



TOWN COUNCIL
REGULAR MEETING
AGENDA

January 13, 2025
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
 - 4.2. Miscellaneous Resolutions/Proclamations
 - 4.3. Approval of Draft Minutes
 - Regular Town Council Meeting Draft Minutes - December 9, 2024
 - Reorganizational Town Council Meeting Draft Minutes - January 7, 2025
 - 4.4. Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department

Wastewater Department

Water Department

5. Hearing of Citizens
6. Special Items
 - 6.1. Officer Trey Poulin as the MADD Award recipient for the Rocky Mount Police Department for 2024
7. New Business
 - 7.1. Approval of Fiscal Year 2025-2026 Budget and Capital Improvement Plan Adoption Calendar
 - 7.2. Adopt Town of Rocky Mount Debt Management Policy
8. Adjournment



ROCKY MOUNT TOWN COUNCIL REGULAR MEETING MINUTES

**December 9, 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

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
Brian Schofield, Public Works Superintendent
Blake Flinchum, Grant Coordinator
Jason Divers, Lieutenant of Patrol, RMPD
Mark Lovern, Captain, RMPD
Shawn Richardson, Lieutenant of Patrol, RMPD
Phillip Young, Chief of Police, RMPD

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 Vice Mayor Billie W. Stockton 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

Vice Mayor Stockton led in the pledge of allegiance.

3. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration. The agenda was amended to not include a closed session at this meeting as well as to add Mr. Ed Hodges to receive a service award.

Motion: To approve the amended agenda

Motion By: Council Member Lee

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (5 to 0)

4. Approval of Consent Agenda

4.1 Miscellaneous Action

4.2 Miscellaneous Resolutions/Proclamations

Resolution regarding investment in cultural and economic development

4.3 Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes – November 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: Council Member Casey

Second: Council Member Clements

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (5 to 0)

5. Public Hearing

5.1 Consider disposition of real property located at 85 West Court Street in the town of Rocky Mount

In an agreement entered into between Franklin County and the Town of Rocky Mount, the County and the Town agreed to trade two properties which was the Rescue Squad property that the Town owned for the property behind the Farmers Market that was County owned. Under state law, a locality must publish a notice in the newspaper and hold a public hearing before taking action to dispose of the property owned by the locality.

The notice or ad was published, and this item meets the requirements for holding a public hearing.

Motion: To move forward with the disposition of real property located at 85 West Court Street.

Motion By: Council Member Lee

Second: Council Member Clements

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (5 to 0)

6. New Business

6.1 Presentation of the FY23-24 Financial Report

Ms. Emily Viers with Robinson, Farmer, Cox Associates formally presented a summary of the FY22-23 Financial Report to Council and those in the audience. She gave a clean, unmodified opinion on the Town's Financial Report.

The Finance and Human Services Committee met prior to the Council meeting where a presentation of the annual financial reports was made to the Committee and members of Council in attendance. Chairman of the Finance and Human Services Committee, Council Member Mark Newbill, recommended Town Council accept the audit.

Motion: To accept the audit as presented

Motion By: Council Member Newbill

Second: Council Member Mullins

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (5 to 0)

6.2 Budget Appropriation

The Town received additional revenues that were not budgeted in the adopted FY2024-2025 budget. These additional revenues require a Council appropriation so they can be expended for the purposes indicated. The total of new revenue was \$10,197.

Included was a request to appropriate \$120,000 of unused bond proceeds for the purchase of two replacement police vehicles.

The total amount requested as supplemental appropriations was \$130,197.

Motion: To approve the supplemental appropriations resolution.

Motion By: Council Member Lee

Second: Council Member Casey

Motion Discussion: None

Ayes: (5): Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (5 to 0)

7. Special Items

7.1 Disability Rights & Resource Center 10-Year Celebration

Mrs. Carol Tuning shared a little bit about the Disability Rights & Resource Center such as how the Center assists and supports individuals with disabilities. The Center is celebrating ten years of service.

Vice Mayor Stockton took this opportunity to name individually and thank all Staff that helped to put on and take part in the Come Home to a Franklin County Christmas.

7.2 Service Awards

1. Brandon Mitchell – 5 yrs
2. George Holloway – 5 yrs
3. Jeffrey Sanders – 10 yrs
4. Jason Jones – 15 yrs
5. Joseph Holley – 20 yrs
6. Brian Sink – 40 yrs
7. Edward Hodges – 5 yrs

Employees picked up their awards at the meeting or during the next business day at the Town Manager's Office.

7.3 Special Recognition of Rocky Mount Police Department

Mayor Perdue recognized the Rocky Mount Police Department for receiving accreditation. There were members of the law enforcement community present from other parts of the state to share in the special moment with the RMPD. Chief of Police Phillip Young shared there will be a planned celebration at another time.

7.4 Special Presentation by Mayor

Mayor Perdue took a few moments to recognize Vice Mayor Billie W. Stockton and the many accomplishments that he played a part in for the betterment of the citizens of the Town of Rocky Mount. There was a resolution presented to the Vice Mayor entailing some of his many accomplishments.

Former Mayor Steve Angle spoke and shared how the Vice Mayor had always held in high regard serving the citizens of the Town and how he had always put the citizens first with everything that he did.

Mayor Perdue then presented the Vice Mayor with a key to the Town and asked the Vice Mayor if he would like to speak. The Vice Mayor thanked everyone he had worked with over the years and shared a few milestones that he had achieved while in office.

8. **Adjournment**

Motion: To adjourn

Time: 6:37 p.m.

Motion By: Council Member Casey

Seconded By: Council Member Lee

Motion Discussion: None

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

Approved (5 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



**ROCKY MOUNT TOWN COUNCIL
REORGANIZATIONAL MEETING MINUTES**

**January 7, 2025
5:00 p.m.**

The following members
of Council were present:

Mayor C. Holland Perdue III
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member Benjamin K. Mullins
Council Member Lucas A. Tuning

Council Member J. Tyler Lee was not present
Council Member Mark H. Newbill was not present

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 Lovern, Captain, RMPD

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 the members that 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.

Motion: To approve the agenda

Motion By: Council Member Mullins

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (4): Council Member Casey, Council Member Clements, Council Member Mullins, and Council Member Tuning

Approved (4 to 0)

4. **Reorganizational Meeting**

4.1 Administration of Oath of Office for the recently elected Town of Rocky Mount Council Members:

- Council Member J. Tyler Lee
- Council Member Mark H. Newbill
- Council Member Lucas A. Tuning

Due to Council Member Lee and Council Member Newbill having already taken their oath at the Clerk of Court's Office, only Council Member Tuning came forward to be ceremonially sworn in.

4.2 Review and consideration of appointment of Vice Mayor

The Vice Mayor position is determined by the person running who received the highest number of votes. Mayor Perdue asked if anyone would like to nominate Council Member Benjamin K. Mullins to be Vice Mayor.

Motion: To nominate Council Member Benjamin K. Mullins and close the appointment of Vice Mayor.

Motion By: Council Member Casey

Seconded: Council Member Clements

Motion Discussion: None

Ayes: (3): Council Member Casey, Council Member Clements, Council Member Tuning
Approved (3 – 0)

4.3 Review and consideration of appointment of Town Officers:

- Mr. Robert J. Wood, Town Manager
- Mr. John T. Boitnott, Town Attorney
- Mrs. Rebecca H. Dillon, Town Clerk
- Mr. Edward L. Hodges, Fire Marshall

The officers were collectively sworn in together for a term beginning January 1, 2025, and ending December 31, 2026.

4.4 Review and consideration of appointment of committee members for Council Committees:

- Community & Economic Development
- Finance & Human Services
- Town Charter Review
- Public Safety & Utilities

Motion: To approve the appointment of committee members for Council Committees

Motion By: Vice Mayor Mullins

Seconded: Council Member Clements

Motion Discussion: None

Ayes: (4): Vice Mayor Mullins, Council Member Casey, Council Member Clements, Council Member Tuning

Approved (4 – 0)

4.5 Review and consideration of appointments to Town Boards and Commissions

Effective today, Mrs. Carol Tuning has been added to the Board of Zoning Appeals.

