



TOWN COUNCIL
REGULAR MEETING
AGENDA
July 14, 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

New Piedmont Community Services (PCS) Lease Agreement for 40 West Church Street

Appoint J.T. Edwards to the EDA Board to fill the position currently held by Adam Lynch beginning 10-1-25.

Planning Commission Reappointments

- 4.2. Miscellaneous Resolutions/Proclamations

- 4.3. Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes - June 9, 2025

Special Called Town Council Meeting Draft Minutes - June 24, 2025

- 4.4. Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

5. Public Hearing
 - 5.1. Community Development Block Grant (CDBG)
6. Hearing of Citizens
7. New Business
 - 7.1. Award Bid for Sidewalk Project - North side of Tanyard Road from approximately 875 Tanyard Road (Bank of Botetourt) to Pell Avenue
 - 7.2. Purchase of Programmable Logic Controllers for the SCADA system that controls the Town water system (water plant, water tanks, pump stations, etc.).
 - 7.3. Selection of contractor for North Main Street water line replacement.
8. Adjournment

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	July 14, 2025
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STAFF MAKING REQUEST:	Mark Moore, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	The Town acquired 40 West Church Street, located behind the Farmers Market, from Franklin County (FC) in the last 12 months and PCS is an existing tenant at that location. Attached is a new lease agreement between the Town and PCS for your consideration. The Town Attorney has reviewed and approved. The lease term is month-to-month as it was previously with FC. PCS has agreed to pay monthly rent payments of \$1,178 beginning in August 2025. PCS has reviewed and also signed the attachment.
ACTION NEEDED:	Approve the new lease agreement with PCS for 40 West Church Street.

Attachment(s):

1. Town of Rocky Mount Lease - 2025 PCS Signed

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

This Lease Agreement ("Agreement") is made and entered into this 15th day of July 2025 and between the Town of Rocky Mount (the "Town"), a political subdivision of the Commonwealth of Virginia, as "Lessor", and Piedmont Community Services ("PCS"), a Virginia statutory entity, as "Lessee".

1. **LEASE.** For and in consideration of the terms, conditions, and covenants stated herein, Lessor leases to Lessee and Lessee leases from Lessor the Premises, as defined below, approximately 828 square feet, plus non-exclusive use of various common areas including non-designated parking areas, for use in connection with Lessee's business operations.

2. **PREMISES; COMMON AREAS.**

A. The "Premises" consist of a portion of the upper floor located at 40 West Church Street, Rocky Mount, Virginia (Tax Map Parcel #2070058200) comprising an area total of approximately 828 square feet of exclusive use office space. Lessee will also have non-exclusive use of the waiting area and restrooms within the rest of the upper floor of the building "Common Areas" and non-designated parking areas. The Premises are more specifically identified on the diagram attached as Attachment A to this Agreement. The Premises include only the designated exclusive and non-exclusive areas of the upper floor of the building located at said address and parking areas.

3. **USE OF PREMISES.**

A. Lessee may use the Premises for office space in connection with Lessee's business operations.

B. Lessee shall, in all cases and at all times, use the Premises, and cause the Premises to be used by Lessee's agents, employees and contractors, in conformance with: (i) all applicable laws, ordinances, orders, rules, and regulations; (ii) all restrictions, restrictive covenants, liens, encumbrances, and other matters of record, as of the date hereof or placed of record after the date hereof, that are applicable to the parcel on which the Premises are located ("Parcel"); (iii) any and all generally applicable rules and regulations for the occupancy or use of the Premises that Lessor may, from time-to-time, establish; and (iv) good industry practices with respect to the health and safety of the Lessor, Lessee, and other occupants of the Premises and each of their respective employees, agents, contractors, tenants, and invitees.

C. Lessee shall, in all cases and at all times, use the Premises, and cause the Premises to be used by Lessee's agents, employees and contractors, in a manner that will not unreasonably interfere with Lessor's or any third party's occupancy or use of the remaining portions of the building. Lessee shall not use the Premises in any manner that creates or maintains any material public or private nuisance or that will cause any waste, material annoyance, inconvenience or damage to the Lessor or any third party or be in material violation of any of the covenants or agreements contained in this Agreement. Lessee shall not use the Premises in any manner that deviates from or violates any restrictions, restrictive

covenants, and other matters of record that are applicable to the Parcel as set forth in Section 3(B)(ii) above.

D. Lessee shall, at its own risk and expense, obtain and keep in force all governmental licenses and permits necessary for Lessee's use of the Premises. Lessee shall be responsible for all workplace safety measures, including without limitation OSHA compliance and recordkeeping.

E. Lessor acknowledges and agrees that Lessee will be maintaining client confidential information, medical supplies and pharmaceuticals in the Premises. Accordingly, except in emergency situations, Lessor shall have access to the Premises only with advance notice to Lessee and when accompanied by appropriate persons designated by Lessee.

4. **TERM.** The terms of this lease shall be month to month beginning August 1, 2025, terminable by either party upon ninety (90) days written notice to the other party.

5. **RENT.** For the lease of the Premises, the rent ("Rent") shall be \$1,178.00 per month. All payments shall be made payable to Town of Rocky Mount, Virginia and mailed or hand-delivered to:

Town of Rocky Mount
c/o Finance Director
345 Donald Avenue
Rocky Mount, Virginia 24151

6. **POSSESSION OF PREMISES.** Subject to the limitations contained in this Agreement, Lessor shall deliver quiet possession of the Premises to Lessee on the Commencement Date and, subject to Lessee's compliance with the terms of this Agreement, shall provide quiet enjoyment of the Premises to Lessee during the Term and any Renewal Term.

7. **BUILDING SERVICES.**

A. Lessor shall, at Lessor's expense, provide the Premises with the following utilities and services: electricity, water and sewer. Lessee shall be responsible for telecommunications and trash removal and all other waste disposal associated with its operations as well as any other utilities required by the Lessee. In addition, while Lessee is the only user of the upper floor of the facility, Lessee agrees to provide custodial services for the Premises and Common Areas without cost to the Lessor. Lessee shall comply with all applicable laws, rules, ordinances, and regulations established by any governmental body, entity, or political subdivision with regard to the collection, storage and disposal of waste. Lessor shall permit Lessee to access the Premises twenty-four hours a day, seven days a week.

B. Except as expressly stated herein, Lessor shall have no responsibility for any services, utilities, supplies or materials that are related to Lessee's particular operations. Lessor shall not be liable for any interruption or curtailment whatsoever in the furnishing of utility services or other services to the Premises, whether or not the same are furnished by Lessor.

C. Lessee shall not receive any other services from Lessor without charge.

8. MAINTENANCE.

A. Lessor shall, at its own risk and expense, maintain the building (including the structural portions, such as the foundation, sub-floor, structural walls and roof, and the mechanical systems, such as plumbing, heating, air conditioning, and electrical), in good repair and in a condition suitable to the use for which they were constructed; provided, however, Lessor is not responsible for maintaining or repairing any damage caused by the actions of Lessee or its agents, employees or contractors, which maintenance and repairs shall be performed by Lessee at its expense.

B. Lessee shall, at its own risk and expense, maintain the Premises in good repair and in the condition it was when Lessee first occupied the Premises, less ordinary wear and tear. All maintenance, repairs, and replacements made by Lessee shall be approved in advance by Lessor and shall be at least equal in class and quality to the original equipment and workmanship. Any maintenance, repairs and replacements made by Lessee at its expense must be done in accordance with plans approved in advance by Lessor, which approval will not be unreasonably denied or delayed, in a good and workmanlike manner,

and in accordance with all applicable laws and regulations. If Lessee fails to reasonably maintain the Premises as required herein, then Lessor may maintain the Premises and charge Lessee for the cost of such maintenance as Additional Rent.

C. Lessee shall be solely responsible for its fixtures, furnishings, equipment, and personal property owned or installed by Lessee. Lessee shall be responsible for all maintenance, repair, replacement, and damages to the Premises caused by the errors] acts, omissions, negligence, or willfulness of Lessee, or its agents, employees, or contractors.

9. ALTERATIONS.

A. Lessee shall not make any alterations, modifications, or additions to the Premises, or install any fixtures, equipment or partitions. or make any improvements, without the prior written consent of Lessor.

B. Lessee shall be responsible for all elements of the design of any work permitted under section A, alterations, installations, additions, fixtures, modifications, equipment, partitions, or improvements installed or made by Lessee, including, without limitation, compliance with law, the obtaining of all necessary permits and governmental approvals, functionality of design, the structural integrity of the design, the configuration of the Premises and the placement of Lessee's furniture, appliances and equipment ("Lessee's Plans"), and Lessor's approval of Lessee's Plans shall in no event relieve Lessee of the responsibility for such design. Lessor shall have no liability or responsibility for any claim, injury or damage alleged to have been caused by the particular materials, whether building standard or non-building standard, appliances or equipment selected by or on behalf of Lessee in connection with any work performed by or on behalf of Lessee on the Premises. Any such work, alterations, installations, additions, fixtures, modifications, equipment. removals,

partitions, and improvements shall be done at Lessee's sole risk and expense.

C. Lessor may require by giving written notice thereof to Lessee at the time Lessor consents to any work that Lessee remove from the Premises any or all alterations, installations, additions, fixtures, modifications, equipment, partitions, or improvements installed or made by Lessee and that Lessee repair resulting damage to the Premises.

10. DEFAULT

A. The occurrence of any one or more of the following shall constitute an event of default under this Agreement ("Event of Default"):

- i. Lessee's delinquency in the payment of any amount payable by Lessee under this Agreement, or any portion thereof, for a period of thirty (30) or more days after the due date of such payment.
- ii. Lessee's breach of any of the terms, covenants or agreements to be performed under this Agreement and failure to rectify or remove said default(s) within thirty (30) days after written notice of such breach has been given to Lessee (provided, however, if the breach cannot reasonably be cured within thirty (30) days following Lessor's giving of notice, Lessee shall be afforded additional reasonable time to cure the breach if Lessee begins to cure the breach within said thirty (30) day period and continues diligently to completely cure the breach).
- iii. Filing by or against Lessee in any court, pursuant to any federal or state statute or a petition in bankruptcy or insolvency, or for reorganization or rearrangement, or for the appointment of a receiver or trustee of all or any portion of Lessee's property, or any assignment of the property of Lessee for the benefit of creditors.
- iv. Lessee's generally not paying its debts when they become due or becoming insolvent or proposing any dissolution, liquidation, reorganization, re-capitalization or other winding up of corporate affairs.
- v. Lessee's attempted assignment or encumbrance of this Agreement or subletting of the Premises other than in accordance with this Agreement.
- vi. Lessee's abandoning or vacating the Premises.
- vii. Lessee's doing or permitting to be done anything which creates a lien upon the Premises upon written notice by Lessor to Lessee and a reasonable time and opportunity, not to exceed thirty (30) calendar days, for Lessee to cure such lien.

B. Upon the occurrence of any Event of Default, and after applicable notice and the expiration of any applicable cure period, Lessor shall have the right to (i) terminate this Agreement, (ii) declare due and recover all amounts due and owing by Lessee through the termination of this Agreement. (iii) re-enter the Premises, (iv) remove all persons and property within the Premises at Lessee's expense, and/or (v) re-let the Premises at Lessee's expense. All rights and remedies of Lessor under this Agreement are cumulative and shall be in addition to any other rights or remedies accorded to Lessor by law or equity.

C. Any personal property of Lessee or others through Lessee which is left on the Premises following termination may be removed by Lessor from the Premises and, after thirty (30) days,

sold by Lessor. Lessor will apply the proceeds from any such sale against Rent, Additional Rent, costs, fees, damages or other liabilities of Lessee under this Agreement. Lessee hereby appoints Lessor as its attorney-in-fact for this purpose.

11. TERMINATION.

A. At the termination of this Agreement, Lessee will peaceably return the Premises to Lessor in as good condition as when it was accepted, normal wear and tear excepted. Lessee shall remove all of its personal property and, except to the extent otherwise specified by Lessor in any written consent authorizing work on the Premises, all modifications, alterations and additions made by Lessee, and shall repair any damages to the Premises caused by their installation or by such removal. Lessee will have the Premises cleaned and repaired prior to the surrender of possession. Lessee's obligation to observe or perform this covenant shall survive the termination of this Agreement. If Lessor is required to clean or repair anything on the Premises that is Lessee's responsibility after termination, then the related costs and expenses to clean or repair to the condition existing at the Commencement Date, ordinary wear and tear excepted, will be charged to Lessee as Additional Rent.

12. CASUALTY TO PREMISES.

A. In the event the Premises are damaged by fire or any other casualty or peril such that the Premises are made untenantable, then Lessor may elect to do the following:

i. Terminate the Agreement, in whole or in part as it relates to the portion of the Premises damaged, effective as of the date of the fire or casualty, by written notice given to Lessee within thirty (30) days after the date of the fire or casualty. Upon such notice of termination, Rent Payment applicable to the portion of the Premises damaged shall abate from the date the Premises (or part of the Premises, as the case may be) became untenantable as a result of such fire or casualty. This Agreement will continue as to any portion of the Premises not subject to termination under this subsection.

ii. Repair, restore, or rehabilitate the Premises, as the case may be, within ninety (90) days after the date of the fire or casualty, in which event the Term hereof shall not terminate, but the Rent Payment for the affected portion of the Premises shall be abated on a per diem basis for such period for which the Premises, as may be the case may be, shall remain untenantable. This Agreement will continue as to any portion of the Premises not subject to abatement of the Rent Payment under this subsection.

