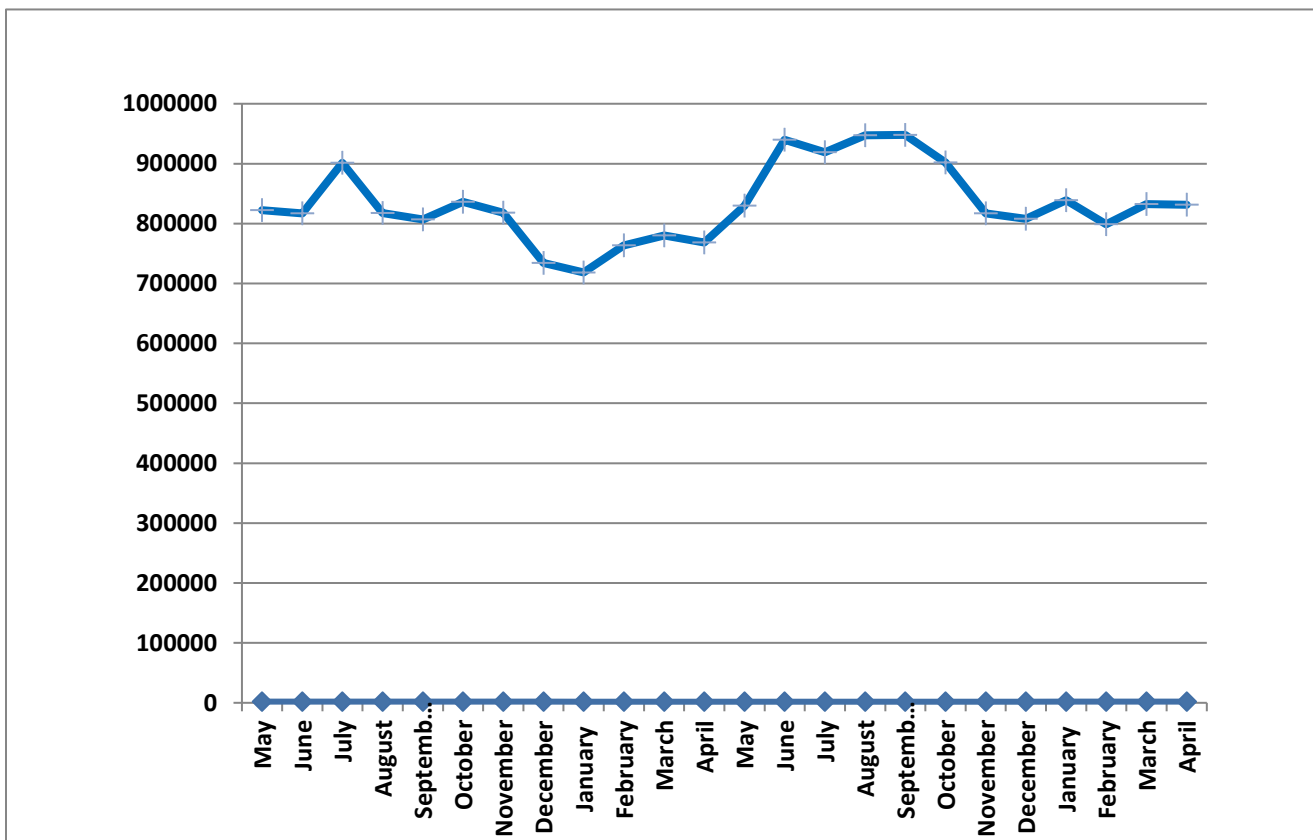
- Our monthly (7 total) routine bacteriological samples were free of bacteria. Therefore, the Town continues to comply with all drinking water standards by E.P.A. requirements.
- We resumed the Auto-flushing program in April 2023. This process reduces TTHM and HAA5 and provides fresher, higher-quality 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 daily. Due to the low chlorine residual from WVWA, the connection has been cut off until the problem can be corrected. The connection has been off since June 2022.
- Staff and public works continued preliminary work on the Lead Service Line inventory list as required by the EPA. The staff has been entering information into the IworQs database.
- 5 staff members attended the Virginia Rural Water Association Conference in Roanoke, gaining knowledge and license credits.
- SCADA contractor added pump station generator monitoring to the SCADA system.
- Staff began hydrant flow testing and flushing. This will be an ongoing process until all hydrants are tested and flushed.
- On 4/12/2023, a large water leak on Trail Drive resulted in losing approximately 117,000 gallons of water from the upper Grassy Hill Tank.