Motion: To approve the appointment to Town Boards and Commissions

Motion By: Vice Mayor Mullins

Seconded: Council Member Clements

Motion Discussion: None

**Ayes: (4): Vice Mayor Mullins, Council Member Casey, Council Member Clements,
Council Member Tuning**

Approved (4 – 0)

4.6 Review and consideration of appointment of Council Members and other representatives for the following committees:

- West Piedmont Planning District – Council Member Lee is a Council representative and Council Member Tuning will serve as the second Council representative as there has to be two and will leave open then the Citizen Representative. This opening will be discussed at a future meeting.
- Roanoke Valley-Alleghany Regional Commission – Stayed the same as Council Representative is Council Member Clements and as a non-elected representative Council reappointed Town Manager Robert Wood

Motion: To approve the appointment of Council Members and other representatives for West Piedmont Planning District (the two Council representatives) and the Roanoke Valley-Alleghany Regional Commission elected member and non-elected member.

Motion By: Vice Mayor Mullins

Seconded: Council Member Casey

Motion Discussion: None

**Ayes: (4): Vice Mayor Mullins, Council Member Casey, Council Member Clements,
Council Member Tuning**

Approved (4 – 0)

5. Adopt Code of Conduct for Town Council meetings

Mayor Perdue asked if anyone had any questions, and if not, he would entertain a motion to pass it.

Motion: To approve the adoption of the Code of Conduct for Town Council meetings

Motion By: Council Member Casey

Seconded: Vice Mayor Mullins

Motion Discussion: None

**Ayes: (4): Vice Mayor Mullins, Council Member Casey, Council Member Clements,
Council Member Tuning**

Approved (4 – 0)

6. **Adjournment**
Motion: To adjourn
Time: 5:16 p.m.
Motion By: Council Member Casey
Seconded By: Vice Mayor Mullins
Motion Discussion: None
Ayes: (4): Vice Mayor Mullins, Council Member Casey, Council Member Clements,
Council Member Tuning
Approved (4 – 0)
Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

Planning & Zoning Monthly Report

12/1/2024 - 12/31/2024

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

2024100	12/20/2024	Sign		Pending	TNT Auto Body Repair		
2024097	12/10/2024	Sign	25 EAST COLLEGE ST	Approved	Carter Bank	FIRST NATIONAL BANK	replace signage-rebranding
2024096	12/3/2024	Sign	392 DONALD AVE	Approved	The Knob Apartments	KNOB FW LLC	New Sign
2024095	12/3/2024	Sign	340 EAST COURT ST	Approved	Candlewood Apartments	CANDLEWOOD FW LLC	New sign

Group Total: 4

Group: Zoning

2024098	12/18/2024	Zoning	70 TRAIL DR	Approved	Michael J. Patterson	PATTERSON MICHAEL J & JENNIFER H	Construct a 14x40 garage including electric & plumbing
2024094	12/2/2024	Zoning	905 SCUFFLING HILL RD	Approved	Tricia & Chris Gray	CAWLEY TRICIA M	extending bathroom within existing deck footprint

Group Total: 2

Group: Zoning Compliance

2024099	12/18/2024	Zoning Compliance	335 SOUTH MAIN ST	Pending Payment	Olde Towne Partners, LLC (Scott Helms &	GRAHAM EQUITY LLC	new ownership of Olde Towne Social House

Group Total: 1

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Total Records: 7

1/8/2025

FOIA Report December 2024

Date	Requested By	Topic
12/12/24	Megan Huston, FC Sheriffs office	PD Salaries, etc
12/12/24	Danny Brabham, Gentry Locke	Robert Gantt accident information
12/13/24	Phyllis Bliss, Zip Buffalo	Procurement information from 2022 to present
12/23/24	Sherry Scott, Esq	Police reports, etc for Dixon and Young
12/23/24	Kayla Lawrence, Esq	Police reports, etc. for Elijah McCall
12/27/24	Shirong Wu Wigley	Camera footage from crash on 1/4/23

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

	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	801,639	.00	.00	801,639.00	.0%*
TOTAL USE OF SURPLUS	150,000	801,639	.00	.00	801,639.00	.0%
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY - CUR	871,844	871,844	1,270.59	.00	870,573.41	.1%*
11011000 41102 REAL PROPERTY - DEL	30,000	30,000	36,833.34	940.76	-6,833.34	122.8%*
11011000 41103 PUBLIC SERVICE - CU	21,305	21,305	.00	.00	21,305.00	.0%*
11011000 41105 PERSONAL PROPERTY -	339,696	339,696	1,546.26	.00	338,149.74	.5%*
11011000 41106 PERSONAL PROPERTY -	20,000	20,000	26,045.63	1,564.50	-6,045.63	130.2%*
11011000 41107 MACHINERY & TOOLS -	188,214	188,214	.00	.00	188,214.00	.0%*
11011000 41108 MACHINERY & TOOLS -	0	0	46,969.79	.00	-46,969.79	100.0%*
11011000 41110 PENALTIES ON TAXES	9,959	9,959	11,832.11	216.97	-1,873.11	118.8%*
11011000 41111 INTEREST ON DELINQ	5,805	5,805	6,348.28	169.55	-543.28	109.4%*
TOTAL GENERAL PROPERTY TAXES	1,486,823	1,486,823	130,846.00	2,891.78	1,355,977.00	8.8%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & USE T	345,000	345,000	175,781.69	27,998.05	169,218.31	51.0%*
11012000 41202 MEALS TAX	2,720,000	2,720,000	1,399,376.06	231,510.45	1,320,623.94	51.4%*
11012000 41203 PENALTY-DEL MEALS T	0	0	3,439.29	519.17	-3,439.29	100.0%*
11012000 41204 INTEREST-DEL MEALS	0	0	293.02	55.75	-293.02	100.0%*
11012000 41205 TRANSIENT OCCUPANCY	207,000	207,000	129,366.40	23,661.77	77,633.60	62.5%*
11012000 41208 CIGARETTE TAX	65,000	65,000	30,555.00	5,820.00	34,445.00	47.0%*
11012000 41209 BANK STOCK TAX	378,445	378,445	.00	.00	378,445.00	.0%*
11012000 41210 CONSUMER UTILITY TA	314,000	314,000	158,231.24	24,716.71	155,768.76	50.4%*
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	1,897,042.70	314,281.90	2,236,402.30	45.9%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	419,000	419,000	5,303.19	100.00	413,696.81	1.3%*

YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

	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	25,309.22	.00	163,690.78	13.4%*
11012500 41303 BPOL-REPAIRS/PERS S	184,000	184,000	51,348.88	.00	132,651.12	27.9%*
11012500 41304 BPOL-CONTRACTOR	25,000	25,000	1,416.79	520.25	23,583.21	5.7%*
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	5,404.93	66.61	1,095.07	83.2%*
TOTAL BUSINESS LICENSE TAXES	840,300	840,300	88,833.01	686.86	751,466.99	10.6%
11013000 PERMITS & LICENSES						
11013000 42111 PLANNING & ZONING F	5,000	5,000	4,120.00	465.00	880.00	82.4%*
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	4,242.03	-132.97	2,757.97	60.6%*
11013000 42116 RETURN CHECK FEES	300	300	3,047.31	.00	-2,747.31	1015.8%*
TOTAL PERMITS & LICENSES	19,300	19,300	11,739.34	332.03	7,560.66	60.8%
11014000 FINES & FORFEITURES						
11014000 42211 COURT FINEES	42,000	42,000	13,513.22	1,950.64	28,486.78	32.2%*
11014000 42212 PARKING FINES	80	80	40.00	.00	40.00	50.0%*
TOTAL FINES & FORFEITURES	42,080	42,080	13,553.22	1,950.64	28,526.78	32.2%
11015000 PROCEEDS FROM USE OF ASSETS						
11015000 42311 INTEREST ON MONEY/I	380,500	380,500	285,510.06	23,801.36	94,989.94	75.0%*
11015000 42312 RENTAL OF GENERAL P	450	450	192,150.00	450.00	-191,700.00	*****%*
11015000 42319 BOND PROCEEDS	0	569,064	569,064.00	.00	.00	100.0%*
TOTAL PROCEEDS FROM USE OF ASSETS	380,950	950,014	1,046,724.06	24,251.36	-96,710.06	110.2%
11016000 CHARGES FOR SERVICES						
11016000 42411 REFUSE COLLECTION C	313,282	313,282	170,050.24	29,179.26	143,231.76	54.3%*

YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

	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	1,110.00	60.00	290.00	79.3%*
11016000 42415 WEED CONTROL CHARGE	100	100	150.00	.00	-50.00	150.0%*
11016000 42418 PASSPORT SERVICE FE	22,000	22,000	10,651.35	1,865.00	11,348.65	48.4%*
11016000 42419 SECURITY SERVICES	8,000	8,000	4,366.50	512.50	3,633.50	54.6%*
11016000 42420 POLICE REPORTS	1,200	1,200	605.00	101.00	595.00	50.4%*
11016000 42421 FINGERPRINT SERVICE	150	150	100.00	5.00	50.00	66.7%*
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	194,053.09	31,722.76	182,078.91	51.6%
11018000 MISCELLANEOUS GENERAL						
11018000 42511 RECOVERIES	0	0	8,500.89	-63,055.88	-8,500.89	100.0%*
11018000 42515 DONATIONS	0	62,812	63,248.03	1,471.34	-436.03	100.7%*
11018000 42524 INSURANCE RECIPTS F	40,000	65,442	63,503.18	63,503.18	1,938.82	97.0%*
11018000 43511 VML SAFETY GRANT	0	4,000	.00	.00	4,000.00	.0%*
TOTAL MISCELLANEOUS GENERAL	40,000	132,254	135,252.10	1,918.64	-2,998.10	102.3%
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	63,048.38	10,700.60	64,951.62	49.3%*
18522000 43213 LITTER GRANT	5,500	5,500	4,864.00	.00	636.00	88.4%*
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	8,945.69	811.64	28,490.31	23.9%*
TOTAL COMMONWEALTH-NONCATEGORICAL	228,297	228,297	134,525.89	11,512.24	93,771.11	58.9%
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	976,798.94	488,399.47	918,701.06	51.5%*
18524000 43313 LAW ENFORCEMENT AID	139,000	139,000	72,240.00	.00	66,760.00	52.0%*
18524000 43314 LOCAL LAW ENFORCEME	0	12,500	14,765.00	12,500.00	-2,265.00	118.1%*
18524000 43318 VDOT GRANT	0	0	488,259.87	.00	-488,259.87	100.0%*
18524000 43322 VA TOURISM GRANT	0	18,000	.00	.00	18,000.00	.0%*

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
18524000 43512 TOBACCO GRANT	0	0	7,371.41	.00	-7,371.41	100.0%*
TOTAL COMMONWEALTH-CATEGORICAL	2,075,632	2,131,260	1,637,565.22	500,899.47	493,694.78	76.8%
18525000 FEDERAL GOVERNMENT REVENUE						
18525000 43419 POLICE DEPT GRANTS	0	0	22,050.00	.00	-22,050.00	100.0%*
TOTAL FEDERAL GOVERNMENT REVENUE	0	0	22,050.00	.00	-22,050.00	100.0%
18535000 LOCAL GOVERNMENT AID						
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	15,000.00	.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	.00	84,909.56	39.4%
TOTAL GENERAL FUND	9,912,959	11,281,544	5,367,275.07	890,447.68	5,914,268.93	47.6%
TOTAL REVENUES	9,912,959	11,281,544	5,367,275.07	890,447.68	5,914,268.93	
20 WATER & WASTEWATER FUND						
20080000 TRANSFERS						
20080000 42611 TRANSFER FM GENERAL	0	49,712	.00	.00	49,712.00	.0%*
TOTAL TRANSFERS	0	49,712	.00	.00	49,712.00	.0%
25020000 WATER CHARGES						
25020000 42313 PROPERTY RENT (CELL	138,000	138,000	67,723.18	19,240.22	70,276.82	49.1%*
25020000 43418 VWSRF DRINKING WATE	0	0	92,796.77	30,472.09	-92,796.77	100.0%*
25020000 45101 WATER SALES	1,933,938	1,933,938	935,292.31	145,894.89	998,645.69	48.4%*
25020000 45102 WATER CONNECTIONS	40,000	40,000	40,116.48	3,933.28	-116.48	100.3%*

YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
25020000 45103 DISCONNECT-CUT OFF	15,000	15,000	13,589.91	1,993.46	1,410.09	90.6%*
25020000 45104 PENALTIES	35,000	35,000	19,960.73	2,909.47	15,039.27	57.0%*
25020000 45105 REBATES & RECOVERIE	0	0	665.00	105.00	-665.00	100.0%*
25020000 45106 BULK WATER PURCHASE	1,500	1,500	13,088.18	.00	-11,588.18	872.5%*
25020000 45107 FIRE SUPPRESSION CH	0	0	18,435.82	3,095.08	-18,435.82	100.0%*
TOTAL WATER CHARGES	2,163,438	2,163,438	1,201,668.38	207,643.49	961,769.62	55.5%
25530000 WASTEWATER CHARGES						
25530000 45201 WASTEWATER COLLECTI	1,202,491	1,202,491	601,699.98	100,095.63	600,791.02	50.0%*
25530000 45202 SEWER CONNECTIONS	7,500	7,500	209,250.00	3,000.00	-201,750.00	2790.0%*
TOTAL WASTEWATER CHARGES	1,209,991	1,209,991	810,949.98	103,095.63	399,041.02	67.0%
28524000 HEALTH DEPT GRANT						
28524000 43321 HEALTH DEPT GRANT	0	0	5,763.12	.00	-5,763.12	100.0%*
TOTAL HEALTH DEPT GRANT	0	0	5,763.12	.00	-5,763.12	100.0%
TOTAL WATER & WASTEWATER FUND	3,373,429	3,423,141	2,018,381.48	310,739.12	1,404,759.52	59.0%
TOTAL REVENUES	3,373,429	3,423,141	2,018,381.48	310,739.12	1,404,759.52	
GRAND TOTAL	13,286,388	14,704,685	7,385,656.55	1,201,186.80	7,319,028.45	50.2%

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

YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	1,456,915	2,041,891	1,911,353.02	9,113.47	.00	130,537.98	93.6%
11011010 MAYOR & TOWN COUNCIL	175,252	189,240	68,861.19	9,290.02	13,987.18	106,391.63	43.8%
11012020 TOWN MANAGER	398,010	398,010	209,026.90	31,619.47	.00	188,983.10	52.5%
11012040 TOWN ATTORNEY	70,185	70,185	24,152.47	.00	.00	46,032.53	34.4%
11012130 FINANCE DEPARTMENT	642,713	648,005	398,036.97	77,925.39	.00	249,968.03	61.4%
11081060 PASSPORT PROGRAM	3,125	3,125	1,217.72	29.73	.00	1,907.28	39.0%
12031010 POLICE DEPARTMENT	2,885,938	2,569,784	1,148,378.96	247,429.54	.00	1,421,405.04	44.7%
12031015 POLICE DEPT GRANTS	0	111,625	40,165.45	2,388.50	.00	71,459.55	36.0%
12032020 VOLUNTEER FIRE DEPT	228,280	332,303	115,547.05	25,165.06	78,895.30	137,860.65	58.5%
12043130 IMPOUND LOT	2,500	2,500	175.14	.00	.00	2,324.86	7.0%
13041000 PUBLIC WORKS ADMINISTRATION	1,429,917	1,015,396	70,713.36	8,124.46	.00	944,682.64	7.0%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	1,811.13	1,070.00	.00	1,288.87	58.4%
13041040 STREET LIGHTS	103,400	103,400	55,107.87	10,869.14	.00	48,292.13	53.3%
13041070 TRAFFIC CONTROL & PARKING	108,700	115,042	23,885.40	3,755.05	2,200.00	88,956.60	22.7%
13041080 STREETS	404,700	930,444	581,787.87	120,030.59	.00	348,656.13	62.5%
13041090 SIDEWALKS, CURB, GUTTERING	2,800	7,767	5,443.31	.00	.00	2,323.69	70.1%
13042020 STREET CLEANING	4,100	5,620	2,103.24	548.33	.00	3,516.76	37.4%
13042030 REFUSE COLLECTION	49,600	95,131	72,749.63	21,013.84	.00	22,381.37	76.5%
13042040 SNOW REMOVAL	19,500	19,500	1,981.16	476.66	.00	17,518.84	10.2%
13042061 STATE OF GOOD REPAIR GRANT	0	19,938	19,937.73	.00	.00	.27	100.0%
14043048 COMMUNITY PARK	0	8,000	4,112.11	.00	.00	3,887.89	51.4%
14043080 PARKS & PLAYGROUNDS	43,600	88,702	79,275.40	15,026.85	.00	9,426.60	89.4%
14543040 MUNICIPAL BUILDING	88,717	91,344	73,647.38	8,051.66	.00	17,696.62	80.6%
14543050 EMERGENCY SERVICES BLDG	83,600	92,449	54,280.45	3,886.52	.00	38,168.55	58.7%
14543060 PUBLIC WORKS BUILDING	40,500	47,662	27,290.02	-12,918.16	.00	20,371.98	57.3%
14543070 PARKS & REC - CEMETERY	2,250	8,136	6,444.98	559.18	.00	1,691.02	79.2%
16081010 PLANNING & ZONING	263,724	264,054	136,916.43	20,782.67	.00	127,137.57	51.9%
16081020 COMMUNITY & ECONOMIC DEV	552,145	1,109,503	885,783.62	61,983.87	.00	223,719.38	79.8%
16081030 CITIZENS SQUARE-FARMERS MARKE	39,524	39,524	23,245.65	3,840.62	.00	16,278.35	58.8%
16081040 DEPOT WELCOME CENTER	44,117	44,117	16,248.64	2,079.07	.00	27,868.36	36.8%
16081050 HARVESTER PERFORMANCE CENTER	680,000	680,000	176,799.93	50.59	.00	503,200.07	26.0%
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	1,215.98	.00	.00	3,990.02	23.4%
16085000 REMED BLIGHTED STRUCTURES	27,000	27,000	.00	.00	.00	27,000.00	.0%
TOTAL GENERAL FUND	9,912,959	11,281,544	6,240,256.16	672,192.12	95,082.48	4,946,205.36	56.2%