B. The right of termination in this Section is separate and independent of any other provisions of this Agreement relative to termination.

C. The Parties acknowledge and agree that Lessor is not under a duty to repair or rebuild under this Section 12.

13. GENERAL INDEMNIFICATION.

A. Lessee shall indemnify, defend, and hold harmless Lessor, and its board, employees, agents, successors, and assigns, individually and/or collectively ("Indemnified Parties") from

and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, liens, losses, suits of any nature (including suits by Lessor against Lessee), costs, and expenses, including reasonable attorneys' fees and consultant's fees and litigation costs, resulting from or arising out of:

(i) the use or occupancy or manner of use or occupancy of the Premises by Lessee or its officers, employees, agents, licensees, invitees, or contractors; (ii) any error, act or omission of Lessee or its officers, employees, agents, licensees, invitees, or contractors, whether such error, act or omission is intentional, reckless, or negligent and whether such error, act or omission results in personal injury, death, or property damage; (iii) any breach of any material provision of this Agreement by Lessee; or (iv) any alleged violation by Lessee of any statutes, laws, codes, ordinance, rules, or regulations applicable to this Agreement, the Premises, or Lessee's use or occupancy of the Premises. This indemnity provision covers and includes, without limitation, fines and penalties for violations of federal, state or local laws or regulations: personal injury, wrongful death or property damage claims; breach of contract claims; Indemnity claims; and other damages, losses and claims of any kind. This obligation shall survive a termination of the Agreement and shall not limit, in any way, any other rights available to Lessor at law or in equity.

B. Each party is a political subdivision of the Commonwealth of Virginia. Therefore, with respect to tort liability for any acts or occurrences on or about the Premises, such party may be immune (or partially immune) from suit, judgment or liability, as determined by applicable Virginia laws. No provision, covenant or agreement contained in this Agreement shall be deemed to be a waiver or limitation of the sovereign immunity of a party from tort or other liability. To the extent permitted by applicable law, each party will be responsible for errors, acts, or omissions of its employees within the scope of their employment; provided, however, that nothing contained herein shall be construed as a waiver or limitation of such party's sovereign immunity.

14. RULES AND REGULATIONS; SAFETY.

A. Lessee shall ensure that its agents and employees exercise all reasonable caution to ensure the safety of people and property while on the Parcel.

B. Lessee will, at its own expense, comply with all laws, orders, citations, rules, regulations, standards, statutes and requirements promulgated by any governmental authority with respect to occupational health and safety, accident prevention, and safety equipment and practices, including without limitation, requirements of the Virginia Code and all successors and amendments thereto, and all standards and regulations which have been or will be promulgated by the agencies which administer said Acts.

15. FORCE MAJEURE. Neither Party shall be liable to the other for any failure to perform its obligations under this Agreement (other than any obligation to pay money) due to any cause beyond its reasonable control, such as fire, flood, explosion, lightning, windstorm, tornado, hurricane, earthquake, other natural disasters, Acts of God, subsidence of soil, any act or order of any governmental authority, other governmental interference, civil commotion, riot, war, terrorism, theft, vandalism, strikes, labor disturbance or disputes, civil disorder, transportation difficulties, shortage of labor or raw materials, failure or destruction, in whole or

in part, of machinery or equipment, failure of supply of materials, discontinuity in the supply of power or utilities, or other similar causes or contingencies beyond its control (an Event of Force Majeure"); provided that (i) the Event of Force Majeure is beyond the reasonable control of the Party claiming an inability to perform as a result of the Event of Force Majeure, (ii) that the Party claiming the existence of the Event of Force Majeure gives prompt notice to the other Party of the Event of Force Majeure, (iii) that the Party claiming the existence of the Event of Force Majeure works diligently to eliminate the Event of Force Majeure, and (iv) that the Party claiming the existence of the Event of Force Majeure resumes performance as soon as possible after the elimination of the Event of Force Majeure. If an Event of Force Majeure lasts for more than thirty (30) days, then either Party shall have the right, by written notice to the other, to terminate this Agreement.

16. TAXES.

A. Lessee shall be responsible for and pay when due and payable, any and all taxes or other charges applicable to its business operations, inventory, machinery and tools, leasehold improvements, fixtures, furnishings, equipment, and other personal property.

B. Lessee shall also pay all franchise taxes, business taxes or other similar taxes may be levied or imposed upon the Premises or the business carried on therein and also all other taxes and rates which are or may be payable by Lessee.

17. INSURANCE. Each party shall, throughout the Term of this Agreement, procure and maintain, at a minimum, the insurance described below:

A. **Commercial General Liability.** Commercial General Liability insurance shall insure against all claims, losses, costs, damages, expenses or liabilities from loss of life or damage or injury to persons or property caused by an error, act, or omission of Lessee or its employees, agents, invitees, licensees, or contractors, or arising out of or related to the Premises under this Agreement. The minimum limits of liability for this coverage shall be \$2,000,000 per occurrence. The policy shall be the "occurrence" form and shall include coverage for, inter alia, premises and operations, contractual liability (including the contractual liability assumed by Lessee under indemnity agreements contained in this Agreement), broad form property damage, and products and completed operations.

B. **Personal Property.** Insurance covering such party's furnishings, equipment and personal property that from time to time may be located on the Premises.

C. **Workers' Compensation and Employer's Liability.** Each party shall, at all times during the Term of this Agreement, maintain for all of its employees engaged in work under this Agreement. workers' compensation and employer's liability insurance covering all statutory obligations under the laws of the Commonwealth of Virginia. Such policies shall contain waivers of the insurer's right of subrogation against the other party, and its subsidiaries, officers, directors and employees.

D. **General Requirements Applicable to Above Coverages.** All insurance policies will be written by a company authorized to do business in the Commonwealth of Virginia. In no event will the coverage or limits of any insurance maintained by a party under this Section, or the lack

or unavailability of any other insurance, limit or diminish in any way such party's obligations or liability to Lessor under this Agreement. Each party shall be named as an additional insured under such liability policies and shall be given thirty (30) days' written notice prior to the cancellation of such liability policies. Each party acknowledges that the limits, policy requirements or coverages as described under this Section may not be adequate to respond to all exposures or losses, nor should they be considered a limitation or maximum liability regarding the indemnity obligations as set forth under law or this Agreement.

F. **Certificates of Insurance.** Prior to commencement of the Agreement, each party shall furnish the other with Certificates of Insurance, in a format acceptable to such party, evidencing the insurance coverage required in this Section. Any acceptance of insurance certificates by a party, or failure to request same, shall not limit or relieve the other party of the duties and responsibilities assumed by it under this Agreement. If either party fails to procure any such insurance, the other party may procure such coverage and be reimbursed for its costs.

G. **Waiver of Subrogation.** Each party hereby waives all right of subrogation by any insurance company issuing policies carried by such party with respect to this Agreement.

18. ENVIRONMENTAL MATTERS.

A. Lessee will not cause or permit the storage, use, generation, release, or disposition of any Hazardous Materials (as defined below) in, on, or about the Parcel or Premises (collectively referred to as the "Property"), in violation of any Environmental Laws (as defined below), by Lessee, or any of its officers, agents, employees, contractors or guests present on the Property. Notwithstanding the foregoing, Lessee may use and store and use only on the Premises any chemicals, solvents, or other materials customarily used in the ordinary course of the uses of the Premises permitted in this Agreement, so long as such substances are used and handled as prescribed by the manufacturer(s) thereof, in accordance with all requirements of applicable law, including Environmental Laws, and in accordance with all restrictions and restrictive covenants referenced in Section 3, and so long as such substances are kept on the Premises only in such quantities as reasonably necessary for Lessee's business and stored in a proper and legal manner. Lessee will not permit the Premises to be used or operated in a manner that may cause any portion of the Property to be contaminated by any Hazardous Materials in violation of any Environmental Laws by Lessee or its agents, employees or contractors. Lessee shall, at Lessee's sole cost and expense, comply with and observe all Environmental Laws pertaining to Lessee's use of Hazardous Materials. Lessee agrees that it will be solely responsible for all and any fines, penalties, assessments resulting from a violation of its obligations under this Agreement from its violation of any Environmental Laws and will be solely responsible for any and all costs of cleaning up and remediating the Property and all other affected property as required by Environmental Laws if this Agreement or the Environmental Laws are violated by Lessee. Lessee shall, at its own cost and expense, obtain any and all environmental licenses, permits, or authorizations needed for its use of the Premises.

B. Lessee shall, within five (5) business days of receipt, deliver to Lessor copies of all notices which Lessee receives from governmental authorities alleging any violation of Environmental Laws by Lessee or requesting compliance with any Environmental Laws by Lessee. Lessee will

immediately inform Lessor in writing of (i) any and all enforcement, cleanup, remedial, removal, or other governmental or regulatory actions instituted, completed, or threatened against Lessee pursuant to any Environmental Laws relating to any Hazardous Materials affecting the Property; and (ii) all claims made or threatened by any third party against Lessee, Lessor, and/or the Property relating to damage, contribution, cost recovery, compensation, loss, or injury resulting from any Hazardous Materials on or about the Property. Without Lessor's prior written consent, which will not be unreasonably withheld or delayed, except in the case of an emergency, Lessee will not take any remedial action or enter into any agreements or settlements in response to the presence of any Hazardous Materials, in, on or about the Property. If Lessee fails to comply with any applicable Environmental Laws within applicable notice and cure periods, Lessor shall have the right (but not the obligation) to act in place of Lessee and to take such action as it may deem necessary or desirable to ensure compliance or to mitigate, abate or correct the violation or threatened violation. All reasonable costs of any kind whatsoever incurred by Lessor in connection therewith, including consultants' and attorneys' fees, shall be payable within thirty (30) days of demand, shall bear interest at the rate of ten percent (10%) per annum until paid, and shall constitute Additional Rent.

C. Lessee will be solely responsible for and will defend, indemnify and hold Lessor, its board, officers, agents, employees, and contractors harmless from and against all claims, costs, expenses, damages, losses, fines, penalties, assessments, and liabilities, including attorneys' fees and costs, arising out of or in connection with (i) Lessee's breach of its obligations in this Section; (ii) a violation of any Environmental Laws by Lessee or its officers, employees, agents, or contractors; and (iii) the removal, cleanup, and restoration work and materials necessary to remediate any such breach in a manner which properly removes as required by Environmental Laws all Hazardous Materials placed on the Property in violation of Lessee's obligations hereunder. Lessee's obligations under this Section will survive the expiration or other termination of this Agreement.

D. For the purposes of this Agreement, "Hazardous Materials" shall mean but not necessarily be limited to: (i) polychlorinated biphenyls, petroleum and petroleum derived products and or its constituents or derivatives, flammable or explosive materials, asbestos, and any other hazardous, toxic, radioactive, or dangerous waste, substance or material which is or becomes regulated by any federal, state, or local, law, ordinance, order, rule, regulation, or code; and (ii) waste, substance or material meeting the definition of "Regulated Substances", "Toxic Substances", "Hazardous Chemicals", "Hazardous Materials", "Hazardous Substances", "Hazardous Wastes", "Chemical Substance", or similar terms, in any Environmental Law or listed as such by the Environmental Protection Agency. For the purposes of this Agreement, "Environmental Law" shall mean any and all federal, state or local laws, statutes, ordinances, regulations, orders or decrees for the protection of human health, the environment or public safety, now in existence or hereafter promulgated, including without limitation the Resource Conservation and Recovery Act of 1976 (RCRA), 42 U.S.C. §§ 6901 *et seq.*, the Comprehensive Environmental Response Compensation and Liability Act of 1980 (CERCLA), 42 U.S.C. §§ 9601-9657, as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA), the Hazardous Materials Transportation Authorization Act of 1994, 49 U.S.C. §§ 5101 *et seq.*, the Federal Water Pollution Control Act, 33 U.S.C. §§ 1251 *et seq.*, the Clean Air Act, 42 U.S.C. §§ 741 *et seq.*, the Clean Water Act, 33 U.S.C. § 7401, the Toxic Substance Control Act, 15 U.S.C. §§

2601-2629, the Safe Drinking Water Act, 42 U.S.C. § 300(f)-(j), the Chesapeake Bay Preservation Act, the Solid Waste Disposal Act, the Endangered Species Act of 1973, and any and all other federal or state environmental acts, and any successor provisions of law as the same may be amended from time to time.

E. Lessee shall, on reasonable demand, provide Lessor with access to any and all Material Safety Data Sheets and Safety Data Sheets that relate to any chemicals or Hazardous Materials that are used by Lessee in its work on the Premises, if any.

F. Nothing herein shall be deemed to prohibit Lessee from the storage and use of medical supplies, equipment and pharmaceuticals in the Premises.

19. **ESTOPPEL CERTIFICATE.** Each Party agrees, within thirty (30) days after request from the other Party, to execute and deliver to the other or its designee a written instrument certifying and stating: (i) that this Agreement is unmodified (or, if modified, specifying the modifications) and in full force and effect; (ii) that Lessee has accepted possession of the Premises; (iii) that the Commencement Date has occurred, and specifying the Commencement Date, the Termination Date of the Term and any Renewal Terms; (iv) that Rent Payment has been paid through a specified date; and (v) that, to the knowledge of such Party, the other Party is not in default under this Agreement or, if so, specifying in detail each existing default.