- Staff completed the yearly Consumer Confidence Report (CCR) for 2022. This can be found on the Town's website. URL was posted on the water bills.

Water Plant Production in Gallons Per Day (May 2021 to April 2023)



ITEM(S) TO BE CONSIDERED UNDER:
Other

FOR COUNCIL MEETING DATED:	May 8, 2023
----------------------------	-------------

STAFF MAKING REQUEST:	Jessica Heckman, Planning & Zoning Administrator
BRIEF SUMMARY OF REQUEST:	The Virginia Department of Transportation provides maintenance funds each year based on the Town's street inventory and corresponding lane miles. In order to add streets, a resolution must be submitted to petition the Department to review and add to the town's street inventory for maintenance payments. The following streets need to be added to the town's inventory: Alder Lane, Short Leaf Drive, and an addition to Old Fort Road. Attached to the resolution are the U-1 form listing the streets and lane miles as well as a map of the additions.
ACTION NEEDED:	Approve the resolution.

Attachment(s):

1. Street Inventory Resolution
2. Rocky Mount VA U1 Form.xlsx -
3. Map of Additions

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



RESOLUTION NO.: 2023.008

Petitioning the Department of Transportation for maintenance payments for certain streets in the Urban Maintenance Inventory System (UMIS)

WHEREAS, pursuant to the provisions of Virginia Code Section 33.2-319, the Virginia Department of Transportation makes payments to municipalities for the maintenance of qualifying highways; and

WHEREAS, Virginia Department of Transportation procedures require that municipalities requesting lane mileage additions and deletions for payments under § 33.2-219 submit Form U-1, "Request for Street Additions, Deletions or Conversions for Municipal Assistance Street Payments," as approved by the municipality's governing body;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF ROCKY MOUNT:

1. That the Town of Rocky Mount hereby petitions the Virginia Department of Transportation to accept (or delete) those streets listed on Form U-1 for street maintenance payments; a copy of said Form U-1 being attached hereto and made a part of this resolution.
2. That Form U-1 and accompanying maps, and a copy of this resolution, shall be transmitted to the Resident Engineer/Administrator of the Virginia Department of Transportation.

BE IT FURTHER RESOLVED, that the Council of the Town of Rocky Mount does hereby commit to fund its local share of preliminary engineering, right of way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project agreement(s) financial documents.

GIVEN UNDER MY HAND, THIS 8TH DAY OF MAY 2023

C. Holland Perdue III, Mayor

ATTEST:

Rebecca Dillon, Town Clerk

LOCAL ASSISTANCE DIVISION
VDOT
REQUEST FOR STREET ADDITION, DELETIONS AND CONVERSIONS
FOR STREET PAYMENTS SECTION 33.2-319
CODE OF VIRGINIA

MUNICIPALITY		Rocky Mount		DISTRICT		Salem					
ACTION REQUIRED (SELECT BELOW)	STREET NAME ROUTE NUMBER	FROM	TERMINI	TO	R/W (Width) (FEET)	PAVEMENT WIDTH (FEET)	CENTER LINE (MILES)	NUMBE R OF LANES	MOVING LANE MILES	Reference Link	FUNC. CLASS. (TMPD USE except for HR and NOVA)
ADD (New Road)	Short Leaf Drive	From Old Fort Rd end to Alder Lane			50	30	0.05	2	0.10	1	
ADD (New Road)	Alder Lane	From Short Leaf Drive to end of Alder Ln			50	30	0.10	2	0.20	1	
ADD (New Road)	Old Fort Road	From 675 Old Fort Rd to End			50	30	0.05	2	0.10	1	
SELECT ONE									0.00	Select one	
SELECT ONE									0.00	Select one	
SELECT ONE									0.00	Select one	
SELECT ONE									0.00	Select one	
SELECT ONE									0.00	Select one	
SELECT ONE									0.00	Select one	
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SELECT ONE									0.00	Select one	
SELECT ONE									0.00	Select one	

* Council Resolution and Map Attached

SIGNED
MUNICIPAL OFFICIAL DATE

Submit to: District Point of Contact in triplicate

SIGNED
AUTHORIZED VDOT OFFICIAL DATE

CLASSIFIED BY
T&MPD ENGINEER DATE



▼

old fort rd

✕

🔍

Show search results for old fort...

- Old Fort extension
- Short Leaf Drive
- Alder Lane



200ft

11,077,034.45419 3,518,730.18796 Feet_US

ITEM(S) TO BE CONSIDERED UNDER:

Other

FOR COUNCIL MEETING DATED:	May 8, 2023
----------------------------	-------------

STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	Finance Director Copenhaver will review the schedule for the process to finance the potential land purchase.
ACTION NEEDED:	Authorize staff to work with Davenport Financial to request financing proposals for the potential land purchase.

