



TOWN COUNCIL
REGULAR MEETING
AGENDA

November 12, 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. Special Items
 - 4.1. Resolution Council Member Ralph Casey for 32 years of service to West Piedmont Planning District Commission
5. Approval of Draft Minutes
 - 5.1. Regular Town Council Meeting Draft Minutes - October 21, 2024
6. Approval of Consent Agenda
 - 6.1. Miscellaneous Action

Request for street closure to hold the Rocky Mount Rotary Club Christmas Parade for 2024
 - 6.2. Miscellaneous Resolutions/Proclamations

Amendment Establishing Resolution to the Veterans Commission
 - 6.3. Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

7. Hearing of Citizens
8. New Business
 - 8.1. Resolution to adopt Town of Rocky Mount legislative priorities
9. Closed Meeting and Action
 - 9.1. Section 2.2-3711(a).1 Discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body.
10. Adjournment



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**October 21, 2024
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 participated by conference phone

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
Vincent Copenhaver, Finance Director
Michael "Kevin" Adkins, Water Treatment Plant Superintendent
Daniel Pinard, Economic & Cultural Development Director
Dennis "Moe" Potter, Wastewater Treatment Plant Superintendent
Mark Lovern, 1st Sergeant, RMPD
Phillip Young, Chief of Police, RMPD
Amy D. Gordon, Assistant Finance Director/Human Resource Director
Brian Schofield, Public Works Superintendent
Blake Flinchum, Grant Coordinator

The Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building

located at 345 Donald Avenue, Rocky Mount, Virginia, with Mayor C. Holland Perdue III presiding.

1. **Roll Call**

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

2. **Pledge of Allegiance**

Mayor Perdue led in the pledge of allegiance.

Now therefore a quorum of the Rocky Mount Town Council had assembled for this meeting, at Town Attorney Boitnott' s direction, a vote was taken to allow Council Member Newbill to participate in this meeting by conference phone due to him being absent in person which was due to personal reasons of him being out due to illness. The location of Council Member Newbill was his residence in Rocky Mount, VA. The policy to allow remote participation in the meeting was approved at the Regular Council Meeting on December 12, 2022. It was passed by a unanimous vote.

Motion: To allow Council Member Newbill to participate remotely in this Town Council Regular Meeting as presented by Mayor C. Holland Perdue III.

Motion By: Council Member Lee

Second: Council Member Casey

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. **Approval of Agenda**

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

Motion: To approve the 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

Changing Use of Budgeted Capital Improvement Funds

2025 Town Meetings Calendar

4.2 Miscellaneous Resolutions/Proclamations

Supplemental Appropriations Resolution for Fiscal Year 2024-2025

4.3 Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes – September 9, 2024

Special Called Town Council Meeting Draft Minutes – September 17, 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

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 to 0)

5. Special Items

5.1 Accolades for Miss Hadley Scott

Miss Hadley Scott was recognized by Mayor Perdue and Council for her Lemonade Stand that raises money for the HOPE Fund, school fund drives, the Roanoke NICU, and the local warming shelter. Miss Scott has worked to provide funds for the last three years to help those in need. Miss Scott was selected for The Roanoker magazine's 18 Under 18.

5.2 Introduce new grant coordinator Mr. Blake Flinchum

Assistant Town Manager Moore introduced recently hired Grant Coordinator Flinchum as staff and Council welcomed him.

5.3 Recognition of Staff & Volunteers from Community Development, Police, Fire, and Public Works for their work with Rocky Mount Fest

Cultural & Economic Development Pinard was praised for all of his work in bringing the festival to fruition. The Rocky Mount Police and Fire Departments as well as Public Works were recognized as well.

6. Hearing of Citizens

Mr. Benny Holland of 135 Vantage Road, Rocky Mount, VA spoke regarding neighborhood cats being run in boxwoods by large dogs. The dogs were believed to be aggressive as they would chase other neighborhood animals and make residents afraid to go outside.

Mr. Todd Overstreet of 315 Hilltop Drive, Rocky Mount, VA shared with Council regarding a small dog and a poodle that run loose throughout the neighborhood.

Mrs. Glenna Hawkins Moore of 45 Scenic River Drive, Rocky Mount, VA shared a story about Mildred Lewis Rutherford who was a historian for the United Daughters of the Confederacy. Ms. Rutherford was a guest speaker in October of 1919, at a Confederate Veterans Reunion where she spoke about the importance of having children taught the lost cause version of southern history. This was the beginning of a book banning movement combined with confederate statues to ensure that the lost cause propaganda would be passed on for many generations. A committee was formed representing three confederate organizations. From the committee, a pamphlet was produced entitled A Measuring Rod To Test History Books. In 1957, the state of Virginia commissioned a history book that the high school and junior high used. The book is criticized today because it justified Virginia's system of slavery but there was no mention of two hundred thousand

USCT soldiers. Mrs. Moore gave Town Clerk Dillon pages of petitions in support of placing a U.S. Colored Troop Monument at the Clock Tower on Franklin Street in Rocky Mount.

7. New Business

7.1 Virginia Highway Safety Improvement Program (VHSIP) Funds Resolution

Assistant Town Manager Moore shared that staff was working with VDOT for some safety improvements in town that is through a Virginia Highway Safety Improvement Program. The grant application requires a resolution of support by Council. The improvements included would be a variety of pedestrian improvements and high visibility back-plates at stoplights.

Motion: To accept the resolution of support for the Virginia Highway Safety Improvement Program Funds.

Motion By: Council Member Lee

Second: 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)

7.2 Request for partial waiver for sidewalk requirement to Grassy Hill

Town ordinance requires a sidewalk along any commercial property located within town limits. The hotel developer, OM SHREELUCKY2, INC., requested a partial waiver of the required installation of curb and gutter and a 5-ft sidewalk for a 500-ft portion of Grassy Hill Road from the hotel entrance back up the hill along Grassy Hill Road.

Motion: To approve a partial waiver of curb and gutter and sidewalk from the entrance of the proposed hotel back up Grassy Hill Road .

Motion By: Council Member Mullins

Second: Vice Mayor Stockton

Motion Discussion: None

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

Approved (6 to 0)

7.3 Memorandum of Understanding (MOU) between CPR regarding Virginia's Main Street Program

Council approved the creation of a new full-time Executive Director for the Town's further involvement in the Virginia Main Street Program (VMS) in the Fiscal Year 2025 Town Budget. This program requires that the new position be affiliated with a non-profit organization. The Community Partnership for Revitalization is a non-profit and was included in discussions on partnering with the Town in the new position.

Motion: To approve the Memorandum of Understanding between CPR and the Town of Rocky Mount and to authorize Town Manager Wood to sign the agreement.

Motion By: Vice Mayor Stockton

Second: 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)

8. Public Hearing

8.1 Zoning & Subdivision Ordinance Update/Adoption

The Planning Commission held a public hearing on the final draft of the proposed zoning and subdivision ordinance on October 1st. The commission recommended Council adopt the new ordinance with a vote of 7-0. There were no public comments at the commission meeting. This public hearing was advertised in the Franklin News Post as required by law.

Mayor Perdue asked for the citizens that had signed up to speak to come forward.

Ms. India Ellis of 250 Compton Street, Rocky Mount, VA spoke on the topic of the Boundary Line Adjustment and her comments can be found under that public hearing.

Motion: To adopt the Zoning & Subdivision Ordinance Update.

Motion By: Vice Mayor Stockton

Second: Council Member Mullins

Mayor Perdue called for a roll call vote.

MEMBERS	ATTENDANCE	VOTE
Billie W. Stockton	Present	Yes
A. Ralph Casey	Present	Yes
David K. Clements	Present	Yes
J. Tyler Lee	Present	Yes
Benjamin K. Mullins	Present	Yes
Mark H. Newbill	Present	Yes
Mayor, C. Holland Perdue III	Present	Yes

Ayes: 7

Nays: 0

Action: The Zoning & Subdivision Ordinance Update, including Mayor Perdue voting, was adopted on a vote of 7 to 0 in favor of the adoption.

8.2 Boundary Line Agreement Ordinance/Adoption

The Town of Rocky Mount and Franklin County agreed on a boundary-line adjustment that will increase the physical footprint of the Town and bring several areas currently in the County into the Town limits. A public hearing on this boundary line adjustment was required by both the Town and the County per state code before Franklin County or Town Council could put the adoption to a vote by the Franklin County Board of Supervisors and the Rocky Mount Town Council. Franklin County held their public hearing at their regularly scheduled meeting on Tuesday, October 15th, where the agreement was adopted by a unanimous vote.

Mayor Perdue asked for the citizens that had signed up to speak to come forward.

Ms. Ellis' comments from the previous public hearing are incorporated here.

Ms. India Ellis of 250 Compton Street, Rocky Mount, VA spoke and shared she owns 5.5 acres of land with livestock on the property. Ms. Ellis does not want to lose the ability to make extra income by having livestock or the ability to gun hunt on her property. The property is located on a private deeded right of way that will restrict benefits for her of Town services such as trash pickup and snow removal. She did not want the property to be zoned residential but to be zoned residential agricultural or her property be grandfathered in that she might be able to continue to keep livestock on her property.

Mr. Thomas Michael Young of 60 Belmont Drive, Rocky Mount, VA shared concerns that he had regarding the adoption of the boundary-line adjustment. Mr. Young spoke on living outside of Town limits and receiving the benefit of town services without paying town taxes. Mr. Young also expressed concern for existing town businesses and residents subsidizing town services by paying a higher water bill rate and why the particular parcels were selected to be brought into the town limits instead of other parcels.

Motion: To adopt the Boundary Line Agreement Ordinance

Motion By: Vice Mayor Stockton

Second: Council Member Casey

Mayor Perdue called for a roll call vote.

MEMBERS	ATTENDANCE	VOTE
Billie W. Stockton	Present	Yes
A. Ralph Casey	Present	Yes
David K. Clements	Present	Yes
J. Tyler Lee	Present	Yes
Benjamin K. Mullins	Present	Yes
Mark H. Newbill	Present	Yes
Mayor, C. Holland Perdue III	Present	Yes

Ayes: 7

Nays: 0

Action: The Boundary Line Agreement Ordinance, including Mayor Perdue voting, was adopted on a vote of 7 to 0 in favor of the adoption.

10. Adjournment

Motion: To adjourn

Time: 6:37 p.m.