12 FORFEITED ASSETS

YEAR-TO-DATE BUDGET REPORT FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

FOR 2025 06

12	FORFEITED ASSETS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12031016	STATE FORFEITURE ASSETS	0	0	5,762.54	.00	.00	-5,762.54	100.0%
	TOTAL FORFEITED ASSETS	0	0	5,762.54	.00	.00	-5,762.54	100.0%

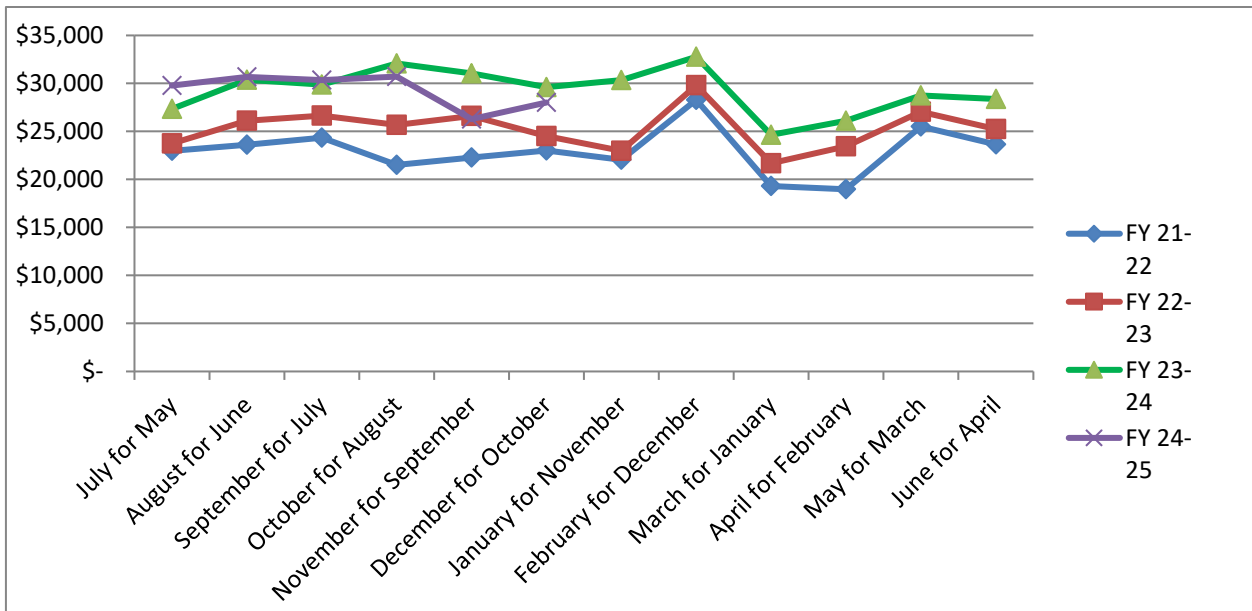
20 WATER & WASTEWATER FUND

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	352,517	257,919.97	24,628.32	48,116.99	46,480.04	86.8%
25050100	METER READING	27,770	30,498	26,254.94	2,580.67	.00	4,243.06	86.1%
25050500	WATER TREATMENT PLANT	1,067,288	1,073,923	525,272.16	69,941.39	1,449.00	547,201.84	49.0%
25062000	UTILITY ADMINISTRATION	378,495	378,495	198,672.69	25,478.23	.00	179,822.31	52.5%
25560000	WASTEWATER SYSTEM OPERATIONS	168,275	173,767	108,146.02	13,262.81	.00	65,620.98	62.2%
25560500	WASTEWATER TREATMENT PLANT	674,784	677,607	306,392.28	47,842.42	125.00	371,089.72	45.2%
	TOTAL WATER & WASTEWATER FUND	3,373,429	3,423,141	1,457,989.06	183,733.84	49,690.99	1,915,460.95	44.0%
	GRAND TOTAL	13,286,388	14,704,685	7,704,007.76	855,925.96	144,773.47	6,855,903.77	53.4%

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

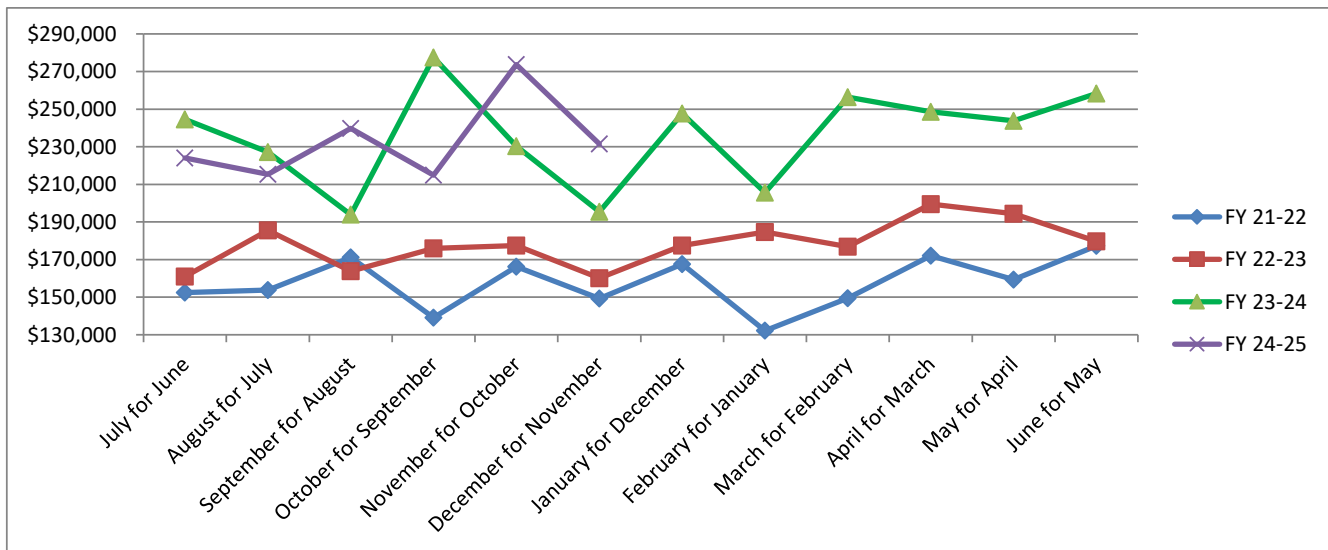
**Town of Rocky Mount
Local Sales Tax Collections by Month**