Attachment(s):

1. Proposed Schedule

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

Town of Rocky Mount, Virginia
Economic Development Project - Financing Schedule
 2023 Bond Anticipation Note (the “2023 BAN”)
 Draft as of May 8, 2023



May 2023							June 2023							July 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23/30	24/31	25	26	27	28	29

Working Group

Role	Entity
Borrower	Town of Rocky Mount, Virginia (the “Town”)
Financial Advisor	Davenport & Company LLC (“Davenport”)
Bond Counsel	To be determined (“Bond Counsel”)
Lender	To be determined

Date	Task
Monday, May 8	<u>Town Council Meeting:</u> Town Council considers approval of moving forward with a competitive Direct Bank Loan RFP process.
Tuesday, May 16	Davenport distributes Direct Bank Loan RFP to local, regional, and national banking institutions.
TBD – Bond Counsel to Provide Input	Bond Counsel works with Town Staff to publish a Notice of Public Hearing (1st of 2).
Tuesday, June 6	Direct Bank Loan RFP responses due to Davenport.
TBD – Bond Counsel to Provide Input	Bond Counsel works with Town Staff to publish a Notice of Public Hearing (2nd of 2).
Monday, June 12	<u>Town Council Meeting:</u> - Davenport presents results of the Direct Bank Loan RFP process. - Town Council considers approval of the 2023 BAN and the winning bidder (if applicable).
Tuesday, June 27	<u>Economic Development Authority (“EDA”) Meeting:</u> - EDA Meeting/Briefing on Actions needed by EDA Board and Form of Legal Documents. - Economic Development Authority to approve serving as the Conduit issuer for the 2023 BAN.

Town of Rocky Mount, Virginia
 Economic Development Project - Financing Schedule
 2023 Bond Anticipation Note (the “2023 BAN”)
 Draft as of May 8, 2023



May 2023

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

Date

Task

Balance of June, 2023

- Davenport works with Town staff and the Town’s Bond Counsel, to prepare for closing of the 2023 BAN (e.g. Closing Documents).

Monday, July 10

Town Council Meeting:

- Public Hearing regarding the issuance of the 2023 BAN.

Monday, July 17

- Close on 2023 BAN. Funds in hand.

[Remainder of page left intentionally blank]

Municipal Advisor Disclaimer

The enclosed information relates to an existing or potential municipal advisor engagement.

The U.S. Securities and Exchange Commission (the “SEC”) has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC (“Davenport”) has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons,

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author’s and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

This material has been prepared for information purposes only and is not a solicitation of any offer to buy or sell any security/instrument or to participate in any trading strategy. Any such offer would be made only after a prospective participant had completed its own independent investigation of the securities, instruments or transactions and received all information it required to make its own investment decision, including, where applicable, a review of any offering circular or memorandum describing such security or instrument. That information would contain material information not contained herein and to which prospective participants are referred. This material is based on public information as of the specified date, and may be stale thereafter. We have no obligation to tell you when information herein may change. We make no representation or warranty with respect to the completeness of this material. Davenport has no obligation to continue to publish information on the securities/instruments mentioned herein. Recipients are required to comply with any legal or contractual restrictions on their purchase, holding, sale, exercise of rights or performance of obligations under any securities/instruments transaction.

The securities/instruments discussed in this material may not be suitable for all investors or issuers. Recipients should seek independent financial advice prior to making any investment decision based on this material. This material does not provide individually tailored investment advice or offer tax, regulatory, accounting or legal advice. Prior to entering into any proposed transaction, recipients should determine, in consultation with their own investment, legal, tax, regulatory and accounting advisors, the economic risks and merits, as well as the legal, tax, regulatory and accounting characteristics and consequences, of the transaction. You should consider this material as only a single factor in making an investment decision.