Motion By: Council Member Lee

Seconded By: 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 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	November 12, 2024
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The Rocky Mount Rotary Club is planning the 2024 Christmas Parade. Rotary is requesting the use of the town streets for the parade as they have done in the past. Parade Date: Sunday, December 8, 2024 at 3:00 p.m. Rain Date: Sunday, December 15, 2024 at 3:00 p.m. Parade Theme: Christmas Magic The route is the same as last year. The police department has reviewed and approved the plans for the events.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2024.1112 500.1 Letter of Request for Street Closure from Rocky Mount Rotary Club to Hold Christmas Parade 2024
2. 2024.1112 500.1a Map for Route of Street Closure from Rocky Mount Rotary Club to Hold Christmas Parade 2024

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

Rotary
Club of Rocky Mount

P. O. Box 224, Rocky Mount, VA 24151

October 31, 2024

SENT VIA EMAIL

Rocky Mount Town Council

RE: Rocky Mount Rotary Club
2024 Christmas Parade

Dear Honorable Mayor and Town Council,

The Rotary Club of Rocky Mount is planning the 2024 Christmas parade. At the present time, there are not any large gathering restrictions in place set forth by the Commonwealth of Virginia, Office of the Governor, restricting large gatherings. Should a restriction be implemented prior to the parade date that would not allow large gatherings we understand we would not be able to hold the Christmas parade.

We would like to request the use of the town streets for the 2024 Christmas parade. As in the past, the Rocky Mount Police Department has provided traffic control and closed off the parade route prior to the start of the parade.

General Information:

Parade Date: Sunday, December 8 at 3:00 p.m.

Rain Date: Sunday, December 15 at 3:00 p.m.

2024 Parade Theme: Christmas Magic

Line up for the parade will begin at 1:30 PM. Volunteers will be on site to check in registered participants and assist with line-up. The parade STARTS at 3:00 PM.

Last year the parade committee worked with Chief Young to change the location where parade participants line up and changed the judging area to the Train Depot. This did not alter the parade route, only the line up location.

The parade travels down S. Main Street and takes a right onto Floyd Avenue. Continue to follow Floyd Avenue to a right onto Franklin Street. Follow Franklin Street past Hema's Restaurant to the light. Take a right at the light onto South Main Street with an immediate left onto Pell Avenue. This is the end of the parade route.

Once Council has reviewed our request, should you have any questions or need additional information to approve the Club's request, please let me know.

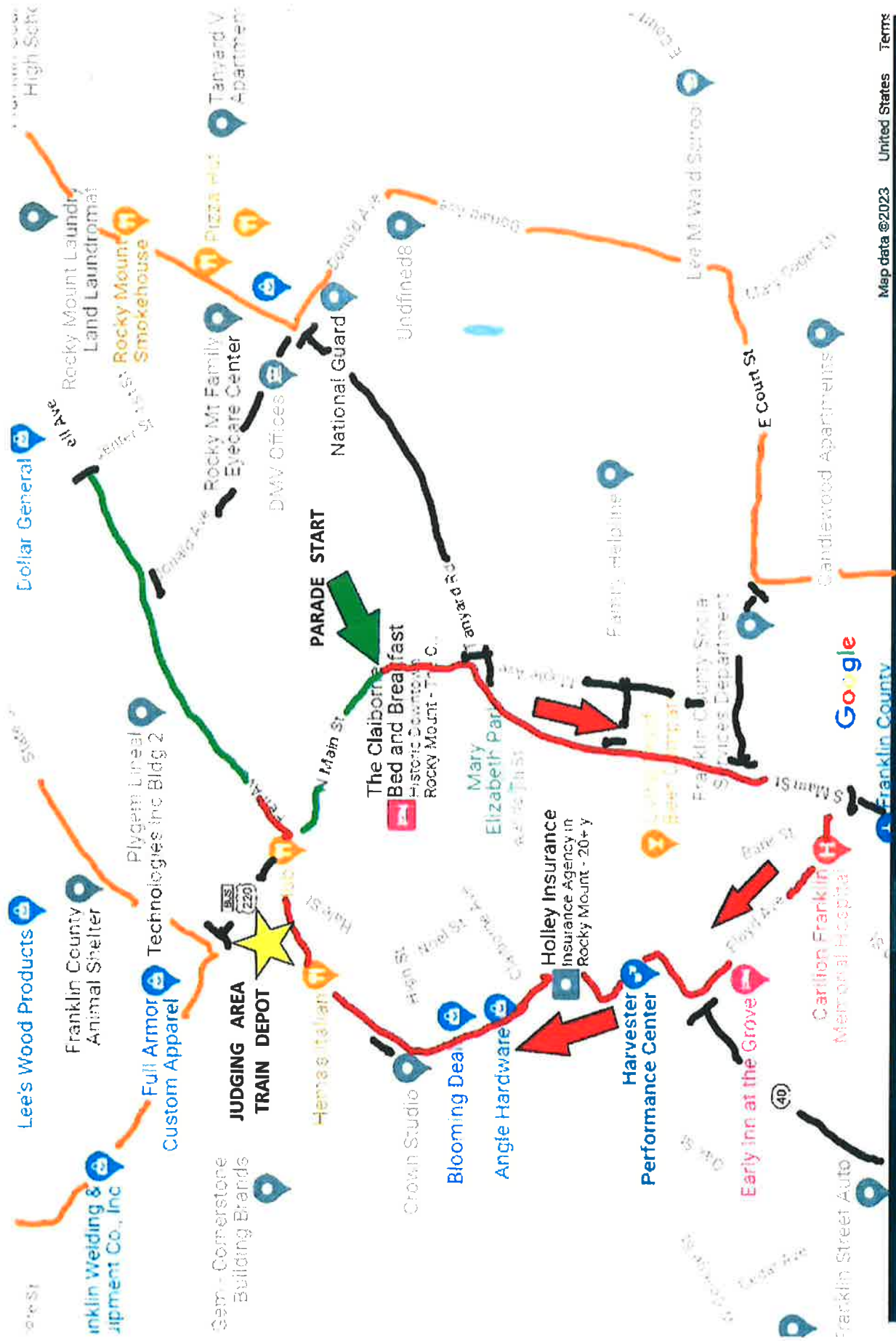
Thank you for your time and consideration. I look forward to hearing from you. If you have any questions, please contact me by phone at 540-537-5745 or email rockymountrotaryclub@outlook.com

Respectfully submitted,

Lisa Schenk

Lisa Schenk
Treasurer/Festival Chair
Christmas Parade Committee/
Rotary Elf Committee
Rotary Club of Rocky Mount
Mobile/Text: 540.537.5745
Club Email: rockymountrotaryclub@outlook.com

2023 TOWN OF ROCKY MOUNT CHRISTMAS PARADE MAP



Map data ©2023 United States Terms

65°F Sun

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	November 12, 2024
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STAFF MAKING REQUEST:	Mark Moore, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	After a review of the original Town resolution establishing the Franklin County Veterans Commission more than a decade ago, Town administration is providing an update to the resolution. This resolution has been reviewed by the Veterans Commission, and they passed it unanimously.
ACTION NEEDED:	Approve the updated resolution

Attachment(s):

1. 2024.1112 500.2a Veterans Memorial Commission Charter Resolution (final)(from Robert)

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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RESOLUTION NO.: **2024.018**

**AN AMENDMENT TO THE RESOLUTION
ESTABLISHING THE FRANKLIN COUNTY VETERANS
MEMORIAL COMMISSION**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF ROCKY MOUNT:

1. That there is hereby established the Franklin County Veterans Memorial Commission, which is an agency of the Town of Rocky Mount; and
2. That the Commission shall consist of seven (7) persons with the membership of the Commission directly accountable to the Town; and
3. Terms for Members of the Commission shall be four years. Members of the Commission shall include the Rocky Mount Town Manager, or the Manager's designee, a member of Town Council appointed by the Mayor, and five (5) other persons appointed by Town Council. Town Council will give consideration to veterans and members of Franklin County Ruritan Clubs when appointing Members to the Commission and may consult with Chairman and Vice Chairman before making appointments. All seven (7) Members shall be voting Members of the Commission. The terms of the Members shall be staggered so that they coincide with the terms of the Town Council (beginning January 1st); and
4. That the officers of the Commission shall be Chairman, Vice Chairman, Secretary, and Treasurer, with the Chairman and Vice Chairman being elected by the Commission membership, and the Secretary and Treasurer serving at the request of the Commission and being either a member of the Commission or an employee of the Town of Rocky Mount, and if not a member of the Commission, not entitled to vote on matters before the Commission. Terms for officers of the Commission shall be one year (January to December); and
5. That the purpose of the Commission shall be to plan, direct and coordinate the management of donations, sales of memorial bricks, maintenance of the memorial, and special needs of the Franklin County Veterans Memorial Park, with continuing emphasis on the intent to pay honor and respect to the veterans of the United States militaries of Franklin County by ensuring an attractive and beautiful amenity for its citizens and visitors, to plan activities and ceremonies at the Park, and to promote cooperation between public and private interests in meeting this goal; and
6. That the Commission is authorized to engage in fundraising activities on behalf of the Town in order to accomplish the purposes set forth in this Resolution, and the Commission is further authorized to make disbursements in order to accomplish these purposes, with all

disbursements and expenditures by the Commission being subject to the approval of the Town; and

7. The Commission shall keep accurate minutes of its meetings and complete records of all its receipts and disbursements, and the Town shall have the right to inspect such records at all times. Each year the Commission shall file a financial report with the Town within sixty (60) days of the end of the fiscal year, setting forth its gross receipts and all disbursements and expenditures for the year; and
8. In the event of the dissolution of the Commission, all assets, funds on hand, and all accounts receivable shall be immediately transferred to the Town; and
9. The Rocky Mount Town Council shall, by resolution, ratify any and all organizational documents (charters, by-laws, etc.) of the Commission. Further, the Rocky Mount Town Council shall have any and all powers relative to the Commission that are necessary for the Commission to be deemed a governmental unit and/or political division within the meaning of Internal Revenue Code, Sections 115, 170(c)(1), and the rules and regulations thereunder; and
10. That the Commission shall hold regular meetings, and preferably, not less than four per year.

GIVEN UNDER MY HAND, THIS 12th DAY OF NOVEMBER, 2024.