20. **CHOICE OF LAW AND FORUM SELECTION.** This Agreement shall be governed by, and interpreted and construed according to, the laws of the Commonwealth of Virginia. The Parties choose the state court of appropriate jurisdiction in Franklin County, Virginia, as the venue for any action initiated related to this Agreement.

21. **NOTICES.**

A. All notices to the Lessee required or permitted under this Agreement shall be given by mailing the notice by certified U.S. mail, postage prepaid, return receipt requested, to the Lessee addressed to:

Piedmont Community Services 24 Clay
Street
Martinsville, Virginia 24112 Attn:
Executive Director

B. All notices to the Lessor required or permitted under this Agreement shall be given by mailing the notice by certified U.S. mail, postage prepaid, return receipt requested, to the Lessor addressed to:

Town of Rocky Mount
c/o Town Manager
345 Donald Avenue
Rocky Mount, Virginia 24151

C. Where, under the terms of this Agreement, a notice is sent by certified U.S. mail, postage prepaid, return receipt requested, such notice shall be deemed to have been given as of five (5) business days of the date of mailing such notice. Each party to this Agreement shall notify the other party of a new address at which to mail notices, which notice shall be given in the manner provided above, and unless and until such notice of new address is given, notices to a party hereto shall be sufficient if mailed to such party's address as specified in Section 21(A) or Section 21(B), as appropriate.

D. Where, under the terms of this Agreement, a notice is required or permitted to be sent by certified U.S. mail, postage prepaid, return receipt requested, and such notice is not sent in such manner, the notice shall be effective if actually received by the party, or its appointed agent, to whom the notice is addressed.

22. REPRESENTATIONS AND WARRANTIES. Lessee represents and warrants to Lessor that as of the date hereof as follows:

A. The execution and delivery by Lessee of this Agreement, and the performance by Lessee of its obligations hereunder, will not contravene any law, rule or regulation of any state or of the United States or any political subdivision thereof or therein, or any order, writ, judgment, injunction, decree, determination or award currently in effect, which, singly or in the aggregate, would have a material adverse effect on Lessee.

B. Lessee is a Virginia statutory entity validly existing and in good standing, is authorized to transact business in Virginia, and has all requisite power and authority to operate and lease the Premises.

C. Lessee has the requisite power and authority to have this Agreement executed and delivered and to consummate the transactions contemplated hereby. The execution and delivery of this Agreement and the consummation of the transactions contemplated hereby have been duly and validly authorized by all necessary action on the part of Lessee and do not and will not violate the provisions of its articles of incorporation or bylaws. This Agreement has been duly and validly authorized, executed and delivered by Lessee and constitute legal, valid and binding agreements of Lessee, enforceable against it in accordance with their terms.

23. ATTORNEYS' FEES. In the event of a breach or attempted breach of any of the provision of this Agreement by either party, the non-breaching party shall be entitled to recover from the other any and all costs actually incurred in connection with enforcing the terms of this Agreement, including, without limitation, its attorneys' fees and court costs.

24. LIMITATION ON RIGHT OF RECOVERY AGAINST LESSOR. Notwithstanding anything contained herein to the contrary, Lessee acknowledges and agrees that the liability of Lessor under this Agreement shall be limited to the amount of its interest in the Property and all sales, rental, applicable insurance and condemnation proceeds thereof. The provisions hereof shall inure to Lessor's successors and assigns. The foregoing provisions are not intended to relieve Lessor from the performance of any of Lessor's obligations under this Agreement, but only to limit the liability of Lessor in case of recovery of a judgment against Lessor; nor shall the foregoing be deemed to limit Lessee's rights to obtain injunctive relief or specific performance

or to avail itself of any other right or remedy which may be awarded Lessee by law or under this Agreement.

25. **REMEDIES CUMULATIVE.** No reference to any specific right or remedy shall preclude Lessor from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled at law or in equity.

26. **INTERPRETATION.** No provision of this Agreement shall be construed in favor of, or against, any particular Party by reason of any presumption with respect to the drafting of this Agreement; both Parties, being represented by counsel and having fully participated in the negotiation of this instrument, hereby agree that this Agreement shall not be subject to the principle that a contract would be construed against the Party which drafted the same.

27. **BINDING EFFECT; ENTIRE AGREEMENT; AMENDMENTS; ASSIGNMENT.**

This Agreement contains the entire, full and complete understanding between the Lessor and the Lessee with respect to the subject matter addressed herein, and all representations, statements, warranties, covenants, promises or agreements previously made or given by either party to the other regarding this subject matter are expressly merged into this Agreement and shall be null, void and without legal effect. This Agreement may be modified only in writing executed by the Lessor and the Lessee. The conditions and covenants herein contained shall inure to the benefit of and are binding upon the Parties hereto, their successors and assigns. Lessee may not assign this Agreement or sublease the Premises, in part or in whole, without the written consent of Lessor, which consent may be withheld in Lessor's sole discretion.

28. **COMPLIANCE WITH APPLICABLE LAWS.** The Parties agree that, in the performance of this Agreement, they will comply with all applicable laws, statutes, rules, regulations, or orders of the United States government or of any state or political subdivision.

29. **HEADINGS.** The headings of the Sections of this Agreement are inserted for convenience only and do not alter or amend the provisions that follow such headings.

30. **FAILURE TO ENFORCE NOT A WAIVER.** A failure by either Party to pursue or enforce any remedy or right available under the terms and conditions of the Agreement, any statute, or common law shall not be interpreted as a waiver of that Party's right to pursue or enforce such an available remedy or right at a later date. Waiver by one Party of a breach by the other Party of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other past, present or future breach.

31. **SEVERABILITY.** If any provision of this Agreement, or the application of any provision hereof to a particular entity or circumstance, shall be held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall not be affected, and all other terms and conditions of the Agreement shall be valid and enforceable to the fullest extent permitted by law.

32. **NO THIRD-PARTY BENEFICIARIES.** Nothing in this Agreement, express or implied, is intended to confer any rights or remedies upon any person, other than the Parties hereto and, subject to the restrictions on assignment herein contained, their respective successors and

assigns.

33. **FURTHER ASSURANCES.** Each Party shall execute and deliver, or cause to be executed and delivered, any and all instruments, documents and conveyances, and take any and all action as shall be necessary or convenient, required to vest in each party all rights, interests and benefits intended to be conferred in and under this Agreement.

34. **SURVIVAL.** Without limiting any other obligation of Lessor which may survive the expiration or prior termination of the term of this Agreement, all obligations on the part of Lessee to indemnify, defend, or hold Lessor harmless, as set forth in this Agreement shall survive the expiration or prior termination of the Term of this Agreement.

35. **RECORDING.** Either Party may record this Agreement or any memorandum hereof.

36. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same instrument, and facsimile or scanned/emailed signatures shall be as valid and binding as the originals.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

WITNESS the following signatures to this LEASE AGREEMENT:

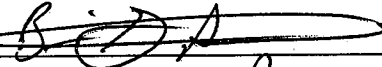
TOWN OF ROCKY MOUNT, VIRGINIA

BY: _____

Robert J. Wood, Town Manager

DATE: _____

PIEDMONT REGIONAL COMMUNITY SERVICES

BY:  _____

NAME: Brian G. Preston

TITLE: Executive Director

DATE: 7/7/2025

Approved as to legal form:

John Boitnott, Town Attorney

Attachment A

Diagram of Building Showing the "Premises"

See Attached.

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	July 14, 2025
----------------------------	---------------

STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The appointment of J. T. Edwards to serve on the Economic Development Board (EDA).
ACTION NEEDED:	Approve the appointment.

Attachment(s): None

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

FOR COUNCIL MEETING DATED:	July 14, 2025
----------------------------	---------------

STAFF MAKING REQUEST:	Jessica Angle, Planning & Zoning Administrator
BRIEF SUMMARY OF REQUEST:	Reappointment of Janet Stockton, William Ball and Bud Blanchard to the Planning Commission.
ACTION NEEDED:	Approve Reappointments

Attachment(s): None

FOLLOW-UP ACTION: (To be completed by the Town Clerk) NA
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ROCKY MOUNT TOWN COUNCIL REGULAR MEETING MINUTES

**June 9, 2025
6:00 p.m.**

The following members
of Council were present:

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

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
Dennis "Moe" Potter, Wastewater Treatment Plant Superintendent
Brian Schofield, Public Works Superintendent
Phillip Young, Chief of Police, RMPD
Daniel Pinard, Economic & Cultural Development Director
Blake Flinchum, Grant Coordinator
Shawn Richardson, Lieutenant of Investigations, RMPD
Mark Lovern, 1st Sergeant, RMPD
Amy D. Gordon, Assistant Finance Director/Human Resource Director
Missy Morris, Virginia Main Street Executive Director

The Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, with Mayor C. Holland Perdue III presiding.

1. **Roll Call**

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

2. **Pledge of Allegiance**

Mayor Perdue led in the pledge of allegiance.

3. **Approval of Agenda**

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

Motion: To approve the agenda as presented

Motion By: Council Member Lee

Seconded: Council Member Casey

Motion Discussion: None

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

Approved (6 to 0)

4. **Approval of Consent Agenda**

4.1 Miscellaneous Action

Plygem 5K Event Request

Franklin County High School Homecoming Parade

4.2 Miscellaneous Resolutions/Proclamations

Proclamation Celebrating National Public Works Week May 18-24, 2025

Revise budgetary supplemental appropriations resolution FY2024-2025 budget

4.3 Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes – May 12, 2025

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 Lee

Second: Vice Mayor Mullins

Motion Discussion: None

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

Approved (6 to 0)

5. **Special Items**

5.1 Introduction of new Police Officers

New officers to the Rocky Mount Police Department were Officer Jeffery McCarty and Officer Dillon Shipman.

Officer Tyler White received a promotion to the rank of Sergeant of the Patrol Division. His wife Madison pinned his new badge onto his uniform.

5.2 Alzheimer's and Brain Awareness Month Proclamation

Mayor Perdue shared the proclamation with everyone as he read it to its recipient, Leigh Prom, who leads in this area to raise awareness of the disease both for those having been diagnosed with the disease and for their care givers.

6. New Business

- 6.1 Name newly constructed road off of Weaver Street to honor former Council Member Sadie Tuning.

Motion: To approve of naming the newly constructed road off of Weaver Street in honor of a former Council Member, Sadie Tuning.

Motion By: Council Member Clements

Seconded: Council Member Casey

Motion Discussion: None

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

Approved (6 to 0)

- 6.2 Improvements to Mary Elizabeth Park

A map of Mary Elizabeth Park was given to each member of Council prior to the meeting for their reference. To best maintain the park space, Council approved a modification included in the FY2026 CIP, in which the tennis courts, basketball courts, and the pickleball courts would be resurfaced. It was decided that for best use of space in the park, to make a modification to the basketball court, separate with fencing and to install three additional pickleball courts while taking out one of the tennis courts.

Motion: To approve and proceed with the modifications as they were presented for Mark Elizabeth Park.

Motion By: Vice Mayor Mullins

Seconded: Council Member Tuning

Motion Discussion: None

Ayes: (5): Vice Mayor Mullins, Council Member Casey, Council Member Clements, Council Member Newbill, and Council Member Tuning

Nays: (1): Council Member Lee

Approved (5 to 1)

7. **Hearing of Citizens**

Glenna Hawkins Moore of 45 Scenic River Drive, Rocky Mount, VA, told a story of many of the African Americans that were not in the textbooks to teach others how they lived. Raising The Shade Franklin County 1850 – 1910 will help shed some light on the seventy brave men from Franklin County who fought and likely helped win the Civil War.

8. **Adjournment**

Motion: To adjourn

Time: 6:19 p.m.

Motion By: Vice Mayor Mullins

Seconded By: Council Member Casey

Motion Discussion: None

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

Approved (6 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk



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

**June 24, 2025
5:00 p.m.**

The following members
of Council were present:

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

Council Member Mark H. Newbill was unable to attend

The following staff
members were also
present:

John T. Boitnott, Town Attorney
Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Mark W. Moore, Assistant Town Manager
Vincent Copenhaver, Finance Director
Daniel Pinard, Economic & Cultural Development Director

The Special Called Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, with Mayor C. Holland Perdue III presiding.

1. Roll Call

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

2. Approval of Agenda

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

Motion: To approve the agenda as presented

Motion By: Council Member Tuning

Seconded: Council Member Casey

Motion Discussion: None

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

Approved (5 to 0)

3. Public Hearing

- 3.1 Transfer of property owned by Town (20 Spring Street) to Town of Rocky Mount Economic Development Authority

No one signed up to speak prior to the meeting.

4. New Business

- 4.1 Transfer of property owned by Town (20 Spring Street) to Town of Rocky Mount Economic Development Authority

While Town Attorney Boitnott gave a brief history of the property, he shared there was a typographical error in the notice of the public hearing that was placed in the newspaper, but it did not affect the validity of the notice.

Motion: To approve the transfer of property from Town of Rocky Mount to the EDA located at 20 Spring Street.

