



TOWN COUNCIL
REGULAR MEETING
AGENDA

April 8, 2024
6:00 PM

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

When speaking before Town Council, please come to the podium and give your name 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.

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Consent Agenda
 - 4.1. Miscellaneous Action

Request for:

1. Court Days June 8, 2024
2. Community Christmas Tree Lighting December 6, 2024
3. Come Home to a Franklin County Christmas December 7, 2024

- 4.2. Miscellaneous Resolutions/Proclamations

- 4.3. Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes - March 11, 2024

Town Council & Planning Commission Joint Work Session Draft Minutes - March 19, 2024

Special Called Town Council Meeting Draft Minutes - March 25, 2024

- 4.4. Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

4.5. Bulk Fuel Procurement

5. Special Items

5.1. Water Treatment Plant 2023 Gold Performance Award for Excellence in Clarification, Filtration, and Backwash

6. Public Hearing

6.1. Public Hearing for the 2024 Reassessment Effective Real Estate Tax Rate

7. Hearing of Citizens

8. New Business

8.1. Presentation of Town of Rocky Mount Proposed FY2024-2025 Budget

9. Adjournment

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	April 8, 2024
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STAFF MAKING REQUEST:	Rebecca Dillon, Town Clerk/Executive Administrative Assistant
BRIEF SUMMARY OF REQUEST:	The Community Partnership for Revitalization 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 8th), Community Christmas Tree Lighting (December 6th), and Come Home to a Franklin County Christmas (December 7th) which will be on a Saturday this year.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2024.0408 500 4.1 Letter of Request for Events - Court Days, Community Tree Light, F.C. Christmas 2024 Street Closing Request

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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March 12, 2024

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 2024:

Court Days: June 8, 2024 (Saturday)

3:00 to 9:00 PM Downtown Rocky Mount

Community Christmas Tree Lighting: December 6, 2024 (Friday)

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

Come Home to a Franklin County Christmas: December 7, 2024 (Saturday)

4:00 to 8:00 PM (Tentative) Downtown Rocky Mount

Please note a major change in the date for the “Come Home” event. We had extensive meetings to discuss this issue with Chief Young, who led this initiative, and his department as well as Town Staff. Changing the event from Friday to Saturday will greatly benefit traffic flow around the town that evening and add to the safety of participants and 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.)**

We are pleased to bring these events to Rocky Mount and are most appreciative of your consideration.

Sincerely,

Zach Wimmer, Vice President
Community Partnership
P.O. Box 184
Rocky Mount, VA 24151



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**March 11, 2024
at 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:

Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Vincent Copenhaver, Finance Director
Michael "Kevin" Adkins, Water Treatment Plant Superintendent
Daniel Pinard, Economic & Cultural Development Director
Dennis "Moe" Potter, Wastewater Treatment Plant Superintendent
Brad Basham, Assistant Fire Chief

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 that all members were present.

2. Pledge of Allegiance

Mayor Perdue led in the pledge of allegiance.

3. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration. Mayor Perdue amended the agenda by adding a resolution to Special Items to honor Franklin County retired baseball player, Mr. Ron Hodges.

Motion: To approve the amended agenda

Motion By: Council Member Lee

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)

4. Approval of Consent Agenda

4.1 Miscellaneous Action

Publication of Notice to hold a Public Hearing for FY24-25 Tax Rate

Procurement Policy Update

4.2 Miscellaneous Resolutions/Proclamations

4.3 Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes – February 12, 2024

4.4 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

Motion By: Vice Mayor Stockton

Seconded: Council Member Clements

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)

5. Special Items

5.1 Resolution to Honor Franklin County Retired Baseball Player, Mr. Ron Hodges

Mayor Perdue read the resolution aloud to celebrate the life and legacy of Mr. Ron Hodges who played for the New York Mets from 1973 until his retirement in 1984. Mr. Hodges was a catcher and played 12 seasons for the Mets including going to the World Series one time. He was inducted into four Halls of Fame.

6. Hearing of Citizens

Mrs. Glenna H. Moore, 45 Scenic River Drive, Rocky Mount, VA shared regarding Women's History Month. The theme this year is Women who advocate for equity, diversity, and inclusion. Early Franklin County court records show that black women, free and enslaved, played a vital part in the history of Franklin County.

Mrs. Moore spoke about Ms. Nancy Beverly in the 1700s who was the wife of a black revolutionary war soldier, Mr. Sylvester Beverly. Mrs. Beverly was the great grandmother of Carrott and Samuel Beverly who were brothers enlisted as United States colored troop soldiers in the Union Army during the Civil War.

Many black women worked in domestic jobs such as cooks in restaurants and housekeepers in hotels where they would not be allowed to eat or sleep. Many of the women worked poorly paid jobs without any social security benefits. Some as maids, strolled children of the people the black women worked for to Mary Elizabeth Park where the children of the maids could not take their own children to play.

In 1941, African American women in Rocky Mount organized a club named after Mary McCloud Bethune who was once one of the most powerful African Americans of her time for women's rights. The mission of the club was to support the needs of black children that were not being met due to Rocky Mount's harsh segregation policies. The black children were not allowed in Mary Elizabeth Park, so money was raised by The Bethune Club to build a park on East Street where black children could safely play.

7. New Business

7.1 Resolution regarding Franklin County Solid Waste Management Plan 2024

The Franklin County Solid Waste Management Plan must be updated and submitted to the state once every five years. Franklin County plans to adopt as well as Boones Mill.

Motion: To approve the resolution for the updated Franklin County Solid Waste Management Plan 2024.

Motion By: Vice Mayor Stockton

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)

7.2 Approval Memorandum of Understanding with Ferrum College Police Department and Donation of Surplus Police Department Vehicle

A copy of the Memorandum of Understanding signed by Police Chief Joe Kelley was in your packet for your review.

The Town of Rocky Mount and Ferrum College recognize the importance of enhancing public safety and security within each jurisdiction and would like to see the Explosives K9 Team provide services for the purpose of assisting with explosive detection activities. The Town of Rocky Mount also has a vehicle that will help with the use of the K9 Team that will go with the K9 to Ferrum College as well.

Motion: To approve the Memorandum of Understanding with Ferrum College Police Department and the donation of the surplus police department vehicle.

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)

7.3 Capital Improvement Plan (CIP) for Fiscal Years 2025-2029

The budget schedule presented to Council was similar to ones in the past with a five-year capital improvement plan except new columns were added to indicate the current fiscal year already approved as well as any carry over projects and spending on those projects.

All projects were listed with their respective departments. Also listed are the projects estimates for the next five fiscal years. General Fund projects and Utility Fund projects are listed separately to better understand how to fund those projects within the budget.

8. **Closed Meeting and Action**

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

Time: 6:14 p.m.

Virginia Code Section:

9.1 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.

9.2 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.

Motion: To go into closed session

Motion By: Vice Mayor Stockton

Second: Council Member Casey

Motion Discussion: None

Action: To go into a closed meeting

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

Approved (6 – 0)

Going Into Closed Session

Returning from Closed Session

Town Clerk Dillon Stated the Recording had Resumed

Time: 6:40 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	Present	Certify
Mark H. Newbill	Present	Certify
Mayor, C. Holland Perdue III	Present	Certify

Certified: (7): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, 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, March 11, 2024, 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 come out of closed session

Motion By: Council Member Lee

Second: 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 – 0)

10. **Adjournment**

Motion: To adjourn

Time: 6:41 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 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



**ROCKY MOUNT TOWN COUNCIL & PLANNING COMMISSION
JOINT WORKSESSION
MEETING MINUTES**

**March 19, 2024
5:30 p.m.**

The following members
of Council were present:

Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member Benjamin K. Mullins
Council Member Mark H. Newbill

Mayor C. Holland Perdue III arrived after meeting began
Council Member J. Tyler Lee was unable to attend

The following members
of the Planning Commission
were present:

Vice Chair Bud Blanchard
Commission Member William Ball
Commission Member Ina Clements
Commission Member Bobby Thompson
Commission Member John Tiggie

Chair Janet Stockton was unable to attend

The following staff
members were also
present:

Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Administrative Assistant
Mark Moore, Assistant Town Manager
Jessica Angle, Planning & Zoning Administrator

The Joint Work Session of the Rocky Mount Town Council (hereafter referred to as “Council”) and the Planning Commission (hereafter referred to as “Commission”) to work on the Zoning and Subdivision Ordinance Updates. This work session was held at The Franklin Center located at 50 Claiborne Avenue, in Rocky Mount, Virginia, with Vice Mayor Billie W. Stockton presiding.

1. Roll Call

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

2. Approval of Agenda

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

Motion: To approve the agenda as presented

Motion By: Council Member Mullins

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (10): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Mullins, and Council Member Newbill
Vice Chair Blanchard, Commission Member Ball, Commission Member Clements, Commission Member Thompson, and Commission Member Tiggie

Approved (10 – 0)

3. Berkley Group Presentation-Zoning & Subdivision Ordinance Update

3.1 Berkley Agenda & Meeting Materials

4. Adjournment

Motion: To adjourn

Time: 6:12 p.m.

Motion By: Council Member Newbill

Seconded By: Council Member Mullins

Motion Discussion: None

Ayes:(10): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Mullins, and Council Member Newbill
Vice Chair Blanchard, Commission Member Ball, Commission Member Clements, Commission Member Thompson, and Commission Member Tiggle

Approved (10 – 0)

Action: Meeting was adjourned

Billie W. Stockton, Vice Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



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

**March 25, 2024
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 was unable to attend

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
Daniel Pinard, Economic & Cultural Development Director

The Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held at 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. Approval of Agenda

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

Motion: To approve the agenda

Motion By: Vice Mayor Stockton

Seconded: Council Member Mullins

Motion Discussion: None

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

Approved (5 to 0)

3. Closed Meeting and Action

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

Time: 5:05 p.m.

Virginia Code Section:

- 3.1 Section 2.2-3711(A).5 Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.
- 3.2 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.
- 3.3 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: To go into closed session

Motion By: Council Member Casey

Second: Vice Mayor Stockton

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 Mullins.

Approved (5 – 0)

Going Into Closed Session

Returning from Closed Session

Town Clerk Dillon Stated the Recording had Resumed

Time: 5:23 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	Present	Certify
Mark H. Newbill	Absent	-
Mayor, C. Holland Perdue III	Present	Certify

Certified: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, 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, March 25, 2024, 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 come out of closed session

Motion By: Vice Mayor Stockton

Second: Council Member Casey

Motion Discussion: None

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

Approved (5 – 0)

4. **Adjournment**

Motion: To adjourn

Time: 5:24 p.m.