C. Holland Perdue, III, Mayor

Attested:

Rebecca H. Dillon, Town Clerk

Planning & Zoning Monthly Report

10/01/2024 - 10/31/2024

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

2024084	10/9/2024	Plat Review	391 MUSE FIELD RD	Approved	Gabriel H. Robertson P.C. Land Surveying - Planning	CHANDLER DONNA MARIE THURMAN	minor subdivision/bo undary line adjustment

Group Total: 1

Group: Sign

2024087	10/24/2024	Sign	800 TANYARD RD	Approved	Vertex Signs	RM CHICKEN LLC	Reface existing pole signage/repair or replace existing EMC, two new wall signs (See sketch)

Group Total: 1

Group: Zoning

2024086	10/23/2024	Zoning	120 AVALON DR	Approved	Matthew Magill	BROWN WALTER COLBY III & SARA AMANDA GUILLIAMS	Demo existing porch and rebuild a sunroom

Group Total: 1

Group: Zoning Compliance

2024085	10/21/2024	Zoning Compliance	385 SOUTH MAIN ST	Approved	George Harrison dba Harrison Contracting	ATG VA PROPERTIES LLC	Operate home occupation

Group Total: 1

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Total Records: 4

11/7/2024

FOIA Monthly Report October 2024

Date	Requested By	Topic
10/7/24	Vicki Francois, Attorney	105 Whitten Street info for custody and visitation case pending in FC

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

FOR 2025 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
10 GENERAL FUND						
10090000 USE OF SURPLUS						
10090000 42562 APPROPRIATED FUND B	150,000	1,132,041	.00	.00	1,132,041.00	.0%
TOTAL USE OF SURPLUS	150,000	1,132,041	.00	.00	1,132,041.00	.0%
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY - CUR	871,844	871,844	1,270.59	468.39	870,573.41	.1%
11011000 41102 REAL PROPERTY - DEL	30,000	30,000	18,539.68	10,264.69	11,460.32	61.8%
11011000 41103 PUBLIC SERVICE - CU	21,305	21,305	.00	.00	21,305.00	.0%
11011000 41105 PERSONAL PROPERTY -	339,696	339,696	1,604.49	17.15	338,091.51	.5%
11011000 41106 PERSONAL PROPERTY -	20,000	20,000	68,880.11	7,829.65	-48,880.11	344.4%
11011000 41107 MACHINERY & TOOLS -	188,214	188,214	.00	.00	188,214.00	.0%
11011000 41110 PENALTIES ON TAXES	9,959	9,959	9,649.33	2,048.23	309.67	96.9%
11011000 41111 INTEREST ON DELINQ	5,805	5,805	4,087.17	1,529.03	1,717.83	70.4%
TOTAL GENERAL PROPERTY TAXES	1,486,823	1,486,823	104,031.37	22,157.14	1,382,791.63	7.0%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & USE T	345,000	345,000	92,480.45	1,689.20	252,519.55	26.8%
11012000 41202 MEALS TAX	2,720,000	2,720,000	894,183.52	214,884.61	1,825,816.48	32.9%
11012000 41203 PENALTY-DEL MEALS T	0	0	1,025.19	528.37	-1,025.19	100.0%
11012000 41204 INTEREST-DEL MEALS	0	0	74.24	48.43	-74.24	100.0%
11012000 41205 TRANSIENT OCCUPANCY	207,000	207,000	111,835.87	24,273.77	95,164.13	54.0%
11012000 41208 CIGARETTE TAX	65,000	65,000	20,370.00	7,275.00	44,630.00	31.3%
11012000 41209 BANK STOCK TAX	378,445	378,445	.00	.00	378,445.00	.0%
11012000 41210 CONSUMER UTILITY TA	314,000	314,000	109,319.49	26,137.82	204,680.51	34.8%
11012000 41212 TRANSIENT OCCUP TAX	104,000	104,000	.00	.00	104,000.00	.0%
TOTAL OTHER LOCAL TAXES	4,133,445	4,133,445	1,229,288.76	274,837.20	2,904,156.24	29.7%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	419,000	419,000	4,754.00	2,406.72	414,246.00	1.1%

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

FOR 2025 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11012500 41302 BPOL-PROFESSIONAL	189,000	189,000	23,488.14	.00	165,511.86	12.4%
11012500 41303 BPOL-REPAIRS/PERS S	184,000	184,000	44,695.14	190.56	139,304.86	24.3%
11012500 41304 BPOL-CONTRACTOR	25,000	25,000	840.10	227.20	24,159.90	3.4%
11012500 41305 BPOL-UTILITY	6,700	6,700	.00	.00	6,700.00	.0%
11012500 41306 BPOL-AMUSEMENT TAX	500	500	.00	.00	500.00	.0%
11012500 41307 BPOL-MISCELLANEOUS	9,000	9,000	.00	.00	9,000.00	.0%
11012500 41308 BPOL-ALCOHOLIC BEVE	600	600	50.00	.00	550.00	8.3%
11012500 41309 BPOL-PENALTIES & I	6,500	6,500	3,796.47	378.89	2,703.53	58.4%
TOTAL BUSINESS LICENSE TAXES	840,300	840,300	77,623.85	3,203.37	762,676.15	9.2%
11013000 PERMITS & LICENSES						
11013000 42111 PLANNING & ZONING F	5,000	5,000	1,950.00	570.00	3,050.00	39.0%
11013000 42112 FARMERS MARKET FEES	7,000	7,000	330.00	.00	6,670.00	4.7%
11013000 42114 WELCOME CENTER FEES	7,000	7,000	4,190.00	1,610.00	2,810.00	59.9%
11013000 42116 RETURN CHECK FEES	300	300	3,052.50	250.00	-2,752.50	1017.5%
TOTAL PERMITS & LICENSES	19,300	19,300	9,522.50	2,430.00	9,777.50	49.3%
11014000 FINES & FORFEITURES						
11014000 42211 COURT FINEES	42,000	42,000	10,997.40	3,316.25	31,002.60	26.2%
11014000 42212 PARKING FINES	80	80	40.00	.00	40.00	50.0%
TOTAL FINES & FORFEITURES	42,080	42,080	11,037.40	3,316.25	31,042.60	26.2%
11015000 PROCEEDS FROM USE OF ASSETS						
11015000 42311 INTEREST ON MONEY/I	380,500	380,500	118,885.71	25,308.82	261,614.29	31.2%
11015000 42312 RENTAL OF GENERAL P	450	450	191,700.00	.00	-191,250.00	*****%
11015000 42319 BOND PROCEEDS	0	569,064	569,064.00	.00	.00	100.0%
TOTAL PROCEEDS FROM USE OF ASSETS	380,950	950,014	879,649.71	25,308.82	70,364.29	92.6%
11016000 CHARGES FOR SERVICES						
11016000 42411 REFUSE COLLECTION C	313,282	313,282	111,820.98	28,869.77	201,461.02	35.7%

YEAR-TO-DATE BUDGET REPORT FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

FOR 2025 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11016000 42413 TRUCK RENTAL FEES	1,400	1,400	870.00	120.00	530.00	62.1%
11016000 42415 WEED CONTROL CHARGE	100	100	150.00	.00	-50.00	150.0%
11016000 42418 PASSPORT SERVICE FE	22,000	22,000	6,806.35	1,445.00	15,193.65	30.9%
11016000 42419 SECURITY SERVICES	8,000	8,000	922.50	.00	7,077.50	11.5%
11016000 42420 POLICE REPORTS	1,200	1,200	417.00	101.00	783.00	34.8%
11016000 42421 FINGERPRINT SERVICE	150	150	80.00	15.00	70.00	53.3%
11016000 42422 CRISIS INTERVENTION	30,000	30,000	7,020.00	.00	22,980.00	23.4%
TOTAL CHARGES FOR SERVICES	376,132	376,132	128,086.83	30,550.77	248,045.17	34.1%
11018000 MISCELLANEOUS GENERAL						
11018000 42511 RECOVERIES	0	0	64,191.61	1,436.03	-64,191.61	100.0%
11018000 42515 DONATIONS	0	60,062	61,526.69	58,000.00	-1,464.69	102.4%
11018000 42524 INSURANCE RECIPITS F	40,000	61,995	.00	.00	61,995.00	.0%
TOTAL MISCELLANEOUS GENERAL	40,000	122,057	125,718.30	59,436.03	-3,661.30	103.0%
18522000 COMMONWEALTH-NONCATEGORICAL						
18522000 43211 PPTRA FROM STATE	53,861	53,861	53,860.60	.00	.40	100.0%
18522000 43212 COMMUNICATIONS TAX	128,000	128,000	41,759.43	10,704.46	86,240.57	32.6%
18522000 43213 LITTER GRANT	5,500	5,500	.00	.00	5,500.00	.0%
18522000 43214 ROLLING STOCK TAX	3,500	3,500	3,807.22	.00	-307.22	108.8%
18522000 43215 RENTAL TAX	37,436	37,436	7,258.94	1,286.68	30,177.06	19.4%
TOTAL COMMONWEALTH-NONCATEGORICAL	228,297	228,297	106,686.19	11,991.14	121,610.81	46.7%
18524000 COMMONWEALTH-CATEGORICAL						
18524000 43112 SCHOOL RES OFFICER	41,132	41,132	53,002.00	.00	-11,870.00	128.9%
18524000 43311 FIRE PROGRAMS-STATE	0	25,128	25,128.00	.00	.00	100.0%
18524000 43312 STREET MAINTENANCE-	1,895,500	1,895,500	488,399.47	.00	1,407,100.53	25.8%
18524000 43313 LAW ENFORCEMENT AID	139,000	139,000	36,120.00	.00	102,880.00	26.0%
18524000 43314 LOCAL LAW ENFORCEME	0	12,500	.00	.00	12,500.00	.0%
18524000 43318 VDOT GRANT	0	0	488,259.87	431,004.91	-488,259.87	100.0%
18524000 43322 VA TOURISM GRANT	0	18,000	.00	.00	18,000.00	.0%
18524000 43512 TOBACCO GRANT	0	0	7,371.41	.00	-7,371.41	100.0%

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

FOR 2025 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
TOTAL COMMONWEALTH-CATEGORICAL	2,075,632	2,131,260	1,098,280.75	431,004.91	1,032,979.25	51.5%
18535000 LOCAL GOVERNMENT AID						
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	15,000.00	7,500.00	15,000.00	50.0%
18535000 43112 OTH AID-SCHOOL RESO	50,000	50,000	.00	.00	50,000.00	.0%
18535000 43114 COUNTY EXP REIMB FO	60,000	60,000	40,090.44	.00	19,909.56	66.8%
TOTAL LOCAL GOVERNMENT AID	140,000	140,000	55,090.44	7,500.00	84,909.56	39.4%
TOTAL GENERAL FUND	9,912,959	11,601,749	3,825,016.10	871,735.63	7,776,732.90	33.0%
TOTAL REVENUES	9,912,959	11,601,749	3,825,016.10	871,735.63	7,776,732.90	
20 WATER & WASTEWATER FUND						
25020000 WATER CHARGES						
25020000 42313 PROPERTY RENT (CELL	138,000	138,000	45,701.10	8,167.36	92,298.90	33.1%
25020000 43418 VWSRF DRINKING WATER	0	0	62,324.68	.00	-62,324.68	100.0%
25020000 45101 WATER SALES	1,933,938	1,933,938	637,999.83	144,617.75	1,295,938.17	33.0%
25020000 45102 WATER CONNECTIONS	40,000	40,000	33,249.92	9,825.00	6,750.08	83.1%
25020000 45103 DISCONNECT-CUT OFF	15,000	15,000	9,596.45	1,646.45	5,403.55	64.0%
25020000 45104 PENALTIES	35,000	35,000	13,769.02	3,146.17	21,230.98	39.3%
25020000 45105 REBATES & RECOVERIE	0	0	525.00	140.00	-525.00	100.0%
25020000 45106 BULK WATER PURCHASE	1,500	1,500	10,011.15	1,808.71	-8,511.15	667.4%
25020000 45107 FIRE SUPPRESSION CH	0	0	12,385.67	3,127.21	-12,385.67	100.0%
TOTAL WATER CHARGES	2,163,438	2,163,438	825,562.82	172,478.65	1,337,875.18	38.2%
25530000 WASTEWATER CHARGES						
25530000 45201 WASTEWATER COLLECTI	1,202,491	1,202,491	401,348.79	98,117.58	801,142.21	33.4%
25530000 45202 SEWER CONNECTIONS	7,500	7,500	206,250.00	203,250.00	-198,750.00	2750.0%
TOTAL WASTEWATER CHARGES	1,209,991	1,209,991	607,598.79	301,367.58	602,392.21	50.2%
28524000 HEALTH DEPT GRANT						
28524000 43321 HEALTH DEPT GRANT	0	0	5,763.12	.00	-5,763.12	100.0%