Motion By: Vice Mayor Mullins

Seconded: Council Member Tuning

Motion Discussion: None

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

Approved (5 to 0)

5. **Adjournment**

Motion: To adjourn

Time: 5:04 p.m.

Motion By: Vice Mayor Mullins

Seconded By: Council Member Casey

Motion Discussion: None

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

Approved (5 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

Planning & Zoning Monthly Report

06/01/2025 - 06/30/2025

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

2025052	6/20/2025	Plat Review	5 ANDERSON ST	Approved	Lowell Tyler Carter and Ashley Elaine Carter	CARTER LOWELL TYLER & ASHLEY ELAINE	deed of vacation

Group Total: 1

Group: Site Plan

2025048	6/6/2025	Site Plan	135 ANGLE ST	Approved	NAACP Franklin County (Larry Moore)	FIRST BAPTIST CHURCH OF ROCKY	new bronze memorial
2025045	6/3/2025	Site Plan		Pending	OM SHREE LUCKY2, INC. (Amit Patel)	OM SHREE LUCKY2 INC	development plan for convenience store

Group Total: 2

Group: Zoning

2025051	6/16/2025	Zoning	35 WHITTEN ST	Approved	William P. Sweeney	SWEENEY WILLIAM P	replacing existing deck (18x18)
2025049	6/6/2025	Zoning	135 ANGLE ST	Approved	NAACP Franklin County (Larry Moore)	FIRST BAPTIST CHURCH OF ROCKY	new bronze memorial

2025047	6/6/2025	Zoning	110 GRAYSON ST	Approved	Brandon Foster	FOSTER BRANDON THOMAS & MELISSA	Concrete Pad for future use
2025044	6/3/2025	Zoning	625 GLENWOOD DR	Approved	MB Contractors Inc	CHRISTIAN HERITAGE ACADEMY	35x50 addition

Group Total: 4

Group: Zoning Compliance

2025053	6/24/2025	Zoning Compliance	346 FRANKLIN ST	Approved	Newharts Cleaning Service LLC/ Izaiah Newhart	350 FRANKLIN LLC	Office for janitorial cleaning service/cleaning equipment rentals **2nd FLOOR ONLY**
2025050	6/10/2025	Zoning Compliance	40 SCOTT ST	Approved	Leslie Walstrum	WALSTRUM LESLIE A	home occupation creating art work-will be selling artwork online and at convention centers

2025046	6/4/2025	Zoning Compliance	195 EAST COURT ST	Approved	Sheryl Gill	GILL CHRISTOPHER W & SHERYL L	Home Occupation- handmade products to be sold online and elsewhere (No employees, No foot traffic and No signs)

Group Total: 3

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Total Records: 10

7/3/2025

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	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	1,326,100	.00	.00	1,326,100.00	.0%*
TOTAL USE OF SURPLUS	150,000	1,326,100	.00	.00	1,326,100.00	.0%
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY - CUR	871,844	871,844	797,146.49	1,085.37	74,697.51	91.4%*
11011000 41102 REAL PROPERTY - DEL	30,000	30,000	68,106.27	1,446.16	-38,106.27	227.0%*
11011000 41103 PUBLIC SERVICE - CU	21,305	21,305	33,650.21	7,965.63	-12,345.21	157.9%*
11011000 41104 PUBLIC SERVICE - DE	0	0	13.19	.00	-13.19	100.0%*
11011000 41105 PERSONAL PROPERTY -	339,696	339,696	490,719.07	850.06	-151,023.07	144.5%*
11011000 41106 PERSONAL PROPERTY -	20,000	20,000	43,497.95	942.96	-23,497.95	217.5%*
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	17,586.96	372.76	-7,627.96	176.6%*
11011000 41111 INTEREST ON DELINQ	5,805	5,805	10,803.69	138.92	-4,998.69	186.1%*
TOTAL GENERAL PROPERTY TAXES	1,486,823	1,486,823	1,508,493.62	12,801.86	-21,670.62	101.5%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & USE T	345,000	345,000	339,917.71	29,626.16	5,082.29	98.5%*
11012000 41202 MEALS TAX	2,720,000	2,720,000	2,825,292.57	225,340.53	-105,292.57	103.9%*
11012000 41203 PENALTY-DEL MEALS T	0	0	5,506.06	314.00	-5,506.06	100.0%*
11012000 41204 INTEREST-DEL MEALS	0	0	767.46	200.83	-767.46	100.0%*
11012000 41205 TRANSIENT OCCUPANCY	207,000	207,000	275,307.76	60,678.92	-68,307.76	133.0%*
11012000 41208 CIGARETTE TAX	65,000	65,000	58,200.00	7,275.00	6,800.00	89.5%*
11012000 41209 BANK STOCK TAX	378,445	378,445	342,694.33	232,622.33	35,750.67	90.6%*
11012000 41210 CONSUMER UTILITY TA	314,000	314,000	326,025.16	24,832.70	-12,025.16	103.8%*
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	4,173,711.05	580,890.47	-40,266.05	101.0%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	419,000	419,000	449,218.24	36,709.79	-30,218.24	107.2%*

Town of Rocky Mount VA

YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	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	271,498.56	27,669.75	-82,498.56	143.7%*
11012500 41303 BPOL-REPAIRS/PERS S	184,000	184,000	219,740.83	4,263.56	-35,740.83	119.4%*
11012500 41304 BPOL-CONTRACTOR	25,000	25,000	63,465.59	14,980.53	-38,465.59	253.9%*
11012500 41305 BPOL-UTILITY	6,700	6,700	8,913.04	.00	-2,213.04	133.0%*
11012500 41306 BPOL-AMUSEMENT TAX	500	500	.00	.00	500.00	.0%*
11012500 41307 BPOL-MISCELLANEOUS	9,000	9,000	10,204.63	684.86	-1,204.63	113.4%*
11012500 41308 BPOL-ALCOHOLIC BEVE	600	600	700.00	150.00	-100.00	116.7%*
11012500 41309 BPOL-PENALTIES & I	6,500	6,500	13,287.38	1,214.38	-6,787.38	204.4%*
TOTAL BUSINESS LICENSE TAXES	840,300	840,300	1,037,028.27	85,672.87	-196,728.27	123.4%
11013000 PERMITS & LICENSES						
11013000 42111 PLANNING & ZONING F	5,000	5,000	12,005.61	2,662.64	-7,005.61	240.1%*
11013000 42112 FARMERS MARKET FEES	7,000	7,000	1,955.00	.00	5,045.00	27.9%*
11013000 42114 WELCOME CENTER FEES	7,000	7,000	8,669.03	1,291.00	-1,669.03	123.8%*
11013000 42116 RETURN CHECK FEES	300	300	3,047.31	.00	-2,747.31	1015.8%*
TOTAL PERMITS & LICENSES	19,300	19,300	25,676.95	3,953.64	-6,376.95	133.0%
11014000 FINES & FORFEITURES						
11014000 42211 COURT FINEES	42,000	42,000	39,977.06	4,376.75	2,022.94	95.2%*
11014000 42212 PARKING FINES	80	80	40.00	.00	40.00	50.0%*
11014000 42213 GARBAGE VIOLATION F	0	0	-50.00	.00	50.00	100.0%
TOTAL FINES & FORFEITURES	42,080	42,080	39,967.06	4,376.75	2,112.94	95.0%
11015000 PROCEEDS FROM USE OF ASSETS						
11015000 42311 INTEREST ON MONEY/I	380,500	410,500	416,603.65	27,069.10	-6,103.65	101.5%*
11015000 42312 RENTAL OF GENERAL P	450	85,450	277,350.00	.00	-191,900.00	324.6%*
11015000 42319 BOND PROCEEDS	0	569,064	569,064.00	.00	.00	100.0%*
TOTAL PROCEEDS FROM USE OF ASSETS	380,950	1,065,014	1,263,017.65	27,069.10	-198,003.65	118.6%
11016000 CHARGES FOR SERVICES						
11016000 42411 REFUSE COLLECTION C	313,282	339,282	345,297.15	29,396.15	-6,015.15	101.8%*

YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	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	2,220.00	150.00	-820.00	158.6%*
11016000 42415 WEED CONTROL CHARGE	100	100	150.00	.00	-50.00	150.0%*
11016000 42418 PASSPORT SERVICE FE	22,000	22,000	26,401.35	2,100.00	-4,401.35	120.0%*
11016000 42419 SECURITY SERVICES	8,000	8,000	5,673.50	-3,384.50	2,326.50	70.9%*
11016000 42420 POLICE REPORTS	1,200	1,200	1,303.00	77.00	-103.00	108.6%*
11016000 42421 FINGERPRINT SERVICE	150	150	220.00	10.00	-70.00	146.7%*
11016000 42422 CRISIS INTERVENTION	30,000	30,000	7,020.00	.00	22,980.00	23.4%*
TOTAL CHARGES FOR SERVICES	376,132	402,132	388,285.00	28,348.65	13,847.00	96.6%
11018000 MISCELLANEOUS GENERAL						
11018000 42511 RECOVERIES	0	0	8,771.25	1,894.40	-8,771.25	100.0%*
11018000 42515 DONATIONS	0	69,483	71,008.03	10.00	-1,525.03	102.2%*
11018000 42524 INSURANCE RECIPTS F	40,000	87,948	84,517.77	.00	3,430.23	96.1%*
11018000 43511 VML SAFETY GRANT	0	4,000	4,000.00	.00	.00	100.0%*
TOTAL MISCELLANEOUS GENERAL	40,000	161,431	168,297.05	1,904.40	-6,866.05	104.3%
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	126,747.02	10,723.16	1,252.98	99.0%*
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	13,511.01	930.88	23,924.99	36.1%*
18522000 43216 OTHER NON-CATEGORIC	0	0	3,231.36	.00	-3,231.36	100.0%*
TOTAL COMMONWEALTH-NONCATEGORICAL	228,297	228,297	206,021.21	11,654.04	22,275.79	90.2%
18524000 COMMONWEALTH-CATEGORICAL						
18524000 43112 SCHOOL RES OFFICER	41,132	41,132	100,353.25	47,351.25	-59,221.25	244.0%*
18524000 43311 FIRE PROGRAMS-STATE	0	38,970	25,128.00	.00	13,842.00	64.5%*
18524000 43312 STREET MAINTENANCE-	1,895,500	1,895,500	1,953,597.88	488,399.47	-58,097.88	103.1%*
18524000 43313 LAW ENFORCEMENT AID	139,000	139,000	144,479.00	.00	-5,479.00	103.9%*
18524000 43314 LOCAL LAW ENFORCEME	0	12,500	14,765.00	.00	-2,265.00	118.1%*
18524000 43318 VDOT GRANT	0	0	488,259.87	.00	-488,259.87	100.0%*

Town of Rocky Mount VA

YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
18524000 43322 VA TOURISM GRANT	0	18,000	.00	.00	18,000.00	.0%*
18524000 43324 DEPT HOUSING & COM	0	50,000	52,100.00	2,100.00	-2,100.00	104.2%*
18524000 43326 VIRGINIA HOUSING DE	0	60,000	.00	.00	60,000.00	.0%*
18524000 43512 TOBACCO GRANT	0	0	17,997.49	10,626.08	-17,997.49	100.0%*
TOTAL COMMONWEALTH-CATEGORICAL	2,075,632	2,255,102	2,796,680.49	548,476.80	-541,578.49	124.0%
18525000 FEDERAL GOVERNMENT REVENUE						
18525000 43417 BULLET PROOF VEST G	0	2,030	2,030.00	.00	.00	100.0%*
18525000 43419 POLICE DEPT GRANTS	0	0	22,050.00	.00	-22,050.00	100.0%*
TOTAL FEDERAL GOVERNMENT REVENUE	0	2,030	24,080.00	.00	-22,050.00	1186.2%
18535000 LOCAL GOVERNMENT AID						
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	73,210.34	.00	-43,210.34	244.0%*
18535000 43112 OTH AID-SCHOOL RESO	50,000	50,000	50,000.00	50,000.00	.00	100.0%*
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	163,300.78	50,000.00	-23,300.78	116.6%
TOTAL GENERAL FUND	9,912,959	12,102,054	11,794,559.13	1,355,148.58	307,494.87	97.5%
TOTAL REVENUES	9,912,959	12,102,054	11,794,559.13	1,355,148.58	307,494.87	
12 FORFEITED ASSETS						
12000000 FORFEITED ASSETS						
12000000 42562 APPROPRIATED FUND B	0	8,590	.00	.00	8,589.82	.0%*
TOTAL FORFEITED ASSETS	0	8,590	.00	.00	8,589.82	.0%
TOTAL FORFEITED ASSETS	0	8,590	.00	.00	8,589.82	.0%
TOTAL REVENUES	0	8,590	.00	.00	8,589.82	
20 WATER & WASTEWATER FUND						
20080000 TRANSFERS						