The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

01.01.23 GB | AS | KL

ITEM(S) TO BE CONSIDERED UNDER:
Other

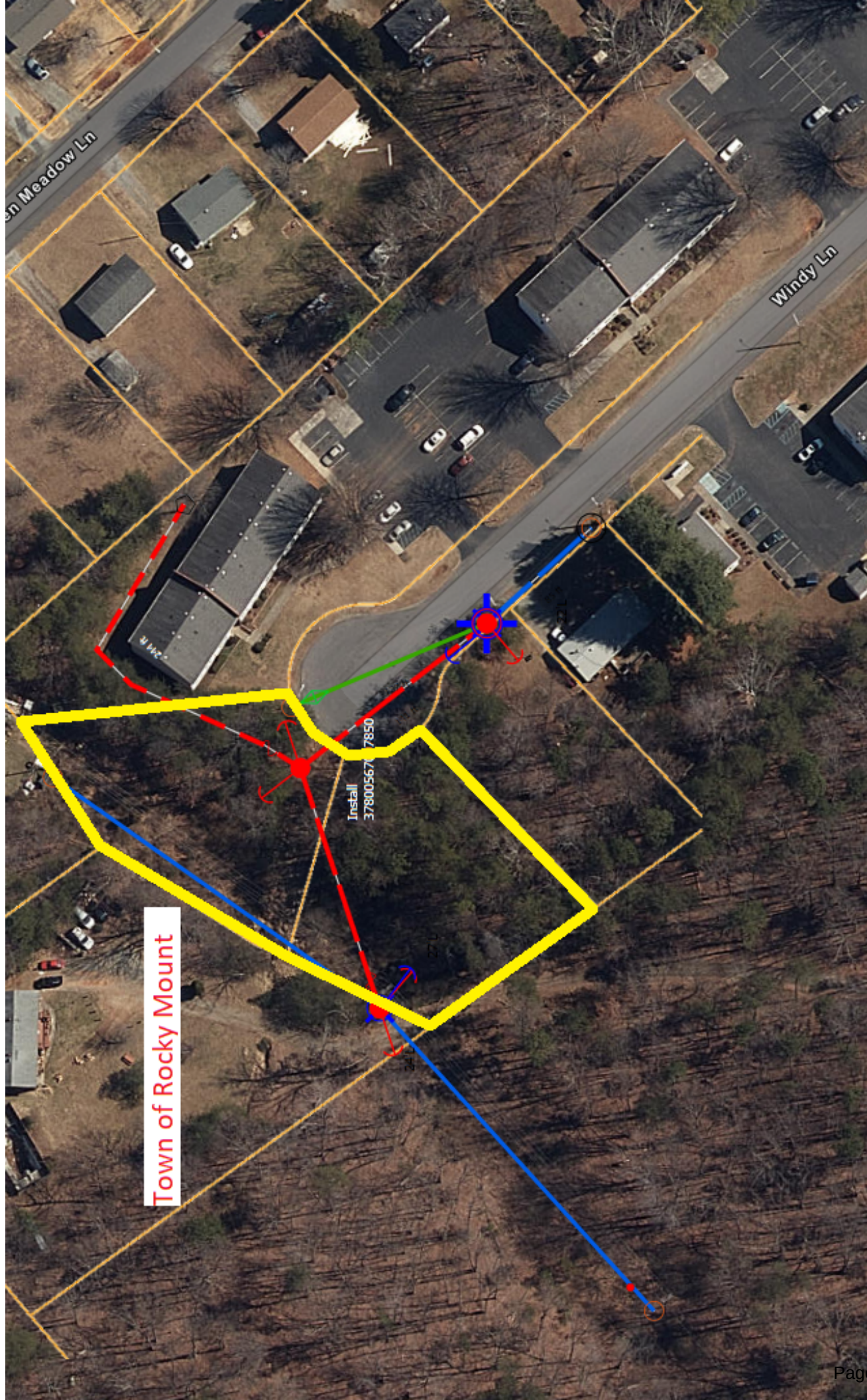
FOR COUNCIL MEETING DATED:	May 8, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	When the extreme temperatures hit during the last week of 2022, residents on Windy Lane lost power for an extended period of time due to the fact that the electric line that serves that area was overloaded. We reached out to AEP shortly thereafter to ask what could be done to avoid such situations in the future. They told us that they would need to add an additional electric line to the area so that the load on the existing line could be reduced. AEP is requesting a utility easement across town owned land at the end of Windy Lane in order to construct the new electric line. A drawing of the proposed easement and the easement document have been included for your reference.
ACTION NEEDED:	Authorize Town Manager to sign the utility easement document.