YEAR-TO-DATE BUDGET REPORT
FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

FOR 2025 04

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
TOTAL HEALTH DEPT GRANT	0	0	5,763.12	.00	-5,763.12	100.0%
TOTAL WATER & WASTEWATER FUND	3,373,429	3,373,429	1,438,924.73	473,846.23	1,934,504.27	42.7%
TOTAL REVENUES	3,373,429	3,373,429	1,438,924.73	473,846.23	1,934,504.27	
GRAND TOTAL	13,286,388	14,975,178	5,263,940.83	1,345,581.86	9,711,237.17	35.2%

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

YEAR-TO-DATE BUDGET REPORT FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

FOR 2025 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	1,456,915	1,492,866	1,378,089.94	79,685.08	-49,300.00	164,076.06	89.0%
11011010 MAYOR & TOWN COUNCIL	175,252	175,252	46,316.02	11,832.12	.00	128,935.98	26.4%
11012020 TOWN MANAGER	398,010	398,010	132,178.68	29,995.09	.00	265,831.32	33.2%
11012040 TOWN ATTORNEY	70,185	70,185	15,594.96	.00	.00	54,590.04	22.2%
11012130 FINANCE DEPARTMENT	642,713	642,713	167,019.37	62,655.76	.00	475,693.63	26.0%
11081060 PASSPORT PROGRAM	3,125	3,125	1,149.71	27.14	.00	1,975.29	36.8%
12031010 POLICE DEPARTMENT	2,885,938	2,929,499	970,915.43	202,174.72	.00	1,958,583.57	33.1%
12031015 POLICE DEPT GRANTS	0	108,875	23,293.64	250.00	10,000.00	75,581.36	30.6%
12032020 VOLUNTEER FIRE DEPT	228,280	332,303	85,102.27	34,239.74	.00	247,200.73	25.6%
12043130 IMPOUND LOT	2,500	2,500	139.00	37.13	.00	2,361.00	5.6%
13041000 PUBLIC WORKS ADMINISTRATION	1,429,917	1,449,355	51,005.06	6,763.54	.00	1,398,349.94	3.5%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	741.13	253.46	.00	2,358.87	23.9%
13041040 STREET LIGHTS	103,400	103,400	33,453.03	11,088.85	.00	69,946.97	32.4%
13041070 TRAFFIC CONTROL & PARKING	108,700	108,700	16,734.04	3,677.55	.00	91,965.96	15.4%
13041080 STREETS	404,700	671,146	257,677.38	71,866.06	.00	413,468.62	38.4%
13041090 SIDEWALKS, CURB, GUTTERING	2,800	2,800	5,443.31	.00	.00	-2,643.31	194.4%
13042020 STREET CLEANING	4,100	4,100	1,554.91	326.67	.00	2,545.09	37.9%
13042030 REFUSE COLLECTION	49,600	49,600	36,679.15	9,737.84	.00	12,920.85	73.9%
13042040 SNOW REMOVAL	19,500	19,500	1,504.50	1,504.50	.00	17,995.50	7.7%
13042061 STATE OF GOOD REPAIR GRANT	0	504,808	19,937.73	.00	-19,937.73	504,808.00	.0%
14043041 PARKS-MARY ELIZABETH	0	0	462.82	174.78	.00	-462.82	100.0%
14043042 PARKS-MARY BETHUNE	0	0	393.80	142.82	.00	-393.80	100.0%
14043043 PARKS-GILLEYS	0	0	5,030.19	301.57	.00	-5,030.19	100.0%
14043045 PARKS-VETERANS MEMORIAL	0	0	1,322.15	.00	.00	-1,322.15	100.0%
14043046 PARKS-FIRST RESPONDERS MEM	0	0	30.75	16.25	.00	-30.75	100.0%
14043048 TOWN DOG PARK	0	8,000	507.64	.00	.00	7,492.36	6.3%
14043080 PARKS & PLAYGROUNDS	43,600	43,600	34,161.20	10,686.29	.00	9,438.80	78.4%
14543040 MUNICIPAL BUILDING	88,717	88,717	56,141.62	29,136.98	.00	32,575.38	63.3%
14543050 EMERGENCY SERVICES BLDG	83,600	83,600	44,862.65	20,239.44	.00	38,737.35	53.7%
14543060 PUBLIC WORKS BUILDING	40,500	40,500	30,679.35	6,439.49	.00	9,820.65	75.8%
14543070 PARKS & REC - CEMETERY	2,250	2,250	4,038.35	1,351.29	.00	-1,788.35	179.5%
16081010 PLANNING & ZONING	263,724	264,054	89,315.17	23,000.56	.00	174,738.83	33.8%
16081020 COMMUNITY & ECONOMIC DEV	552,145	1,109,503	774,363.55	42,498.93	.00	335,139.45	69.8%
16081030 CITIZENS SQUARE-FARMERS MARKE	39,524	39,524	15,828.31	3,108.63	.00	23,695.69	40.0%
16081040 DEPOT WELCOME CENTER	44,117	44,117	11,765.40	2,060.94	.00	32,351.60	26.7%
16081050 HARVESTER PERFORMANCE CENTER	680,000	680,000	174,799.62	171,827.83	.00	505,200.38	25.7%
16081070 MAIN STREET PROGRAM	53,841	53,841	.00	.00	.00	53,841.00	.0%
16081086 INDUSTRIAL DEVELOPMENT	0	40,000	2,560.00	.00	.00	37,440.00	6.4%
16081300 ECONOMIC DEVELOPMENT AUTHORIT	5,206	5,206	810.48	.00	.00	4,395.52	15.6%
16085000 REMED BLIGHTED STRUCTURES	27,000	27,000	.00	.00	.00	27,000.00	.0%

YEAR-TO-DATE BUDGET REPORT FOR THE 4 MONTHS ENDED OCTOBER 31, 2024

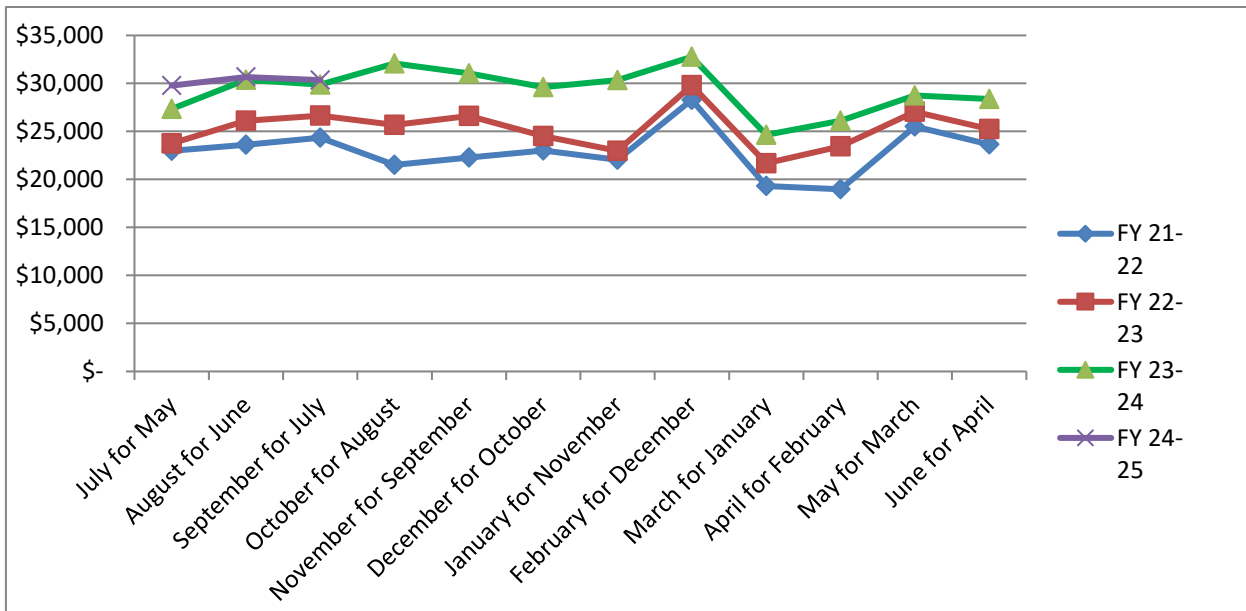
FOR 2025 04

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL GENERAL FUND	9,912,959	11,601,749	4,491,602.31	837,101.05	-59,237.73	7,169,384.42	38.2%
20 WATER & WASTEWATER FUND							
20069000 NON-DEPARTL UTILITY OPERATING	444,643	435,185	35,331.00	.00	.00	399,854.00	8.1%
20080000 TRANSFERS	301,149	301,149	.00	.00	.00	301,149.00	.0%
25050000 WATER SYSTEM OPERATIONS	311,025	311,025	183,257.85	61,411.94	27,864.94	99,902.21	67.9%
25050100 METER READING	27,770	27,770	22,200.12	1,265.03	.00	5,569.88	79.9%
25050500 WATER TREATMENT PLANT	1,067,288	1,073,923	357,596.87	110,059.43	2,921.00	713,405.13	33.6%
25062000 UTILITY ADMINISTRATION	378,495	378,495	106,410.83	29,624.24	.00	272,084.17	28.1%
25560000 WASTEWATER SYSTEM OPERATIONS	168,275	168,275	74,627.19	17,763.60	.00	93,647.81	44.3%
25560500 WASTEWATER TREATMENT PLANT	674,784	677,607	201,690.33	46,356.74	.00	475,916.67	29.8%
TOTAL WATER & WASTEWATER FUND	3,373,429	3,373,429	981,114.19	266,480.98	30,785.94	2,361,528.87	30.0%
GRAND TOTAL	13,286,388	14,975,178	5,472,716.50	1,103,582.03	-28,451.79	9,530,913.29	36.4%