<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	\$ 30,713	\$(1,361)	-4.2%
November for September	\$ 22,281	\$ 26,599	\$ 31,054	\$ 26,280	\$(4,774)	-15.4%
December for October	\$ 23,016	\$ 24,524	\$ 29,612	\$ 27,998	\$(1,614)	-5.5%
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	\$ 175,782	\$(4,577)	



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	\$ 273,682	\$ 43,317	24.4%
December for November	\$ 149,361	\$ 160,148	\$ 195,454	\$ 231,510	\$ 36,056	22.5%
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	\$ 1,889,765	\$ 2,136,141	\$ 2,829,102	\$ 1,399,376	\$ 30,480	



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

Total Cash Held by the Town:

Cash in the Office	\$ 700
Duncan Williams Investments	\$ 2,686,955
Virginia SNAP (holding borrowed funds)	\$ 4,491,826
Local Government Investment Pool (avg monthly yield 4.621%)	\$ 6,557,061
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 111,603
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 185,434
National Bank of Blacksburg	\$ 1,244,998
Atlantic Union Bank: Town Checking Account	<u>\$ 1,396,859</u>

Total Cash Balance at Month End	<u><u>\$ 16,675,435</u></u>
---------------------------------	-----------------------------

Investment Detail:

Duncan-Williams, Inc.			
Account Statement Dated December 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	\$1,726.07	\$1,362.69	3.60%
Fixed Income - 99% of Portfolio Certificates of Deposit:	<u>Market Value</u>	<u>Estimated Annual Income</u>	<u>Estimated Yield</u>
Total	\$483,389.90	\$16,537.50	3.45%
U.S. Government Bonds:			
Total	<u>\$2,201,838.57</u>	<u>\$64,262.50</u>	2.26 - 4.46%
Total Fixed Income	<u>\$2,685,228.47</u>	<u>\$80,800.00</u>	
Total Portfolio Holdings	<u><u>\$2,686,954.54</u></u>	<u><u>\$82,162.69</u></u>	

MONTHLY STAFF REPORT

DATE:	January 13, 2025
TO:	Rocky Mount Town Council
FROM:	Brad Basham – Asst Chief
DEPARTMENT:	Fire Department
MONTH:	November 2024

For the period of November 2024, the Rocky Mount Fire Department responded to a total of **47** calls of which **17** were inside the town limits and **30** were outside the town limits.

RMFD apparatus traveled a total of 905 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 26 members performing training for a total of 130 hours of training.

Respectfully Submitted By,

Asst. Chief B. Basham

MONTHLY STAFF REPORT

DATE:	JANUARY 13, 2025
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	December

*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: DECEMBER 2024

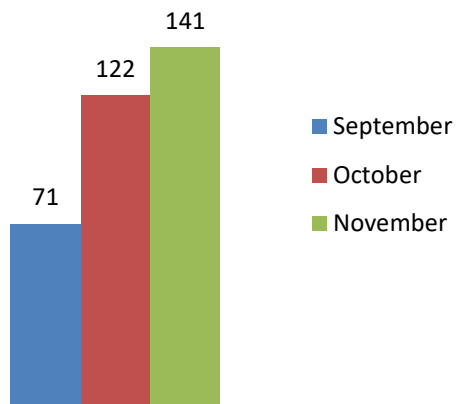
SEPTEMBER

OCTOBER

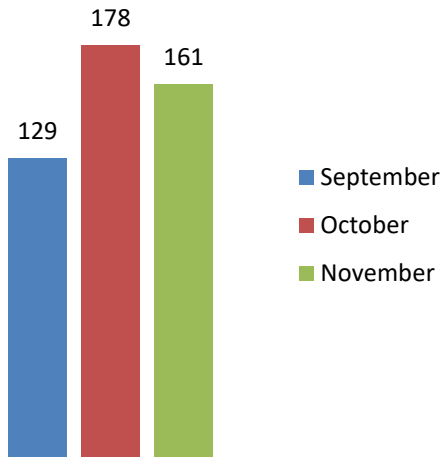
NOVEMBER

UNIFORM TRAFFIC SUMMONS ISSUED	71	122	141
TRAFFIC STOPS	129	178	161
SPEEDING TICKETS ISSUED	7	59	40
DUI	3	3	2
COLLISIONS INVESTIGATED (TREDS)	20	16	21
MOTORIST AIDES	64	85	57
CRIMINAL ARRESTS "MISDEMEANOR"	25	58	17
CRIMINAL ARRESTS "FELONY"	13	26	21
INCIDENTS ADDRESSED	1738	2396	1842
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	84	94	55
GRAND LARCENY WARRANTS	0	1	0
BREAKING & ENTERING REPORTS	0	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	19	20	20
FOLLOW-UP'S	55	60	49
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	629	670	796
SCHOOL CHECKS	55	60	40
ALARM RESPONSES	34	27	35
OPEN DOORS, WINDOWS, ETC. UNSECURED	2	5	9
COURT HOURS:	25.5	19	9
TRAINING HOURS:	33.5	191	25
SPECIAL ASSIGNMENT HOURS:	139	46	14
HARVESTER HOURS WORKED:	0	16	12
ECO/TDO	5	5	5
ECO/TDO HOURS:	40	36	15

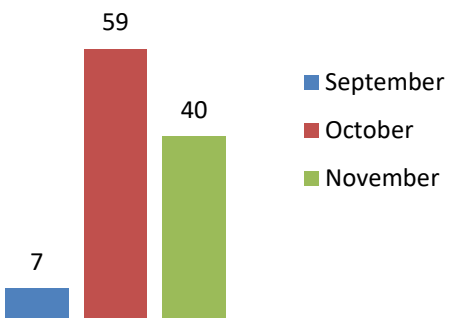
Uniform Traffic Summons Issued



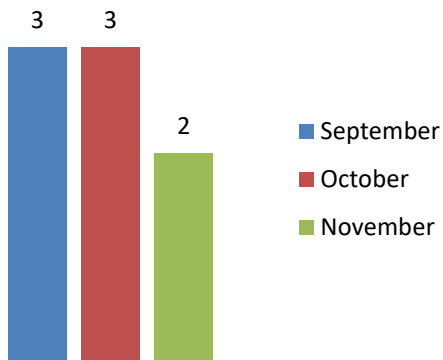
Traffic Stops



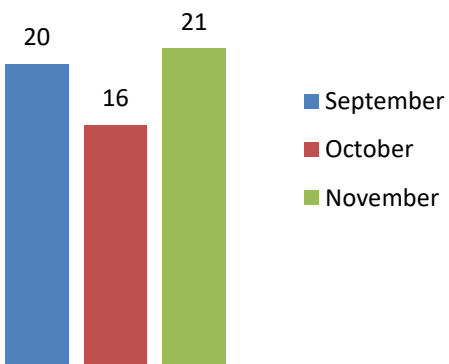
Speeding Tickets Issued



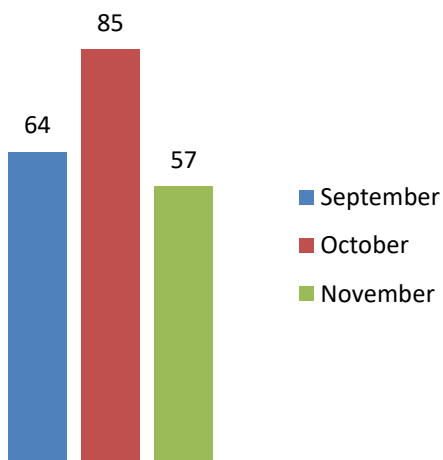
DUI



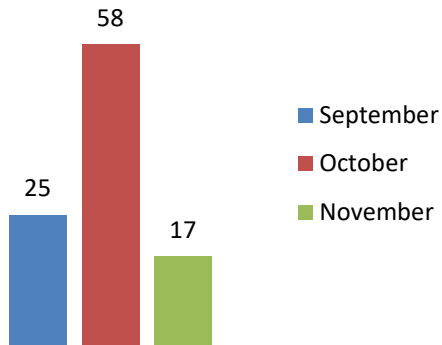
Collisions Investigated (TREDs)