Attachment(s):

1. Proposed Utility Easement

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

TAX ID or PARCEL NO. 2050001200 and 2050001300

GRW 32-UGOHD – VA CORP

Town of Rocky Mount Eas. No. _____ R/W Map No. 3780-567-A4
345 Donald Ave, W.O. No. W003611401 Job No. 23220005 Prop. No. 1
Rocky Mount, VA 24151 Line Windy Lane Tie Line

THIS AGREEMENT, made this _____ day of _____, 20

By and between, The Town of Rocky Mount, Virginia, a Virginia Municipality herein called "Grantor", and APPALACHIAN POWER COMPANY, a Virginia corporation, herein called "Appalachian",

WITNESSETH:

That for and in consideration of the sum of One Dollar (\$1.00), or other good and valuable consideration from Appalachian, the receipt and sufficiency of which hereby acknowledged, Grantors hereby grant, convey, and warrant to Appalachian, its successors, assigns, lessees and tenants, a right of way and easement for an electric power line or lines, and communication lines, in, on, along, through, over, across or under the following described lands of the Grantor situated in Town of Rocky Mount, County of Franklin State of Virginia.

Being a right of way and easement on the property of the Grantors identified as Franklin County, Tax Parcel No. 2050001200 and 2050001300 herein after referred to as "premises."

This easement extends in a Southern direction from

Appalachians existing Overhead Facilities on Franklin County Tax Map Number 2050001200 to

And including existing pole numbered 37800567A41512

It is further understood and agreed to that an additional easement will also extend in a Northeasterly direction from Appalachians new overhead facilities to and including its existing underground facilities numbered 37800568A40010

TOGETHER with the right, privilege and authority to Appalachian, its successors, assigns, lessees and tenants, to construct, erect, install, place, operate, maintain, inspect, repair, renew, remove, add to the number of, and relocate at will, poles, with wires, cables, crossarms, guys, anchors, grounding systems and all other appurtenant equipment and fixtures, underground conduits, ducts, vaults, cables, wires transformers, pedestals, risers, pads, fixtures, and appurtenances (hereinafter called "Appalachian's Facilities"), and string wires and cables, adding thereto from time to time, in, on, along, over, through, across and under the above referred to premises. The right to cut, trim, remove and/or otherwise control, with herbicides or by other means, at Grantee's option (without any liability to Grantor), any trees, limbs or branches, brush, shrubs, undergrowth, of whatever size, or other obstructions that in Grantee's reasonable judgment endanger or interfere with the safety or use of its facilities, both within and adjoining the right of way and easement; the right of ingress and egress to and over said above referred to premises, and any of the adjoining lands of the Grantors at any and all times, for the purpose of exercising and enjoying the rights herein granted, and for doing anything necessary or useful or convenient in connection therewith. Within the Easement, Grantor shall not: place any buildings, structures, piles of debris, change the level of the ground by excavation or mounding.

It is understood and agreed between the parties hereto, that the Grantor reserves the right to use said lands in any way not inconsistent with the rights herein granted.

**THIS INSTRUMENT PREPARED BY AND UPON RECORDATION RETURN TO
APPALACHIAN POWER COMPANY, PO BOX 2021, ROANOKE, VIRGINIA 24022**

TO HAVE AND TO HOLD the same unto Appalachian Power Company, its successors, assigns, lessees and tenants.

It is agreed that the foregoing is the entire contract between the parties hereto, and that this written agreement is complete in all its terms and provisions.

NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all of these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that you are voluntarily conveying.

IN WITNESS WHEREOF, Grantor has caused its corporate name and seal to be hereto affixed the day and year first above written.

Town of Rocky Mount, Virginia

By: _____

Print: _____

Title: Town Manager_____

STATE OF _____)
COUNTY OF _____) To-wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____

_____, Town Manager, for and on the behalf of the town Rocky Mount Virginia, a
Virginia Municipality.

Notary Public/Commissioner

My Commission expires:

Notary Registration # - _____
(For Va. Only)

TAX ID or PARCEL NO. 2050001200 and 2050001300
GRW 32-UGOHD – VA CORP

GRW 32-UGOHD – VA CORP
Page 2

THIS INSTRUMENT PREPARED BY AND UPON RECORDATION RETURN TO
APPALACHIAN POWER COMPANY, PO BOX 2021, ROANOKE, VIRGINIA 24022

ITEM(S) TO BE CONSIDERED UNDER:

Other

FOR COUNCIL MEETING DATED:	May 8, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	This resolution approves the Fiscal Year 2024 Budget, appropriates the outlined funding, and adopts the 2024-2028 Capital Improvement Plan. The proposed ordinance will amend the Town Code to show the modified meals tax.
ACTION NEEDED:	Adopt the resolution and ordinance.