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
20080000 42611 TRANSFER FM GENERAL	0	3,037	3,037.00	.00	.00	100.0%*
TOTAL TRANSFERS	0	3,037	3,037.00	.00	.00	100.0%
20090000 APPROPRIATED FUND BAL REVENUE						
20090000 42562 APPROPRIATED FUND B	0	182,742	.00	.00	182,742.00	.0%*
TOTAL APPROPRIATED FUND BAL REVEN	0	182,742	.00	.00	182,742.00	.0%
25020000 WATER CHARGES						
25020000 42313 PROPERTY RENT (CELL	138,000	138,000	134,957.70	15,394.86	3,042.30	97.8%*
25020000 43418 VWSRF DRINKING WATE	0	0	92,796.77	.00	-92,796.77	100.0%*
25020000 45101 WATER SALES	1,933,938	1,933,938	1,832,459.23	163,507.16	101,478.77	94.8%*
25020000 45102 WATER CONNECTIONS	40,000	40,000	68,241.32	1,966.64	-28,241.32	170.6%*
25020000 45103 DISCONNECT-CUT OFF	15,000	15,000	22,880.94	1,523.96	-7,880.94	152.5%*
25020000 45104 PENALTIES	35,000	35,000	37,697.67	2,644.56	-2,697.67	107.7%*
25020000 45105 REBATES & RECOVERIE	0	0	945.00	35.00	-945.00	100.0%*
25020000 45106 BULK WATER PURCHASE	1,500	1,500	13,719.62	371.16	-12,219.62	914.6%*
25020000 45107 FIRE SUPPRESSION CH	0	0	38,028.85	3,073.65	-38,028.85	100.0%*
TOTAL WATER CHARGES	2,163,438	2,163,438	2,241,727.10	188,516.99	-78,289.10	103.6%
25530000 WASTEWATER CHARGES						
25530000 45201 WASTEWATER COLLECTI	1,202,491	1,202,491	1,217,615.69	110,396.53	-15,124.69	101.3%*
25530000 45202 SEWER CONNECTIONS	7,500	7,500	218,750.00	1,000.00	-211,250.00	2916.7%*
TOTAL WASTEWATER CHARGES	1,209,991	1,209,991	1,436,365.69	111,396.53	-226,374.69	118.7%
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%

YEAR-TO-DATE BUDGET REPORT
FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
TOTAL WATER & WASTEWATER FUND	3,373,429	3,559,208	3,686,892.91	299,913.52	-127,684.91	103.6%
TOTAL REVENUES	3,373,429	3,559,208	3,686,892.91	299,913.52	-127,684.91	
GRAND TOTAL	13,286,388	15,669,852	15,481,452.04	1,655,062.10	188,399.78	98.8%
** END OF REPORT - Generated by VINCENT COPENHAVER **						

YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	1,456,915	2,243,024	2,163,154.59	865.00	.00	79,869.41	96.4%
11011010 MAYOR & TOWN COUNCIL	175,252	189,240	168,139.70	11,555.33	.00	21,100.30	88.8%
11012020 TOWN MANAGER	398,010	398,010	405,819.66	29,370.48	.00	-7,809.66	102.0%
11012040 TOWN ATTORNEY	70,185	70,185	51,037.21	8,496.21	.00	19,147.79	72.7%
11012130 FINANCE DEPARTMENT	642,713	648,005	666,621.86	60,321.89	.00	-18,616.86	102.9%
11081060 PASSPORT PROGRAM	3,125	3,125	1,952.77	27.16	.00	1,172.23	62.5%
12031010 POLICE DEPARTMENT	2,885,938	2,591,764	2,572,892.90	225,543.45	22,277.36	-3,406.26	100.1%
12031015 POLICE DEPT GRANTS	0	115,625	65,502.22	913.15	.00	50,122.78	56.7%
12032020 VOLUNTEER FIRE DEPT	228,280	376,145	321,317.29	27,588.88	78,895.30	-24,067.59	106.4%
12043130 IMPOUND LOT	2,500	2,500	374.88	.00	.00	2,125.12	15.0%
13041000 PUBLIC WORKS ADMINISTRATION	1,429,917	446,896	123,204.01	7,235.02	.00	323,691.99	27.6%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	4,109.00	193.02	.00	-1,009.00	132.5%
13041040 STREET LIGHTS	103,400	109,367	121,851.02	10,734.39	.00	-12,484.02	111.4%
13041070 TRAFFIC CONTROL & PARKING	108,700	124,358	59,879.68	12,839.39	29,000.00	35,478.32	71.5%
13041080 STREETS	404,700	1,701,826	1,115,482.68	94,622.85	502,701.64	83,641.68	95.1%
13041090 SIDEWALKS, CURB, GUTTERING	2,800	13,038	12,143.52	.00	.00	894.48	93.1%
13042020 STREET CLEANING	4,100	6,876	3,440.48	407.63	.00	3,435.52	50.0%
13042030 REFUSE COLLECTION	49,600	154,935	148,692.11	14,407.70	.00	6,242.89	96.0%
13042040 SNOW REMOVAL	19,500	44,389	44,337.85	.00	.00	51.15	99.9%
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	131,863	142,953.80	17,201.61	.00	-11,090.80	108.4%
14543040 MUNICIPAL BUILDING	88,717	135,034	135,323.14	6,748.25	.00	-289.14	100.2%
14543050 EMERGENCY SERVICES BLDG	83,600	112,520	110,669.79	2,082.68	5,390.00	-3,539.79	103.1%
14543060 PUBLIC WORKS BUILDING	40,500	73,696	85,345.26	5,054.65	500.00	-12,149.26	116.5%
14543070 PARKS & REC - CEMETERY	2,250	13,156	12,576.90	839.78	.00	579.10	95.6%
16081010 PLANNING & ZONING	263,724	264,054	272,928.62	19,974.36	.00	-8,874.62	103.4%
16081020 COMMUNITY & ECONOMIC DEV	552,145	1,109,503	1,140,929.78	35,446.83	.00	-31,426.78	102.8%
16081030 CITIZENS SQUARE-FARMERS MARKE	39,524	40,308	40,278.86	2,476.12	.00	29.14	99.9%
16081040 DEPOT WELCOME CENTER	44,117	44,117	30,078.54	1,638.08	.00	14,038.46	68.2%
16081050 HARVESTER PERFORMANCE CENTER	680,000	680,000	687,264.04	-6,426.32	.00	-7,264.04	101.1%
16081070 MAIN STREET PROGRAM	53,841	53,841	10,641.60	7,625.04	.00	43,199.40	19.8%
16081086 COMMUNITY DEVELOPMENT GRANTS	0	165,520	31,982.18	.00	.00	133,537.82	19.3%
16081300 ECONOMIC DEVELOPMENT AUTHORIT	5,206	5,206	2,753.22	.00	.00	2,452.78	52.9%
16085000 REMED BLIGHTED STRUCTURES	27,000	2,890	.00	.00	.00	2,890.00	.0%
TOTAL GENERAL FUND	9,912,959	12,102,054	10,777,729.00	597,782.63	638,764.30	685,560.70	94.3%

12 FORFEITED ASSETS

YEAR-TO-DATE BUDGET REPORT FOR THE 12 MONTHS ENDED JUNE 30, 2025

FOR 2025 12

12	FORFEITED ASSETS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12031016	STATE FORFEITURE ASSETS	0	8,590	5,762.54	.00	.00	2,827.28	67.1%
	TOTAL FORFEITED ASSETS	0	8,590	5,762.54	.00	.00	2,827.28	67.1%

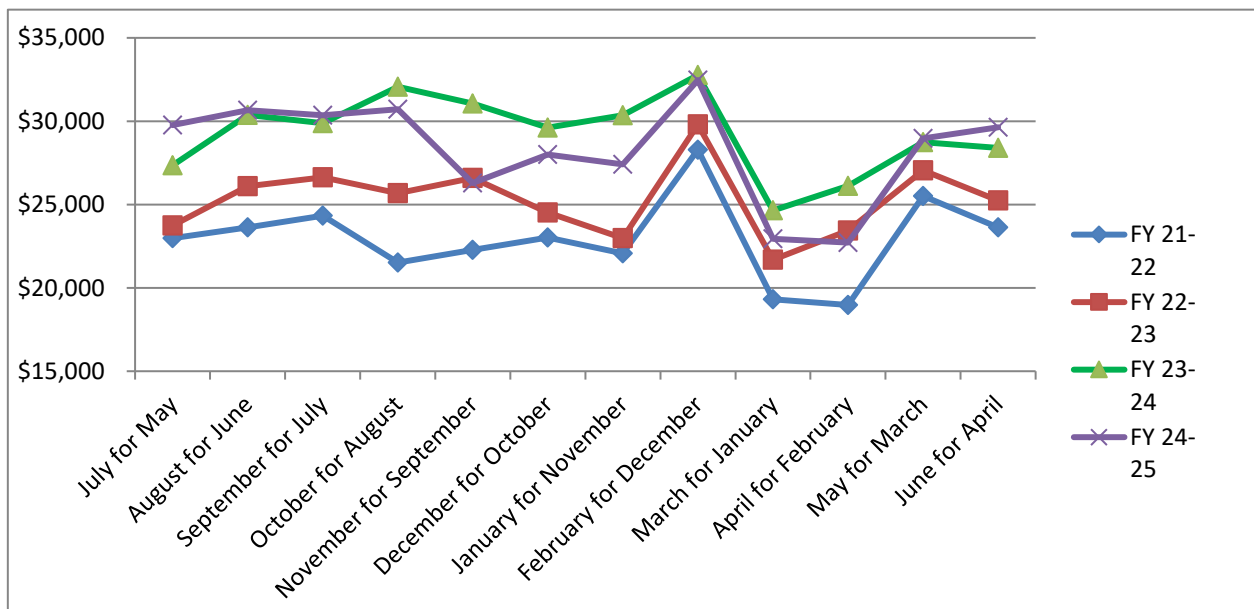
20 WATER & WASTEWATER FUND

20069000	NON-DEPARTL UTILITY OPERATING	444,643	435,185	427,278.00	.00	.00	7,907.00	98.2%
20080000	TRANSFERS	301,149	301,149	301,149.00	.00	.00	.00	100.0%
25050000	WATER SYSTEM OPERATIONS	311,025	438,085	433,196.55	17,136.99	3,374.49	1,513.96	99.7%
25050100	METER READING	27,770	35,185	32,757.33	1,126.72	.00	2,427.67	93.1%
25050500	WATER TREATMENT PLANT	1,067,288	1,073,923	1,078,147.44	92,508.25	3,949.00	-8,173.44	100.8%
25062000	UTILITY ADMINISTRATION	378,495	378,495	361,665.63	23,152.86	.00	16,829.37	95.6%
25560000	WASTEWATER SYSTEM OPERATIONS	168,275	219,579	210,179.64	23,943.62	1,911.16	7,488.20	96.6%
25560500	WASTEWATER TREATMENT PLANT	674,784	677,607	693,325.22	52,603.85	125.00	-15,843.22	102.3%
	TOTAL WATER & WASTEWATER FUND	3,373,429	3,559,208	3,537,698.81	210,472.29	9,359.65	12,149.54	99.7%
	GRAND TOTAL	13,286,388	15,669,852	14,321,190.35	808,254.92	648,123.95	700,537.52	95.5%

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

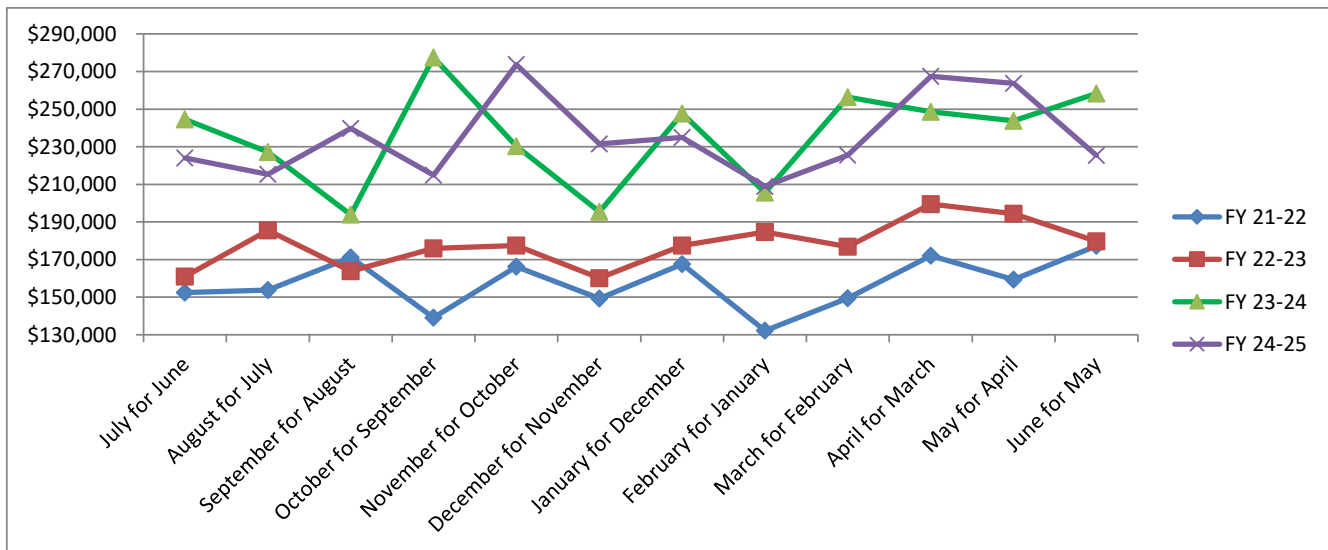
**Town of Rocky Mount
Local Sales Tax Collections by Month**