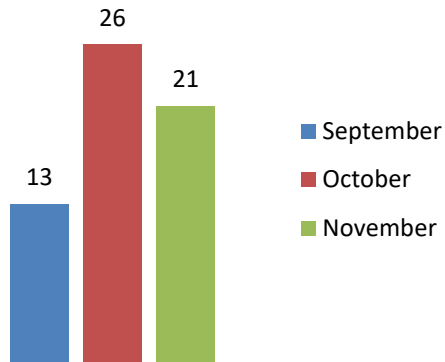
Motorist Aides



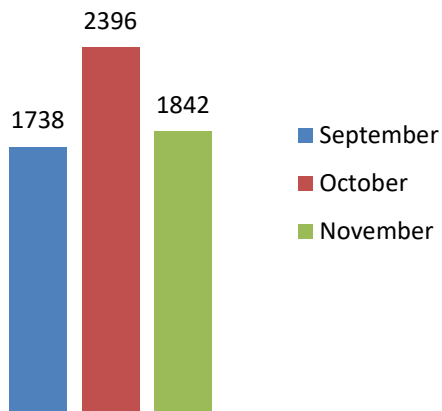
Criminal Arrests "Misdemeanor"



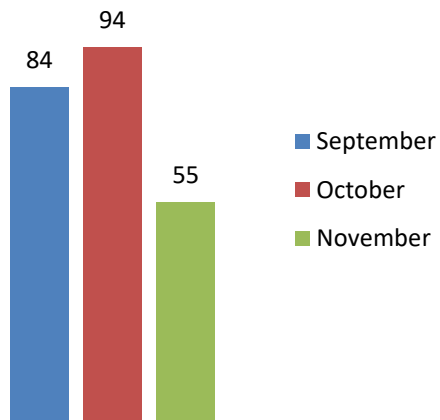
Criminal Arrests "Felony"



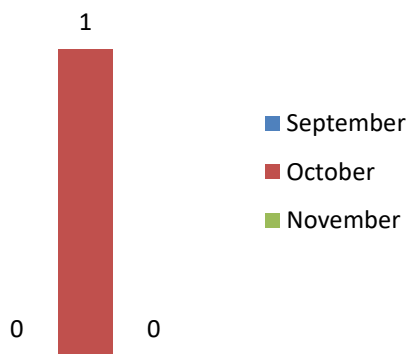
Incidents Addressed



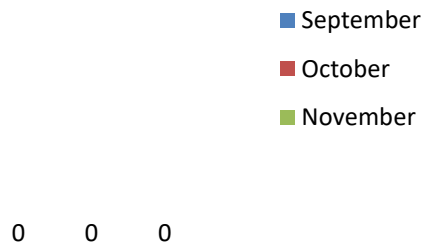
Incidents/Offenses Reportable "RMS"



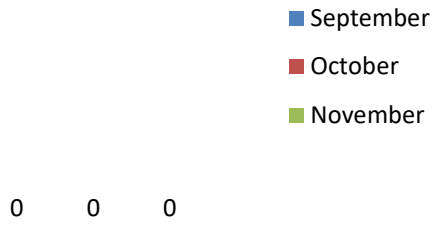
Grand Larceny Warrants



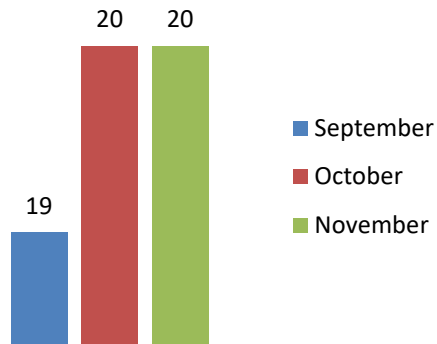
Breaking & Entering Reports



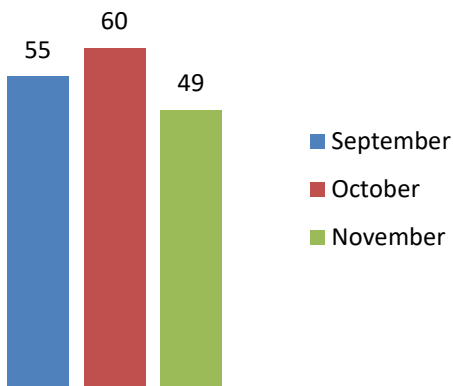
Breaking & Entering Warrants



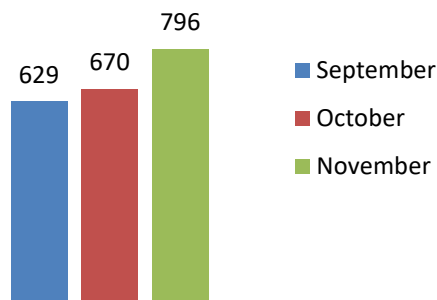
BOLO's (Be On Look Out)



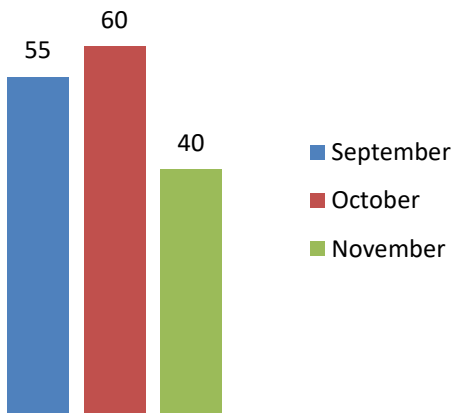
Follow-Ups



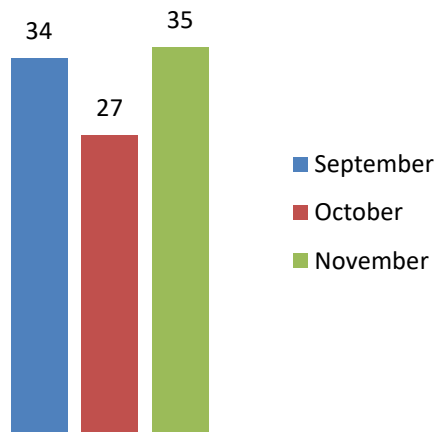
Businesses/Residences Checked "Foot Patrols"