Attachment(s):

1. 2023.0508 700 & 701 TOGETHER - Resolution to Adopt and Appropriate the Fiscal Year 2024 BUDGET and TAX RATES & FEES and CIP
2. Meals Tax Ordinance Amendment

FOLLOW-UP ACTION:

(To be completed by the Town Clerk)



RESOLUTION NO.: 2023.009

A RESOLUTION TO ADOPT AND APPROPRIATE THE FISCAL YEAR 2024 BUDGET, ADOPT THE TAX RATES, FEES AND UTILITY RATES AND ADOPT THE FISCAL YEAR 2024-2028 CAPITAL IMPROVEMENT PROGRAM

WHEREAS, the Town Council of Rocky Mount has been presented a budget by its staff for the purpose of establishing revenues and expenditures necessary to conduct the operations of its general government and utility system, as well as major capital expenses for the period of July 1, 2023 through June 30, 2024; and

WHEREAS, the Town Council of Rocky Mount met during open public sessions to conduct work sessions to analyze the proposed budget as presented by staff; and

WHEREAS, upon reaching a consensus upon alterations of the budget as proposed by staff after careful review during various work sessions open to the public, the Town Council duly advertised the proposed altered budget and related revenues and held an open public hearing on May 1, 2023 and

NOW, THEREFORE, BE IT RESOLVED, that the following tax rates, fees and utility charges are hereby, approved and adopted, as set forth below; and, be it

RESOLVED FURTHER, that the following budget totaling \$15,860,147 is, and is hereby, adopted, and appropriated effective July 1, 2023, as set forth below; and, be it

RESOLVED FURTHER, that the FY2024-2028 Capital Improvement Plan is hereby adopted; and, be it

RESOLVED FURTHER, that all outstanding encumbrances as of June 30, 2023, are hereby re-appropriated to FY 2024 to the same department or account for which they are encumbered in FY2023, as approved by the Town Manager or his designee; and be it

RESOLVED FURTHER, that all unencumbered appropriations lapse for budget items other than capital projects, contracts and grants, specific multi-year projects and capital projects in the Town Capital Fund and Utility Capital Fund and, be it

RESOLVED FURTHER, that appropriations designated for capital projects that are unexpended as of June 30, 2023, are hereby re-appropriated to FY2024 to the same projects; and be it

RESOLVED FURTHER, that the Town Manager or his designee, may approve necessary accounting or budget transfers between funds and departments to enable proper accounting and efficient operation of government.

RESOLVED FURTHER, that the approval by the Town Council of Rocky Mount Town of any grant funds to the Town constitutes the appropriation of both the revenue to be received from the grant and the Town's expenditures required by the terms of the grant, if any. Grant appropriations unexpended as of June 30, 2023, are hereby re-appropriated to FY 2024 for those purposes. Upon completion of a grant project, staff is authorized to close out the grant and transfer any remaining sources back to the funding source; and be it

RESOLVED FINALLY, that all financial activities, purchases, travel, personnel actions, etc., shall be in accordance with the policies and procedures established by the Town Council of Rocky Mount and administered by the Town Manager.

General Property Taxes

There shall be a tax levy pursuant to the powers vested to the Town Council by the Code of Virginia, as amended, on the following:

Real Property Tax - \$0.13/\$100 of assessed value.

Personal Property Tax - \$0.51/\$100 of assessed value.

Public Service Real Property - \$0.13/\$100 of assessed value.

Public Service Personal Property - \$0.51/\$100 of assessed value.

Machinery & Tool Tax - \$0.17/\$100 of assessed value based on original cost and declining depreciation over a 7-year period, until the effective rate at year 7 is \$0.07/\$100 assessed value.

Interest at an annual rate of ten percent (10%) per annum shall be charged on any unpaid general property taxes commencing on the first day of the month following the due date of the unpaid taxes.

Other Local Taxes

Cellular Telephone Tax – 10% of monthly gross charge, not to exceed \$3.00.

Consumer Utility Tax – 10% of monthly gross charge, not to exceed \$2.00 for residential service; \$5.00 for commercial service; \$15.00 for industrial service.

Meals Tax – 6.0% of prepared food sold.

Transient Occupancy Tax – 7.5% on charges for overnight lodging.

Cigarette Tax – 10 cents per pack.

Bank Franchise Tax – Maximum allowed by Code of Virginia.

Motor Vehicle Licenses - \$25.00 for autos, trucks & trailers; \$18.00 for motorcycles, trailers \$0 (less than 1,500 lbs.) \$20.00 (1,501 – 4,000 lbs.); \$25.00 (over 4,000 lbs.).

Franchise License Tax – 5% of gross receipts from non-exclusive cable television franchise agreement.

Business Licenses

BPOL Retail - \$0.13/\$100 of gross receipts.

BPOL Professional - \$0.50/\$100 of gross receipts.

BPOL Contracting - \$0.16/\$100 of gross receipts.