<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	\$ 27,415	\$ (2,937)	-9.7%
February for December	\$ 28,289	\$ 29,796	\$ 32,769	\$ 32,465	\$ (304)	-0.9%
March for January	\$ 19,310	\$ 21,687	\$ 24,644	\$ 22,936	\$ (1,708)	-6.9%
April for February	\$ 18,974	\$ 23,440	\$ 26,124	\$ 22,717	\$ (3,407)	-13.0%
May for March	\$ 25,516	\$ 27,054	\$ 28,735	\$ 28,976	\$ 241	0.8%
June for April	\$ 23,632	\$ 25,252	\$ 28,392	\$ 29,626	\$ 1,234	4.3%
Year Totals	<u>\$275,529</u>	<u>\$303,487</u>	<u>\$351,375</u>	<u>\$ 339,917</u>	<u>\$(11,458)</u>	



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	\$ 234,921	\$ (12,738)	-7.2%
February for January	\$ 132,152	\$ 184,585	\$ 205,557	\$ 208,968	\$ 3,411	1.8%
March for February	\$ 149,407	\$ 176,858	\$ 256,350	\$ 225,514	\$ (30,836)	-17.4%
April for March	\$ 172,047	\$ 199,508	\$ 248,621	\$ 267,440	\$ 18,819	9.4%
May for April	\$ 159,286	\$ 194,326	\$ 243,734	\$ 263,733	\$ 19,999	10.3%
June for May	\$ 177,283	\$ 179,649	\$ 258,285	\$ 225,341	\$ (32,944)	-18.3%
Year Totals	<u>\$ 1,889,765</u>	<u>\$ 2,136,141</u>	<u>\$ 2,829,102</u>	<u>\$ 2,825,293</u>	<u>\$ (3,809)</u>	



Town of Rocky Mount
Cash Balances and Investment Portfolio
June 30, 2025

Total Cash Held by the Town:

Cash in the Office	\$ 700
Duncan Williams Investments	\$ 2,716,204
Virginia SNAP (holding borrowed funds)	\$ 1,366,408
Local Government Investment Pool (avg monthly yield 4.407%)	\$ 7,945,393
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 103,956
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 191,418
National Bank of Blacksburg	\$ 1,107,361
Atlantic Union Bank: Town Checking Account	<u>\$ 1,804,479</u>
 Total Cash Balance at Month End	 <u><u>\$ 15,235,919</u></u>

Investment Detail:

Duncan-Williams, Inc.

Account Statement Dated June 30, 2025

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	\$403.71	\$317.51	3.35%
 Fixed Income - 99% of Portfolio Certificates of Deposit:	 <u>Market Value</u>	 <u>Estimated Annual Income</u>	 <u>Estimated Yield</u>
Total	\$485,227.40	\$16,537.50	3.44%
 U.S. Government Bonds:			
Total	<u>\$2,230,572.69</u>	<u>\$70,345.00</u>	3.50% - 4.37%
 Total Fixed Income	<u>\$2,715,800.09</u>	<u>\$86,882.50</u>	
 Total Portfolio Holdings	<u><u>\$2,716,203.80</u></u>	<u><u>\$87,200.01</u></u>	

MONTHLY STAFF REPORT

DATE:	July 14, 2025
TO:	Rocky Mount Town Council
FROM:	Brad Basham – Asst Chief
DEPARTMENT:	Fire Department
MONTH:	May 2025

For the period of May 2025, the Rocky Mount Fire Department responded to a total of **56** calls of which **24** were inside the town limits and **32** were outside the town limits.

RMFD apparatus traveled a total of 1007 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 36 members performing training for a total of 208 hours of training.

Respectfully Submitted By,

Asst. Chief B. Basham

MONTHLY STAFF REPORT

DATE:	JULY 14, 2025
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	June

*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: JUNE 2025

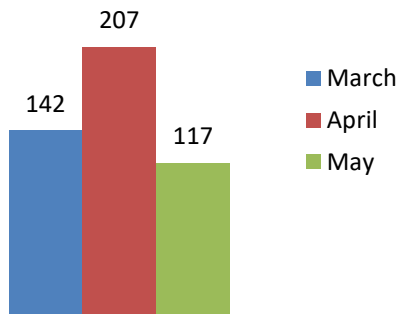
MARCH

APRIL

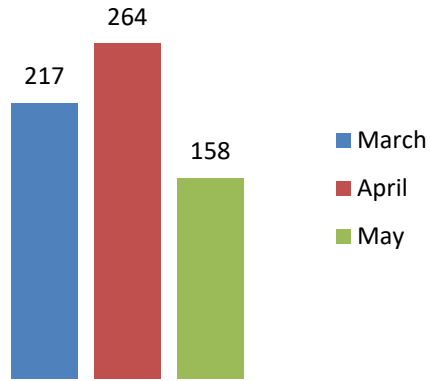
MAY

UNIFORM TRAFFIC SUMMONS ISSUED	142	207	117
TRAFFIC STOPS	217	264	158
SPEEDING TICKETS ISSUED	21	31	25
DUI	5	1	1
COLLISIONS INVESTIGATED (TREDS)	9	25	15
MOTORIST AIDES	53	48	20
CRIMINAL ARRESTS "MISDEMEANOR"	39	74	29
CRIMINAL ARRESTS "FELONY"	14	15	5
INCIDENTS ADDRESSED	1581	1190	1120
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	75	89	78
GRAND LARCENY WARRANTS	0	0	0
BREAKING & ENTERING REPORTS	0	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	23	23	9
FOLLOW-UP'S	54	103	56
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	456	310	151
SCHOOL CHECKS	85	91	103
ALARM RESPONSES	29	14	24
OPEN DOORS, WINDOWS, ETC. UNSECURED	9	0	0
COURT HOURS:	30	25	17
TRAINING HOURS:	374	224	164
SPECIAL ASSIGNMENT HOURS:	135	35	11
HARVESTER HOURS WORKED:	4	24	2
ECO/TDO	3	6	6
ECO/TDO HOURS:	17	5.5	31

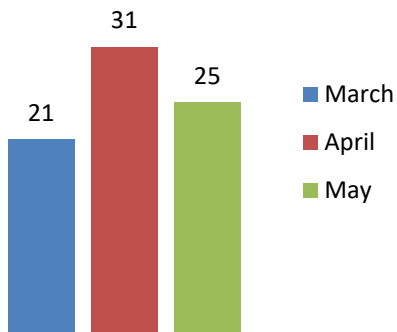
Uniform Traffic Summons Issued



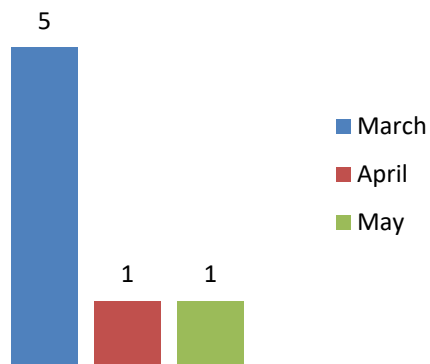
Traffic Stops



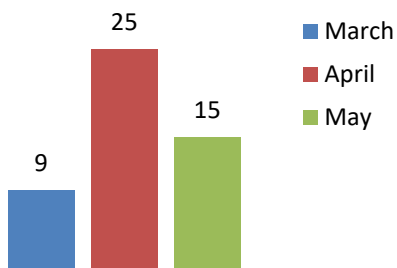
Speeding Tickets Issued



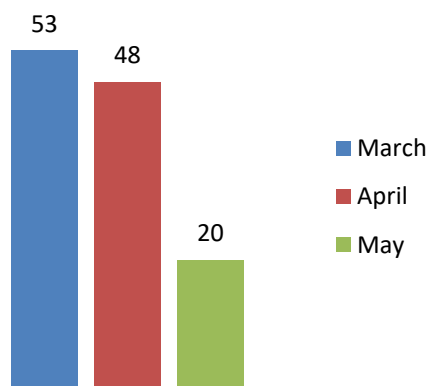
DUI



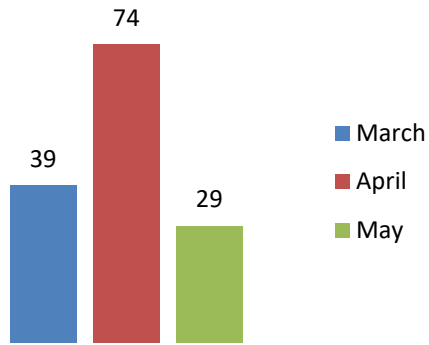
Collisions Investigated (TREDS)



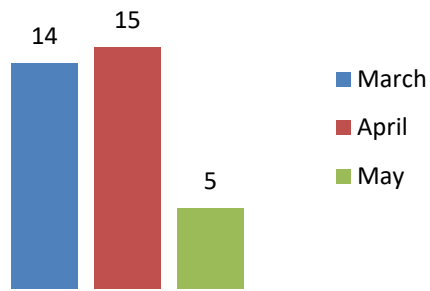
Motorist Aides



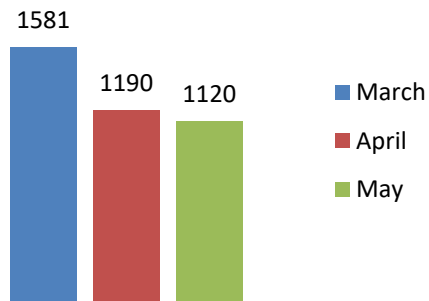
Criminal Arrests "Misdemeanor"



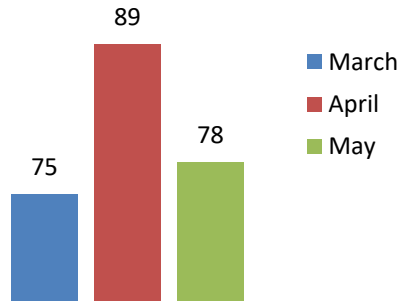
Criminal Arrests "Felony"



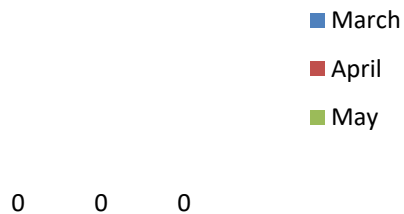
Incidents Addressed



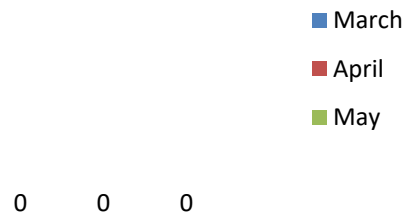
Incidents/Offenses Reportable "RMS"



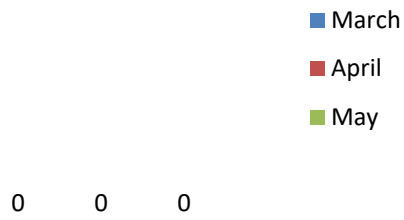
Grand Larceny Warrants



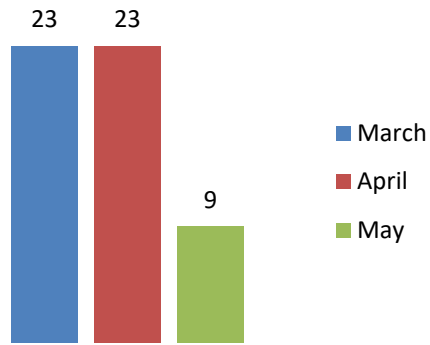
Breaking & Entering Reports



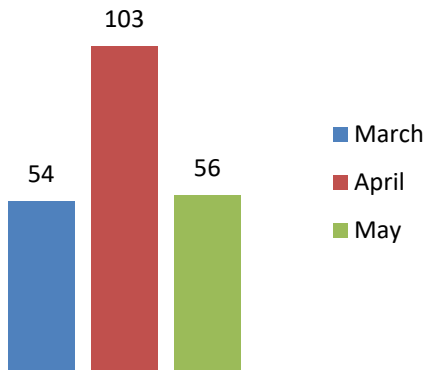
Breaking & Entering Warrants



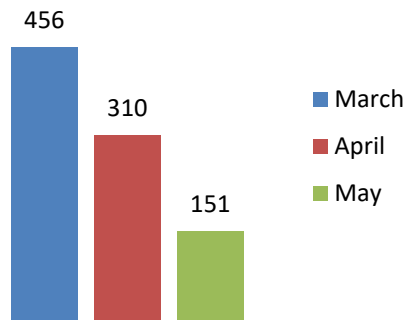
BOLO's (Be On Look Out)



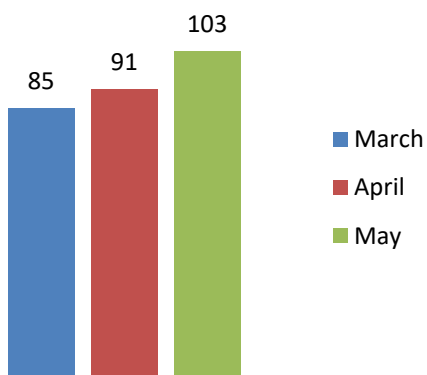
Follow-Ups



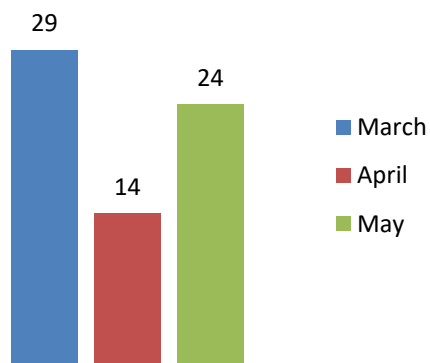
Businesses/Residences Checked "Foot Patrols"