Motion By: Council Member Lee

Seconded: Council Member Mullins

Motion Discussion: None

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

Approved (5 to 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

Planning & Zoning Monthly Report

03/01/2024 - 03/31/2024

Permit #	Permit Date	Permit Type	Parcel Address	Main Status	Applicant / Business Name	Owner Name	Description
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Group: Sign

2024029	3/19/2024	Sign	400 OLD FRANKLIN TPKE	Approved	Atlantic Union Bank	T & J PROPERTY ASSOCIATES LC	Replace existing signs
2024025	3/5/2024	Sign	373 FRANKLIN ST	Approved	Crooked Road Catering	373 FRANKLIN LLC	New wall sign - restaurant

Group Total: 2

Group: Site Plan

2024034	3/28/2024	Site Plan			Foresight Design Services		Maintenance project of existing parking lot for Bald Knob Trail.
2024031	3/21/2024	Site Plan	373 FRANKLIN ST	Approved	Crooked Road & Co.	373 FRANKLIN LLC	Deck addition
2024027	3/14/2024	Site Plan	755 WEAVER ST	Pending Payment	Parker Design Group, Inc.	Foxfire Farms	Site plan for Foxfire Farms and ready mix

Group Total: 3

Group: Temporary Use - Itinerant Merchant

2024030	3/20/2024	Temporary Use - Itinerant Merchant		Approved	Steak and Seafood Direct		IM Sale 03/27/24-03/30/24 @ Oreillys

Group Total: 1**Group: Zoning**

2024032	3/21/2024	Zoning	373 FRANKLIN ST	Approved	Crooked Road & Co.	373 FRANKLIN LLC	Deck addition- See site plan
2024028	3/14/2024	Zoning	755 WEAVER ST	Pending Payment	Parker Design Group, Inc.	Foxfire Farms	Site development per site plan for Foxfire Farms and ready mix
2024026	3/13/2024	Zoning		Approved	Reyna Hernandez	HERNANDEZ REYNA	new single family residence

Group Total: 3**Group: Zoning Compliance**

2024033	3/25/2024	Zoning Compliance	224 FRANKLIN ST	Approved	Chelsea Preston/Sets by Chels	CROWN STUDIO PROPERTY LLC	Open operate Nail salon within Crown Studio
2024024	3/5/2024	Zoning Compliance	373 FRANKLIN ST	Approved	Crooked Road Catering	373 FRANKLIN LLC	Open brick and mortar restaurant

Group Total: 2

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Total Records: 11**4/1/2024**

FOIA Monthly Report March 2024

Date	Requested By	Topic
3/18/24	Taylor Smith w PES Associates	Environmental site assessment information for 300 Hatcher Stre
3/21/24	Selena Parsons w/ Hoxol Group	Auto crash injury for Rebecca Gonzalez

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10 GENERAL FUND							
10090000 USE OF SURPLUS							
10090000 42562 APPROPRIATED FUND B	0	1,834,422	.00	.00	.00	1,834,422.00	.0%*
TOTAL USE OF SURPLUS	0	1,834,422	.00	.00	.00	1,834,422.00	.0%
11011000 GENERAL PROPERTY TAXES							
11011000 41101 REAL PROPERTY - CUR	641,476	641,476	581,084.39	17,291.73	.00	60,391.61	90.6%*
11011000 41102 REAL PROPERTY - DEL	35,000	35,000	20,544.97	8,655.85	.00	14,455.03	58.7%*
11011000 41103 PUBLIC SERVICE - CU	22,104	22,104	3,967.30	.00	.00	18,136.70	17.9%*
11011000 41104 PUBLIC SERVICE - DE	0	0	254.18	.00	.00	-254.18	100.0%*
11011000 41105 PERSONAL PROPERTY -	340,000	340,000	428,439.25	24,145.52	.00	-88,439.25	126.0%*
11011000 41106 PERSONAL PROPERTY -	12,200	12,200	34,944.02	9,956.86	.00	-22,744.02	286.4%*
11011000 41107 MACHINERY & TOOLS -	171,902	171,902	.00	.00	.00	171,902.00	.0%*
11011000 41110 PENALTIES ON TAXES	11,500	11,500	6,170.81	1,950.53	.00	5,329.19	53.7%*
11011000 41111 INTEREST ON DELINQ	9,300	9,300	4,030.33	249.25	.00	5,269.67	43.3%*
TOTAL GENERAL PROPERTY TAXES	1,243,482	1,243,482	1,079,435.25	62,249.74	.00	164,046.75	86.8%
11012000 OTHER LOCAL TAXES							
11012000 41201 LOCAL SALES & USE T	305,819	305,819	243,480.04	.00	.00	62,338.96	79.6%*
11012000 41202 MEALS TAX	2,411,304	2,411,304	2,078,462.70	256,350.24	.00	332,841.30	86.2%*
11012000 41203 PENALTY-DEL MEALS T	0	0	4,247.61	1,837.06	.00	-4,247.61	100.0%*
11012000 41204 INTEREST-DEL MEALS	0	0	780.21	640.26	.00	-780.21	100.0%*
11012000 41205 TRANSIENT OCCUPANCY	175,211	175,211	227,630.58	20,653.80	.00	-52,419.58	129.9%*
11012000 41206 PENALTY-DEL LODGING	0	0	217.14	217.14	.00	-217.14	100.0%*
11012000 41207 INTEREST-DEL LODGIN	0	0	18.09	18.09	.00	-18.09	100.0%*
11012000 41208 CIGARETTE TAX	84,000	84,000	45,105.00	1,455.00	.00	38,895.00	53.7%*
11012000 41209 BANK STOCK TAX	440,000	440,000	.00	.00	.00	440,000.00	.0%*
11012000 41210 CONSUMER UTILITY TA	317,000	317,000	216,518.61	44,587.47	.00	100,481.39	68.3%*
11012000 41212 TRANSIENT OCCUP TAX	87,474	87,474	.00	.00	.00	87,474.00	.0%*
TOTAL OTHER LOCAL TAXES	3,820,808	3,820,808	2,816,459.98	325,759.06	.00	1,004,348.02	73.7%
11012500 BUSINESS LICENSE TAXES							

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11012500 41301	BPOL-RETAIL		400,000	400,000	38,866.89	7,874.98	.00	361,133.11	9.7%*
11012500 41302	BPOL-PROFESSIONAL		186,000	186,000	85,566.80	4,111.13	.00	100,433.20	46.0%*
11012500 41303	BPOL-REPAIRS/PERS S		114,000	114,000	7,111.44	115.14	.00	106,888.56	6.2%*
11012500 41304	BPOL-CONTRACTOR		49,750	49,750	18,741.32	1,540.75	.00	31,008.68	37.7%*
11012500 41305	BPOL-UTILITY		5,429	5,429	2,590.94	2,581.59	.00	2,838.06	47.7%*
11012500 41306	BPOL-AMUSEMENT TAX		500	500	.00	.00	.00	500.00	.0%*
11012500 41307	BPOL-MISCELLANEOUS		8,644	8,644	1,921.27	560.00	.00	6,722.73	22.2%*
11012500 41308	BPOL-ALCOHOLIC BEVE		650	650	100.00	50.00	.00	550.00	15.4%*
11012500 41309	BPOL-PENALTIES & I		2,000	2,000	8,001.19	.90	.00	-6,001.19	400.1%*
TOTAL BUSINESS LICENSE TAXES			766,973	766,973	162,899.85	16,834.49	.00	604,073.15	21.2%
11013000 PERMITS & LICENSES									
11013000 42111	PLANNING & ZONING F		9,000	9,000	4,676.64	995.00	.00	4,323.36	52.0%*
11013000 42112	FARMERS MARKET FEES		3,300	3,300	1,770.00	.00	.00	1,530.00	53.6%*
11013000 42114	WELCOME CENTER FEES		10,000	10,000	5,620.81	510.00	.00	4,379.19	56.2%*
11013000 42116	RETURN CHECK FEES		400	400	293.31	152.88	.00	106.69	73.3%*
11013000 42117	CREDIT CARD FEES		7,500	7,500	4,080.52	.00	.00	3,419.48	54.4%*
TOTAL PERMITS & LICENSES			30,200	30,200	16,441.28	1,657.88	.00	13,758.72	54.4%
11014000 FINES & FORFEITURES									
11014000 42211	COURT FINEES		20,000	20,000	30,880.72	3,780.00	.00	-10,880.72	154.4%*
11014000 42212	PARKING FINES		70	70	40.00	.00	.00	30.00	57.1%*
11014000 42213	GARBAGE VIOLATION F		0	0	-551.30	-548.80	.00	551.30	100.0%
TOTAL FINES & FORFEITURES			20,070	20,070	30,369.42	3,231.20	.00	-10,299.42	151.3%
11015000 PROCEEDS FROM USE OF ASSETS									
11015000 42311	INTEREST ON MONEY/I		275,000	275,000	314,790.20	.00	.00	-39,790.20	114.5%*
11015000 42312	RENTAL OF GENERAL P		450	450	450.00	.00	.00	.00	100.0%*
11015000 42318	SALE OF PROPERTY		0	109,890	109,890.00	.00	.00	.00	100.0%*
11015000 42319	BOND PROCEEDS		0	5,150,000	5,150,000.00	.00	.00	.00	100.0%*
TOTAL PROCEEDS FROM USE OF ASSETS			275,450	5,535,340	5,575,130.20	.00	.00	-39,790.20	100.7%

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11016000 CHARGES FOR SERVICES							
11016000 42411 REFUSE COLLECTION C	295,176	295,176	218,367.04	24,710.80	.00	76,808.96	74.0%*
11016000 42413 TRUCK RENTAL FEES	1,500	1,500	1,110.00	210.00	.00	390.00	74.0%*
11016000 42415 WEED CONTROL CHARGE	250	250	.00	.00	.00	250.00	.0%*
11016000 42418 PASSPORT SERVICE FE	19,000	19,000	19,535.00	3,060.00	.00	-535.00	102.8%*
11016000 42419 SECURITY SERVICES	17,500	17,500	8,161.00	945.00	.00	9,339.00	46.6%*
11016000 42420 POLICE REPORTS	1,200	1,200	1,052.00	216.00	.00	148.00	87.7%*
11016000 42421 FINGERPRINT SERVICE	150	150	196.75	25.00	.00	-46.75	131.2%*
11016000 42422 CRISIS INTERVENTION	45,000	45,000	22,207.00	2,470.00	.00	22,793.00	49.3%*
11016000 42425 ADMIN CHARGES - SER	100	100	.00	.00	.00	100.00	.0%*
11016000 42426 MISCELLANEOUS SERVI	0	0	1,568.66	.00	.00	-1,568.66	100.0%*
TOTAL CHARGES FOR SERVICES	379,876	379,876	272,197.45	31,636.80	.00	107,678.55	71.7%
11018000 MISCELLANEOUS GENERAL							
11018000 42511 RECOVERIES	0	60	11,013.51	-579.55	.00	-10,953.51*****%	
11018000 42512 MISCELLANEOUS	0	0	534.89	.00	.00	-534.89	100.0%*
11018000 42515 DONATIONS	0	65,285	66,744.72	1,496.72	.00	-1,459.72	102.2%*
11018000 42524 INSURANCE RECIPITS F	40,000	62,964	55,613.28	.00	.00	7,350.72	88.3%*
TOTAL MISCELLANEOUS GENERAL	40,000	128,309	133,906.40	917.17	.00	-5,597.40	104.4%
18522000 COMMONWEALTH-NONCATEGORICAL							
18522000 43211 PPTRA FROM STATE	53,861	53,861	53,860.60	.00	.00	.40	100.0%*
18522000 43212 COMMUNICATIONS TAX	136,000	136,000	85,864.10	.00	.00	50,135.90	63.1%*
18522000 43213 LITTER GRANT	4,200	4,200	5,517.00	.00	.00	-1,317.00	131.4%*
18522000 43214 ROLLING STOCK TAX	3,245	3,245	3,507.93	.00	.00	-262.93	108.1%*
18522000 43215 RENTAL TAX	21,000	21,000	41,809.24	.00	.00	-20,809.24	199.1%*
18522000 43216 OTHER NON-CATEGORIC	0	0	81.43	.00	.00	-81.43	100.0%*
TOTAL COMMONWEALTH-NONCATEGORICAL	218,306	218,306	190,640.30	.00	.00	27,665.70	87.3%
18524000 COMMONWEALTH-CATEGORICAL							
18524000 43112 SCHOOL RES OFFICER	49,506	49,506	82,264.00	.00	.00	-32,758.00	166.2%*

Rocky Mount (Town Of), VA

YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
18524000 43311 FIRE PROGRAMS-STATE	18,741	18,741	22,076.00	.00	.00	-3,335.00	117.8%*
18524000 43312 STREET MAINTENANCE-	1,607,191	1,607,191	947,757.40	.00	.00	659,433.60	59.0%*
18524000 43313 LAW ENFORCEMENT AID	132,620	132,620	69,742.00	.00	.00	62,878.00	52.6%*
18524000 43315 OTHER POLICE CAT AI	0	12,409	9,412.56	.00	.00	2,996.44	75.9%*
18524000 43318 VDOT GRANT	0	0	117,546.27	.00	.00	-117,546.27	100.0%*
TOTAL COMMONWEALTH-CATEGORICAL	1,808,058	1,820,467	1,248,798.23	.00	.00	571,668.77	68.6%
18525000 FEDERAL GOVERNMENT REVENUE							
18525000 43417 BULLET PROOF VEST G	0	0	1,632.50	.00	.00	-1,632.50	100.0%*
TOTAL FEDERAL GOVERNMENT REVENUE	0	0	1,632.50	.00	.00	-1,632.50	100.0%
18535000 LOCAL GOVERNMENT AID							
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	99,169.97	.00	.00	-69,169.97	330.6%*
18535000 43112 OTH AID-SCHOOL RESO	50,000	50,000	.00	.00	.00	50,000.00	.0%*
18535000 43114 COUNTY EXP REIMB FO	60,000	60,000	.00	.00	.00	60,000.00	.0%*
TOTAL LOCAL GOVERNMENT AID	140,000	140,000	99,169.97	.00	.00	40,830.03	70.8%
TOTAL GENERAL FUND	8,743,223	15,938,253	11,627,080.83	442,286.34	.00	4,311,172.17	73.0%
TOTAL REVENUES	8,743,223	15,938,253	11,627,080.83	442,286.34	.00	4,311,172.17	
12 FORFEITED ASSETS							
12000000 FORFEITED ASSETS							
12000000 43216 FORFEITED ASSET PRO	0	0	3,703.00	.00	.00	-3,703.00	100.0%*
TOTAL FORFEITED ASSETS	0	0	3,703.00	.00	.00	-3,703.00	100.0%
TOTAL FORFEITED ASSETS	0	0	3,703.00	.00	.00	-3,703.00	100.0%
TOTAL REVENUES	0	0	3,703.00	.00	.00	-3,703.00	
20 WATER & WASTEWATER FUND							
20080000 TRANSFERS							

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

20	WATER & WASTEWATER FUND	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
20080000	42611 TRANSFER FM GENERAL	0	60,944	.00	.00	.00	60,944.00	.0%*
	TOTAL TRANSFERS	0	60,944	.00	.00	.00	60,944.00	.0%
25020000 WATER CHARGES								
25020000	42313 PROPERTY RENT (CELL	134,544	134,544	128,283.64	12,853.44	.00	6,260.36	95.3%*
25020000	45101 WATER SALES	1,676,346	1,676,346	1,347,594.01	137,435.70	.00	328,751.99	80.4%*
25020000	45102 WATER CONNECTIONS	22,650	22,650	58,872.04	.00	.00	-36,222.04	259.9%*
25020000	45103 DISCONNECT-CUT OFF	10,000	10,000	17,160.24	3,700.00	.00	-7,160.24	171.6%*
25020000	45104 PENALTIES	30,000	30,000	24,239.60	2,954.78	.00	5,760.40	80.8%*
25020000	45105 REBATES & RECOVERIE	0	0	280.00	140.00	.00	-280.00	100.0%*
25020000	45106 BULK WATER PURCHASE	1,000	1,000	58,847.97	1,428.36	.00	-57,847.97	5884.8%*
25020000	45107 FIRE SUPPRESSION CH	0	0	9,191.13	3,096.50	.00	-9,191.13	100.0%*
	TOTAL WATER CHARGES	1,874,540	1,874,540	1,644,468.63	161,608.78	.00	230,071.37	87.7%
25530000 WASTEWATER CHARGES								
25530000	45201 WASTEWATER COLLECTI	1,015,622	1,015,622	848,457.92	89,274.33	.00	167,164.08	83.5%*
25530000	45202 SEWER CONNECTIONS	6,000	6,000	6,870.85	.00	.00	-870.85	114.5%*
	TOTAL WASTEWATER CHARGES	1,021,622	1,021,622	855,328.77	89,274.33	.00	166,293.23	83.7%
	TOTAL WATER & WASTEWATER FUND	2,896,162	2,957,106	2,499,797.40	250,883.11	.00	457,308.60	84.5%
	TOTAL REVENUES	2,896,162	2,957,106	2,499,797.40	250,883.11	.00	457,308.60	
	GRAND TOTAL	11,639,385	18,895,359	14,130,581.23	693,169.45	.00	4,764,777.77	74.8%

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YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	846,462	1,018,523	879,248.67	31,571.27	64,713.43	74,560.90	92.7%
11011010 MAYOR & TOWN COUNCIL	97,852	97,852	78,561.08	7,671.88	5,000.00	14,290.92	85.4%
11012020 TOWN MANAGER	381,412	381,412	266,879.93	26,987.06	.00	114,532.07	70.0%
11012040 TOWN ATTORNEY	69,670	69,670	46,607.19	6,100.00	.00	23,062.81	66.9%
11012130 FINANCE DEPARTMENT	623,468	623,468	483,829.32	51,814.89	.00	139,638.68	77.6%
11081060 PASSPORT PROGRAM	3,125	3,125	1,024.59	27.04	.00	2,100.41	32.8%
12031010 POLICE DEPARTMENT	2,709,633	2,777,457	2,056,359.22	202,319.32	.00	721,097.78	74.0%
12031015 POLICE DEPT GRANTS	0	78,594	29,990.40	2,850.00	.00	48,603.60	38.2%
12032020 VOLUNTEER FIRE DEPT	228,450	311,876	133,322.38	2,048.83	78,895.30	99,658.32	68.0%
12043130 IMPOUND LOT	2,500	2,500	65.70	.00	.00	2,434.30	2.6%
13041000 PUBLIC WORKS ADMINISTRATION	1,294,945	691,290	90,807.44	8,131.19	.00	600,482.56	13.1%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	1,529.99	.00	.00	1,570.01	49.4%
13041040 STREET LIGHTS	95,400	97,380	80,712.60	10,674.82	.00	16,667.40	82.9%
13041070 TRAFFIC CONTROL & PARKING	101,650	111,690	98,768.04	4,344.19	2,200.00	10,721.96	90.4%
13041080 STREETS	395,300	1,198,659	625,633.97	44,496.76	.00	573,025.03	52.2%
13041090 SIDEWALKS, CURB, GUTTERING	2,800	6,370	4,881.98	.00	.00	1,488.02	76.6%
13042020 STREET CLEANING	4,100	6,066	4,325.37	1,039.87	.00	1,740.63	71.3%
13042030 REFUSE COLLECTION	36,900	93,154	98,832.28	8,760.99	.00	-5,678.28	106.1%
13042040 SNOW REMOVAL	21,250	23,591	12,828.54	.00	.00	10,762.46	54.4%
13042061 STATE OF GOOD REPAIR GRANT	0	1,136,889	143,820.91	.00	77,192.69	915,875.40	19.4%
14043041 PARKS-MARY ELIZABETH	11,100	28,573	21,864.22	624.74	.00	6,708.78	76.5%
14043042 PARKS-MARY BETHUNE	4,900	10,388	6,542.22	217.71	.00	3,845.78	63.0%
14043043 PARKS-GILLEYS	10,000	11,603	5,677.89	2,157.23	.00	5,925.11	48.9%
14043044 PARKS-CELESTE	2,100	4,099	4,656.45	1,921.27	.00	-557.45	113.6%
14043045 PARKS-VETERANS MEMORIAL	5,470	7,242	5,547.00	33.80	.00	1,695.00	76.6%
14043046 PARKS-FIRST RESPONDERS MEM	5,200	5,965	4,185.16	16.72	.00	1,779.84	70.2%
14043048 TOWN DOG PARK	0	4,675	4,674.54	.00	.00	.46	100.0%
14043080 PARKS & REC - PLAYGROUNDS	0	12,254	11,797.08	675.70	.00	456.92	96.3%
14543040 MUNICIPAL BUILDING	68,417	76,958	73,114.97	13,728.25	.00	3,843.03	95.0%
14543050 EMERGENCY SERVICES BLDG	83,600	105,859	100,266.31	8,704.77	.00	5,592.69	94.7%
14543060 PUBLIC WORKS BUILDING	39,615	45,819	41,157.73	7,057.60	.00	4,661.27	89.8%
14543070 PARKS & REC - CEMETERY	2,250	9,087	7,958.48	445.13	.00	1,128.52	87.6%
16081010 PLANNING & ZONING	253,985	306,345	250,186.28	18,251.35	.00	56,158.72	81.7%
16081020 COMMUNITY & ECONOMIC DEV	546,265	5,546,265	5,405,820.81	78,547.62	.00	140,444.19	97.5%
16081030 CITIZENS SQUARE-FARMERS MARKE	36,524	36,524	43,570.59	3,697.30	.00	-7,046.59	119.3%
16081040 DEPOT WELCOME CENTER	43,917	43,917	20,005.26	2,188.88	.00	23,911.74	45.6%
16081050 HARVESTER PERFORMANCE CENTER	680,000	680,000	515,458.45	170,848.90	.00	164,541.55	75.8%
16081060 CDBG NORTH MAIN REVIT PLAN	0	47,000	16,100.00	16,100.00	.00	30,900.00	34.3%
16081086 INDUSTRIAL DEVELOPMENT	0	191,151	.00	.00	.00	191,151.00	.0%
16081300 ECONOMIC DEVELOPMENT AUTHORIT	6,863	6,863	2,229.75	.00	.00	4,633.25	32.5%

YEAR-TO-DATE BUDGET REPORT FOR THE NINE MONTHS ENDED MARCH 31, 2024

FOR 2024 09

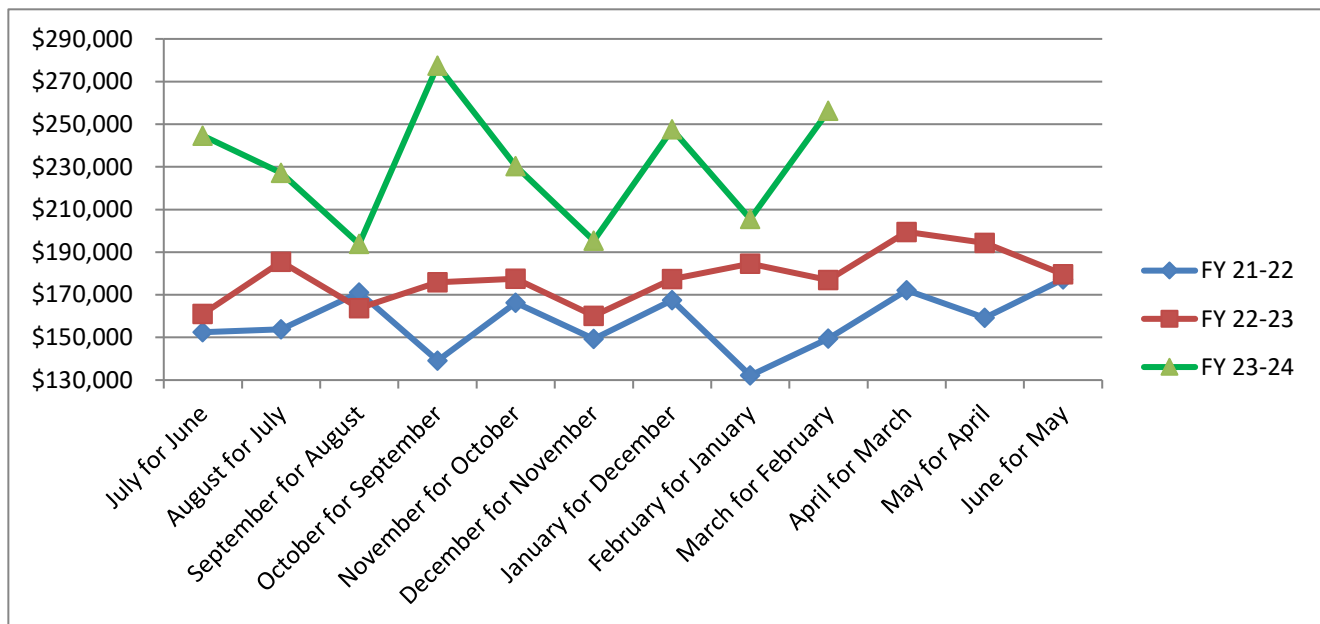
	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
16085000 REMED BLIGHTED STRUCTURES	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL GENERAL FUND	8,743,223	15,938,253	11,678,842.79	734,055.08	228,001.42	4,031,408.79	74.7%
12 FORFEITED ASSETS							
12031016 STATE FORFEITURE ASSETS	0	0	1,995.00	.00	.00	-1,995.00	100.0%
TOTAL FORFEITED ASSETS	0	0	1,995.00	.00	.00	-1,995.00	100.0%
20 WATER & WASTEWATER FUND							
20069000 NON-DEPARTL UTILITY OPERATING	447,998	447,998	39,696.73	.00	.00	408,301.27	8.9%
25050000 WATER SYSTEM OPERATIONS	272,616	316,479	237,194.26	17,913.66	.00	79,284.74	74.9%
25050100 METER READING	27,620	36,564	32,247.78	433.10	.00	4,316.22	88.2%
25050500 WATER TREATMENT PLANT	977,492	977,492	720,724.83	69,477.56	11,857.00	244,910.17	74.9%
25062000 UTILITY ADMINISTRATION	389,322	389,322	263,979.46	25,591.80	.00	125,342.54	67.8%
25560000 WASTEWATER SYSTEM OPERATIONS	150,297	158,434	164,321.40	25,605.24	.00	-5,887.40	103.7%
25560500 WASTEWATER TREATMENT PLANT	630,817	630,817	482,354.67	63,216.48	125.00	148,337.33	76.5%
TOTAL WATER & WASTEWATER FUND	2,896,162	2,957,106	1,940,519.13	202,237.84	11,982.00	1,004,604.87	66.0%
GRAND TOTAL	11,639,385	18,895,359	13,621,356.92	936,292.92	239,983.42	5,034,018.66	73.4%

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

Town of Rocky Mount
Meals Tax Collections by Month

<u>Month Collected</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>Change</u>	<u>% Change</u>
July for June	\$ 152,437	\$ 160,978	\$ 244,531	\$ 83,553	51.9%
August for July	\$ 153,837	\$ 185,503	\$ 227,166	\$ 41,663	22.5%
September for August	\$ 171,121	\$ 163,751	\$ 193,852	\$ 30,101	18.4%
October for September	\$ 139,085	\$ 175,939	\$ 277,528	\$ 101,589	57.7%
November for October	\$ 166,261	\$ 177,506	\$ 230,365	\$ 52,859	29.8%
December for November	\$ 149,361	\$ 160,148	\$ 195,454	\$ 35,306	22.0%
January for December	\$ 167,488	\$ 177,390	\$ 247,659	\$ 70,269	39.6%
February for January	\$ 132,152	\$ 184,585	\$ 205,557	\$ 20,972	11.4%
March for February	\$ 149,407	\$ 176,858	\$ 256,350	\$ 79,492	44.9%
April for March	\$ 172,047	\$ 199,508			
May for April	\$ 159,286	\$ 194,326			
June for May	\$ 177,283	\$ 179,649			
Year Totals	\$ 1,889,765	\$ 2,136,141	\$ 2,078,462		

Year to Date through March	\$ 1,381,149	\$ 1,562,658	\$ 2,078,462	\$ 515,804	33.0%
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Town of Rocky Mount
Cash Balances and Investment Portfolio
March 31, 2024

Total Cash Held by the Town:

Cash in the Office	\$ 700
Duncan Williams Investments	\$ 2,636,260
Hometrust Bank (Borrowed Funds)	\$ 730,549
Local Government Investment Pool (avg monthly yield 5.491%)	\$ 5,079,593
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 130,319
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 402,935
National Bank of Blacksburg	\$ 1,370,561
American National Bank: Town Checking Account	<u>\$ 924,279</u>

Total Cash Balance at Month End	<u><u>\$ 11,275,195</u></u>
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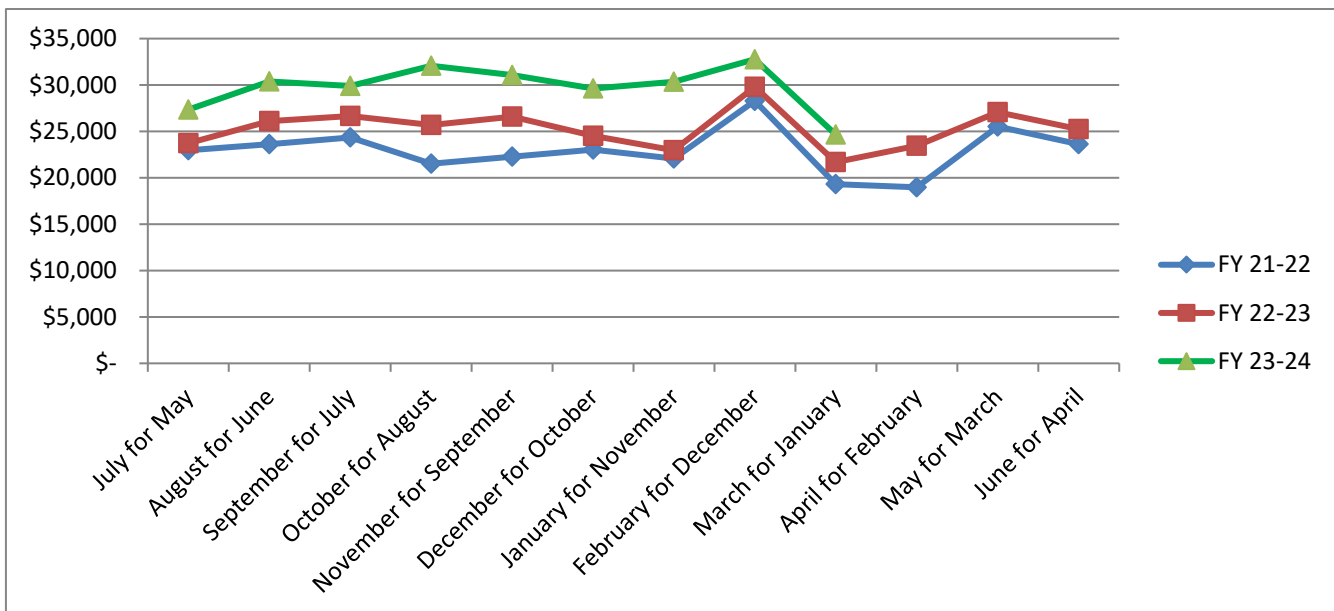
Investment Detail:

Duncan-Williams, Inc. Account Statement Dated March 31, 2024			
Cash, Money Funds and Bank Deposits - 1% of Portfolio	<u>Closing Balance</u>	<u>Income This Year</u>	<u>30-Day Yield</u>
Federated Hermes Govt Reserves Money Market	\$5,721.50	\$61.89	4.37%
Fixed Income - 99% of Portfolio Certificates of Deposit:	<u>Market Value</u>	<u>Estimated Annual Income</u>	<u>Estimated Yield</u>
Total	\$473,604.60	\$16,537.50	3.63%
U.S. Government Bonds:			
Total	<u>\$2,156,933.40</u>	<u>\$40,987.50</u>	3.80%
Total Fixed Income	<u>\$2,630,538.00</u>	<u>\$57,525.00</u>	
Total Portfolio Holdings	<u><u>\$2,636,259.50</u></u>	<u><u>\$57,586.89</u></u>	

**Town of Rocky Mount
Local Sales Tax Collections by Month**

<u>Month</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>Change</u>	<u>% Change</u>
July for May	\$ 22,978	\$ 23,738	\$ 27,361	\$ 3,623	13.2%
August for June	\$ 23,622	\$ 26,102	\$ 30,373	\$ 4,271	14.1%
September for July	\$ 24,336	\$ 26,639	\$ 29,885	\$ 3,246	10.9%
October for August	\$ 21,514	\$ 25,676	\$ 32,074	\$ 6,398	19.9%
November for September	\$ 22,281	\$ 26,599	\$ 31,054	\$ 4,455	14.3%
December for October	\$ 23,016	\$ 24,524	\$ 29,612	\$ 5,088	17.2%
January for November	\$ 22,061	\$ 22,980	\$ 30,352	\$ 7,372	24.3%
February for December	\$ 28,289	\$ 29,796	\$ 32,769	\$ 2,973	9.1%
March for January	\$ 19,310	\$ 21,687	\$ 24,644	\$ 2,957	12.0%
April for February	\$ 18,974	\$ 23,440			
May for March	\$ 25,516	\$ 27,054			
June for April	\$ 23,632	\$ 25,252			
Year Totals	\$ 275,529	\$ 303,487	\$ 268,124		

YTD Through March	\$ 207,407	\$ 227,741	\$ 268,124	\$ 40,383	15.1%
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MONTHLY STAFF REPORT

DATE:	April 8, 2024
TO:	Rocky Mount Town Council
FROM:	Justin Woodrow
DEPARTMENT:	Fire Department
MONTH:	February 2024

For the period of February 2024, the Rocky Mount Fire Department responded to a total of 39 calls of which 12 were inside the town limits and 27 were outside town limits.

RMFD apparatus traveled a total of 495 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 34 members performing training for a total of 340 hours of training.

Summary of Calls:

<u>Type of Call</u>	<u>Total</u>
<u>Structure Fire</u>	<u>3</u>
<u>Brush/Grass Fire</u>	<u>2</u>
<u>Vehicle Fire</u>	<u>1</u>
<u>Utilities Fire</u>	
<u>MVA</u>	<u>11</u>
<u>Fire Alarm</u>	<u>10</u>
<u>Dispatched to Incident</u>	
<u>& Cancelled En Route</u>	<u>8</u>
<u>Hazmat/Spill</u>	<u>2</u>
<u>EMS Assist</u>	<u>2</u>

<u>39</u>
<u>Total</u>

MONTHLY STAFF REPORT

DATE:	APRIL 8, 2024
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	March

*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.

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

PSY/rfs

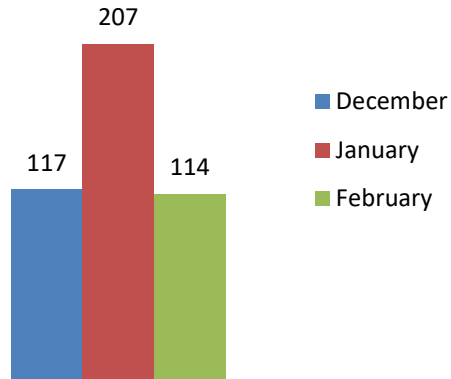
ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

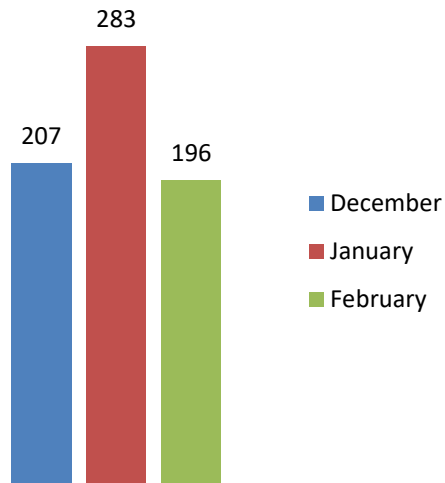
DATE: MARCH 2024

	DECEMBER	JANUARY	FEBRUARY
UNIFORM TRAFFIC SUMMONS ISSUED	117	207	115
TRAFFIC STOPS	207	283	196
SPEEDING TICKETS ISSUED	23	32	23
DUI	6	3	3
COLLISIONS INVESTIGATED (TREDS)	15	12	11
MOTORIST AIDES	57	68	47
CRIMINAL ARRESTS "MISDEMEANOR"	42	54	46
CRIMINAL ARRESTS "FELONY"	4	17	15
INCIDENTS ADDRESSED	1770	2716	1765
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	76	80	102
GRAND LARCENY WARRANTS	1	2	1
BREAKING & ENTERING REPORTS	0	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	21	24	18
FOLLOW-UP'S	63	42	66
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	804	1098	779
SCHOOL CHECKS	40	39	47
ALARM RESPONSES	25	34	27
OPEN DOORS, WINDOWS, ETC. UNSECURED	6	7	3
COURT HOURS:	30	36	37.25
TRAINING HOURS:	15	.5	510.5
SPECIAL ASSIGNMENT HOURS:	321	153	105
HARVESTER HOURS WORKED:	13	0	16.5
ECO/TDO	6	4	13
ECO/TDO HOURS:	69	20	173.5