BPOL Repairs & Personal Service - \$0.30/\$100 of gross receipts.

BPOL Direct Sales - \$0.13/\$100 of gross receipts.

BPOL Alcoholic Beverages - \$50 for on and off premises.

BPOL Wholesalers - \$0.05/\$100 of purchases.

BPOL Miscellaneous – as included in BPOL Ordinance adopted 1/1/97.

Fines and Fees

Overtime Parking - \$10.00.

Miscellaneous Illegal Parking - \$15.00.

Parking in Fire Lane or restricting Access to Fire Hydrant - \$40.00.

Illegal Parking in Handicapped Space - \$75.00.

Zoning Permit - \$40.00 (single family); \$100 (non-residential); other variations as noted on the Development Fee Schedule (adopted May 2015).

Sign Permit - \$50.00 (except street banners); \$40.00 (street banners).

Site Plan Review - \$600.00; and other variations as noted on the Development Fee Schedule (adopted May 2015).

Rezoning Permit - \$600.00 plus postage (up-zoning); \$350.00 plus postage (all other re-zonings).

Special Use Permit - \$350.00 plus postage (single family); \$500.00 plus postage (all others).

Variance Review - \$250.00 plus postage (single family); \$125.00 plus postage (post disaster replacement); \$350.00 plus postage (all others).

Appeal to BZA - \$350.00 plus postage.

Amendments to Proffers - \$500.00 plus postage.

Minor Subdivision Review - \$250.00 per plat plus \$25.00 per lot therein plus postage.

Major Subdivision Review - \$1,000.00 per plat plus \$25.00 per lot therein plus postage (both preliminary and final separately).

Vacating Subdivision or line adjustment - \$100.00.

Land Disturbance Permit - \$75.00 plus \$100.00 per acre or partial.

Other fees as noted on the Development Fee Schedule (adopted May 2015).

Charges for Services

Residential Garbage Collection Fees - \$12.00 per month per cart.

Commercial Garbage Collection Fees - \$24.00 per month per cart.

Copies of Police Reports - \$10.00 for offense reports, \$7.00 for accident reports.

Security Services - \$42.00 per hour.

Zoning Maps - \$3.00 black & white; \$5.00 color; \$15.00 poster.

Subdivision Ordinance - \$30.00 each.

Water and Sewer Use Ordinance - \$30.00 each.

Zoning & Development Ordinance - \$75.00 each.

Comprehensive Plan - \$45.00 each.

Water and Sewer Master Specifications - \$30.00.

Topographic Maps – Cost to produce plus 10%.

Digital Copies of Ordinances - \$10.00.

Miscellaneous Copier Fees - \$0.50 per page.

Curb and Gutter Cuts - \$60.00 per lineal foot.

Utility Charges:

Water Consumption Charges:

Inside corporate limits - \$6.50 per 1,000 gallons for the first 3,000 gallons of water metered, with \$19.50 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$3.94 per 1,000 gallons.

Outside corporate limits - \$13.00 for the first 3,000 gallons of water metered, with \$39.00 being a minimum charge. For consumption beyond 3,000 gallons, the rate shall be \$7.88 per 1,000 gallons.

Wastewater Use Charges:

Inside corporate limits - \$6.57 per 1,000 gallons for the first 3,000 gallons of water metered, with \$19.70 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$4.01 per 1,000 gallons.

Outside corporate limits - \$13.14 per 1,000 gallons for the first 3,000 gallons of water metered, with \$39.40 being a minimum charge. For use beyond 3,000 gallons, the rate shall be \$8.02 per 1,000 gallons.

Elderly, Disabled, and Non-Profit Relief Plan – Inside Corporate Limits: \$4.13 per actual 1,000 gallons per month for water and \$4.13 per actual 1,000 gallons per month for wastewater. Outside Corporate Limits: \$8.26 per actual 1,000 gallons per month for water and \$8.26 per 1,000 actual gallons used per month for wastewater.

Water Deposits for new customers will be charged as applicable at the time-of-service connection.

Capital Recovery Fees per month:

	<u>Water</u>	<u>Wastewater</u>
5/8 inch	\$ 0.00	\$ 0.00
1 inch	8.33	25.00
1-1/2 inch	16.67	50.00
2 inch	20.84	62.51
3 inch	41.67	83.34
4 inch	62.51	125.01
6 inch	125.01	250.02

Fire Suppression Connection Fee - \$27.56 per month for less than 10,000 square feet of protection; \$55.12 per month for greater than 10,000 square feet of protection.