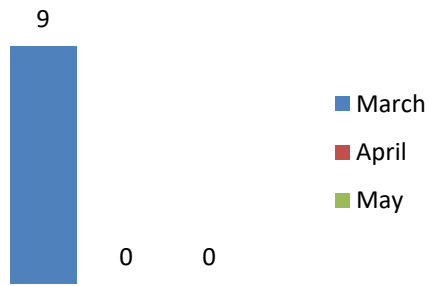
School Checks



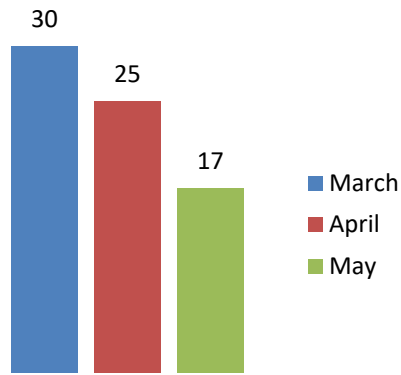
Alarm Responses



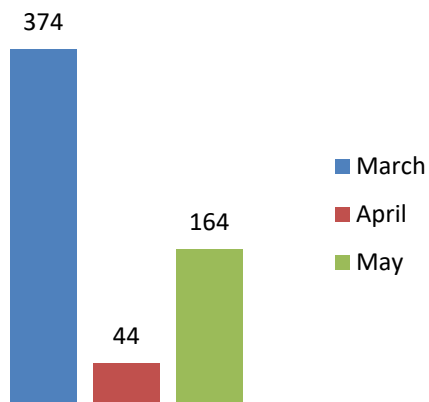
Open Doors, Windows, Etc. Unsecured



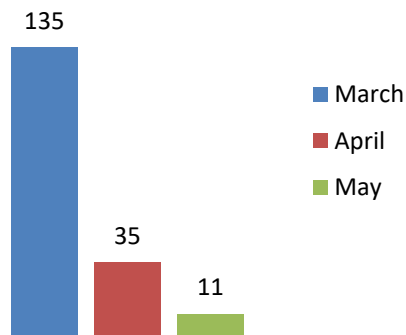
Court Hours



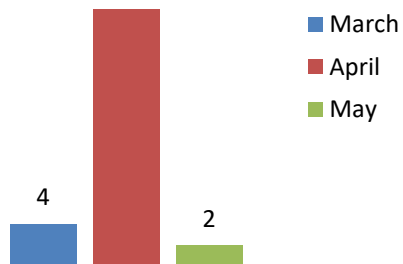
Training Hours



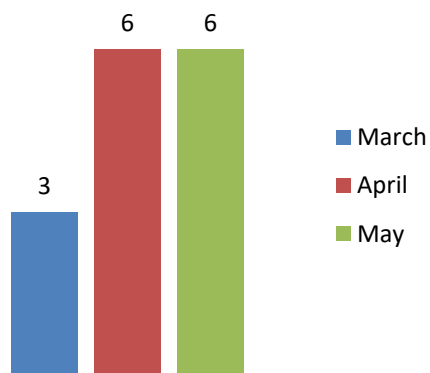
Special Assignment Hours



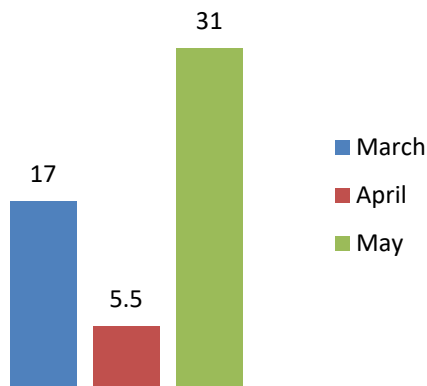
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ❖ Moving and stationary radar was conducted throughout the Town of Rocky Mount during May
- ❖ Reported streetlights out to Town Manager's office
- ❖ There were 15 reportable accidents with 14 of the accidents on our public streets

INVESTIGATIONS:

Follow Up Investigations: **Follow-up** conducted on multiple cases
Search Warrants: Multiple

- ❖ 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 Embezzlement.
- ❖ Conducted follow ups with ICAC cases. Request for Administrative subpoenas through CA's office
- ❖ Obtained several search warrants for sexual battery/rape, child pornography, financial records and social media accounts.
- ❖ Active cases include: Fraud, Rape, Larceny, Property Damage, Embezzlement, Social Services and Adult Protective cases
- ❖ Surveillance of drug and prostitution activity in various locations of town
- ❖ 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)**

- ❖ Chaperoned Franklin County High School Prom & After Prom
- ❖ Toured "facility dogs" in Winchester, VA
- ❖ Firearms Instructor for Lt. McCarty
- ❖ WYTI Radio (Community First Segment)
- ❖ Rise and Shine interview/discussion
- ❖ B99.9 Radio Segment
- ❖ Family Resource Board meeting attended
- ❖ Member of the interview panel for the department new hire
- ❖ Performed schools Checks
- ❖ Attended RAH Coalition meeting
- ❖ Visited businesses in ref: "Community First Initiative" and dropped off upcoming events flyers
- ❖ Participated in the Franklin Heights Baptist Church Strawberry Festival
- ❖ Cooked and served lunch at Stepping Stone Mission
- ❖ Continued updates on social media pages
- ❖ Participated in Jakes Event
- ❖ Meeting w/ Franklin County Public Library in ref: "Books & Badges Event"
- ❖ Attended Franklin County Department of Social Services Coalition meeting
- ❖ Assisted patrol w/ various calls for service
- ❖ National Night Out photo w/ Carilion & Davis Heating & Air
- ❖ Community Partnership Board meeting attended
- ❖ Attended "Memorial Day Ceremony" at Veterans Park
- ❖ Foot patrols in various parts of Town to promote upcoming "Community First Initiative" events
- ❖ Attended Career Day at Lee M. Waid Elementary
- ❖ Approved reports and monitored school resource officers and the recruit
- ❖ Attended a mandatory departmental Sergeant meeting
- ❖ Participated in the Girl Scout Speaking Event held at Franklin Heights Church
- ❖ Worked Franklin County High School Lady Eagles softball game
- ❖ Performed bike patrol throughout the town

**RESOURCE OFFICER REFERRAL'S
(DIVERS/HOLLAND):**

- ❖ Multiple threat assessment meetings attended
- ❖ Assisted schools w/ conducting fire, tornado, bus evacuations and active shooter drills
- ❖ Morning and afternoon traffic control for bus traffic
- ❖ Arrest/Diversions: (1) Possession of THC Pen on School Property (Holland) and (1) Possession of THC Pen Underage (Holland)
- ❖ SRO Hours: 320
- ❖ Reports: 3
- ❖ THC Vapes: 3
- ❖ EMS Calls: 2
- ❖ Vape Devices: 0
- ❖ Assault/Threats: 1

SPEEDING TICKETS ISSUED

Booker T. Washington Highway (x 5)

Old Franklin Turnpike (x 4)

Grassy Hill Road (x 4)

Tanyard Road (x 3)

School Board Road (x 2)

Scuffling Hill Road (x 2)

State Street (x 2)

Glenwood Drive

North Main Street

Virgil H. Goode Highway

CRIMINAL ARRESTS & LOCATIONS:

Possession of THC Vape on School Property	Tanyard Road
Possession of THC Vape Under 21	Tanyard Road
Driving Under the Influence	Donald Avenue
Drunk In Public	Franklin Street
Drunk In Public	Moyerwood Road
Drunk In Public	North Main Street
Refusal of Blood/Breath Test	Donald Avenue
Possession of a Firearm by a Convicted Felon	Claiborne Avenue
Possession of Ammo by a Convicted Felon	Claiborne Avenue
Reckless Handling of a Firearm	Claiborne Avenue
Reckless Discharge of a Firearm	Claiborne Avenue
Possess a Firearm by an Involuntarily Committed Person	Claiborne Avenue

Domestic Assault	Windy Lane
Domestic Assault	North Main Street
Simple Assault	North Main Street
Disorderly Conduct	North Main Street
Obstruction of Justice	North Main Street
Threaten by Phone	Dent Street
Trespassing	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 6)
Warrant Service (Capias)	Grassy Hill Road
Warrant Service (PB-15)	Grassy Hill Road
Warrant Service (Felony)	Grassy Hill Road
Warrant Service (Misdemeanor)	Orchard Avenue (x 2) (360)
Warrant Service (Misdemeanor)	Market Place Drive (x 2)
Warrant Service (Misdemeanor)	East Court Street
Warrant Service (Misdemeanor)	Donald Avenue
Emergency Custody Order	Floyd Avenue (x 3)
Emergency Custody Order	Diamond Avenue
Temporary Detention Order	Floyd Avenue
Temporary Detention Order	Orchard Avenue

MONTHLY STAFF REPORT

DATE:	July 14, 2025
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	June 2025

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs: 32
4. Clean-up for 5 days.
5. Cut trees along roads, sidewalks, and parks as needed.
6. Repaired, replaced, or four unplugged sewer mains or laterals.
7. Repaired one water main.
8. Finished Claybrooks Drive water line, cleanup and reseeding of grass.
9. Repaired and/or replaced traffic lights and street signs.
10. Continue to work on storm drains throughout town with all the rain from storms.
11. Ongoing exchanging out of new carts for citizens.
12. Built walk path to fountain at First Responders Memorial
13. Dukes was here to do our sewer lines for root control.
14. Replaced storm water culvert across Sycamore St.
15. Relandscaped South Main and Randolph St.
16. Mowing operations started and spraying of weeds around town.
17. Mowing sewer lines have begun in between rainstorms.
18. Painted all parking stalls up town, downtown and all our facilities.
19. Started painting all our stop bars and arrows.

MONTHLY STAFF REPORT

MEETING DATE:	July 14, 2025
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	June, 2025

Average Daily Flow	.875 MGD
Minimum TSS Reduction	99.2 %
Minimum BOD Reduction	98.3 %
Leachate received (F.C. Landfill)	1,000,964 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	48.74 Tons
Rain Total 5.40 - inches	Snow Total 0 - inches

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

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

The staff replaced the effluent pH probe, the flow meter and 2 surge protectors damaged by lightning or power surge. AMR had to come and reprogram the SCADA.

The staff ran the camera for Public Works at the Government Building to find root problem.

The staff replaced the top belt on the belt press due to it starting to tear.

The staff replaced the compressor in the #1 pista grit chamber.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	7/14/2025
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	June 2025

Operation and Production Summary:

The actual water production time (water filtering) averaged 10.19 hours daily for the entire month, yielding approximately 923,397 gallons per day. The rainfall for this month was 4.1 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	26.66 million gallons
Total Drinking Water Produced:	27.70 million gallons
Average Daily Production:	923,397 gallons per day
Average Percent of Production Capacity:	46.17%
Flushing of Hydrants/Tanks/FD Use:	740,000 + 35,000 F.D. = 775,000 gallons
Plant Process Water:	883,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	6,800 gallons
Bulk Water used at PW Shop	15,125 gallons
Tank Cleanout/Drainage/Leak	0.0 gallons
WVWA Water	1,415,940 gallons

Testing:

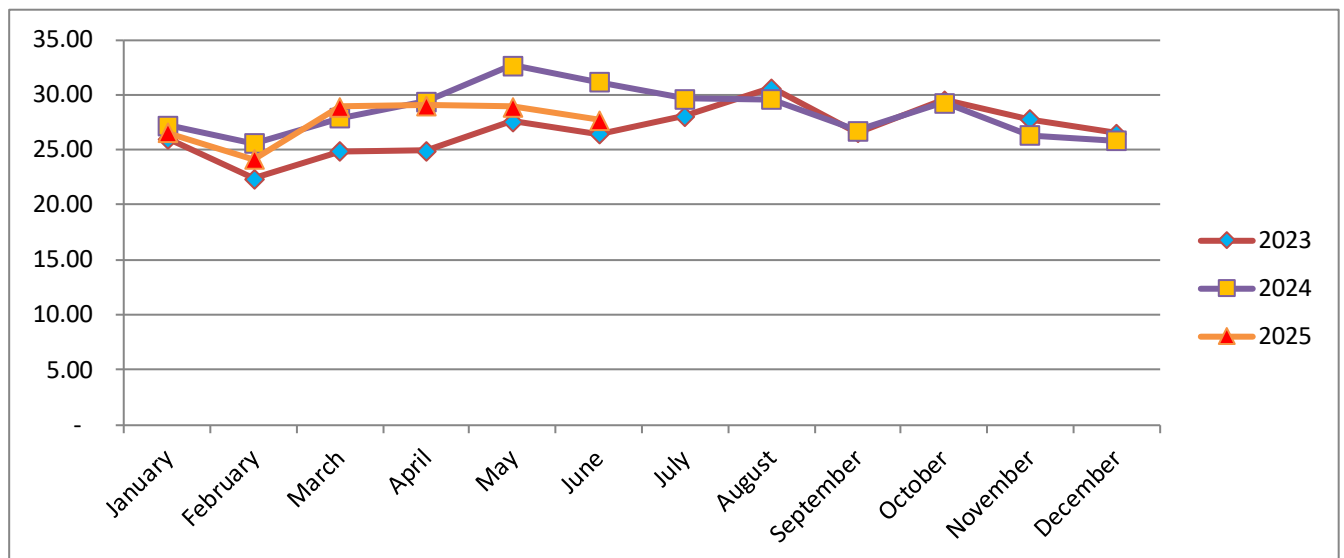
- Our monthly (7 total) routine bacteriological samples were bacteria-free. Therefore, the Town continues to comply with all drinking water standards as required by the EPA.
- Staff restarted the Auto-flushing program in March 2025. This process reduces TTHM and HAA5, providing fresher, higher-quality water to lines with low usage and minimal circulation. The program uses auto-flushers on Hydrants.