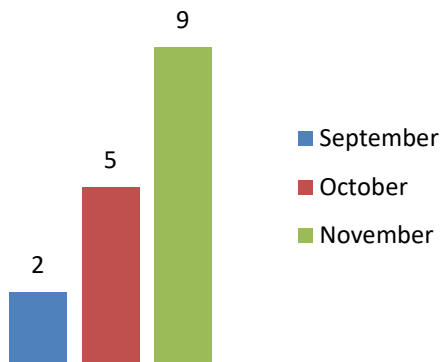
School Checks



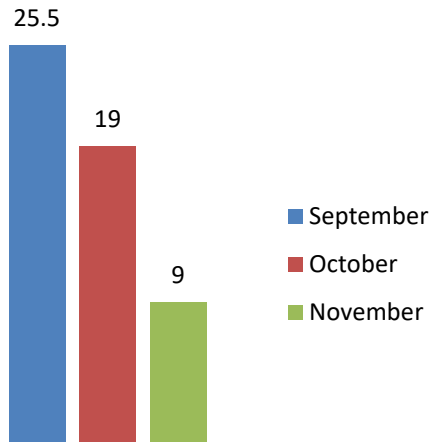
Alarm Responses



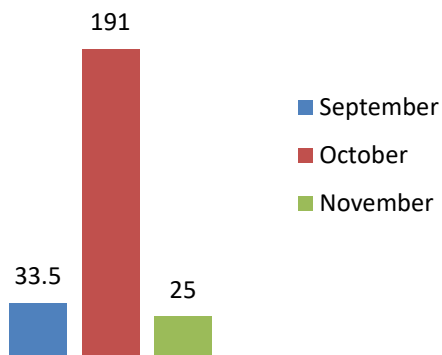
Open Doors, Windows, Etc. Unsecured



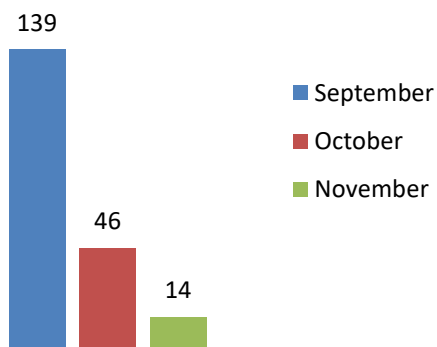
Court Hours



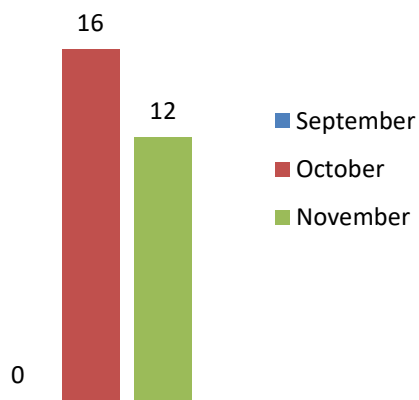
Training Hours



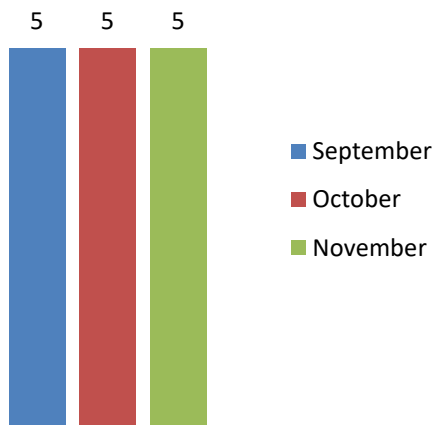
Special Assignment Hours



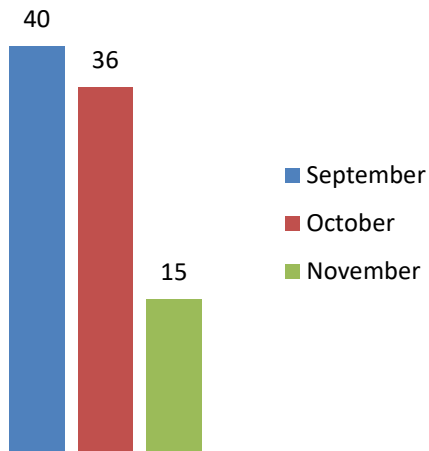
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar was conducted throughout the Town of Rocky Mount during November
- ◇ Reported streetlights out to Town Manager's office
- ◇ There were 21 reportable accidents with 18 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, Child Pornography, Contributing to the Delinquency of a Minor and Sexual Battery of a Minor.
- ❖ 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 and prostitution 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
- ❖ Assist SRO's with social media cases

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

- ❖ Attended meetings in ref: Community Planning Events
- ❖ "What is a Community Resource Officer" Presentation for the Community Resource Coalition
- ❖ Delivered donations to Family Resource Center collected for Domestic Violence Awareness month
- ❖ Meeting w/ Wal-Mart Manager J. J. Evans ref: Toy Drive
- ❖ 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
- ❖ Created flyer for "Canned Food Drive"
- ❖ Attended FRESH/CHILL Coalition meeting
- ❖ Presentation at the Essig Center on "Scam & Fraud"
- ❖ Visited multiple businesses in reference to "Community First Initiative" and dropped off flyers for upcoming events
- ❖ Provided traffic control for Harvester show
- ❖ Attended the "Veteran's Day Ceremony" at the Veteran's Park
- ❖ Continued updates on social media pages
- ❖ Attended Rocky Mount Chamber meeting
- ❖ Worked "Kingdom Come 5K Race"
- ❖ Attended CHAT meeting at Carilion
- ❖ Attended Franklin County Department of Social Services Coalition meeting
- ❖ Assisted patrol w/ various calls for service
- ❖ New Guard Safety meeting attended
- ❖ Family Resource Board meeting attended
- ❖ Community Partnership Board meeting attended
- ❖ Began planning and dropping off donation boxes for "Community First Toy Drive"
- ❖ Foot patrols in various parts of Town to promote Community First Initiative
- ❖ Attended Intoxilyzer Re-certification class
- ❖ Began preparation and planning for upcoming "Canned Food Drive & Toy Drive"
- ❖ Put up Christmas Tree for American Partners Federal Credit Union fundraiser
- ❖ Attended "Moonshine Festival" meeting
- ❖ Participated in "Rocky Mount Health Fair"

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

- ❖ Multiple threat assessment meetings attended
- ❖ Multiple follow ups w/ Child Pornography, Possession of Marijuana Underage and social media threats.

(Resource Officer's Referrals (continued))

- ❖ Assisted schools w/ conducting fire, tornado, bus evacuations and active shooter drills
- ❖ Social media and sexting discussions w/ multiple classes at BFMS and FCHS
- ❖ Petitions and diversions obtained for Possession of Drugs on School Property, Underage Possession of Drugs and Child Pornography
- ❖ Morning and afternoon traffic control for bus traffic
- ❖ Monitor Rocky Mount Plaza after school
- ❖ Provided security for JV girls/boys basketball games

- ❖ Petitions: Manufacture/Distribution of Child Pornography (x 2) (Police); Intimidation (Police)
- ❖ Arrests: 3
- ❖ Reports: 5
- ❖ Vapes: 2
- ❖ Threats: 2
- ❖ Voluntary Committal: 1
- ❖ EMS Calls: 2

SPEEDING TICKETS ISSUED

Grassy Hill Road (x 16)

Virgil H. Goode Highway (x 11)

South Main Street (x 4)

North Main Street (x 3)

Scuffling Hill Road (x 2)

Old Fort Road

Tanyard Road

Franklin Street

School Board Road

CRIMINAL ARRESTS & LOCATIONS:

Driving Under the Influence	Trail Drive
Driving Under the Influence	Walnut Street
Drunk In Public	Old Franklin Turnpike
Drunk In Public	Scuffling Hill Road
Public Intoxication	Orchard Avenue
Domestic Assault	Windy Lane
Domestic Assault	Oak Street
Domestic Assault	East Court Street
Petit Larceny	Tanyard Road
Violation of a Protective Order	Oak Street
Manufacturing/Distribution of Child Pornography	Technology Drive (x 2)
Shoplifting	Old Franklin Turnpike (x 2)
Warrant Service (Felony)	State Street (x 13)
Warrant Service (Felony)	Tanyard Road (x 6)
Warrant Service (Felony)	North Main Street (x 2)
Warrant Service (Misdemeanor)	State Street (x 2)
Warrant Service (Misdemeanor)	East Court Street
Emergency Custody Order	Pell Avenue
Emergency Custody Order	Riverview Street
Emergency Custody Order	East Court Street
Emergency Custody Order	Floyd Avenue
Emergency Custody Order	Floyd Avenue

MONTHLY STAFF REPORT

DATE:	Jan.13, 2025
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	December 2024

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs: 41
4. Clean-up for 5 days.
5. Cut trees along roads, sidewalks, and parks as needed.
6. Repaired, replaced, or unplugged six 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. Maintaining Christmas lights throughout town.
12. Leaf operations in full swing for the fall.
13. Worked on weeding mulched flower beds and started planting flower bulbs.
14. Completed several water and sewer taps in and out of town limits.
15. Helped install new cameras at Gilly's and Mary Bethune parks.

MONTHLY STAFF REPORT

MEETING DATE:	January 13, 2025
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	December, 2024

Average Daily Flow	0.613 MGD
Minimum TSS Reduction	98.9 %
Minimum BOD Reduction	99.0 %
Leachate received (F.C. Landfill)	438,129 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	68.62 Tons
Rain Total 5.10 - inches	Snow Total 0 - inches

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

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

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.
(Still waiting to receive this pump)

The staff replaced circuit breaker at Main Pump Station to get well pump working again.

The staff assisted Public Works to locate a lateral with camera.