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

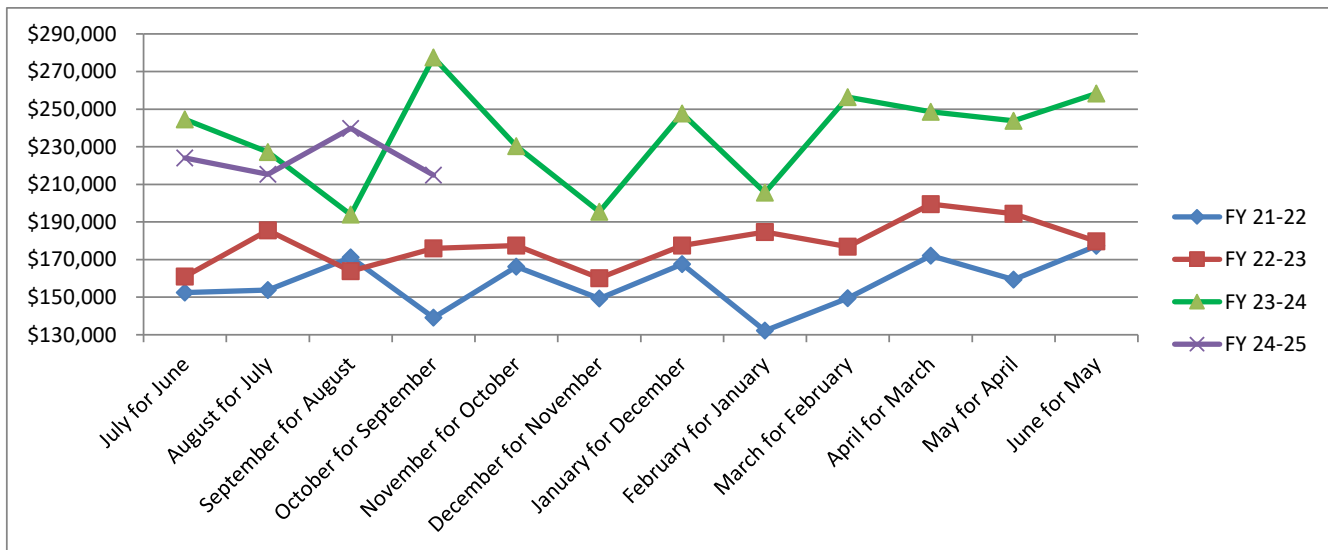
Town of Rocky Mount
Local Sales Tax Collections by Month

<u>Month</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>Change</u>	<u>% Change</u>
July for May	\$ 22,978	\$ 23,738	\$ 27,361	\$ 29,775	\$2,414	8.8%
August for June	\$ 23,622	\$ 26,102	\$ 30,373	\$ 30,662	\$ 289	1.0%
September for July	\$ 24,336	\$ 26,639	\$ 29,885	\$ 30,354	\$ 469	1.6%
October for August	\$ 21,514	\$ 25,676	\$ 32,074	Receipt Delayed		0.0%
November for September	\$ 22,281	\$ 26,599	\$ 31,054			0.0%
December for October	\$ 23,016	\$ 24,524	\$ 29,612			0.0%
January for November	\$ 22,061	\$ 22,980	\$ 30,352			0.0%
February for December	\$ 28,289	\$ 29,796	\$ 32,769			0.0%
March for January	\$ 19,310	\$ 21,687	\$ 24,644			0.0%
April for February	\$ 18,974	\$ 23,440	\$ 26,124			0.0%
May for March	\$ 25,516	\$ 27,054	\$ 28,735			0.0%
June for April	\$ 23,632	\$ 25,252	\$ 28,392			0.0%
Year Totals	\$275,529	\$303,487	\$351,375	\$ 90,791	\$3,172	



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>FY 24-25</u>	<u>Change</u>	<u>% Change</u>
July for June	\$ 152,437	\$ 160,978	\$ 244,531	\$ 224,090	\$ (20,441)	-12.7%
August for July	\$ 153,837	\$ 185,503	\$ 227,166	\$ 215,407	\$ (11,759)	-6.3%
September for August	\$ 171,121	\$ 163,751	\$ 193,852	\$ 239,802	\$ 45,950	28.1%
October for September	\$ 139,085	\$ 175,939	\$ 277,528	\$ 214,885	\$ (62,643)	-35.6%
November for October	\$ 166,261	\$ 177,506	\$ 230,365			0.0%
December for November	\$ 149,361	\$ 160,148	\$ 195,454			0.0%
January for December	\$ 167,488	\$ 177,390	\$ 247,659			0.0%
February for January	\$ 132,152	\$ 184,585	\$ 205,557			0.0%
March for February	\$ 149,407	\$ 176,858	\$ 256,350			0.0%
April for March	\$ 172,047	\$ 199,508	\$ 248,621			0.0%
May for April	\$ 159,286	\$ 194,326	\$ 243,734			0.0%
June for May	\$ 177,283	\$ 179,649	\$ 258,285			0.0%
Year Totals	<u>\$ 1,889,765</u>	<u>\$ 2,136,141</u>	<u>\$ 2,829,102</u>	<u>\$ 894,184</u>	<u>\$ (48,893)</u>	



Town of Rocky Mount
Cash Balances and Investment Portfolio
October 31, 2024

Total Cash Held by the Town:

Cash in the Office	\$ 700
Duncan Williams Investments	\$ 2,692,927
Virginia SNAP (holding borrowed funds)	\$ 5,141,209
Hometrust Bank (Borrowed Funds)	\$ -
Local Government Investment Pool (avg monthly yield 5.273%)	\$ 5,941,600
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 402,647
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 404,891
National Bank of Blacksburg	\$ 1,384,356
Atlantic Union Bank: Town Checking Account	<u>\$ 949,013</u>

Total Cash Balance at Month End	<u><u>\$ 16,917,342</u></u>
---------------------------------	-----------------------------

Investment Detail:

Duncan-Williams, Inc. Account Statement Dated September 30, 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	\$5,866.13	\$206.52	4.21%
Fixed Income - 99% of Portfolio Certificates of Deposit:	<u>Market Value</u>	<u>Estimated Annual Income</u>	<u>Estimated Yield</u>
Total	\$483,465.85	\$16,537.50	3.43%
U.S. Government Bonds:			
Total	<u>\$2,205,465.00</u>	<u>\$40,987.50</u>	3.65%
Total Fixed Income	<u>\$2,687,061.10</u>	<u>\$57,525.00</u>	
Total Portfolio Holdings	<u><u>\$2,692,927.23</u></u>	<u><u>\$57,731.52</u></u>	

MONTHLY STAFF REPORT

DATE:	November 11, 2024
TO:	Rocky Mount Town Council
FROM:	Brad Basham – Asst Chief
DEPARTMENT:	Fire Department
MONTH:	September 2024

For the period of September 2024, the Rocky Mount Fire Department responded to a total of **68** calls of which **36** were inside the town limits and **32** were outside the town limits.

RMFD apparatus traveled a total of 1,115 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 22 members performing training for a total of 90 hours of training.

Respectfully Submitted By,

Asst. Chief B. Basham

MONTHLY STAFF REPORT

DATE:	NOVEMBER 12, 2024
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	October

*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: OCTOBER 2024

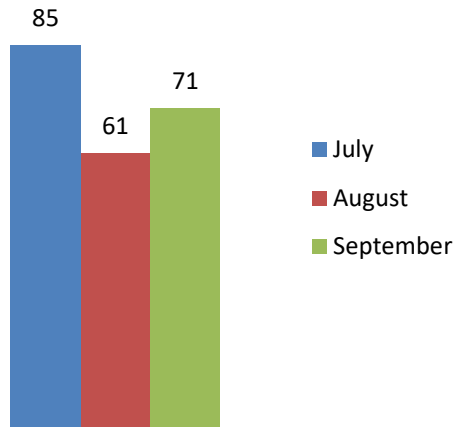
JULY

AUGUST

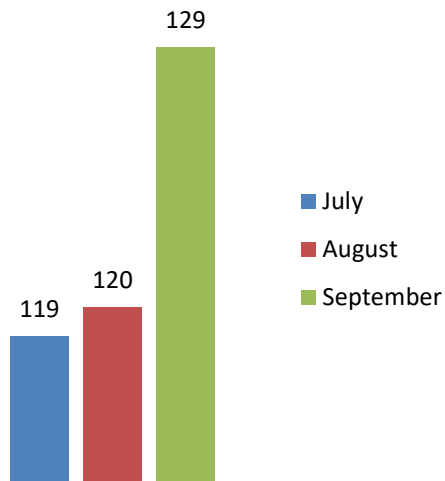
SEPTEMBER

UNIFORM TRAFFIC SUMMONS ISSUED	85	61	71
TRAFFIC STOPS	119	120	129
SPEEDING TICKETS ISSUED	12	11	7
DUI	1	1	3
COLLISIONS INVESTIGATED (TREDS)	14	16	20
MOTORIST AIDES	40	74	64
CRIMINAL ARRESTS "MISDEMEANOR"	36	17	25
CRIMINAL ARRESTS "FELONY"	18	19	13
INCIDENTS ADDRESSED	1970	1549	1738
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	80	88	84
GRAND LARCENY WARRANTS	0	0	0
BREAKING & ENTERING REPORTS	0	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	15	19	19
FOLLOW-UP'S	75	50	55
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1088	554	629
SCHOOL CHECKS	0	9	55
ALARM RESPONSES	37	29	34
OPEN DOORS, WINDOWS, ETC. UNSECURED	12	3	2
COURT HOURS:	26	36	25.5
TRAINING HOURS:	130	71	33.5
SPECIAL ASSIGNMENT HOURS:	91	31	139
HARVESTER HOURS WORKED:	7	0	0
ECO/TDO	7	3	5
ECO/TDO HOURS:	29	18	40

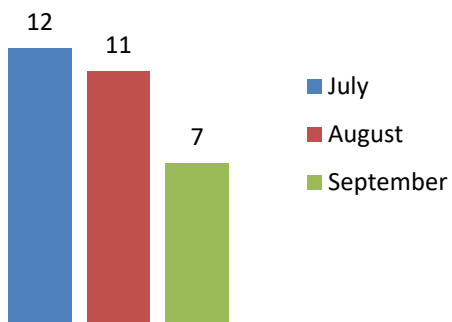
Uniform Traffic Summons Issued



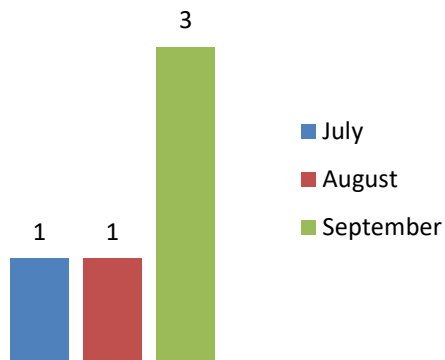
Traffic Stops



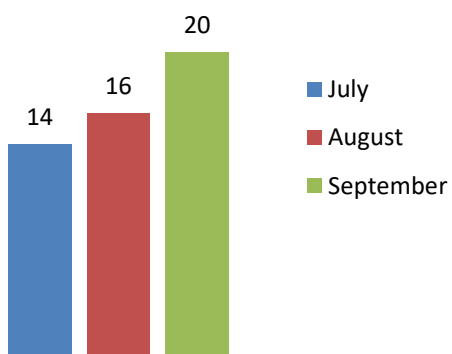
Speeding Tickets Issued



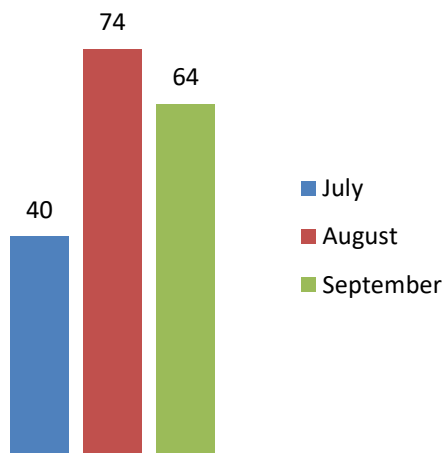
DUI



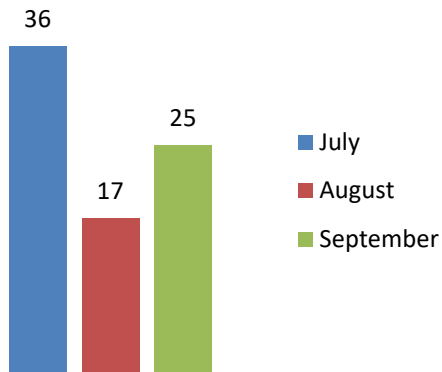
Collisions Investigated (TREDs)