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.
- We received 1,415,940 gallons of water from the WVWA connection due to the construction and rain events affecting water production.
- Staff continued hydrant flow testing and flushing program for this year.
- The contractor continued work on the sludge collection system and is in the process of cleaning up the work site.

- A diving crew performed a cleanout and inspection of the water treatment plant clear well. During this time, the plant was offline for 24 hours, and water from the Water Authority was used to maintain the tanks.
- Staff performed backflow surveys at three businesses.
- Staff replaced feed lines to online meters located at the plant.

Town of Rocky Mount						
Water Production						
	Monthly Total In Million Gallons					
<u>Month</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>Change</u>	<u>% Change</u>	
January	26.00	27.25	26.57	(0.7)	-2.6%	
February	22.36	25.60	24.16	(1.4)	-6.0%	
March	24.87	27.88	28.91	1.0	3.6%	
April	24.94	29.43	29.03	(0.4)	-1.4%	
May	27.61	32.67	28.91	(3.8)	-13.0%	
June	26.43	31.16	27.70	(3.5)	-12.5%	
July	28.07	29.66				
August	30.60	29.60				
September	26.58	26.77				
October	29.51	29.30				
November	27.75	26.30				
December	26.48	25.83				
Year Totals	152.21	173.99	165.28	(8.71)	-5.3%	
YTD Through June	152.21	173.99	165.28	(8.71)	-5.3%	



ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	July 14, 2025
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STAFF MAKING REQUEST:	Daniel Pinard, Cultural & Economic Development Director
BRIEF SUMMARY OF REQUEST:	The first of two required Public Hearing for CDBG application. Standard public hearing that will be required for the CDBG North Main project.
ACTION NEEDED:	No action needed at this time.

Attachment(s):

1. 2027.0714 500.5.1.1.2 Ad in Franklin News Post for Public Hearing for Community Development Block Grant (CDBG)

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

NA

CDBG Public Hearing

Rocky Mount Town Council will hold a public hearing on Monday, July 14, 2025, at 6:00 pm at the Rocky Mount Municipal Building to solicit public input on local community development and housing needs in relation to Community Development Block Grant (CDBG) funding for a project in our community.

Information on the amount of funding available, the requirements on benefit to low- and moderate-income persons, eligible activities, and plans to minimize displacement and provide displacement assistance as necessary will be available. Citizens will also be given the opportunity to comment on Rocky Mount's past use of CDBG funds. All interested citizens are urged to attend. For additional information, contact Daniel Pinard at (540) 488-2023.

Comments and grievances can be submitted in writing to the Town of Rocky Mount at 345 Donald Avenue or by phone at (540) 488-2023 until July 14, 2025, by 3 p.m.

If you plan to attend and have any special needs requirements, please call the number listed above.

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	July 14, 2025
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STAFF MAKING REQUEST:	Mark Moore, Assistant Town Manager
BRIEF SUMMARY OF REQUEST:	In the FY26 budget, Town Council approved CIP funding (\$150,000) for a new sidewalk from the existing sidewalk in front of Bank of Botetourt to the Pell Avenue intersection. An Invitation for Bid was issued by the Town, due on June 30. Only one bid was received from Turner Ready Mix for \$164,000. Staff have identified additional funding of \$14,000 in unappropriated capital funds.
ACTION NEEDED:	Accept bids received for this project and approve the awarding to Turner Ready Mix.

Attachment(s):

1. 2025.0714 700.7.1.1.2 Award Bid for Sidewalk Project North Side of Tanyard Rd (875) to Pell Ave.

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

TURNER'S READY MIX, INC

150 CLIFF STREET

ROCKY MOUNT, VA 24151

PHONE (540)483-9150 FAX (540)483-2484

turnersreadymixinc.com

June 30, 2025

Ref: Sidewalk construction for the Town of Rocky Mount

Turner's Ready Mix, Inc. is presenting this proposal for providing all labor, equipment and materials for the construction of a concrete sidewalk for the Town of Rocky Mount. The sidewalk would begin at the terminus of the sidewalk in front of the Bank of Botetourt on the north side of Tanyard Avenue. It will end at the intersection of Tanyard and Pell including improvements to the island at the said intersection and improvements to the ramp on the west side of the intersection. We understand the time constraints related to the restart of school. Turner's Ready Mix, Inc. appreciates the opportunity to bid on the Project. Job specific deliverables are listed on the following page.

Ref: Sidewalk construction for the Town of Rocky Mount deliverables.

The new sidewalk would begin at the west end of the existing sidewalk in front of the Bank of Botetourt on the north side of Tanyard Avenue.

The sidewalk will be 5 feet wide and a minimum of 4 inches thick.

It will be constructed with VDOT spec A3 concrete.

The sidewalk will be finished with a light broom finish.

Concrete will be sealed with VDOT approved curing compound.

Any excavated areas with unsuitable subgrade will be backfilled with and compacted with VDOT grade 23A stone.

The island at the intersection of Pell and Tanyard will be regraded with a new sidewalk through it and the rest in poured concrete.

Detectable warning delineators will be placed on both sides of the island and east side street sidewalk ramp.

The west street side ramp will be demolished and repoured with a detectable warning delineator.

The Wayfinding sign foundation will be demolished and repoured outside of sidewalk limits.

All denuded areas from construction will be seeded.

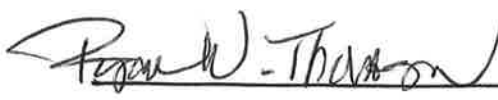
Approximately 100 feet will be poured each day.

The town will supply their message board to aid in traffic control.

Our price does not include any demolition, rehab, or detectable delineators at any existing concrete ramps not mentioned above. It does not include any paving around the island.

All work will be completed by August 20, 2025.

This work will be completed for the sum of \$164,000.00.

 6/30/25

TOWN OF ROCKY MOUNT BID SHEET

BID DEADLINE: Mon. June 30, 2025 @ 2pm

PROJECT: Sidewalk on Tanyard to Pell Ave

CONTRACTOR	ADDRESS	AMOUNT OF BID	MISCELLANEOUS INFORMATION
Turners Ready Mix	150 Cliff Street Rocky Mount VA	\$64,000.00	

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	July 14, 2025
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STAFF MAKING REQUEST:	Kevin Adkins, Water Plant Superintendent Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Please see attached documentation. The amount requested is within the funding approved in the Fiscal Year 2025-2026 Budget.
ACTION NEEDED:	Approve the purchase.

Attachment(s):

1. 20250714 Backup for Programmable Logic Controllers for Water Department

FOLLOW-UP ACTION: (To be completed by the Town Clerk) NA
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7/8/2025

Town Council,

One of the capital improvement projects for 2026 is the replacement of obsolete Programmable Logic Controllers (PLCs) located at the water plant and throughout the system, including at the water tanks and pump stations. The Town's SCADA integrator (AMR) will complete the update to ensure the Town's water system is ready to meet current and future needs.

- The update at the water plant will include a redundant (Backup) PLC to ensure continued operation in the event of a fault or failure in the primary unit.
- The update will also include a new installation location for the PLCs and the organization of the current wiring to simplify maintenance and reliability. Additionally, communications with the SCADA servers will be enhanced with improved equipment.
- The updates at the pump stations (two) and the tanks (five) will include PLCs with increased capacity to future-proof for any additional equipment that may be required later.

The staff at the Water Plant appreciates the Town Council's willingness to invest in this equipment, ensuring the reliable and essential operation of the water system, delivering water to our customers.

Respectfully submitted,

Michael K. Adkins

Project: Rocky Mount WTP Upgrade

Kevin,

AMR Automation is pleased to submit our proposal for your consideration regarding the Rocky Mount Water Treatment Plant Upgrade project.

Scope of Work and Supply:

As part of this project, AMR Automation will provide a high-quality **Master Control (MC) Cabinet** built around an **Allen-Bradley 1756-L82E ControlLogix PLC**. The system will include a **redundant processor configuration**, ensuring high availability and improved system reliability across the plant-wide control system.

The **existing PLC room will be repurposed as the remote I/O room** to meet current industrial standards and improve overall system performance.

Additionally, we will design, supply, and install **new remote site panels at seven (7) locations**. Each remote panel will be housed in a **powder-coated, outdoor-rated enclosure** and constructed with high-quality components, offering durability and flexibility for future expansion needs at each site.

Each of these remote panels will be controlled by an **Allen-Bradley Micro850 PLC** and equipped with a **4.3-inch PanelView 800 HMI terminal**. This will provide local operators with intuitive control and monitoring capabilities at each remote location.

We appreciate the opportunity to work with you on this important project and are committed to delivering a robust, scalable, and reliable automation solution.

Grand Total	\$ 251,463.00
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If you have any questions, please do not hesitate to contact us.
The quote is good for 30 days.

Sincerely,

Corey Ludwig

Corey Ludwig
AMR Automation Engineer
O: (276) 928-1712 x 3253
M: (540) 922-5632
E: cludwig@amrpemco.com

Exclusions:

Unless specifically noted elsewhere, the following is not provided by AMR unless included in our SOW and is to be supplied by others:

- Mounting, and installation of field instruments and field devices
- Termination of field-wiring in panels supplied by Others
- Supply and installation of electrical conduit, wire and cables including any and all panel penetrations and connection of electrical conduit to panels, instruments, and devices
- Supply and installation of any mechanical appurtenances for panels and/or instruments. This includes, but is not limited to power company transformers/metering, pumps, motors, pull boxes, junction boxes, piping, tubing, valves, lighting panels, transformers, anchors, support stands, ground cables, ground rods, stilling wells, etc.
- Supply and installation of interconnecting materials external to enclosures, including but not limited to wire, cable, conduit, pressure taps, tubing, or special cables.
- Supply and installation of separate mounting brackets, bases, stands, pushbutton stations, power fuses, pilot control switches, disconnects, manual starters, or disconnect panels.
- Supply and installation of antenna towers, antenna poles, antenna masts, communication cable, fiber optic cable, or telephone line coordination or connection.
- Any specialty electrical testing on equipment not related to our SOW, including but not limited to: insulation, resistance, continuity, and grounding.
- Any specialty tools for construction, testing or startup of equipment.
- Concrete work and trenching
- Tax not included
- Tariffs not included



PROVEN PARTNER IN TECHNOLOGY

Sole Source Justification Letter

AMR PEMCO/Automation Division

7/10/2025

To: Roger Lee - Sr. Automation Engineer & Project Manager

From: Kevin Adkins – Water Plant Superintendent

Subject: Sole Source Justification – Rocky Mount Water Treatment Plant Upgrade

Description of Requirement:

We are requesting to procure Rocky Mount Water Treatment Plant Upgrade from **AMR PEMCO** under a **sole source procurement** arrangement.

Justification:

1. **Vendor Information:**

- Vendor Name: AMR PEMCO
- Contact: Roger Lee
- Current Relationship: System Integrator of Record under annual service agreement dated 2014

2. **Reason for Sole Source Selection:**

- AMR PEMCO is the original system integrator responsible for the design, configuration, and implementation of the [SCADA/PLC/Automation/etc.] system currently in operation.
- The system uses configurations, code, and interfaces developed by AMR PEMCO that are not publicly documented or accessible to third parties to protect our critical infrastructure.
- Integration or modification by another firm would pose compatibility, security, and reliability risks.
- The firm is certified and/or authorized by [OEM name, e.g., Rockwell Automation] for design and integration, ensuring warranty compliance and technical support continuity.

3. **Market Research Summary:**

- No alternative vendors were identified that could provide the required services without duplicating substantial prior effort or risking system integrity.
- Competitive bidding would not yield equivalent value due to the firm's existing familiarity, engineering knowledge, and historical data.

Impact of Not Using This Vendor:

- Delays in system updates or repairs
- Loss of historical configuration knowledge
- Additional cost for reengineering or revalidation
- Potential downtime or compliance violations
- Exposure of critical infrastructure information

Estimated Cost:

- \$251,463.00

Recommendation:

We recommend that AMR PEMCO be selected as the sole source provider for this project based on their unique qualifications and history with our systems.

Authorized Signature:

Name:

Title:

Department:

Date:

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	July 14, 2025
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Engineer Tim Mullins is reviewing the bid that came in today (Thursday) for the North Main Street water line replacement. We will have the bid tabulation and more information available on Monday evening.
ACTION NEEDED:	To be determined.

Attachment(s): None

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