The staff repaired the primer valve at Oaks Tavern pump station. Clogged with rags.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	1/13/2025
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	December 2024

Operation and Production Summary:

The actual water production time (water filtering) averaged 10.04 hours daily for the entire month, yielding approximately 833,258 gallons daily. The rainfall for this month was 5.70 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	23.83 million gallons
Total Drinking Water Produced:	25.83 million gallons
Average Daily Production:	833,258 gallons per day
Ave Percent of Production Capacity:	41.66 %
Flushing of Hydrants/Tanks/FD Use:	75,694+ 25,000 F.D. gals = 100,694 gallons
Plant Process Water:	845,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	3,575 gallons
Bulk Water used at PW Shop	7,291 gallons
Tank Cleanout/Drainage/Leak	0.0 gallons
WVWA Water	0.0 gallons

Testing:

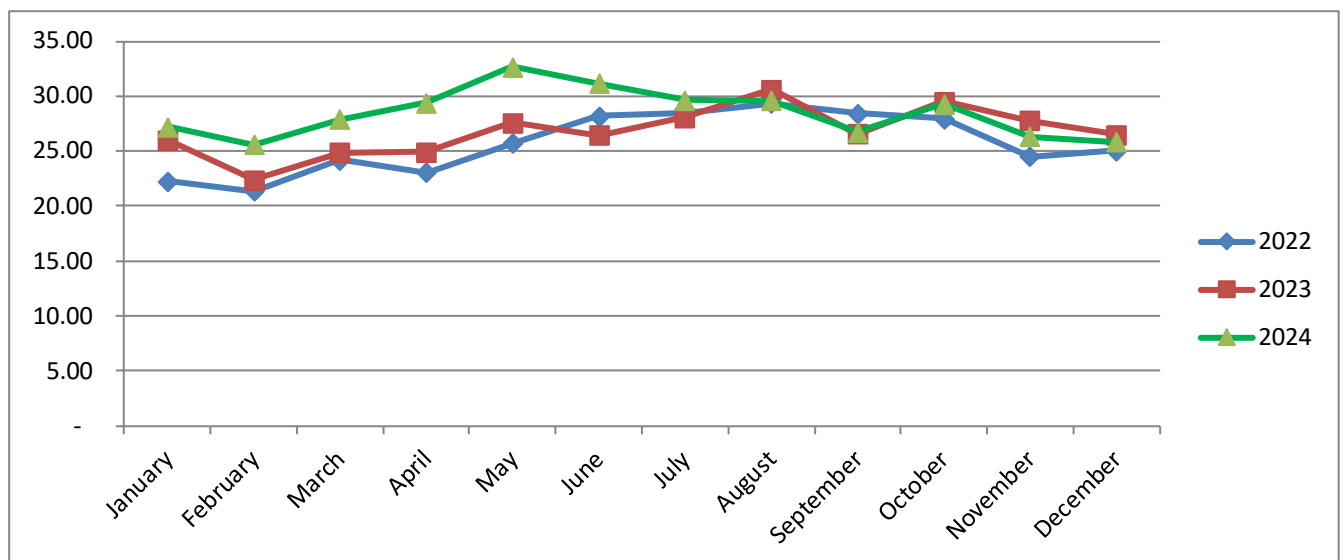
- Our monthly (7 total) routine bacteriological samples were bacteria-free. Therefore, the Town continues to comply with all drinking water standards by E.P.A. requirements.
- Staff collected TTHM and HAA5 samples (Collected quarterly)
- Staff suspended the Auto-flushing program in November 2024. This process reduces TTHM and HAA5 and provides fresher, higher-quality water to lines with low usage and no circulation. The program uses auto flushers on Hydrants. Due to cold weather and freezing temperatures, staff removed these flushers until spring.

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.
- The electrical contractor installed a small automatic permanent generator to provide backup electrical service at the Upper Grassy Hill tank location. This installation will ensure continued pumping operation to the upper Grassy Hill tank. The two pump stations that pump water to this tank already have generators installed to ensure their operation, and the installation of this generator ensures the SCADA system and the pump stations maintain communication and operation during power outages. This generator will also provide power to other devices at the site, including the wastewater radio system and the meter reading system. Once the county inspects the unit, it will be started and placed into service.

- The contractor continued to work on the foundation for the storage building, pouring concrete for the perimeter wall and stripping the forms for backfill.
- The heating contractor replaced the boiler's water circulating pump, and restarted the unit providing heat for the water plant.

Town of Rocky Mount						
Water Production						
Monthly Total In Million Gallons						
<u>Month</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Change</u>	<u>% Change</u>	
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	26.30	(1.5)	-5.5%	
December	25.04	26.48	25.83	(0.7)	-2.5%	
Year Totals	308.60	321.20	341.45	20.25	5.9%	
YTD Through December	308.60	321.20	341.45	20.25	5.9%	



ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	January 13, 2025
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	The FY2026-2026 budget calendar is attached for Council's review. The dates are generally the same as we have followed in years past. Staff recommends approval of the calendar as presented.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2025.0113 800.1 FY2025-2026 Budget Calendar - this is Council's Version

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



FY25-26 Budget and Capital Improvement Plan Calendar

<u>Day</u>	<u>Date</u>	<u>Responsible</u>	<u>Activity</u>	<u>Time</u>	<u>Place</u>
Monday	1/13/2025	Town Manager	Approval of Budget/CIP Calendar (Regular Council meeting)	6:00	Municipal Bldg.
Friday	2/28/2025	Planning Commission	Distribution of FY 26-30 CIP to Planning Commission		
Tuesday	3/4/2025	Planning Commission	Public Hearing & Recommendation of Proposed CIP (regular meeting for Planning Commission)	6:00	Municipal Bldg.
Monday	3/10/2025	Town Manager	Presentation of Proposed FY 26-30 CIP to Town Council	6:00	Municipal Bldg.
Monday	4/14/2025	Manager/Finance Dir	Presentation of FY 26 Budget and FY 26-30 CIP to Council (Regular Council meeting)	6:00	Municipal Bldg.
Thursday	4/17/2025	Town Council	Budget Work Session #1	5:00	Municipal Bldg.
Monday	4/21/2025	Town Council	Budget Work Session #2 (if needed)	5:00	Municipal Bldg.
Monday	5/5/2025	Town Council	Public Hearing on Proposed FY 26 Budget and FY 26-30 CIP	6:00	Municipal Bldg.
Monday	5/12/2025	Town Council	Adoption of FY 26 Budget, FY 26-30 CIP, & Appropriation Resolution (Regular Council meeting)	6:00	Municipal Bldg.

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	January 13, 2025
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	The Town's auditors recently recommended adding several written financial policies to assist the Town continue its operational success and also to help maintain financial sustainability and resiliency. The attached Debt Management Policy has been reviewed by the Town's financial advisors, Davenport Public Finance. The Town currently has a ratio of bonded debt to assessed value of 1.66% and a ratio of debt service to general fund expenditures of 8.1%. The Town's outstanding debt is only 17% of the maximum limit imposed by the Commonwealth of Virginia.
ACTION NEEDED:	Staff respectfully requests Council's approval of the attached Debt Management Policy.

Attachment(s):

1. Debt Management Policy 1-1-25

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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Debt Management Policy
January 1, 2025

1. Financing should be considered for Town assets that are designed to serve the citizens for a period of time in excess of five years with debt issued for a similar period and designed to spread the cost of the asset to all users, both current and future, unless a more feasible alternative exists (grants, donations, etc.); and
2. Debt issued for the purpose of financing water and wastewater projects or other enterprise fund projects will primarily be supported by revenues generated by the water and wastewater funds or other enterprise fund; and
3. The Town will adhere to all state and federal laws regarding debt issuance and seek guidance from bond counsel to ensure legality. The Commonwealth of Virginia currently imposes a limitation on the amount of outstanding General Obligation bonds which states that no municipality may issue any General Obligation bonds or other interest-bearing indebtedness which, including existing indebtedness, at any time exceeds 10% of the assessed valuation of the real estate in the municipality subject to taxation, as shown by the last preceding assessment for taxes; and
4. The Town's Tax-Supported outstanding debt shall not exceed 3.5% of total assessed value during a five-year planning window (for this ratio, Tax-Supported outstanding debt shall exclude self-supporting enterprise debt, i.e. debt not reliant on annual General Fund financial support); and
5. The Town's Tax-Supported debt service shall not exceed 15% of general government expenditures (for this ratio, Tax-Supported debt service shall exclude self-supporting enterprise debt, i.e. debt not reliant on annual General Fund financial support); and
6. Capital leases of longer than three (3) years duration will be included as debt for the purpose of computing the ratios expressed herein.