Service Connection Fees:

Meter Size	Inside Corporate Limits		Outside Corporate Limits	
	Water	Sewer	Water	Sewer
5/8 inch	\$1,000	\$1,000	\$2,000	\$2,000
1 inch	1,500	1,500	3,000	3,000
1-1/2 inch	2,000	2,000	4,000	4,000
2 inch	2,500	2,500	5,000	5,000
2-1/2 inch	3,000	3,000	6,000	6,000
3 inch	3,500	3,500	7,000	7,000

Meters and service connections larger than 3" will be charged at actual costs plus 10% inside the corporate limits, actual costs plus 25% outside the corporate limits. There will be a \$25 highway permit fee for each connection outside of Town.

Utility Impact Fees

A utility impact fee for water and sewer connections is established and is determined by water meter size:

Meter Size	Inside Water	Inside Sewer	Outside Water	Outside Sewer
5/8 inch	\$ 0	\$ 0	\$ 1,250	\$ 1,250
1 inch	\$ 0	\$ 0	\$ 2,000	\$ 2,000
1.5 inches	\$ 500	\$ 500	\$ 5,000	\$ 5,000
2.0 inches	\$ 750	\$ 750	\$ 7,500	\$ 7,500
2.5 inches	\$1,000	\$1,000	\$ 10,000	\$ 10,000
3.0 inches	\$5,000	\$5,000	\$ 20,000	\$ 20,000
Above	\$5,000	\$5,000	\$ 50,000	\$ 50,000

Bulk Water Charges

Bulk water sales shall be at a rate of \$23.15 per 1,000 gallons.

Penalties and Reconnection Charges

Penalties for late utility payments are 10% of actual bill.

Reconnection charges are \$25.00 for first offense, \$50.00 for second offense within 12 months, and \$100 plus appropriate deposit for third offense or more within 12 months.

Adopted Revenues

General Fund

Property and Other Local Taxes	\$ 6,716,859
Commonwealth of Virginia	\$ 2,026,364
Total General Fund Revenues	<u>\$ 8,743,223</u>

<u>Utility Fund</u> - Water and Wastewater Charges	\$ 2,896,162
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Utility Capital Fund

Capital Recovery Fees	\$ 553,337
Utility Reserves	\$ 412,225
Borrowing Proceeds	\$ 800,000
Total Utility Capital Fund Revenue	<u>\$ 1,765,562</u>

<u>Town Capital Fund</u> - Borrowing Proceeds	<u>\$ 2,455,200</u>
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Total Revenues	<u><u>\$ 15,860,147</u></u>
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Adopted Expenditures

General Fund

General Government Administration	\$ 1,246,122
Public Safety	\$ 3,004,684
Public Works	\$ 2,040,723
Community Development	\$ 1,593,626
Non-Departmental	\$ 858,068
Total General Fund Expenditures	<u>\$ 8,743,223</u>

Utility Fund

Water Treatment and Distribution	\$ 1,252,023
Wastewater Collection and Treatment	\$ 782,419
Utility Billing and Administration	\$ 417,264
Non-Departmental	\$ 444,456
Total Utility Fund Expenses	<u>\$ 2,896,162</u>

Utility Capital Fund

Debt Service	\$ 355,562
Utility Capital Projects	\$ 1,410,000
Total Utility Capital Fund Expenses	<u>\$ 1,765,562</u>

Town Capital Fund - Town Capital Projects \$ 2,455,200

Total Expenditures \$ 15,860,147

This resolution is adopted as of May 8, 2023.

AYES:

NAYS:

TOWN OF ROCKY MOUNT

BY: _____
C. Holland Perdue, III, Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

IN THE COUNCIL OF THE TOWN OF ROCKY MOUNT

AN ORDINANCE of the Town of Rocky Mount amending Chapter 30, Article IV, Section 30-77, of the Code of the Town of Rocky Mount, Virginia (2002), and providing for changes in the meals tax rate.

BE IT ORDAINED by the Town Council of the Town of Rocky Mount that Chapter 30, Article IV, Section 30-77, of the Code of the Town of Rocky Mount, Virginia (2002), be amended and the following changes are adopted.

Sec. 30-77. Levy.

There is hereby imposed and levied by the town on each person a tax at the rate of six percent on the amount paid for meals purchased from any food establishment, whether prepared in such food establishment or not, and whether consumed on the premises or not. There shall be no tax if the total amount paid is less than \$0.15; on larger amounts, a fractional cent of tax due shall be rounded to the next higher cent.

This ordinance shall be in full force and effect upon its passage.

Adopted this ____ day of _____, 2023

Ayes:

Nays:

Present:

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to form:

Town Attorney