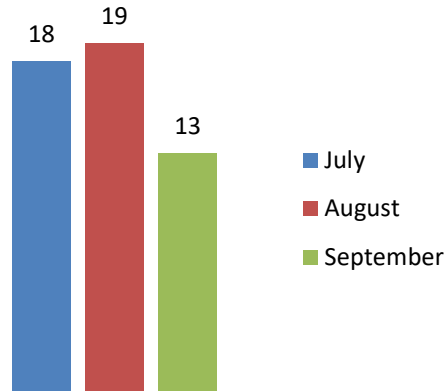
Motorist Aides



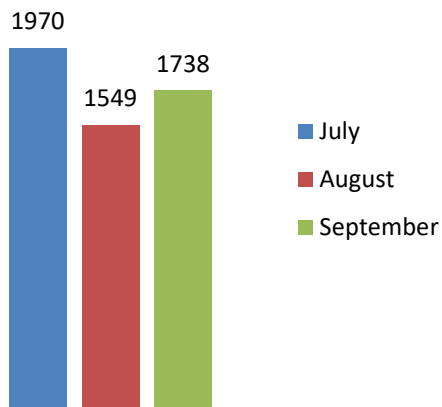
Criminal Arrests "Misdemeanor"



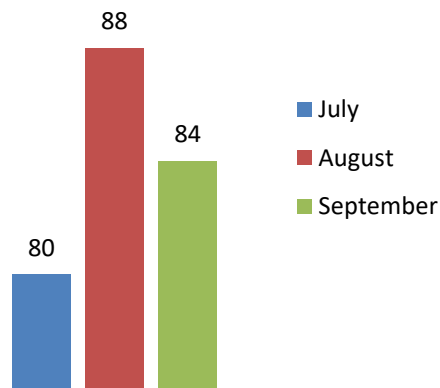
Criminal Arrests "Felony"



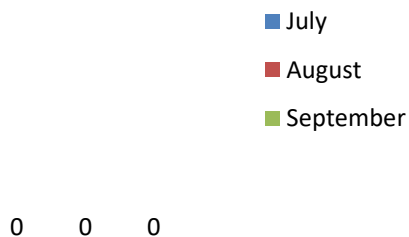
Incidents Addressed



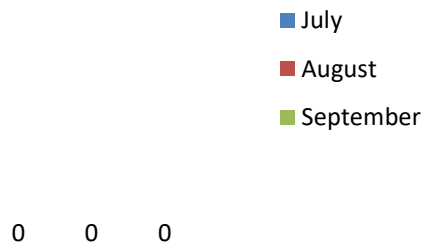
Incidents/Offenses Reportable "RMS"



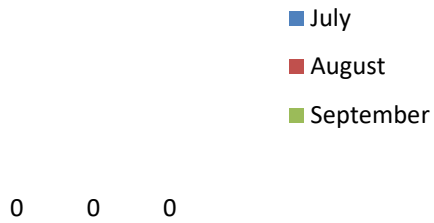
Grand Larceny Warrants



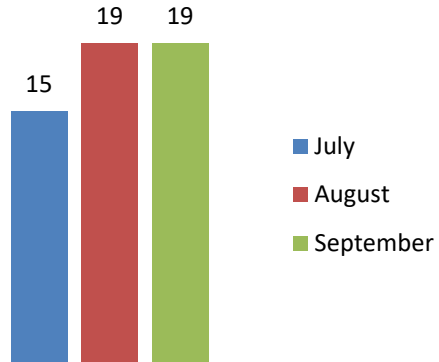
Breaking & Entering Reports



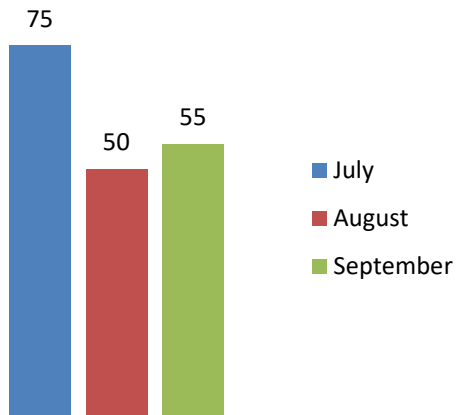
Breaking & Entering Warrants



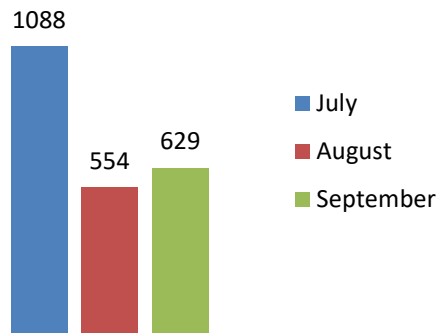
BOLO's (Be On Look Out)



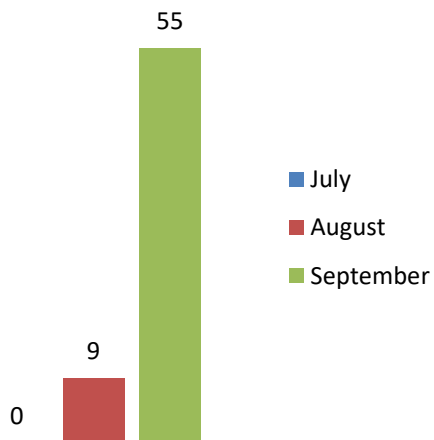
Follow-Ups



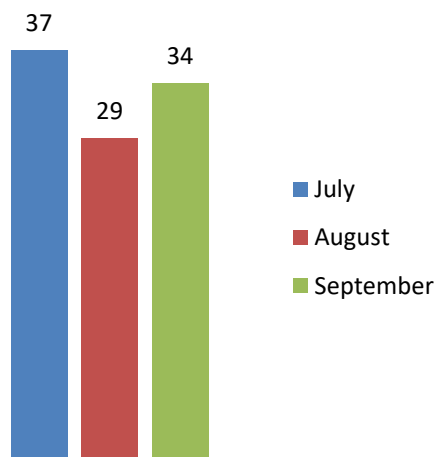
Businesses/Residences Checked "Foot Patrols"



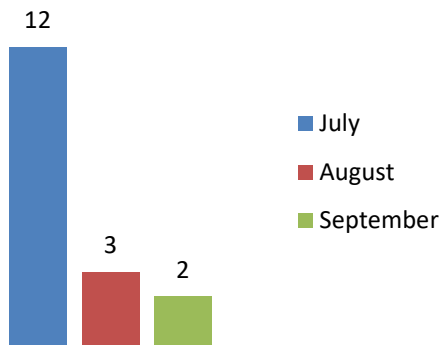
School Checks



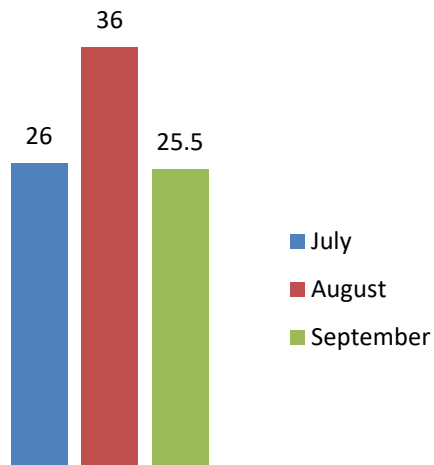
Alarm Responses



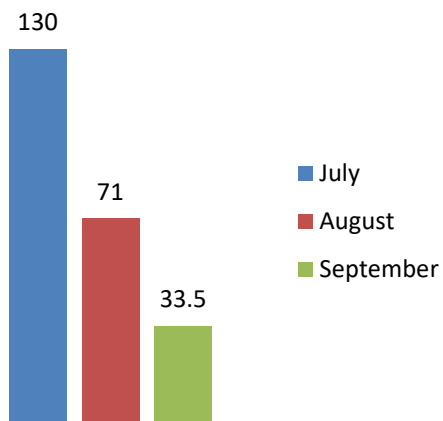
Open Doors, Windows, Etc. Unsecured



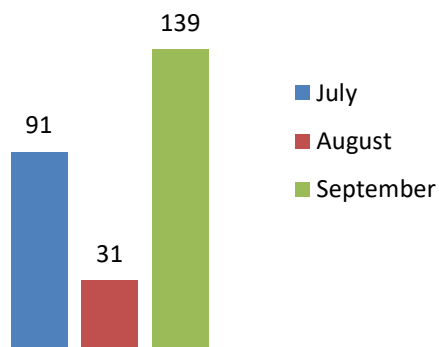
Court Hours



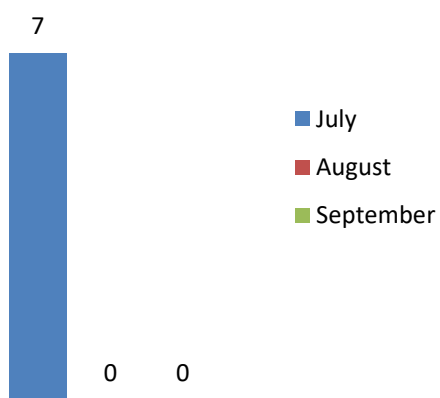
Training Hours



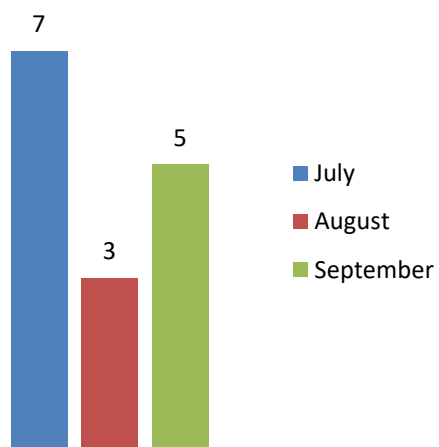
Special Assignment Hours



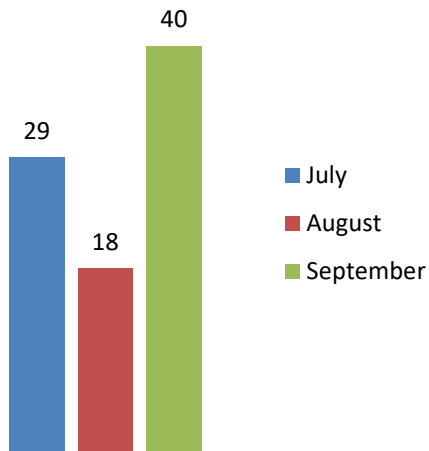
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar was conducted throughout the Town of Rocky Mount during September
- ◇ Reported streetlights out to Town Manager's office
- ◇ There were 20 reportable accidents with 19 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
- ❖ Fire Inspections and Fire Marshall duties conducted
- ❖ Charges obtained for multiple counts of Shoplifting, Larceny, Fraud and Child Pornography
- ❖ Conducted follow ups with ICAC cases. Request for Administrative subpoenas through CA's office
- ❖ Obtained several search warrants
- ❖ Active cases include Fraud, Larceny, Property Damage, Embezzlement, 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
- ❖ Multijurisdictional roundtable w/ other agencies to include CAC and fraud group