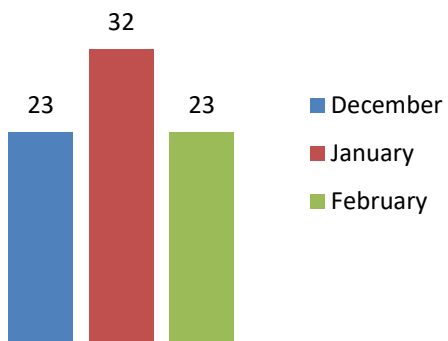
Uniform Traffic Summons Issued



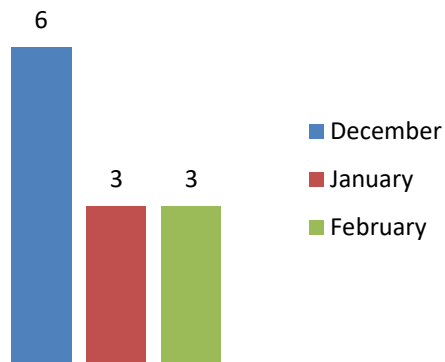
Traffic Stops



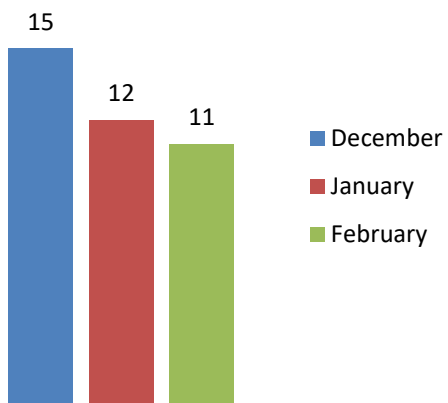
Speeding Tickets Issued



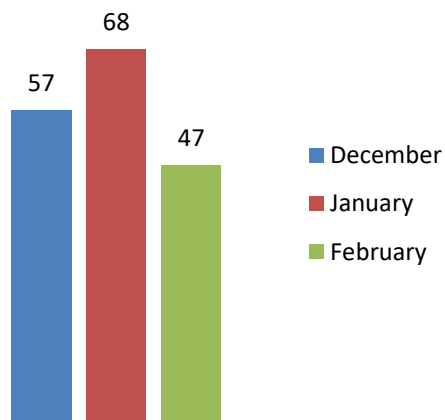
DUI



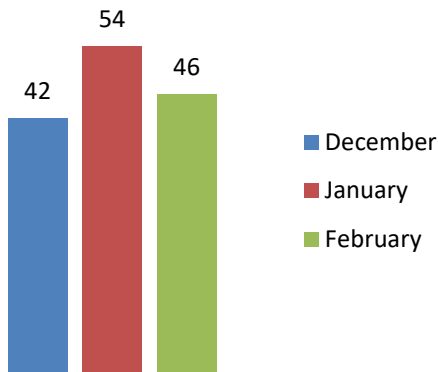
Collisions Investigated (TREDs)



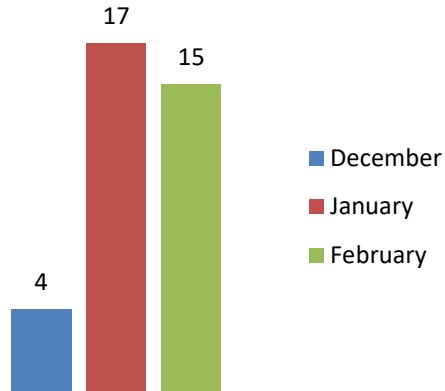
Motorist Aides



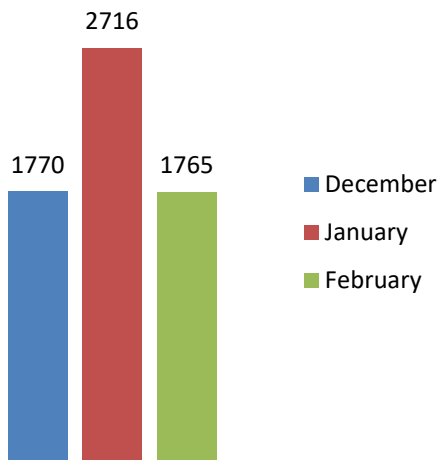
Criminal Arrests "Misdemeanor"



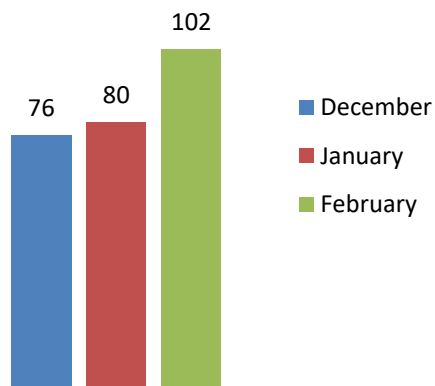
Criminal Arrests "Felony"



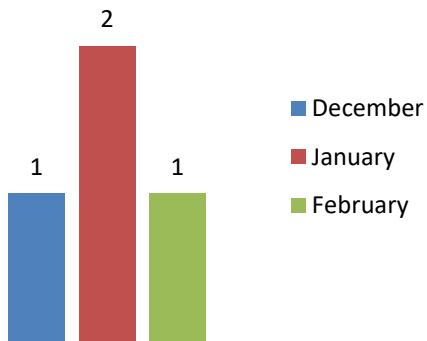
Incidents Addressed



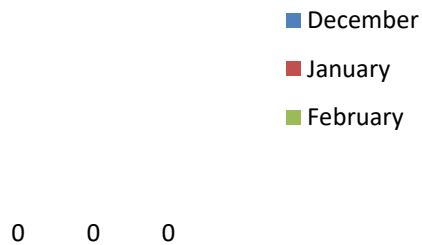
Incidents/Offenses Reportable "RMS"



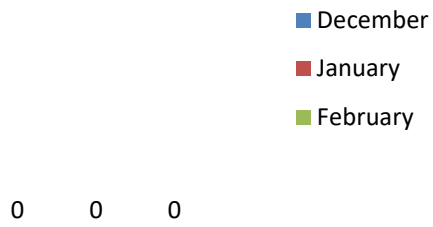
Grand Larceny Warrants



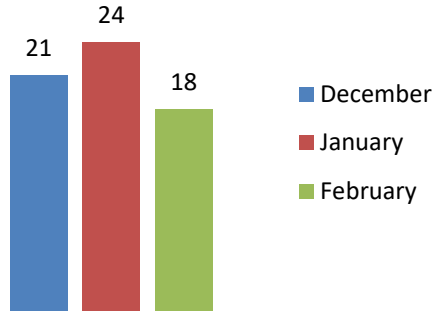
Breaking & Entering Reports



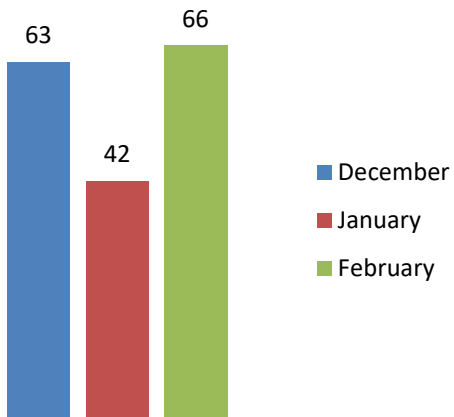
Breaking & Entering Warrants



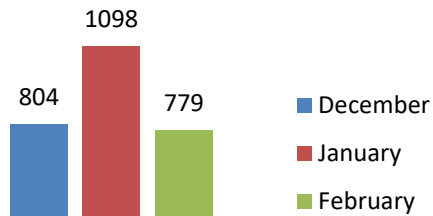
BOLO's (Be On Look Out)



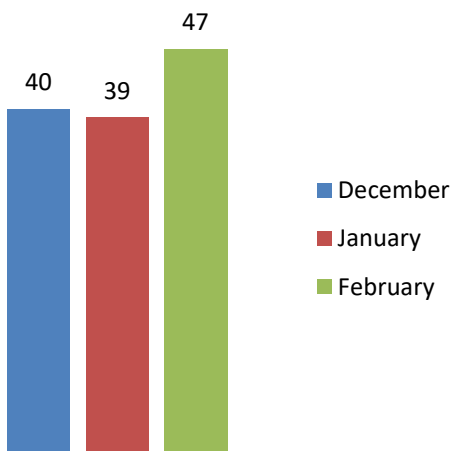
Follow-Ups



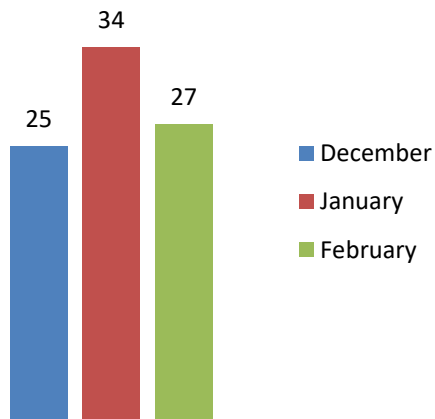
Businesses/Residences Checked "Foot Patrols"



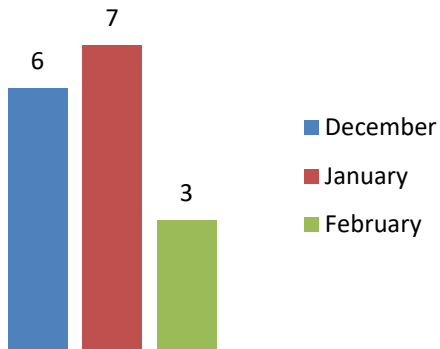
School Checks



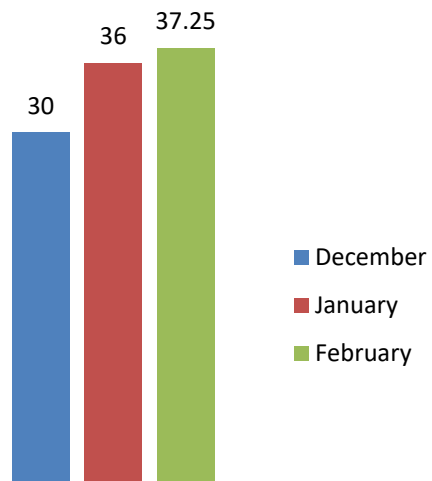
Alarm Responses



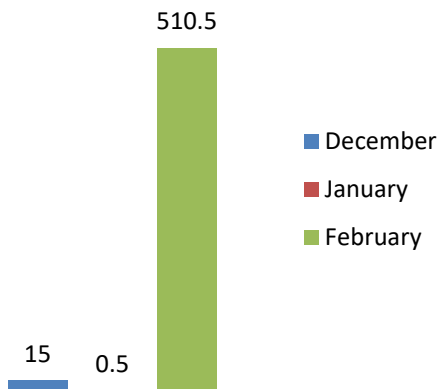
Open Doors, Windows, Etc. Unsecured



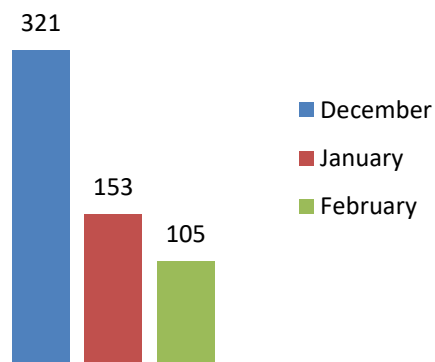
Court Hours



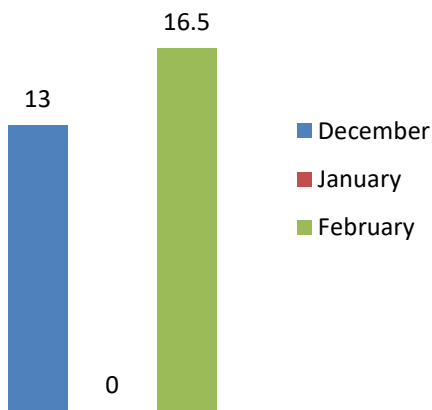
Training Hours



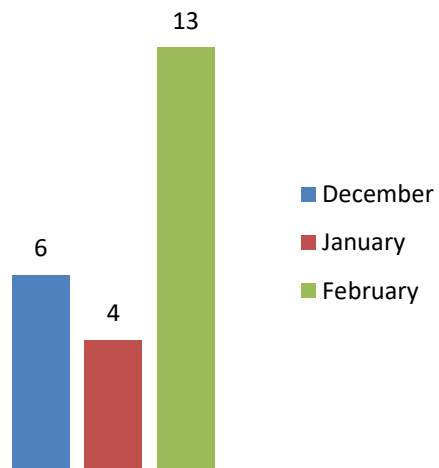
Special Assignment Hours



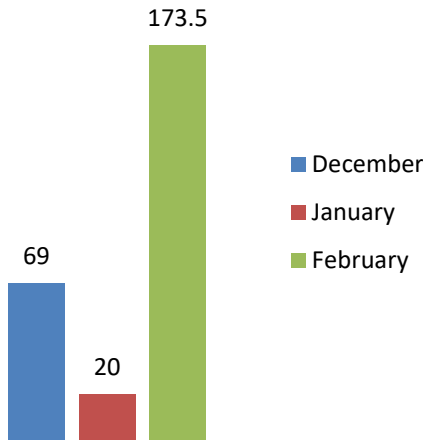
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar was conducted throughout the Town of Rocky Mount during February
- ◇ Reported streetlights out to Town Manager's office
- ◇ There were 11 reportable accidents with 10 of the accidents on our public streets

INVESTIGATIONS:

Follow Up Investigations: Follow up conducted on multiple cases

Search Warrants: Multiple

- ❖ Evidence/Property room management
- ❖ Transported evidence to State Lab
- ❖ Assist patrol with surveillance
- ❖ Assist patrol with calls for service
- ❖ Assist SROs with increased school checks
- ❖ Maintenance of SRO Grant
- ❖ Fire Inspections and Fire Marshall duties conducted
- ❖ Charges obtained for multiple counts of Shoplifting, Larceny, Embezzlement and Child Pornography
- ❖ Conducted follow ups with ICAC cases. Request for Administrative subpoenas through CA's office
- ❖ Obtained several Subpoena Duces Tecum for businesses outside Town of Rocky Mount
- ❖ Active cases include Fraud, Larceny, Embezzlement, Child Pornography, Social Services and Adult Protective cases
- ❖ Surveillance of drug activity in various locations of town
- ❖ Partnership w/ Virginia State Police drug unit to work informants on drug buys
- ❖ Obtained subpoenas through Circuit Court for bank information
- ❖ Attended training for enhancement of knowledge and abilities
- ❖ Security for public forums at FCHS

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

- ❖ Community planning events attended
- ❖ Began planning for “2024 Cops & Bobbers” event
- ❖ Conducted Business Survey at Tri-Area Health
- ❖ Worked event at the Harvester
- ❖ Appeared on “Rise & Shine” show to announce upcoming events
- ❖ Appeared on “Super Country – B99.9” radio to announce upcoming events
- ❖ Appeared on “WYTI” radio (Community First Segment) to announce upcoming events
- ❖ Meeting w/ Wal-Mart
- ❖ Performed school checks and walk throughs
- ❖ Meeting w/ Rocky Mount Revitalization Project (North Main Street)
- ❖ Numerous meetings and presentations conducted w/ various businesses, schools, organizations, etc.
- ❖ Visited multiple businesses in ref: to “Community First” initiative
- ❖ Attended “Giving Gardens/Sensory Garden” meeting
- ❖ Suicide Prevention Coalition meeting attended
- ❖ Attended “Fresh/Chill Coalition” meeting
- ❖ Guest speaker at NAACP meeting
- ❖ Safety presentation w/ New Guard Plastic Cards, LLC
- ❖ Maintained social media pages
- ❖ “Coffee w/ a Cop” at McDonald’s
- ❖ Completed “Community First Survey” and prepared for mailing for town residents
- ❖ Essig Center Veterans meeting
- ❖ Meeting with the “YMCA” in ref: Easter Egg Hunt
- ❖ Meeting with “National Turkey & Wildlife Federation” ref: sponsoring “Cops & Bobbers”
- ❖ Worked on Certified Crime Prevention Community application
- ❖ Assisted patrol w/ vehicle unlocks and calls for service
- ❖ Collected donations for “Cops & Bobbers” from SML Tackle Shack
- ❖ Attended Healing Strides Veterans and Law Enforcement event
- ❖ Attended Leadership training in Salem, VA
- ❖ Attended and completed training for DCJS in ref: Re-certification

**RESOURCE OFFICER REFERRAL’S
(Sanders/Police/Holland):**

- ❖ Diversions: Possession of a Vape Device (Police)
- ❖ Petitions: Possession of Marijuana (x 2) (Police); Possession of Drug Paraphernalia (x 2) (Holland – 1/Police – 1); Possession of a Vape Device (x 2) (Holland – 1/Police – 1); and Possession of a Dab (Marijuana) Pen (x 3) (Holland – 2/Police – 1)
- ❖ Warning: Possession of a Vape Device (x 4) (Holland – 3/Police – 1)
- ❖ DSS Complaints: 2
- ❖ Phones Seized: 3
- ❖ Multiple threat assessment meetings attended
- ❖ Multiple follow-ups w/ Assault & Battery’s, Child Pornography, Possession of Marijuana and Vaping

(Resource Officer Referral's Cont.)

- ❖ Assisted schools w/ conducting fire/tornado/bus evacuation/active shooter drills
- ❖ Social media and sexting discussions w/ multiple classes at BFMS and FCHS
- ❖ Petitions and diversions obtained for vaping, possession of drugs on school property and underage and assault & battery
- ❖ Morning and afternoon traffic control for buses
- ❖ Monitored Rocky Mount Plaza after school release
- ❖ Transports to CFMH and Piedmont Community Services for mental health evaluations

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
- ❖ Drop off/pick up items from BKT & Town Police Supply
- ❖ Assist with lunch coverage
- ❖ Worked on documentation for accreditation

SPEEDING TICKETS ISSUED

Grassy Hill Road (x 12)

Old Franklin Turnpike (x 3)

State Street (x 2)

Pell Avenue

Tanyard Road

North Main Street

South Main Street

Scuffling Hill Road

School Board Road

CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth	Wilson Street
Possession of Marijuana	Middle School Road
Possession of Marijuana Underage	Middle School Road
Possession of a THC Smoking Device Underage	Tanyard Road (x 4)
Possession of a THC Smoking Device Underage	Middle School Road
Possession of Drug Paraphernalia	Tanyard Road
Possession of Drug Paraphernalia	Middle School Road
Felony Driving Under the Influence	Old Franklin Turnpike
Driving Under the Influence	Old Franklin Turnpike
Driving Under the Influence	Franklin Street
Drunk In Public	Windy Lane
Drunk In Public	Pell Avenue
Intoxicated In Public	Wilson Street
Tamper w/ DWI Interlock System	Old Franklin Turnpike
Possession of a Firearm by a Convicted Felon	Windy Lane
Possession of Ammunition by a Convicted Felon	Windy Lane
Larceny of Credit Card	Tanyard Road
Felony Elude Police	Virgil H. Goode Highway
Domestic Assault	Whitten Street
Domestic Assault	Windy Lane
Simple Assault	Tanyard Road
Credit Card Fraud	Tanyard Road
Eluding Police	Floyd Avenue
Obstruction of Justice	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 13)

Shoplifting	Pell Avenue
Possession of a Vape Device Underage	Tanyard Road (x 2)
Possession of a Vape Device Underage	Middle School Road (x 2)
Warrant Service (PB-15)	Grassy Hill Road
Warrant Service (PB-15)	Pell Avenue
Warrant Service (PB-15)	Franklin Street
Warrant Service (Capias)	Cornell Road
Warrant Service (Capias)	Grassy Hill Road
Warrant Service (Felony)	North Main Street (x 2)
Warrant Service (Felony)	Old Franklin Turnpike
Warrant Service (Misdemeanor)	North Main Street (x 4)
Warrant Service (Misdemeanor)	East Court Street (x 2)
Warrant Service (Misdemeanor)	Tanyard Road
Warrant Service (Misdemeanor)	Old Franklin Turnpike
Temporary Detention Order	East Court Street
Emergency Custody Order	Floyd Avenue (x 4)
Emergency Custody Order	Technology Drive (x 2)
Emergency Custody Order	Greenview Drive
Emergency Custody Order	East Court Street
Emergency Custody Order	Claiborne Avenue
Emergency Custody Order	Byrd Lane
Emergency Custody Order	Whitten Street
Emergency Custody Order	Orchard Avenue

MONTHLY STAFF REPORT

DATE:	April 8, 2024
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	March 2024

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs:73
4. Clean-up 10 days.
5. Cut trees along roads, sidewalks, and parks.
6. Repaired, replaced, or unplugged six sewer mains or laterals.
7. Repaired two water mains.
8. Repaired and/or replaced traffic lights and street signs.
9. Continue to work on storm drains throughout town.
10. Trimmed all the trees along main roads.
11. Contacted citizens for Lead & Copper survey so we know which ones to pothole.
12. Started a new water line for Sycamore residents.
13. Ongoing exchanging out of new carts for citizens.
14. Clean-up from storms.
15. Finished walking sewer lines checking for needed maintenance.
16. Got our new sheds installed to finish clean-up in our back lot.
17. Mowed once to clean-up the town for the holiday.
18. Opened all the restrooms for events going on in the parks.
19. Started cleaning all the flower beds getting ready for new mulch.

MONTHLY STAFF REPORT

MEETING DATE:	April 8, 2024
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	March, 2024

Average Daily Flow	0.790 MGD
Minimum TSS Reduction	99.4 %
Minimum BOD Reduction	98.7 %
Leachate (F.C. Landfill)	489,098 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	64.52 Tons
Rain Total 4.1 - inches	Snow Total 0 - inches

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

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 assisted Public Works in taking Dukes Root Control around to some problem lines for treatment.

The staff replaced an oil seal in a motor on oxidation ditch.

The staff replaced float switch in the influent channel.

The staff installed the new scum pump in clarifier #1.

The staff replaced the drive belt in sludge pump #1.

The staff started 6-month maintenance at the WWTP.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	4/8/2024
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	March 2024

Operation and Production Summary:

The actual water production time (water filtering) averaged for the entire month 10.3 hours a day, which yielded approximately 899,275 gallons per day. Rainfall for this month was 3.9 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	26.86 million gallons
Total Drinking Water Produced:	27.88 million gallons
Average Daily Production:	899,275 gallons per day
Ave Percent of Production Capacity:	44.96 %
Flushing of Hydrants/Tanks/FD Use:	0.0 + 35,000 F.D. gals = 35,000 gallons
Plant Process Water:	873,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	500 gallons
Bulk Water used at PW Shop	7,476 gallons
Tank Cleanout/Drainage/Leak	0.0 gallons
WVWA Water	0.0 million gallons

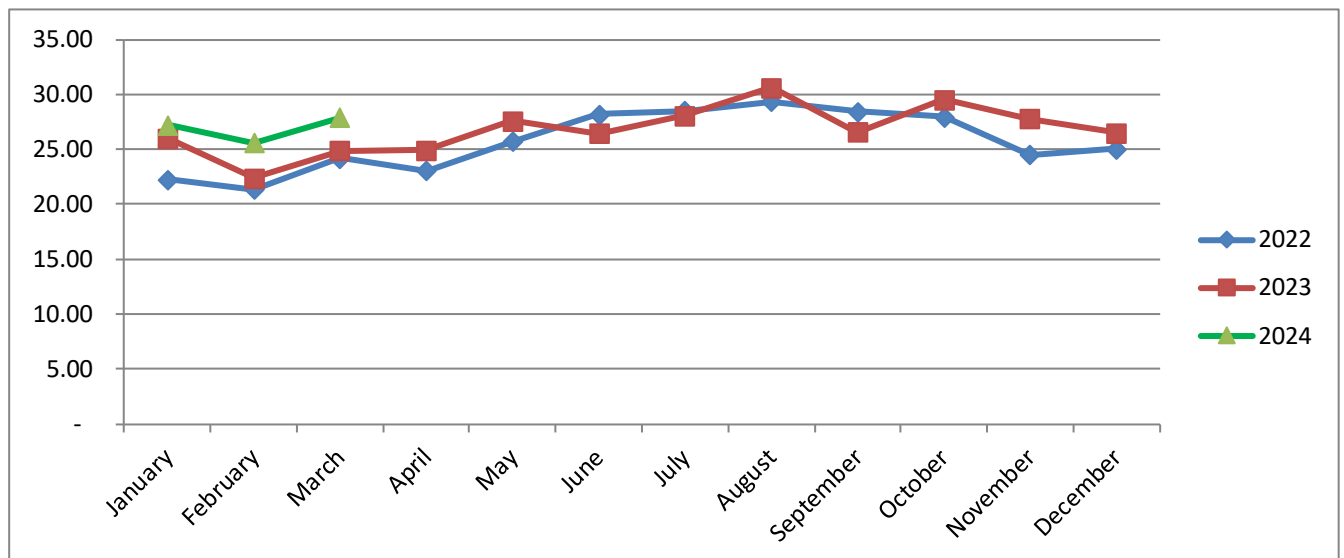
Testing:

- Our monthly (7 total) routine bacteriological samples were bacteria-free. Therefore, the Town continues to comply with all drinking water standards by E.P.A. requirements.
- We suspended the Auto-flushing program in Nov 2023. Due to cold weather. 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 approximately 0.0 million gallons of water.
- Staff and public works continued work on the Lead Service Line inventory list as required by the EPA. Staff and public works started going door-to-door to identify customer service line material.
- Annual CCR report was completed and posted online, and documentation of this was sent to VDH.
- Contractor installed new mud valves in the sedimentation basins. Staff adjusted their schedules to night shift throughout this installation to allow basins to be drained during the day for installation.
- Staff drained and washed out sedimentation basins after mud valve installation.
- Staff collected 1st required PFAS sample in compliance with the UCMR 5 from EPA.

Town of Rocky Mount						
Water Production						
Monthly Total In Million Gallons						
Month		2022	2023	2024	Change	% Change
January		22.27	26.00	27.25	1.3	4.6%
February		21.38	22.36	25.60	3.2	12.7%
March		24.18	24.87	27.88	3.0	10.8%
April		23.06	24.94			
May		25.72	27.61			
June		28.20	26.43			
July		28.49	28.07			
August		29.37	30.60			
September		28.44	26.58			
October		27.95	29.51			
November		24.50	27.75			
December		25.04	26.48			
Year Totals		308.60	321.20	80.73		0.0%
YTD Through March		67.83	73.23	80.73	7.50	9.3%



ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	April 8, 2024
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STAFF MAKING REQUEST:	Mark Moore, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	The Town issued an Invitation for Bid (IFB) that was due on March 26, 2024. This IFB was for all bulk fuel needs for the town that includes unleaded gasoline, on and off road diesel, and heating and propane fuel. Davenport Energy was the lone bid received. They have a local office in town and have met the Town's fuel needs for many years. The IFB and Davenport's bid are attached. Their cost per gallon is similar to what the Town is currently paying.
ACTION NEEDED:	Authorize Town staff to enter into a fuel agreement with Davenport Energy. The contract would be for up to 4 one-year agreements as noted in the IFB.

Attachment(s):

1. Town of Rocky Mount Bulk Fuel Procurement IFB 2024
2. Davenport Bulk Fuel Bid 2024

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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INVITATION FOR BID (IFB)

Town of Rocky Mount (VA) Bulk Fuel Needs

Introduction

The Town of Rocky Mount is soliciting competitive sealed bids from qualified providers for the Town's bulk fuel needs to include unleaded gasoline, off-road diesel, on-road diesel, heating fuel and propane gas at the following facility locations:

- Public Works (256 Cliff Street, Rocky Mount, VA 24151)
 - o Bulk tanks at this location include:
 - Unleaded Gasoline, One – 700-gallon tank above ground
 - Off-Road Diesel, One – 500-gallon tank above ground
 - On-Road Diesel, One – 500-gallon tank above ground
 - Heating Fuel, One – 300-gallon tank above ground
 - Propane, One – 500-gallon tank above ground
- Emergency Services Building (1250 North Main Street, Rocky Mount, VA 24151)
 - o Bulk tanks at this location include:
 - On-Road Diesel, One – 500-gallon above ground
 - Propane, Two – 500-gallon tanks in-ground
- Water Treatment Plant (220 Shady Lane, Rocky Mount, VA 24151)
 - o Bulk tanks at this location include:
 - Propane, One – 500-gallon tank above ground
 - o Off-Road Diesel for Generators include:
 - 674-gallon generator at Water Treatment Plant
 - 138-gallon generator at Lower Pump Station(90 Middle School Rd.)
 - 182-gallon generator at Upper Pump Station (4450 Grassy Hill Rd.)
- Wastewater Treatment Plant (1446 Power Dam Road, Rocky Mount, VA 24151)
 - o Off-Road Diesel for Generators include:
 - 1,750-gallon generator at Wastewater Treatment Plant
 - 182-gallon generator at Main or Pigg River (20 Scenic River Dr)
 - 120-gallon generator at Powder Mill (1207 Musefield Rd)
 - 120-gallon generator at Green Oaks (478 Glennwood Dr)
 - 307-gallon generator at Oaks Tavern (685 Old Fort Rd)
 - 152-gallon generator at Altice Mill (381 Altice Mill Rd)
 - 152-gallon generator at Booker T. Washington Hwy/Rt 122 (465 Booker T. Washington Hwy)

Please include as a bid alternate for:

- Lease of the bulk fuel tanks from the provider.
- The use of tank monitor devices for each tank.

- Replace three pumps at Public Works.

Prospective bidders are welcome to inspect locations in advance by contacting Mr. Mark W. Moore, Assistant Town Manager at (540) 483-0907 or mmoore@rockymountva.org.

Proposal Preparation

Prospective bidders should submit two (2) printed copies and email one copy to Mark W. Moore at mmoore@rockymountva.org of their proposal, clearly labeled Town of Rocky Mount Bulk Fuel Procurement, no later than 2:00pm on Tuesday, March 26, 2024:

Office of the Town Manager
c/o Mark W. Moore
Town of Rocky Mount Municipal Building
345 Donald Avenue
Rocky Mount, VA 24151

The selection of the successful firm will be done by competitive negotiations in accordance with the Virginia Procurement Act.

Submittals should contain:

- A cover letter, not exceeding two pages.
- Concise informative overview of the proposed pricing and deliverables.

Other information may be included in the appendix.

Selection & Award Procedure

Selection shall be made of one or more offerors deemed to be fully qualified and best suited among those submitting proposals on the basis of the evaluation factors included in this bid, including price. Price shall be considered but need not be the sole determining factor. Negotiations shall be conducted with the offerors selected. After negotiations have been conducted with selected offerors, the Town shall select the offeror which, in its opinion, has made the best proposal, and shall award the contract to that offeror. The Town may cancel this Invitation for Bids (IFB) at any time prior to an award and is not required to furnish a statement of reasons why a particular proposal was not deemed to be the most advantageous (Code of Virginia, Section 2.2-4359D). Should the Town determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror. The award document will be a contract incorporating by reference all the requirements, terms and conditions of the solicitation and the contractor's proposal as negotiated.

The Town reserves the right to reject any or all bids submitted, and to waive any informality in the proposals. The right is also reserved to award the contract where it appears to be in the best interest of and best interest to the Town.

The Town reserves the right to revise or amend this IFB prior to the date set for receipt of the proposals. The date set for receipt of proposals may be changed if deemed necessary by the Town. Any revisions and/or amendments will be in the form of an addendum to this IFB.

The Town reserves the right to award a contract by individual items, in the aggregate, or in combination thereof, or to reject any or all bids received whenever such rejection or waiver is in the best interest of the Town. Award may be made to as many bidders as deemed necessary to fulfill the anticipated requirements of Rocky Mount.

Questions should be addressed to Mark W. Moore, Rocky Mount Assistant Town Manager, at (540) 483-0907 or mmoore@rockymountva.org.

Negotiate with the Lowest Bidder

Unless all bids are cancelled or rejected, the Town of Rocky Mount reserves the right granted by section 2.2-4318 of the Code of Virginia to negotiate with the lowest responsive, responsible bidder to obtain a contract price within the funds available to the Town whenever such low bid exceeds the Town available funds. For the purpose of determining when such negotiations may take place, the term "available funds" shall mean those funds which were budgeted by the Town for this contract prior to issuance of the written Invitation for Bids. Negotiations with the low bidder may include both modifications of the bid price and the Scope of Work/Specifications to be performed. The Town shall initiate such negotiations by written notice to the lowest responsive, responsible bidder that its bid exceeds the available funds and that the Town wishes to negotiate a lower contract price. The times, places, and manner of negotiations shall be agreed to by the Town and the lowest responsive bidder.

General Town of Rocky Mount IFB Terms and Conditions:

The Offeror in this section refers to the firm, entity, or individual submitting a proposal to the Town.

Proposals shall be submitted at the place and time specified in this IFB. Submit the proposal in an opaque, sealed envelope. Identify the envelope with project name, and the name and address of the Offeror. No responsibility will be attached to any Officer or Agent of the Town for the premature opening of a proposal not properly addressed and identified.

It is the responsibility of the Offeror to assure that the proposal is delivered to the place designated for receipt of proposals prior to the closing time set for receipt of proposals. No proposal received after the time designated shall be considered. The Officer or Agent of the Town, whose duty it is to accept the proposals, will decide when the specified time has arrived.

If any respective Offeror has questions about the specifications or other solicitation documents, the Offeror should contact the individual who is named on the face of the solicitation no later than five (5) working days before the due date. Any revisions to the solicitation will be made only by addendum issued by the Town.

The Offeror is advised that oral explanations or instructions given by Town personnel during the Request for Proposals process, or at any time prior to the award, shall be nonbinding.

Persons intending to submit a proposal are specifically cautioned that the Offeror is barred from pleading misunderstanding or deception because of estimates of quantities, character, location, or other conditions surrounding the same.

Modifications, additions or changes to the Terms and Conditions of this Request by the Offeror may be cause for rejection.

Any proposal in response to this solicitation shall be valid for 60 days. At the end of the 60 days, the proposal may be withdrawn at the written request of the Offeror. If the proposal is not withdrawn at that time, it remains in effect until an award is made or the solicitation is cancelled.

In the case of default by the successful Offeror or failure to deliver goods/services ordered by the time specified, the Town, after due written notice, may procure them from other sources and hold the Offeror responsible for any resulting additional purchase and administrative costs.

By submitting their proposals, the Offerors certify that their proposals are made without collusion or fraud, and that they have not offered or received any kickbacks or inducements from any other Offeror, supplier, manufacturer or subcontractor in connection with their proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

By submitting their proposals, Offerors certify to the Town that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians with Disabilities Act, The Americans With Disabilities Act, and §11-51 of the Virginia Public Procurement Act.

During the performance of any contract resulting from this IFB, the contractor agrees as follows:

- a) The Offeror will not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, sexual orientation or national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- b) The Offeror, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
- c) Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulation, shall be deemed sufficient for the purpose of these requirements.
- d) The Offeror shall include the above provisions in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

By submitting their proposals, the Offerors certify that they do not and will not during the performance of any contract resulting from this IFB employ undocumented noncitizens workers, or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

By submitting their proposals, Offerors certify that they are not currently debarred by the Commonwealth of Virginia from submitting proposals on contracts for the type of goods covered by the solicitation, nor are they an agent of any person or entity that is currently debarred.