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

- ❖ Attended meetings in ref: Community Planning Events
- ❖ Participated in "Senior Expo" at Essig Center
- ❖ Attended "Coffee w/ a Cop" at McDonald's
- ❖ Worked "Eagle Strut 5K Race"
- ❖ WYTI Radio (Community First Segment)
- ❖ Rise and Shine interview/discussion
- ❖ B99.9 Radio Segment
- ❖ Suicide Prevention Coaling meeting attended
- ❖ Worked FCHS Football game
- ❖ Performed school checks
- ❖ Attended "Sensory Trail" meeting
- ❖ Attended FRESH/CHILL Coalition meeting
- ❖ Attended "Veterans Event" at Pigg River Community Center
- ❖ Visited multiple businesses in reference to "Community First Initiative" and dropped off flyers for upcoming events
- ❖ Provided traffic control for show at the Harvester
- ❖ Attended Essig Center Veterans meeting
- ❖ Continued updates on social media pages
- ❖ Attended Rocky Mount Chamber meeting
- ❖ Meeting at Franklin County Health Department
- ❖ Attended CHAT meeting at Carilion
- ❖ Attended Franklin County Department of Social Services Coalition meeting
- ❖ Vehicle unlocks & assisted with calls of service (Shoplifting & Motor Vehicle Accident)
- ❖ New Guard Safety meeting attended
- ❖ Family Resource Board meeting attended
- ❖ Community Partnership Board meeting attended
- ❖ Attended "Early Childhood Development Coalition" meeting
- ❖ Assisted w/ preparation for Accreditation
- ❖ Started preparation for upcoming "Trunk or Treat" event
- ❖ Met w/ Principal Deskins w/ Franklin County High School in ref: site survey
- ❖ Attended "Moonshine Festival" meeting
- ❖ Attended "Believe in Grave Festival"
- ❖ Attended "Stepping Stone Autumn Festival"

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

- ❖ Multiple threat assessment meetings attended
- ❖ Multiple follow ups w/ Child Pornography and Possession of Marijuana Vaping Devices
- ❖ Assisted schools w/ conducting fire, tornado, bus evacuations and active shooter drills
- ❖ Social media and sexting discussions w/ multiple classes at BFMS and FCHS

Resource Officer's Referrals (continued)

- ❖ Petitions and diversions obtained for Possession of Marijuana on School Property, Underage Possession of Marijuana and child Pornography
- ❖ Morning and afternoon traffic control for bus traffic
- ❖ Monitor Rocky Mount Plaza after school
- ❖ Provided security for football games

- ❖ Petitions: Possession of Marijuana Underage (x 2) (Police)
- ❖ Arrests: 3
- ❖ Reports: 3
- ❖ Summons: 5
- ❖ Child Porn Case: 1
- ❖ Marijuana Cases: 2

SPEEDING TICKETS ISSUED

Scuffling Hill Road (x 2)

North Main Street (x 2)

State Street

Tanyard Road

Grassy Hill Road

CRIMINAL ARRESTS & LOCATIONS:

Possession of Marijuana Underage

Middle School Road (x 2)

Driving Under the Influence

North Main Street

Driving Under the Influence

Franklin Street

Driving Under the Influence

East Court Street

Intoxicated In Public

North Main Street

Intoxicated In Public

Old Franklin Turnpike

Intoxicated In Public

Franklin Street

Intoxicated In Public

Technology Drive

Possession of Child Pornography	Middle School Road
Manufacturing of Child Pornography	Middle School Road
Threaten Bodily Harm or Death	Franklin Street
Harassment by Computer	Franklin Street
Indecent Exposure	Orchard Avenue
Domestic Assault	Pell Avenue
Domestic Assault	Whitten Street
Domestic Assault	Law Street
Simple Assault	Orchard Avenue
Elder Neglect	Law Street
Disorderly Conduct	East Court Street
Destruction of Property	Franklin Street
Shoplifting	Old Franklin Turnpike (x 3)
Warrant Service (PB-15)	Grassy Hill Road (x 4)
Warrant Service (Felony)	Goodview Street (x 2)
Warrant Service (Felony)	South Main Street (x 2)
Warrant Service (Felony)	Old Franklin Turnpike
Warrant Service (Felony)	Tanyard Road
Warrant Service (Misdemeanor)	Floyd Avenue
Driving Revoked – DUI Related	Diamond Avenue
Driving Revoked – DUI Related	Old Franklin Turnpike
Driving Revoked – DUI Related	Tanyard Road
Temporary Detention Order	Floyd Avenue
Emergency Custody Order	Floyd Avenue (x 3)
Emergency Custody Order	North Main Street

MONTHLY STAFF REPORT

DATE:	Nov.12, 2024
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	October 2024

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs: 28
4. Clean-up 5 days.
5. Cut trees along roads, sidewalks, and parks as needed.
6. Repaired, replaced, or unplugged two sewer mains or laterals.
7. Repaired three water mains.
8. Repaired and/or replaced traffic lights and street signs.
9. Continue to work on storm drains throughout town with all the rain from storms.
10. Ongoing exchanging out of new carts for citizens.
11. Worked on Veterans' Memorial Park landscaping.
12. Winterized restrooms at Mary Elizabeth, Gilly's and Mary Bethune Parks.
13. Mowing operations in full swing for the summer.
14. Mowing sewer easements throughout the town.
15. Worked on weeding mulched flower beds and started getting ready for fall flowers.
16. Completed several water and sewer taps in and out of town limits.
17. Replaced fire hydrants from accidents and not working.

MONTHLY STAFF REPORT

MEETING DATE:	November 12, 2024
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	October, 2024

Average Daily Flow	0.605 MGD
Minimum TSS Reduction	97.9 %
Minimum BOD Reduction	99.1 %
Leachate received (F.C. Landfill)	959,627 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	61.81 Tons
Rain Total .05 - inches	Snow Total 0 - inches

The Wastewater Plant had 0 after-hour alarms during the month of October.

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

Creative Resurfacing completed the resurfacing project on clarifier #2, and it was put back into service. When putting the unit back in service, we found that the scum pump was locked up. This is the same thing that happened to the other side last year. We have another one on order.

The staff has completed our 6-month maintenance at the plant and pump stations.

Fidelity Power Systems has completed our 6-month generator maintenance.

The staff used the new polymer blending system while running the press this month. It worked great. We just have a few programming adjustments to make when we run in November. It worked so well, that we purchased another one to have on hand as a backup.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	11/12/2024
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	October 2024

Operation and Production Summary:

The actual water production time (water filtering) averaged 10.99 hours daily for the entire month, yielding approximately 945,197 gallons daily. The rainfall for this month was .50 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	26.63 million gallons
Total Drinking Water Produced:	29.30 million gallons
Average Daily Production:	945,197 gallons per day
Ave Percent of Production Capacity:	47.26 %
Flushing of Hydrants/Tanks/FD Use:	524,270 + 45,000 F.D. gals = 569,270 gallons
Plant Process Water:	947,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	350 gallons
Bulk Water used at PW Shop	10,900 gallons
Tank Cleanout/Drainage/Leak	300,000 gallons
WVWA Water	0.0 gallons

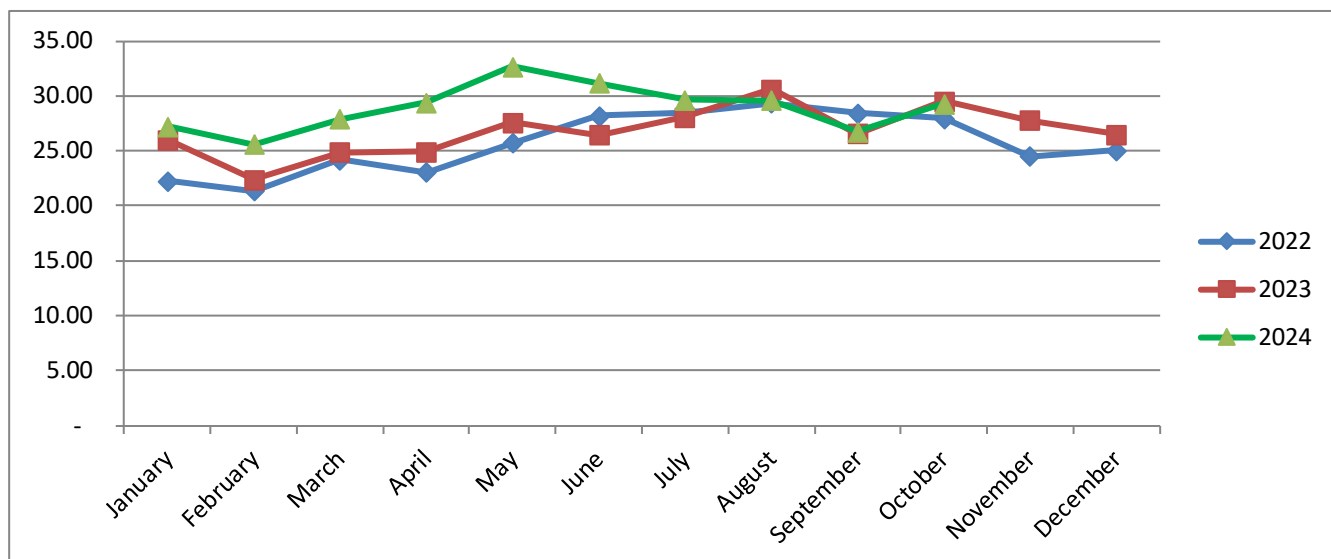
Testing:

- 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.
- Staff restarted the Auto-flushing program in April 2024. 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 gallons of water.
- Staff and public works continued work on the Lead Service Line inventory list as required by the EPA. The initial inventory is complete, and staff are working on finalizing data before submitting it to VDH.
- Staff continues to monitor Perdue Lane and manually flush the end of the line as needed.
- Staff drained, and the contractor cleaned and disinfected the Scuffling Hill Water tank. The contractor found a broken suction hose on the tank aerator, essential for TTHM and HAA5 treatment. Staff is working on getting prices to replace the broken hose.
- Staff replaced and repaired a leaking filter turbidity connection.
- The SCADA contractor installed SCADA software on the replacement server and corrected a few minor issues.
- The contractor has started working on footers for the new storage building.