The Town may make such reasonable investigations as deemed proper and necessary to determine the ability of the Offeror to perform the services proposed, and the Offeror shall furnish to the Town all such information and data for this purpose as may be requested. The Town reserves the right to inspect Offeror's physical facilities prior to award to satisfy questions regarding the Offeror's capabilities. The Town further reserves the right to reject any proposal if the evidence submitted by, or investigations of, the Offeror fails to satisfy the Town that such bidder is properly qualified to carry out the obligations of the contract.

Upon award of a contract, it shall not be assignable by the Offeror, in whole or in part, without the written consent of the Town.

Changes to any contract resulting from this IFB can be made in any of the following ways:

- a) The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
- b) The Town may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Town a credit for any savings. Compensation shall be determined by one of the following methods:
 - 1. By mutual agreement between the parties in writing; or
 - 2. By agreeing upon a unit price or using a unit price set forth in the contract; or
 - 3. By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Town with all vouchers and records of expenses incurred and savings realized.

The Town reserves the right to reject any or all bids or proposals, in whole or in part, to make separate awards, to waive informalities and to delete items prior to making the award, whenever it is deemed in the sole opinion of the Town to be in its best interest. Due consideration will be given to price, previous experience, and the ability of the Offeror to render required services. The Town also reserves the right to conduct any tests it may deem advisable and to make all evaluations.

Insurance Requirements:

- a) Indemnification - The Offeror agrees, to the fullest extent of the law, to indemnify and hold the Town harmless from and against all losses, damages, injuries, claims and demands whatsoever, regardless of the case thereof, and expenses in connection therewith, including reasonable counsel fees arising out of or incidental to the performance of the Offeror's duties and responsibilities under any agreement that results from this request for proposals. This covenant of indemnity shall continue notwithstanding any revocation or termination of any agreement that results from this request for proposals. The Offeror shall be given prompt notice of any claims, demands or causes of action, and reasonable opportunity to defend the same.

- b) Insurance - The Offeror shall secure and keep in force, at its sole cost and expense, the following insurance policies which shall be in form and content satisfactory to the Town and shall be issued by insurance companies qualified to do business in the Commonwealth of Virginia.

Property Damage and Liability Insurance - Policy of property damage and public liability insurance which shall protect the Town and such other persons as the Town shall designate against any liability imposed by law upon the Town, the Offeror, or both. Coverage shall include damages for loss of or damages to property, or for bodily injuries, including death suffered or claimed by reason or in consequence of any act or omission of any act by an employee or agent of the Offeror. Such insurance shall be on a comprehensive General Liability form with limits of \$1,000,000 each occurrence, \$1,000,000 aggregate, and bodily injury liability to include: premises operations products, complete operations, contractual and broad form property damage.

Workers Compensation and Other Insurance - The Offeror shall carry such Workers Compensation Insurance and other insurance on its employees and agents performing services under this contract, as is required by the Code of Virginia.

- c) Upon award, the Offeror shall provide the Town with a certificate of insurance. Policy coverage shall be maintained during the entire term of the contract.

Renewal of Contract

This contract may be renewed by the Town for four (4) successive one-year periods under the terms and conditions of the original contract except as stated below. Written notice of the Town's intention to renew shall be given approximately 30 days prior to the expiration date of each contract period.

Cancellation of Contract:

The Town reserves the right to cancel any resulting contract, in part or in whole, without penalty, upon 30 days written notice to the Offeror. Any contract cancellation notice shall not relieve the Offeror of the obligation to deliver and/or perform on all outstanding orders prior to the date of cancellation.

Availability of Funds and Appropriation Clause:

It is understood and agreed between the parties that the Town shall be bound only to the extent of the funds available, or which may become available, for the purpose of any agreement or contract that may result from this IFB. The Town of Rocky Mount is a political subdivision of the State of Virginia, as such all agreements that result from this IFB will have a clause that states that all future years of any agreement after the current

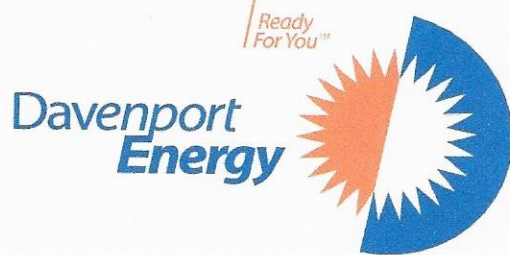
fiscal year are subject to the appropriation of funds by the Town and that failure to appropriate funds terminates any agreement without penalty to either part. If cost results from the IFB are not in the best interest of the Town, the Town has the right to cancel the IFB award.

Cooperative Purchase

If authorized by the Offeror, the contract resulting from this Request for Proposals may be extended to other public bodies, public agencies or institutions within the State of Virginia to purchase at contract prices and terms. Any public entity that uses the contract shall place its own order(s) directly with the contractor(s). Rocky Mount Town Council is not a party to such contracts and is not responsible for placement of orders, payment or discrepancies of the participating jurisdictions. It is the Offeror's responsibility to notify the jurisdictions of the availability of contract(s). Offerors who do not wish to extend the terms, conditions and prices to other public entities shall so indicate in the proposal.

Indemnification and Liability:

No agreement that results from this IFB will feature language that asks one party to indemnify in any way any other party nor will any agreement resulting from the IFB contain any language that in any way limits any party's liability for any reason.



March 26, 2024

Office of the Town Manager
c/o Mark W. Moore
Town of Rocky Mount Municipal Building
345 Donald Ave.
Rocky Mount, VA 24151

Mr. Moore,

Find attached Davenport Energy's Inc. response to your invitation for bid dated March 12, 2024.

Our recommendations bid numbers can be found in the attached addendum.

Davenport Energy, with offices located in downtown Rocky Mount, is a long term supplier of services and fuels to the Town of Rocky Mount. We maintain LP, diesel and gasoline storage in Rocky Mount and Franklin County. Davenport Energy maintains 24/7 service and delivery from our Diamond Ave. location.

I note the bid is not specific as to pricing basis, gallons requested, length of contract, nor service response times. I can assure you that Davenport Energy has provided the service you need to date and will continue to do so should we be awarded the contract. Davenport Energy maintains supply points in Roanoke, Greensboro and Apex NC to assure continued supply. Davenport also owns its own LP rail terminal in Martinsville, Virginia.

Davenport Energy meets all specified qualifications found in the RFP

In addendum 1 Davenport Energy provides a cost + price for LP and petroleum products.
Addendum 2 details options requested by you:

- LP Tank Options
- 3 Additional Pumps Public Works
- Fuel Tank Options
- Monitor Options

We appreciate the opportunity to bid on your fuel supply.

Thank you,

Harold Thornton
President

PO Box 879
108 Main Street
Chatham, VA
24531
434.
432.0251
432.2133 fax
800.
971.3835
www.
davenport
energy.
com

Addendum One: Delivered Fuel Costs (All costs based on day of delivery posting)

LP Gas:	Enterprise Rack Apex, NC + \$.485/gallon
Diesel Fuel:	DTN Rack Average Roanoke + \$.259/gallon
Conventional Gasoline	DTN Rack Average Roanoke + Freight + \$.319/gallon

Addendum Two: Tank and Monitor Options:

1. LP tanks – No cost for tank rental – Davenport Energy will supply, install and maintain Tank monitors for \$75.00/year lease/each tank.
2. 3 Additional Pumps – Davenport Energy will sell to Town of Rocky Mount and install at actual costs --- Approximate costs \$1100.00/Each – No installation charges
3. Fuel Tank Options – DE will replace fuel tanks as needed at actual cost. No Installation charges.
4. Fuel Tank Monitor Options -- Where applicable – Davenport will install and monitor for a cost of \$75.00/annually per tank. No installation charges.

Notes:

Charges above can be included in per gallon costs should estimated gallons be presented.

ITEM(S) TO BE CONSIDERED UNDER:
Other

FOR COUNCIL MEETING DATED:	April 8, 2024
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Recognize staff at Water Plant for qualifying for and receiving the 2023 Gold Performance Award for Excellence in the operation of the Water Plant. Superintendent Adkins and his staff do an outstanding job of making sure that everyone in Rocky Mount has clean, safe drinking water. We are fortunate to have them looking after our water needs.
ACTION NEEDED:	No action needed.

Attachment(s):

1. 2023 Gold Performance Award for Excellence

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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Office of Drinking Water
For Achieving Virginia's Optimization Program Goals

**Town of Rocky Mount
Water Treatment Plant**

Is Awarded the

2023 Gold

**Water Treatment Plant Performance Award for
Excellence in Clarification, Filtration, and Backwash**

Robert D. Edelman

Robert D. Edelman, PE
Director, Division of Technical Services



5067840

ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	April 8, 2024
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	Due to the recent reassessments completed by the County, the Town is required to hold a public hearing regarding the real estate property tax rate. The proposed rate that was included in the required newspaper notice was 13 cents--the same rate that has been in place in Rocky Mount since 2013. From 1990 to 2012, the Town's tax rate was between 11 to 14 cents. So, in effect, the rate has not changed much since 1990--over 30 years ago. The public hearing is required in order to allow members of the public to share comments or thoughts with Council. No action by Council is needed tonight. The tax rate will be adopted with the budget in May.
ACTION NEEDED:	None

Attachment(s):

1. 2024.0408 300 Public Hearing for the 2024 Reassessment Effective Real Estate Tax Rate AD
2. 2024.0408 300.1 Public Hearing for the 2024 Reassessment Effective Real Estate Tax Rate Affidavit of Publication

FOLLOW-UP ACTION:

(To be completed by the Town Clerk)

**TOWN OF ROCKY MOUNT, VIRGINIA
NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE
AND NOTICE OF PUBLIC HEARING**

The Town of Rocky Mount proposes to increase property tax levies.

1. **Assessment Increase:** Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 41 percent.

2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new assessed value of real estate with the exclusions mentioned above, would be \$0.092 per \$100 of assessed value. This rate will be known as the "lowered tax rate."

3. **Effective Rate Increase:** The Town of Rocky Mount proposes to adopt a tax rate of \$0.13 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.038 per \$100, or 41%. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of the Town of Rocky Mount will exceed last year's by 13 percent.

A public hearing on the proposed increase will be held on Monday, April 8, 2024 beginning at 6:00 p.m. in Council Chambers located at 345 Donald Avenue, Rocky Mount, VA. All interested persons shall be given the opportunity to be heard.

Rebecca H. Dillon, CMC
Town Clerk
Town of Rocky Mount

Publish: Franklin News-Post, Friday, March 22, 2024 and Friday, March 29, 2024.

AFFIDAVIT OF PUBLICATION

State of New Jersey, County of Hudson, ss:

Nichole Seitz, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Franklin News-Post, a newspaper printed and published in the Town of Rocky Mount, County of Franklin, State of Virginia, and that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

PUBLICATION DATES:

Mar. 22, 2024, Mar. 29, 2024

NOTICE ID: SiGQsxYh9UXfbxPMsrsz

PUBLISHER ID: COL-1500074

NOTICE NAME: Notice of Public Hearing - Tax Increase

Publication Fee: 297.37

Ad Size: 2 X 36 L

Category: General Legal Notice

Under penalty of perjury, I, the undersigned affiant swear or affirm that the statements above are true and accurate to the best of my knowledge and belief.

Nichole Seitz

(Signed) _____

VERIFICATION

State of New Jersey
County of Hudson

SHANNEA H HOLMES
NOTARY PUBLIC
STATE OF NEW JERSEY
My Commission Expires August 1, 2026

Subscribed in my presence and sworn to before me on this: 04/02/2024

Shanea H. Holmes

Notary Public

Notarized remotely online using communication technology via Proof.

Notice of Proposed Real Property Tax Increase and Notice of Public Hearing

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1. **Assessment Increase:** Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 41 percent.

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Rebecca H. Dillon, CMC
Town Clerk
Town of Rocky Mount
COL-1500074

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	April 8, 2024
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	At the meeting on Monday, Council Members will receive the proposed Fiscal Year 2024-2025 that has been prepared by staff. No action is needed at this meeting. As a reminder, we have work sessions scheduled on Thursday, April 11th, at 5:00 pm and Monday, April 15th, at 5:00 pm. Staff will go over the Proposed Budget at those work sessions and answer any questions that Council might have.
ACTION NEEDED:	None

Attachment(s): None

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