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	29.43	4.5	15.3%
May		25.72	27.61	32.67	5.1	15.5%
June		28.20	26.43	31.16	4.7	15.2%
July		28.49	28.07	29.66	1.6	5.4%
August		29.37	30.60	29.60	(1.0)	-3.4%
September		28.44	26.58	26.77	0.2	0.7%
October		27.95	29.51	29.30	(0.2)	-0.7%
November		24.50	27.75			
December		25.04	26.48			
Year Totals		308.60	321.20	289.32		0.0%
YTD Through October		259.06	266.97	289.32	22.35	7.7%



ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	November 12, 2024
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	It is beneficial for the Town to take positions on certain issues that may come before the 2025 Virginia Legislature when it convenes in January 2025. This resolution outlines our positions on these issues deemed important to Town Council.
ACTION NEEDED:	Approve resolution

Attachment(s):

1. 2024.1112 800.1 Resolution for Town of Rocky Mount 2025 Legislative Priorities

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

TOWN OF ROCKY MOUNT

RESOLUTION NO.: 2024.019

2025 LEGISLATIVE PRIORITIES

A RESOLUTION OF THE TOWN OF ROCKY MOUNT, VIRGINIA, ESTABLISHING PRIORITIES FOR THE 2025 LEGISLATIVE SESSION(S) IN VIRGINIA, AND AUTHORIZING REPRESENTATION OF THE MUNICIPALITY IN ADVOCATING CERTAIN POSITIONS

WHEREAS, the Town Council of the Town of Rocky Mount (“Town Council”) finds it to be in the public interest, and necessary for the public health, safety and welfare, that the Town take positions on certain issues that may come before the 2025 Virginia Legislature when it convenes during January 2025; and

WHEREAS, the Town Council finds legislative involvement to be a legitimate exercise of its elected duties as the governing body serving those who live, work, visit, and own property in the town limits; and

WHEREAS, the Town Council understands that members of the Virginia Senate and the Virginia House of Delegates benefit from learning of the analysis performed and positions taken by locally-elected public officials; and

WHEREAS, the Town Council has identified the following items as being worthy of voicing a position on behalf of the people of Rocky Mount; and

WHEREAS, the Town Council is in general agreement with and has used in this document the priorities and positions outlined in the Virginia Municipal League Legislative Positions (Rocky Mount) and has identified the following items as being worthy of voicing a position on behalf of the people of Rocky Mount; and

NOW, THEREFORE, BE IT RESOLVED by the Town of Rocky Mount Town Council:

A. Guiding Principle: Local Authority

Rocky Mount supports expanded local government authority and opposes any erosion of local authority.

B. Legislative Priorities

1. Approval of Amended Town Charter

The Rocky Mount Town Council has adopted a new Town Charter. Rocky Mount seeks introduction and passage of a bill that would grant the new Charter to the Town.

2. State Assistance to Local Police Departments (HB 599)

Almost seventy percent of Virginians live in communities served by police departments. The state has increasingly de-emphasized the funding obligation program it committed to under HB 599 (financial assistance to local police departments) more than thirty years ago. We call for the Commonwealth to honor its commitment to local governments and public safety by funding the program as stipulated in the Code of Virginia.

3. Sovereign Immunity

Expanding liability and eroding immunities at state levels across the nation have had a chilling effect on the actions of local government officials contributing to local government insurance problems, creating immense financial risks (particularly for legal costs), and posing a substantial obstacle to the provision of needed public services. The Virginia General Assembly should strengthen and must maintain the principles of sovereign immunity for local governments and their officials.

4. Marijuana: Clarification of Local Referendum and State Support

Rocky Mount urges the General Assembly to clarify the city and town referendum opt-out process by specifying that 1) towns may hold concurrent referenda with their counties with the outcome of the town referendum binding within the town, and 2) in the case of a town not holding a referendum, a county's referendum outcome would not affect a town's legal sales of recreational marijuana.

We further request dedicated and near-term financial state support to assist communities with the upfront, pre-implementation administrative, health, and public safety costs incurred prior to the start of legal sales in localities. This includes training for local law enforcement, and other applicable local government personnel (taxation, code enforcement, zoning, etc.) on the new law and regulations.

We urge the Cannabis Control Authority to begin its work as soon as possible to fill the regulatory vacuum. This work must include participation by local governments to clarify state and local roles and responsibilities pertaining to marijuana rules and regulations, including but not limited to, establishing enforcement guidance and training standards, guidance for marijuana equivalents, and eliminating ambiguity from local authority. We support the equitable implementation of this law.

C. Other Legislative Program Items

(In alphabetical order.)

Airport Investments Support the Regional Economy

Support runway safety improvements and expansions at the Roanoke Blacksburg Regional Airport, including securing necessary federal, state, and local funding.

Economic Development

We support local flexibility to promote economic development. A changing business landscape will necessitate a review of revenue sources to localities along with new ideas and actions that will broaden and diversify local revenue streams.

Retention of current businesses is vital, and we support continued grant funding for current businesses that are both efficient and effective.

Consider economic development programs and incentives to expand affordable housing options for the region's workforce.

Fire Department Funding

Additional funding to fire departments to address new OSHA requirements and additional funding to localities to address retention and attraction of volunteer fire fighters.

Freedom of Information Act (FOIA)

The Virginia FOIA drives and impacts localities every single day. Poorly conceived legislation can complicate and unintentionally thwart the timely delivery of public documents to Virginia citizens seeking information.

Rocky Mount supports FOIA legislation review by the FOIA Council prior to enactment, expanding electronic meetings outside of declared emergency periods with flexibility for localities to determine how to include public participation and public comment, and clear guidelines on fees for FOIA requests but does not support shifting the burden of FOIA costs from requestors to localities or other residents.

Housing

Franklin County supports increased targeted State/Federal funding and appropriate incentives to promote the availability of affordable and workforce housing to support economic development initiatives.

Land Use Control

Localities must maintain control of local land use decisions. Neither the state nor the federal government should usurp or pre-empt a locality's authority to make such decisions; nor should they impose requirements that weaken planning and land use functions. This includes all types of housing to include but not limited to short-term rentals and accessory dwelling units.

We also support local government authority to promote affordable and mixed income housing as well as the required infrastructure to facilitate in-fill development, redevelopment, and mixing of uses. Any mandate from the state should include full funding for the locality.

Local Excise Taxes

Rocky Mount supports the statewide authority for local governments to establish an excise tax on the sale of vaping products. Rocky Mount also supports the statewide authority for local governments to establish an excise tax on the sale of cannabis products.

Local Revenue Authority or Share of State Revenue from Skill Games

Rocky Mount supports a local tax or portion of the tax revenue from Skill Games to go to localities. Localities should be given flexibility in directing any tax revenues to meet local needs.

Public Education

Rocky Mount strongly supports operational and capital revenue allocations to localities and school divisions in the development and implementation of state-of-the-art career and technical education centers that will promote an increased credentialed and skilled workforce to attract and retain businesses in the Commonwealth.

Support sufficient and equitable school construction funding through the school construction grant program, focusing on a locality's composite index, level of distress, and site readiness for new school projects. Support funding Joint Legislative Audit and Review Commission's Standards of Quality findings and recommendations that recognize funding pressures on teacher salaries, paraprofessionals, and the requirements of curriculum delivery that ensures every student has maximum learning exposure and opportunity.

Provide workforce grants for career and technical education capital projects, with a targeted focus on investment in construction fields to address affordable housing shortages.

Referendum Authority for Towns

Towns should be included in any legislation authorizing referenda by local governments, including but not limited to skill games legislation.

State-mandated Tax Policy Changes and Local Revenues

Locally elected officials understand the needs of their community as well as the burden of taxation on their constituents. The Commonwealth should refrain from encroaching upon the responsibility of local officials by imposing additional exemptions from locally generated revenues or imposing additional red tape that make it more difficult to raise revenue in their communities.

Rocky Mount also opposes any state-mandated exemptions to the local option sales tax unless the General Assembly can establish a viable revenue replacement to local governments.

Taxing, Licensing, and Regulating Internet-Based Businesses and Services

In taking state action to regulate private enterprises employing a business model that emphasizes the use of the internet to either provide retail or facilities or ride-sharing services, local government interests should be acknowledged, and localities should be included in the decision-making. As general principles, Rocky Mount believes state and local policies should 1) encourage a level playing field for competing services in the market place; 2) not provide a tax preference or tax policy advantage for one group at the expense of another group in the competitive field; 3) seek to preserve state and local revenue; 4) ensure safety, reliability, and access for consumers,

providers, and the public; and 5) protect local government's ability to regulate businesses whether they are traditional, electronic, Internet-based, virtual or otherwise. Rocky Mount also believes that the state should not prohibit the sharing of financial information between the Commonwealth and appropriate local authorities

that is normally treated as part of the public domain. Rocky Mount further believes that the state should not prohibit a locality from exercising its authority to enter into voluntary collection agreements provided that such agreements include provisions to protect the public's interest.

Transportation Funding

The Town Council hereby supports legislation that provides for additional funding for transportation infrastructure improvements in the Rocky Mount community and region.

Support targeted capacity investments along the Route 220 corridor between Roanoke and the North Carolina border to support the growth of freight and commuter transportation.

Modernize the secondary road funding formula to meet rural needs without competing with or drawing from the existing SMART SCALE program.

Unfunded Mandates

Rocky Mount strongly opposes unfunded mandates and shifting fiscal responsibility for existing and new programs by the Commonwealth from the state to localities.

Utilities

Many local governments own and operate utilities that provide services that may include, but are not limited to, water, sewer, electric, and natural gas. These utility services are funded by localities both outright and as enterprise funds and usually have bonding authority and financial restrictions on their operations. Rocky Mount supports localities' rights to manage the operation of utilities without state interference.

Stormwater Local Assistance Funding (SLAF) and Water Quality Improvement Fund (WQIF)

Rocky Mount supports the addition of \$50.0 million to the SLAF in Fiscal Year 2025 to meet documented needs. Rocky Mount supports continued full state funding for the WQIF.

D. Administration

- 1. Legislators:** The Town Council directs Town staff to provide a copy of this Resolution to State Senator William M. Stanley and State Delegate Will P. Davis.
- 2. Virginia Municipal League:** The Town Council directs Town staff to provide a copy of this Resolution to the Virginia Municipal League.

PASSED & APPROVED this, the 12th day of November 2024, by a vote of ____ (*ayes*) to ____ (*nays*) to ____ (*abstentions*) of the Town Council of Rocky Mount, Virginia.

TOWN OF ROCKY MOUNT:

by: _____
C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk