



TOWN COUNCIL
REGULAR MEETING
AGENDA

December 8, 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

Ordinance regarding terms of office pertaining to Planning Commission

- 4.2. Miscellaneous Resolutions/Proclamations

- 4.3. Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes - November 10, 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. Adoption of resolution for amendments to Town Charter
6. New Business
 - 6.1. Presentation of the FY24-25 Audited Financial Report
 - 6.2. Approval of Fiscal Year 2026-2027 Budget and Capital Improvement Plan Adoption Calendar
7. Hearing of Citizens
8. Closed Meeting and Action
 - 8.1. Section 2.23711(A).7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in the subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.
 - 8.2. Section 2.2-3711(A).5 Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.
9. Adjournment

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	December 8, 2025
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	This ordinance was prepared at the request of Mayor Perdue. The ordinance will change the terms for Planning Commissioners to coincide with the term of the Mayor. They would still be four-year terms, but they would match up with the term of the Mayor rather than being staggered as they are now.
ACTION NEEDED:	Adopt ordinance.

Attachment(s):

1. 2025.1208 400.4.1.1a Ordinance of ToFRMt Amend Article III Ch. 2 of Code of ToFRMt Amend & Reenact Term Limits Plan Comm.

FOLLOW-UP ACTION:

(To be completed by the Town Clerk)

IN THE COUNCIL OF THE TOWN OF ROCKY MOUNT

AN ORDINANCE of the Town of Rocky Mount amending Article III, Chapter 2, of the Code of the Town of Rocky Mount, Virginia (2002), and providing for updates and changes to the Article.

BE IT ORDAINED by the Council of the Town of Rocky Mount that Article III, Chapter 2, of the Code of the Town of Rocky Mount, Virginia (2002), is amended and reenacted to read and provide as follows:

ARTICLE III. PLANNING AND ZONING COMMISSION

Sec. 2-151. Created.

A town planning and zoning commission is hereby created pursuant to the provisions of Code of Virginia, §§ 15.2-2210 - 15.2-2222.

Sec. 2-152. Composition, appointment, and term of members.

The planning and zoning commission shall be composed of not less than five nor more than 15 members, who shall be appointed by the town council, all of whom shall be residents of the town and qualified by knowledge and experience to make decisions on questions of community growth and development. At least one-half of the members shall be owners of real property in the town. The town council may require each member of the commission to take an oath of office.

One member of the commission may be a member of the town council and one member may be a member of the administrative branch of government of the town. The term of each of these two members shall be coextensive with the term of office to which he has been elected or appointed, unless the town council, at the first regular meeting each year, appoints others to serve as their representatives. The term of each of the remaining members of the commission shall be coextensive with the term of office of the town mayor.

Sec. 2-153. Compensation.

The town council may provide for compensation to commission members for their services, reimbursement for actual expenses incurred, or both.

Sec. 2-154. Removal of members.

Any member of the commission may be removed from office for malfeasance in office. Notwithstanding the foregoing provision, a member of the commission may be removed from office by the town council without limitation in the event that the commission member is absent from any three consecutive meetings of the commission, or is absent from any four meetings of the commission within any 12-month period. In either such event, a successor shall be appointed by the town council for the unexpired portion of the term of the member who has been removed.

Sec. 2-155. Filling vacancies.

Vacancies shall be filled by appointment for the unexpired term only.

Sec. 2-156. Functions, powers, duties, and limitations.

The planning and zoning commission shall have the functions, powers and duties, and be subject to the limitations, which are prescribed by law.

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

Adopted this ____ day of _____, 2025

Presiding:

Ayes:

Nays:

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to form:

Town Attorney



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**November 10, 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 Mark H. Newbill
Council Member Lucas A. Tuning
Council Member J. Tyler Lee

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
Phillip Young, Chief of Police
Vincent Copenhaver, Finance Director
Michael "Kevin" Adkins, Water Treatment Plant Superintendent
Dennis "Moe" Potter, Wastewater Treatment Plant Superintendent
Daniel Pinard, Economic & Cultural Development Director
Mark Lovern, 1st Sergeant, RMPD
Missy Morris, Virginia Main Street Executive Director
Brian Schofield, Public Works Superintendent
Amy D. Gordon, Assistant Finance Director/Human Resource Director
Shawn Richardson, Lieutenant of Investigations, RMPD
Missy Morris, Virginia Main Street Executive Director
Dallas Bailey, Water Plant Operator II
Ryan King, Sergeant-Community Resource Officer
Jeff McCarty, Lieutenant of Special Operations, RMPD

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

1. **Roll Call**

The Town Clerk called each member of the Rocky Mount Town Council by name to account 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 Tuning

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

4.2 Miscellaneous Resolutions/Proclamations

Supplemental Appropriations Resolution for Fiscal Year FY2025-2026

4.3 Approval of Draft Minutes

Regular Town Council Meeting Draft Minutes – October 20, 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 Tuning

Second: Council Member Clements

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 Proclamation Honoring Local Bluegrass Band Lost and Found

The proclamation was presented at the Harvester Performance Center on November 9th, but Mayor Perdue wanted to share with Council as well, and since Dempsey Young's daughter Stephanie, and his granddaughter were present, Mayor Perdue read the Proclamation aloud. The Lost and Found began recording in 1976 on Outlet Records in Rocky Mount, VA.

5.2 Recognize Police Department and Fire Department for Trunk or Treat Community Event

The event brought just under 1,000 kids to share Halloween fun on October 30th, the night before Halloween. Sergeant of Community Resources, Ryan King, was given honorable mention for the role of bringing the event together.

5.3 Town Staff Service Awards

Mark W. Moore, Assistant Town Manager – 5 Years
Luis Van Beek, Police Officer – 5 years
Steven Burgoyne, Sergeant of Patrol – 10 years
Boreika Burwell, Sergeant of Patrol – 10 years
Shawn Richardson, Lieutenant of Patrol – 10 years
Karry Hodges, Records Clerk of RMPD – 20 years
Dennis “Moe” Potter, Wastewater Treatment Plant Superintendent – 20 years
Curtis Wade, Grounds Maintenance II of Public Works – 20 years
Dallas Bailey, Water Plant Operator II – 25 years
Rebecca H. Dillon, Town Clerk/Executive Administrative Assistant – 30 years
Amy D. Gordon, Director of Administrative Services/Assistant Finance Director – 30 years
Stephen McGhee, Maintenance III of Public Works – 30 years
John T. Boitnott, Town Attorney – 32 years

6. **Public Hearing (with action)**

6.1 Subdivision Waiver request by Jubal’s 1, LLC

The Rocky Mount Zoning and Subdivision Ordinance requires that all subdivided parcels adjoin a public right-of-way. The proposed development includes twenty-two townhomes, and will be located on Trail Drive in Rocky Mount, as part of a larger development called Jubal’s Retreat. The requested waiver of Section 10-3-4, C.1, is subject to a fully executed and recorded Unified Development Agreement. The Planning Commission held a public hearing on the request on November 5 and voted 5-0 to recommend Town Council approve the request subject to the executed agreement.

Motion: To approve the request

Motion By: Council Member Lee

Second: Council Member Tuning

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)

No one from the public signed up to speak during the public hearing.

7. **Hearing of Citizens**

Glenna Moore spoke of the coming celebration to honor the United States Colored Troops by erecting a statue to honor those men who fought in the Civil War. There were 17 African American men who fought for their own freedom as USCT Soldiers. The unveiling of the memorial statue is scheduled for Sunday, January 18, 2026, on the grounds of the historic 19th-century style First Baptist Church on Franklin Street in Rocky Mount, Virginia.

8. Adjournment

Motion: To adjourn

Time: 6:15 p.m.

Motion By: Council Member Lee

Seconded By: 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)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

Planning & Zoning Monthly Report

11/1/25 - 11/30/25

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

2025105	11/7/2025	Plat Review		Pending	Armstrong Civil	HALL WILLIAM MONROE & MELISSA	Plat review

Group Total: 1

Group: Sign

2025110	11/20/2025	Sign	935 OLD FRANKLIN TPKE	Approved	Lee's Tire and Wheel (Michael Sigmon)	LVP LLC	New signage for business

Group Total: 1

Group: Site Plan

2025104	11/7/2025	Site Plan		Pending	LE & D Professionals PC	HALL WILLIAM MONROE & MELISSA	site plan for Tractor Supply

Group Total: 1

Group: Temporary Use - Mobile Food Vendor

2025107	11/13/2025	Temporary Use - Mobile Food Vendor		Approved	The Hotdog Stand		mobile food unit 2025 ONLY

Group Total: 1

Group: Zoning

2025112	11/25/2025	Zoning	30 NORRIS ST	Approved	Luke Pasley/ Build on the Rock LLC	Nicole Lawrence	Rebuild a 20'x10' deck with a lean to covered roof. Enclose current carport with a garage door and windows. Build awning on front of house
2025111	11/21/2025	Zoning	195 WHITTEN ST	Approved	Kevin Wertz	WERTZ KEVIN M	40x40 prefab metal building & retaining wall (variance approved 8-7-25)
2025109	11/14/2025	Zoning		Approved	OM Shree Lucky2, Inc	OM SHREE LUCKY2 INC	development plan for new hotel
2025108	11/14/2025	Zoning		Approved	OM SHREE LUCKY2, INC. (Amit Patel)	OM SHREE LUCKY2 INC	development plan for convenience store **APPROVED AMENDED SITE PLAN 11/12/25
2025106	11/12/2025	Zoning	50 FLOYD AVE	Approved	Parker Design Group	GROVE ROCKY MOUNT LLC	Construct gravel parking lot (Variance granted by BZA 2014) Site Plan approved 11/12/25
2025103	11/6/2025	Zoning	300 LAKEVIEW DR	Approved	Premier Carpentry & Trim Inc	NGUYEN SI T & ANHHONG THIVO	Addition to residential dwelling - attached carport

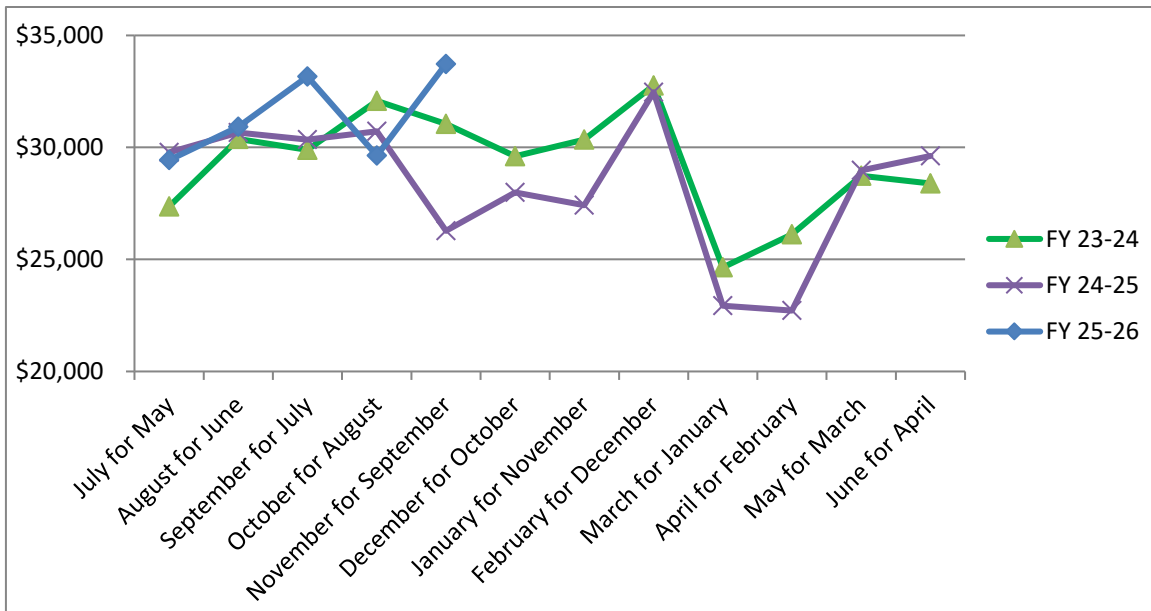
Group Total: 6**Total Records: 10****12/2/2025**

FOIA Monthly Report November 2025

Date	Requested By	Topic
11/19/25	Jason Finnigan	Flock Safety lease agreements and information on camera locations
11/20/25	Bryan Hochstein	Reports from Bill Barrett PC

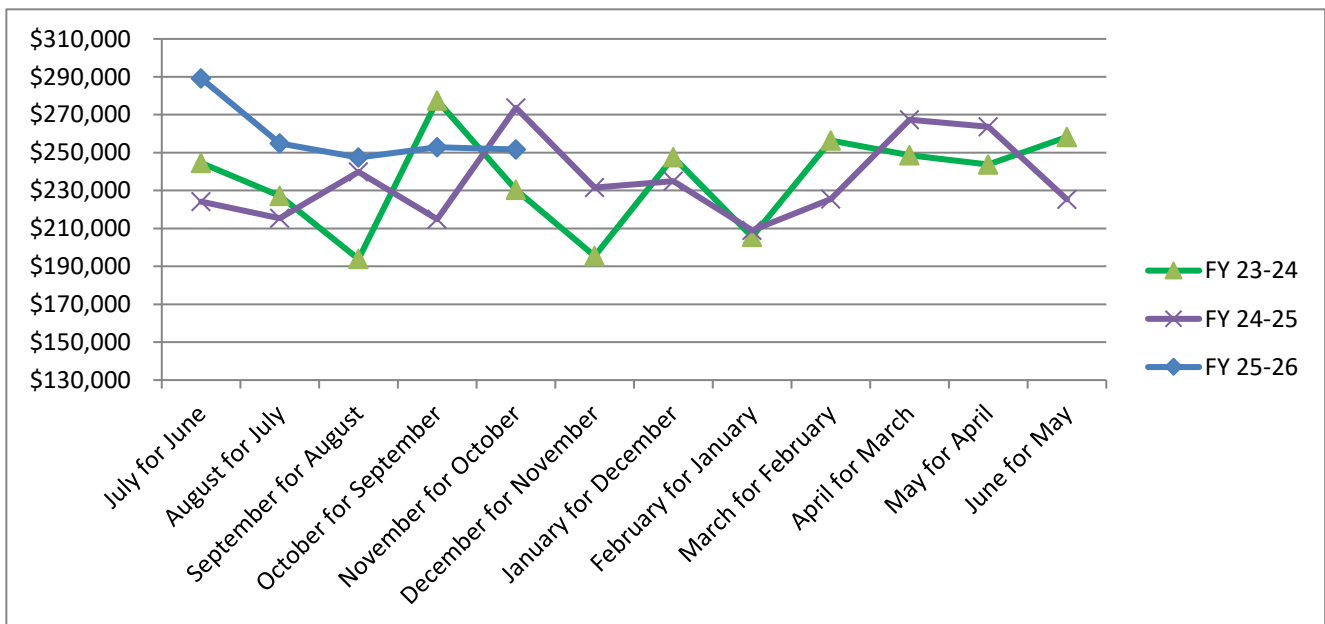
Town of Rocky Mount
Local Sales Tax Collections by Month

<u>Month</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Change</u>	<u>% Change</u>
July for May	\$ 27,361	\$ 29,775	\$ 29,433	\$ (342)	-1.2%
August for June	\$ 30,373	\$ 30,662	\$ 30,924	\$ 262	0.9%
September for July	\$ 29,885	\$ 30,354	\$ 33,161	\$ 2,807	9.4%
October for August	\$ 32,074	\$ 30,713	\$ 29,629	\$ (1,084)	-3.4%
November for September	\$ 31,054	\$ 26,280	\$ 33,725	\$ 7,445	24.0%
December for October	\$ 29,612	\$ 27,998			
January for November	\$ 30,352	\$ 27,415			
February for December	\$ 32,769	\$ 32,465			
March for January	\$ 24,644	\$ 22,936			
April for February	\$ 26,124	\$ 22,717			
May for March	\$ 28,735	\$ 28,976			
June for April	\$ 28,392	\$ 29,626			
Year Totals	<u>\$351,375</u>	<u>\$ 339,917</u>	<u>\$ 156,872</u>	<u>\$ 9,088</u>	



Town of Rocky Mount
Meals Tax Collections by Month

<u>Month Collected</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Change</u>	<u>% Change</u>
July for June	\$ 244,531	\$ 224,090	\$ 289,225	\$ 65,135	29.1%
August for July	\$ 227,166	\$ 215,407	\$ 254,941	\$ 39,534	18.4%
September for August	\$ 193,852	\$ 239,802	\$ 247,440	\$ 7,638	3.2%
October for September	\$ 277,528	\$ 214,885	\$ 252,776	\$ 37,891	17.6%
November for October	\$ 230,365	\$ 273,682	\$ 251,630	\$ (22,052)	-8.1%
December for November	\$ 195,454	\$ 231,510			
January for December	\$ 247,659	\$ 234,921			
February for January	\$ 205,557	\$ 208,968			
March for February	\$ 256,350	\$ 225,514			
April for March	\$ 248,621	\$ 267,440			
May for April	\$ 243,734	\$ 263,733			
June for May	\$ 258,285	\$ 225,341			
Year Totals	\$ 2,829,102	\$ 2,825,293	\$ 1,296,012	\$ 128,146	



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

Total Cash Held by the Town:

Cash in the Finance Office	\$ 700
Duncan Williams Investments - see detail below	\$ 2,728,922
Local Government Investment Pool (average monthly yield = 4.073%)	\$ 8,021,441
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 103,725
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 105,108
National Bank of Blacksburg	\$ 972,676
Atlantic Union Bank: Town Checking Account	<u>\$ 640,971</u>
 Total Cash Balance at Month End	 <u><u>\$ 12,573,543</u></u>

Investment Detail:

Duncan-Williams, Inc. Account Statement Dated November 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	\$709,120	\$1,116	3.17%
 Fixed Income - 99% of Portfolio Certificates of Deposit:	 <u>Market Value</u>	 <u>Estimated Annual Income</u>	 <u>Estimated Yield</u>
Total	\$487,653	\$16,538	3.36% - 3.41%
 U.S. Government Bonds:			
Total	<u>\$1,532,149</u>	<u>\$43,671</u>	3.63% - 4.96%
 Total Fixed Income	<u>\$2,019,802</u>	<u>\$60,209</u>	
 Total Portfolio Holdings	<u><u>\$2,728,922</u></u>	<u><u>\$61,325</u></u>	

Town of Rocky Mount VA

YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 06

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
10 GENERAL FUND						
10090000 USE OF SURPLUS						
10090000 42562 APPROPRIATED FUN	1,000,282	760,803	1,761,085	.00	1,761,085.00	.0%*
TOTAL USE OF SURPLUS	1,000,282	760,803	1,761,085	.00	1,761,085.00	.0%
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY -	871,844	0	871,844	.00	871,844.00	.0%*
11011000 41102 REAL PROPERTY -	40,879	0	40,879	35,861.98	5,017.02	87.7%*
11011000 41103 PUBLIC SERVICE -	34,509	0	34,509	.00	34,509.00	.0%*
11011000 41105 PERSONAL PROPERT	339,696	0	339,696	.00	339,696.00	.0%*
11011000 41106 PERSONAL PROPERT	30,000	0	30,000	29,144.60	855.40	97.1%*
11011000 41107 MACHINERY & TOOL	188,214	0	188,214	.00	188,214.00	.0%*
11011000 41110 PENALTIES ON TA	11,832	0	11,832	6,141.36	5,690.64	51.9%*
11011000 41111 INTEREST ON DELI	6,348	0	6,348	3,450.71	2,897.29	54.4%*
TOTAL GENERAL PROPERTY TAXES	1,523,322	0	1,523,322	74,598.65	1,448,723.35	4.9%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & US	342,000	0	342,000	156,871.96	185,128.04	45.9%*
11012000 41202 MEALS TAX	2,840,000	0	2,840,000	1,296,012.39	1,543,987.61	45.6%*
11012000 41203 PENALTY-DEL MEAL	0	0	0	3,645.12	-3,645.12	100.0%*
11012000 41204 INTEREST-DEL MEA	0	0	0	2,737.43	-2,737.43	100.0%*
11012000 41205 TRANSIENT OCCUPA	215,000	0	215,000	143,058.06	71,941.94	66.5%*
11012000 41208 CIGARETTE TAX	56,000	0	56,000	27,645.00	28,355.00	49.4%*
11012000 41209 BANK STOCK TAX	378,445	0	378,445	.00	378,445.00	.0%*
11012000 41210 CONSUMER UTILITY	323,000	0	323,000	108,990.80	214,009.20	33.7%*
11012000 41212 TRANSIENT OCCUP	106,000	0	106,000	.00	106,000.00	.0%*
TOTAL OTHER LOCAL TAXES	4,260,445	0	4,260,445	1,738,960.76	2,521,484.24	40.8%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	475,847	0	475,847	23,699.19	452,147.81	5.0%*

YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 06								
			ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
11012500	41302	BPOL-PROFESSIONA	206,889	0	206,889	9,630.22	197,258.78	4.7%*
11012500	41303	BPOL-REPAIRS/PER	132,748	0	132,748	7,392.30	125,355.70	5.6%*
11012500	41304	BPOL-CONTRACTOR	78,219	0	78,219	8,528.88	69,690.12	10.9%*
11012500	41305	BPOL-UTILITY	6,474	0	6,474	.00	6,474.00	.0%*
11012500	41307	BPOL-MISCELLANEO	8,726	0	8,726	500.00	8,226.00	5.7%*
11012500	41308	BPOL-ALCOHOLIC B	1,125	0	1,125	100.00	1,025.00	8.9%*
11012500	41309	BPOL-PENALTIES	12,130	0	12,130	4,269.98	7,860.02	35.2%*
TOTAL BUSINESS LICENSE TAXES			922,158	0	922,158	54,120.57	868,037.43	5.9%
11013000 PERMITS & LICENSES								
11013000	42111	PLANNING & ZONIN	7,500	0	7,500	7,054.66	445.34	94.1%*
11013000	42112	FARMERS MARKET F	6,000	0	6,000	3,195.00	2,805.00	53.3%*
11013000	42113	FARMERS MKT EBT'	6,000	0	6,000	.00	6,000.00	.0%*
11013000	42114	WELCOME CENTER F	7,977	0	7,977	4,055.15	3,921.85	50.8%*
11013000	42116	RETURN CHECK FEE	5,000	0	5,000	1,297.45	3,702.55	25.9%*
TOTAL PERMITS & LICENSES			32,477	0	32,477	15,602.26	16,874.74	48.0%
11014000 FINES & FORFEITURES								
11014000	42211	COURT FINEES	31,000	0	31,000	18,212.74	12,787.26	58.8%*
11014000	42213	GARBAGE VIOLATIO	0	0	0	-75.00	75.00	100.0%
TOTAL FINES & FORFEITURES			31,000	0	31,000	18,137.74	12,862.26	58.5%
11015000 PROCEEDS FROM USE OF ASSETS								
11015000	42311	INTEREST ON MONE	358,000	0	358,000	202,924.11	155,075.89	56.7%*
11015000	42312	RENTAL OF GENERA	85,650	14,136	99,786	4,712.00	95,074.00	4.7%*
TOTAL PROCEEDS FROM USE OF ASSETS			443,650	14,136	457,786	207,636.11	250,149.89	45.4%
11016000 CHARGES FOR SERVICES								
11016000	42411	REFUSE COLLECTIO	360,000	0	360,000	163,421.85	196,578.15	45.4%*

YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 06							
	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL	
11016000 42413 TRUCK RENTAL FEE	1,900	0	1,900	840.00	1,060.00	44.2%*	
11016000 42418 PASSPORT SERVICE	18,000	0	18,000	9,785.00	8,215.00	54.4%*	
11016000 42419 SECURITY SERVICES	12,500	0	12,500	5,664.50	6,835.50	45.3%*	
11016000 42420 POLICE REPORTS	1,680	0	1,680	394.00	1,286.00	23.5%*	
11016000 42421 FINGERPRINT SERV	0	0	0	70.00	-70.00	100.0%*	
11016000 42422 CRISIS INTERVENT	34,000	0	34,000	.00	34,000.00	.0%*	
TOTAL CHARGES FOR SERVICES	428,080	0	428,080	180,175.35	247,904.65	42.1%	
11018000 MISCELLANEOUS GENERAL							
11018000 42511 RECOVERIES	0	0	0	28,441.19	-28,441.19	100.0%*	
11018000 42515 DONATIONS	0	53,600	53,600	57,384.00	-3,784.00	107.1%*	
11018000 42524 INSURANCE RECIPT	33,744	20,062	53,806	44,394.29	9,411.71	82.5%*	
11018000 42525 UNITED WAY	0	30,000	30,000	.00	30,000.00	.0%*	
TOTAL MISCELLANEOUS GENERAL	33,744	103,662	137,406	130,219.48	7,186.52	94.8%	
18522000 COMMONWEALTH-NONCATEGORICAL							
18522000 43211 PPTRA FROM STATE	53,861	0	53,861	53,860.60	.40	100.0%*	
18522000 43212 COMMUNICATIONS T	127,580	0	127,580	52,002.93	75,577.07	40.8%*	
18522000 43213 LITTER GRANT	4,800	0	4,800	.00	4,800.00	.0%*	
18522000 43214 ROLLING STOCK TA	3,800	0	3,800	3,836.78	-36.78	101.0%*	
18522000 43215 RENTAL TAX	18,000	0	18,000	4,926.34	13,073.66	27.4%*	
18522000 43216 OTHER NON-CATEGO	0	1,000	1,000	1,000.00	.00	100.0%*	
TOTAL COMMONWEALTH-NONCATEGORICAL	208,041	1,000	209,041	115,626.65	93,414.35	55.3%	
18524000 COMMONWEALTH-CATEGORICAL							
18524000 43112 SCHOOL RES OFFIC	53,002	0	53,002	41,544.75	11,457.25	78.4%*	
18524000 43311 FIRE PROGRAMS-ST	0	27,442	27,442	27,442.00	.00	100.0%*	
18524000 43312 STREET MAINTENAN	1,992,668	0	1,992,668	504,081.16	1,488,586.84	25.3%*	
18524000 43313 LAW ENFORCEMENT	144,480	0	144,480	72,242.00	72,238.00	50.0%*	
18524000 43315 OTHER POLICE CAT	0	12,000	12,000	924.00	11,076.00	7.7%*	
18524000 43319 DMV GRANTS	0	0	0	9,369.94	-9,369.94	100.0%*	
18524000 43322 VA TOURISM GRANT	0	20,000	20,000	.00	20,000.00	.0%*	

Town of Rocky Mount VA



YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 06							
	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL	
18524000 43325 VA DEPT EMERGENC	0	0	0	87,201.67	-87,201.67	100.0%*	
TOTAL COMMONWEALTH-CATEGORICAL	2,190,150	59,442	2,249,592	742,805.52	1,506,786.48	33.0%	
18525000 FEDERAL GOVERNMENT REVENUE							
18525000 43417 BULLET PROOF VES	0	1,919	1,919	1,918.89	.11	100.0%*	
TOTAL FEDERAL GOVERNMENT REVENUE	0	1,919	1,919	1,918.89	.11	100.0%	
18535000 LOCAL GOVERNMENT AID							
18535000 43111 VOLUNTEER FIRE D	30,000	0	30,000	869,537.02	-839,537.02	2898.5%*	
18535000 43112 OTH AID-SCHOOL R	50,000	0	50,000	.00	50,000.00	.0%*	
18535000 43114 COUNTY EXP REIMB	75,000	0	75,000	.00	75,000.00	.0%*	
TOTAL LOCAL GOVERNMENT AID	155,000	0	155,000	869,537.02	-714,537.02	561.0%	
TOTAL GENERAL FUND	11,228,349	940,962	12,169,311	4,149,339.00	8,019,972.00	34.1%	
TOTAL REVENUES	11,228,349	940,962	12,169,311	4,149,339.00	8,019,972.00		
20 WATER & WASTEWATER FUND							
20090000 APPROPRIATED FUND BAL REVENUE							
20090000 42562 APPROPRIATED FUN	0	16,234	16,234	.00	16,234.00	.0%*	
TOTAL APPROPRIATED FUND BAL REVENUE	0	16,234	16,234	.00	16,234.00	.0%	
25020000 WATER CHARGES							
25020000 42313 PROPERTY RENT (C	183,600	0	183,600	52,879.44	130,720.56	28.8%*	
25020000 45101 WATER SALES	1,943,343	0	1,943,343	796,141.35	1,147,201.65	41.0%*	
25020000 45102 WATER CONNECTION	50,000	0	50,000	19,108.20	30,891.80	38.2%*	
25020000 45103 DISCONNECT-CUT O	29,000	0	29,000	7,750.00	21,250.00	26.7%*	

YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 06							
	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL	
25020000 45104 PENALTIES	35,000	0	35,000	14,290.92	20,709.08	40.8%*	
25020000 45105 REBATES & RECOVERIES	0	0	0	420.00	-420.00	100.0%*	
25020000 45106 BULK WATER PURCHASE	12,000	0	12,000	6,074.22	5,925.78	50.6%*	
25020000 45107 FIRE SUPPRESSION	0	0	0	15,843.34	-15,843.34	100.0%*	
TOTAL WATER CHARGES	2,252,943	0	2,252,943	912,507.47	1,340,435.53	40.5%	
25530000 WASTEWATER CHARGES							
25530000 45201 WASTEWATER COLLECTION	1,295,649	0	1,295,649	556,468.53	739,180.47	42.9%*	
25530000 45202 SEWER CONNECTION	20,000	0	20,000	.00	20,000.00	.0%*	
TOTAL WASTEWATER CHARGES	1,315,649	0	1,315,649	556,468.53	759,180.47	42.3%	
28524000 HEALTH DEPT GRANT							
28524000 43321 HEALTH DEPT GRANT	0	21,185	21,185	19,807.98	1,377.02	93.5%*	
TOTAL HEALTH DEPT GRANT	0	21,185	21,185	19,807.98	1,377.02	93.5%	
TOTAL WATER & WASTEWATER FUND	3,568,592	37,419	3,606,011	1,488,783.98	2,117,227.02	41.3%	
TOTAL REVENUES	3,568,592	37,419	3,606,011	1,488,783.98	2,117,227.02		
GRAND TOTAL	14,796,941	978,381	15,775,322	5,638,122.98	10,137,199.02	35.7%	
** END OF REPORT - Generated by VINCENT COPENHAVER **							

YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 05

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	2,564,896	-56,549	2,508,347	1,381,421.37	.00	1,126,925.63	55.1%
11011010 MAYOR & TOWN COUNCIL	190,605	0	190,605	77,616.91	.00	112,988.09	40.7%
11012020 TOWN MANAGER	424,922	4,767	429,689	187,157.11	.00	242,531.89	43.6%
11012040 TOWN ATTORNEY	62,160	0	62,160	21,975.96	.00	40,184.04	35.4%
11012130 FINANCE DEPARTMENT	655,007	4,880	659,887	309,431.20	.00	350,455.80	46.9%
11081060 PASSPORT PROGRAM	3,125	0	3,125	485.91	.00	2,639.09	15.5%
12031010 POLICE DEPARTMENT	3,018,886	46,691	3,065,577	1,275,896.81	.00	1,789,680.19	41.6%
12031015 POLICE DEPT GRANTS	0	110,399	110,399	19,261.28	.00	91,137.72	17.4%
12032020 VOLUNTEER FIRE DEPT	231,000	106,337	337,337	82,972.23	57,063.49	197,301.28	41.5%
12043130 IMPOUND LOT	2,500	0	2,500	242.38	.00	2,257.62	9.7%
13041000 PUBLIC WORKS ADMINISTRATIO	1,471,473	-335,598	1,135,875	66,648.98	.00	1,069,226.02	5.9%
13041020 PUB WORKS NON-VDOT ELIGIBL	3,200	0	3,200	1,783.88	.00	1,416.12	55.7%
13041040 STREET LIGHTS	103,400	0	103,400	46,437.71	5,227.00	51,735.29	50.0%
13041070 TRAFFIC CONTROL & PARKING	108,700	41,503	150,203	57,448.89	2,200.00	90,554.11	39.7%
13041080 STREETS	334,200	749,191	1,083,391	460,372.54	523,256.64	99,761.82	90.8%
13041090 SIDEWALKS, CURB, GUTTERING	2,800	2,102	4,902	2,101.35	.00	2,800.65	42.9%
13042020 STREET CLEANING	4,100	98	4,198	262.06	.00	3,935.94	6.2%
13042030 REFUSE COLLECTION	49,650	71,381	121,031	54,931.47	31,789.76	34,309.77	71.7%
13042040 SNOW REMOVAL	20,000	0	20,000	7,666.50	.00	12,333.50	38.3%
14043080 PARKS & PLAYGROUNDS	45,400	17,438	62,838	42,417.27	.00	20,420.73	67.5%
14543030 40 WEST CHURCH STREET	0	14,136	14,136	2,218.57	.00	11,917.43	15.7%
14543040 MUNICIPAL BUILDING	93,917	14,172	108,089	44,296.22	.00	63,792.78	41.0%
14543050 EMERGENCY SERVICES BLDG	92,700	633	93,333	40,587.16	.00	52,745.84	43.5%
14543060 PUBLIC WORKS BUILDING	43,000	4,679	47,679	31,267.13	.00	16,411.87	65.6%
14543070 PARKS & REC - CEMETERY	2,250	7,991	10,241	8,653.09	.00	1,587.91	84.5%
16081010 PLANNING & ZONING	280,156	1,201	281,357	121,019.50	.00	160,337.50	43.0%
16081020 COMMUNITY & ECONOMIC DEV	587,418	55,321	642,739	327,420.92	.00	315,318.08	50.9%
16081030 CITIZENS SQUARE-FARMERS MA	49,657	29,610	79,267	56,242.58	.00	23,024.42	71.0%
16081040 DEPOT WELCOME CENTER	36,532	193	36,725	11,027.60	.00	25,697.40	30.0%
16081050 HARVESTER PERFORMANCE CENT	600,000	0	600,000	158,724.89	.00	441,275.11	26.5%
16081070 MAIN STREET PROGRAM	115,839	1,116	116,955	42,607.40	.00	74,347.60	36.4%
16081086 COMMUNITY DEVELOPMENT GRAN	0	49,270	49,270	17,985.46	.00	31,284.54	36.5%
16081300 ECONOMIC DEVELOPMENT AUTHO	3,856	0	3,856	1,510.85	.00	2,345.15	39.2%
16085000 REMED BLIGHTED STRUCTURES	27,000	0	27,000	3,670.00	.00	23,330.00	13.6%
TOTAL GENERAL FUND	11,228,349	940,962	12,169,311	4,963,763.18	619,536.89	6,586,010.93	45.9%

20 WATER & WASTEWATER FUND

YEAR-TO-DATE BUDGET REPORT FOR THE FIVE MONTHS ENDED NOV 30, 2025

FOR 2026 05								
20	WATER & WASTEWATER FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20069000	NON-DEPARTL UTILITY OPERAT	450,643	0	450,643	33,019.00	.00	417,624.00	7.3%
20080000	TRANSFERS	367,256	0	367,256	.00	.00	367,256.00	.0%
25050000	WATER SYSTEM OPERATIONS	324,746	547	325,293	208,010.43	38,491.99	78,790.58	75.8%
25050100	METER READING	25,780	733	26,513	17,949.44	.00	8,563.56	67.7%
25050500	WATER TREATMENT PLANT	1,104,897	27,991	1,132,888	476,471.25	27,160.50	629,256.25	44.5%
25062000	UTILITY ADMINISTRATION	388,565	2,464	391,029	207,511.87	.00	183,517.13	53.1%
25560000	WASTEWATER SYSTEM OPERATIO	185,246	547	185,793	99,219.93	.00	86,573.07	53.4%
25560500	WASTEWATER TREATMENT PLANT	721,459	5,137	726,596	301,773.39	125.00	424,697.61	41.5%
	TOTAL WATER & WASTEWATER FUND	3,568,592	37,419	3,606,011	1,343,955.31	65,777.49	2,196,278.20	39.1%
	GRAND TOTAL	14,796,941	978,381	15,775,322	6,307,718.49	685,314.38	8,782,289.13	44.3%
** END OF REPORT - Generated by VINCENT COPENHAVER **								

MONTHLY STAFF REPORT

DATE:	December 9, 2025, 2025
TO:	Rocky Mount Town Council
FROM:	Brad Basham – Asst Chief
DEPARTMENT:	Fire Department
MONTH:	October 2025

For the period of October 2025, the Rocky Mount Fire Department responded to a total of **52** calls of which **21** were inside the town limits and **31** were outside the town limits.

RMFD apparatus traveled a total of 1180 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 31 members performing training for a total of 142 hours of training.

Tanker 1 and Tower 1 began their in service responding to calls.

Respectfully Submitted By,

Asst. Chief B. Basham

MONTHLY STAFF REPORT

DATE:	DECEMBER 8, 2025
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	November

*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: NOVEMBER 2025

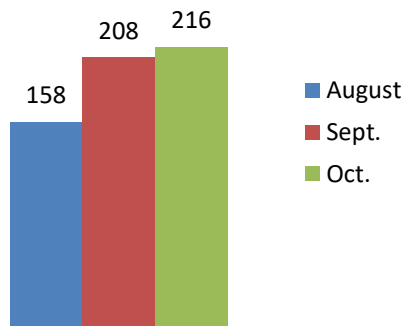
AUGUST

SEPTEMBER

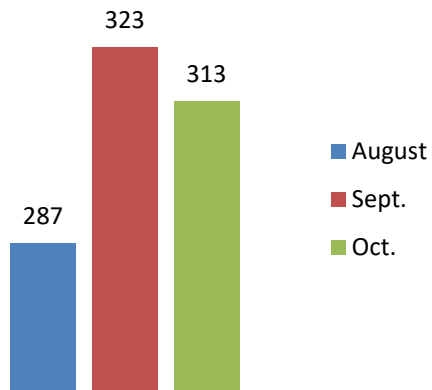
OCTOBER

UNIFORM TRAFFIC SUMMONS ISSUED	158	208	216
TRAFFIC STOPS	287	323	313
SPEEDING TICKETS ISSUED	31	54	61
DUI	1	5	1
COLLISIONS INVESTIGATED (TREDS)	18	16	18
MOTORIST AIDES	47	48	36
CRIMINAL ARRESTS "MISDEMEANOR"	25	40	38
CRIMINAL ARRESTS "FELONY"	6	27	13
INCIDENTS ADDRESSED	1874	1908	2028
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	60	93	105
GRAND LARCENY WARRANTS	0	0	0
BREAKING & ENTERING REPORTS	0	0	0
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	6	4	4
FOLLOW-UP'S	67	36	42
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	315	258	445
SCHOOL CHECKS	49	113	118
ALARM RESPONSES	30	29	29
OPEN DOORS, WINDOWS, ETC. UNSECURED	12	0	1
HARVESTER HOURS WORKED:	7	24	48
ECO/TDO	5	8	7

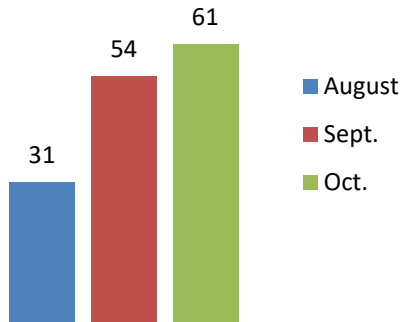
Uniform Traffic Summons Issued



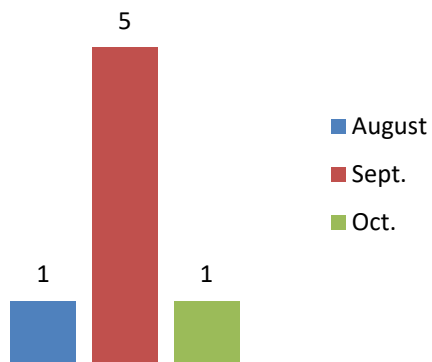
Traffic Stops



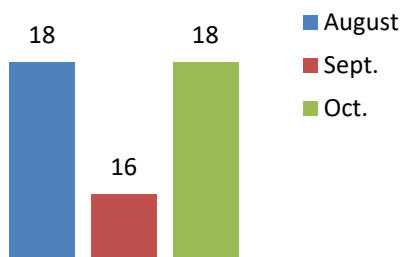
Speeding Tickets Issued



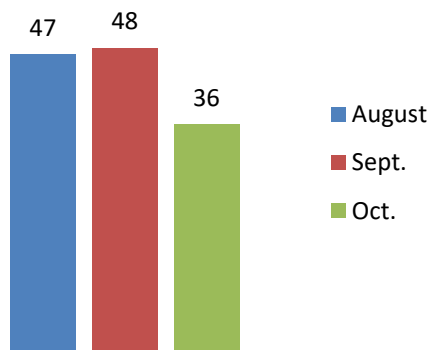
DUI



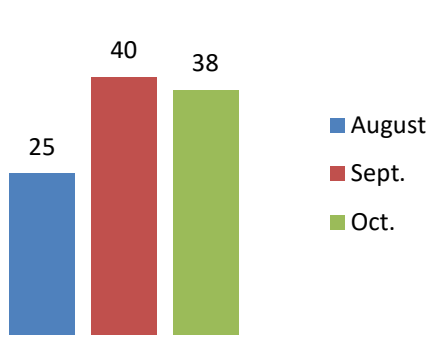
Collisions Investigated (TREDS)



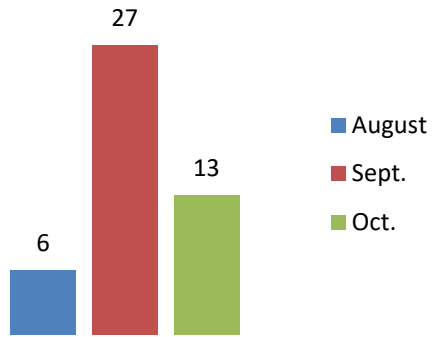
Motorist Aides



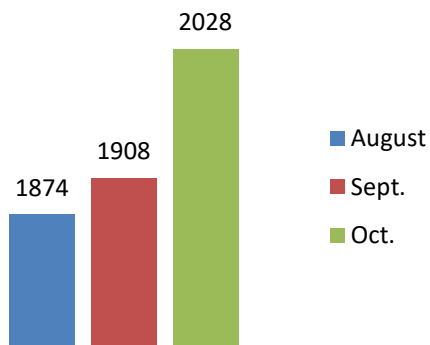
Criminal Arrests "Misdemeanor"



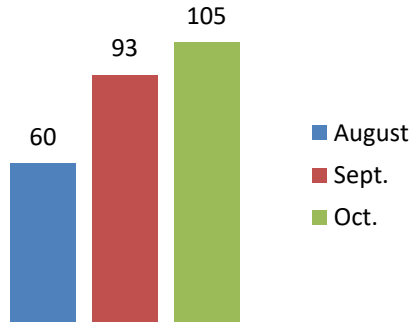
Criminal Arrests "Felony"



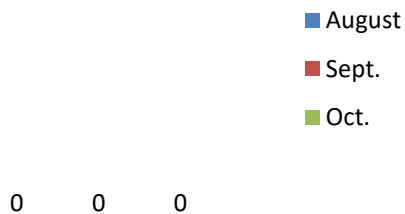
Incidents Addressed



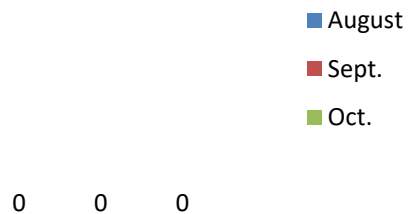
Incidents/Offenses Reportable "RMS"



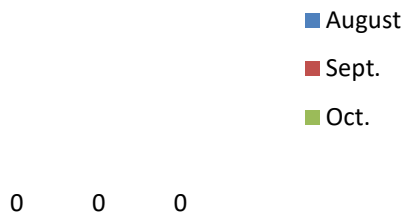
Grand Larceny Warrants



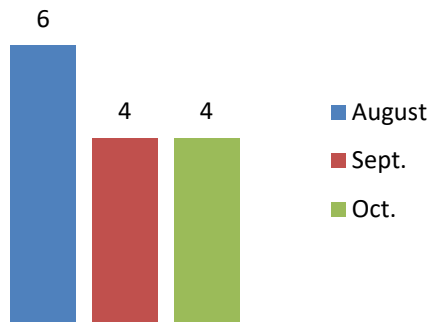
Breaking & Entering Reports



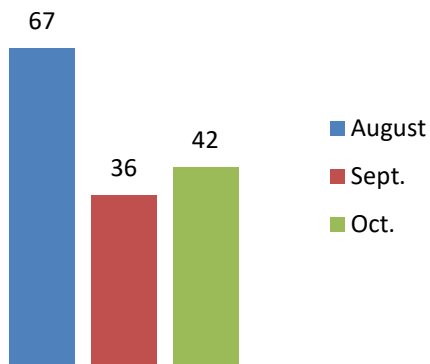
Breaking & Entering Warrants



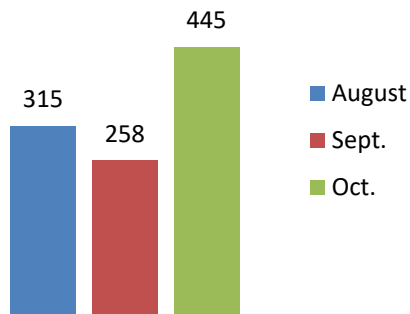
BOLO's (Be On Look Out)



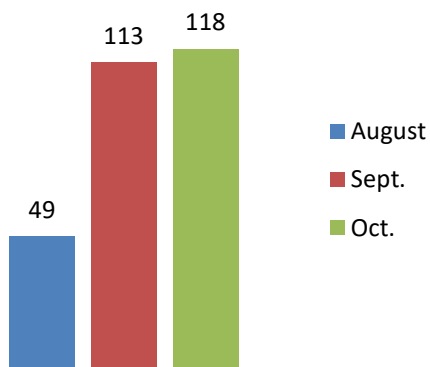
Follow-Ups



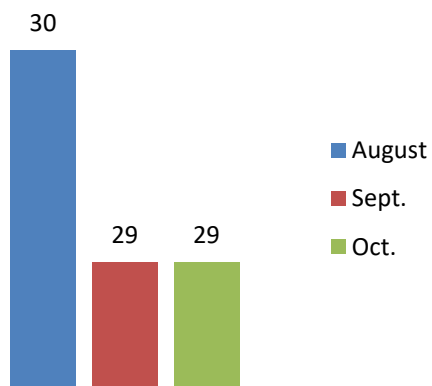
Businesses/Residences Checked "Foot Patrols"



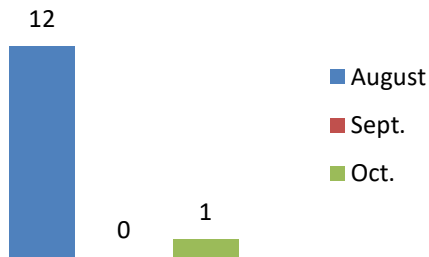
School Checks



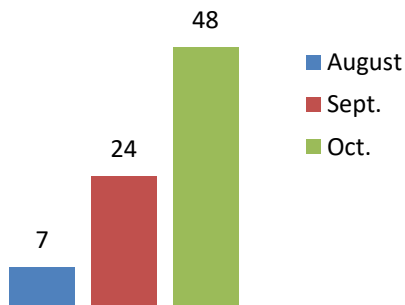
Alarm Responses



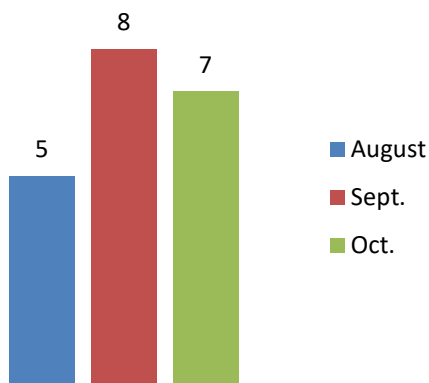
Open Doors, Windows, Etc. Unsecured



Harvester Hours Worked



ECO/TDO



TRAFFIC ENFORCEMENT:

- ❖ Moving and stationary radar was conducted throughout the Town of Rocky Mount during October
- ❖ Reported streetlights out to Town Manager's office
- ❖ There were 18 reportable accidents with 13 of the accidents on our public streets

INVESTIGATIONS:

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

- ❖ Performed surveillance reference narcotics
- ❖ Assist patrol with calls for service
- ❖ Fire Inspections and Fire Marshall duties conducted
- ❖ Active cases include: Shoplifting. ICAC/Pornography Offenses and DSS Complaints
- ❖ Attended Child Abuse meetings/CART
- ❖ Conducted proactive traffic enforcement and conducted vehicle searches
- ❖ Juvenile assault investigation

(Investigations continued)

- ❖ Conducted a missing person investigation
- ❖ Field training for a new patrol officer in the investigations unit
- ❖ Attended training and advanced skills sessions

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

- ❖ Participated in "Coffee w/ a Cop" at STEP Inc.
- ❖ Participated in "Coffee w/ a Cop" at McDonalds
- ❖ Held a safety question and answer forum at Christian Heritage Academy
- ❖ Assisted w/ the qualification of department personnel for Firearms
- ❖ Monthly WYTI Radio (Community First Segment)
- ❖ Monthly Rise and Shine appearance
- ❖ Monthly B99.9 Radio Segment
- ❖ Attended Family Resource Board Meeting
- ❖ Set up a table for Franklin County High School Career Day
- ❖ Spoke at the First Responders Memorial Service
- ❖ Attended RAH Coalition Meeting
- ❖ Spoke to teens and parents about safety at Franklin County Public Library
- ❖ Continued updates on social media pages
- ❖ Attended I.V.P. Committee Meeting CAC
- ❖ Assisted w/ traffic for Franklin County High School Homecoming Parade
- ❖ Attended CHAT meeting at Carilion
- ❖ Attended Franklin County DSS Coalition Meeting
- ❖ Assisted Patrol with Various Calls or Services
- ❖ Attended Rocky Mount Rehab's Veteran's Day Ceremony
- ❖ Attended Community Partnership Board Meeting
- ❖ Provided bike patrol for "Doggie Dash 5K Race"
- ❖ Participated in "Drug Take Back"
- ❖ Performed bike patrol throughout town
- ❖ Participated in "Family Resource Family Night"
- ❖ Provided a tour for home school students
- ❖ Participated in "Coffee w/ a Cop" at Whole Bean
- ❖ Reviewed and approved reports
- ❖ Assisted w/ calls for service
- ❖ Performed school checks
- ❖ Organized/participated in "Trunk or Treat" at Rocky Mount Emergency Services Building
- ❖ Performed traffic control/bike patrol at Franklin County High School football games
- ❖ Provided traffic control for Harvester event

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

- ❖ Assisted w/ morning and evening school traffic
- ❖ Assisted w/ lock down drill, fire drill & bus evacuation drill
- ❖ Attended meetings, spoke w/ mental health workers ref: students, & 7th Grade Presentation
- ❖ Petition/Diversion: Possess a THC Smoking Device on School Property (Holland);
- ❖ Possession of a THC Smoking Device Underage (Holland)
- ❖ Vapes: 2
- ❖ THC Vapes: 3
- ❖ Assaults: 1

SPEEDING TICKETS ISSUED

Tanyard Road (x 18)

Grassy Hill Road (x 12)

Old Franklin Turnpike (x 10)

State Street (x 7)

School Board Road (x 3)

South Main Street (x 3)

North Main Street (x 2)

Franklin Street (x 2)

Weaver Street (x 2)

Bernard Road

Scuffling Hill Road

CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth

Old Franklin Turnpike

Possession of Schedule III Drug

Old Franklin Turnpike

Possession of Marijuana Underage

Old Franklin Turnpike

Possession of Marijuana w/ the Intent to Distribute

Old Franklin Turnpike

Possess a THC Smoking Device Underage	Tanyard Road
Possess a THC Smoking Device on School Property	Tanyard Road
Driving Under the Influence	Tanyard Road
Intoxicated In Public	Daisy Hill Lane
Intoxicated In Public	Old Franklin Turnpike (x 2)
Drunk In Public	Franklin Street (x 2)
Drunk In Public	Greenview Drive
Assault on a Police Officer	Windy Lane
Assault on a Police Officer	Old Franklin Turnpike
Violation of Protective Order	Diamond Avenue
Violation of Bail Stipulations	Diamond Avenue
Shoplifting	Old Franklin Turnpike (x 11)
Trespassing	Old Franklin Turnpike (x 3)
Trespassing	Mamie Avenue
Trespassing	East Court Street
Trespassing	Diamond Avenue
Destruction of Property	Windy Lane
Domestic Assault	Scuffling Hill Road
Disorderly Conduct	Old Franklin Turnpike
Warrant Service (PB-15)	Grassy Hill Road (x 6)
Warrant Service – Capias	Grassy Hill Road (x 4)
Warrant Service (Misdemeanor)	Byrd Lane
Warrant Service – Misdemeanor)	Windy Lane
Warrant Service (Misdemeanor)	Sycamore Street
Warrant Service (Misdemeanor)	School Board Road
Emergency Custody Order	Floyd Avenue (x 3)
Emergency Custody Order	North Main Street

Emergency Custody Order

Montview Avenue

Emergency Custody Order

Scuffling Hill Road

Emergency Custody Order

Donald Avenue

MONTHLY STAFF REPORT

DATE:	December 8, 2025
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	November 2025

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs:30
4. Clean-up for 5 days.
5. Cut trees along roads, sidewalks, and parks as needed.
6. Repaired, replaced, or two unplugged sewer mains or laterals.
7. Repaired four water mains.
8. Change out the flowers for fall and winter in all our flower beds.
9. Repaired and/or replaced traffic lights and street signs.
10. Continue working on new street signs on traffic light poles.
11. Continue to work on storm drains throughout town with all the rain from storms.
12. Ongoing exchanging out of new carts for citizens.
13. Asphalt patching where needed.
14. Setup of Christmas decorations on Maynor St.
15. Mowing operations were completed for the year and spraying of weeds around town.
16. Leaf operations started throughout town.
17. Mowing sewer lines have continued in between rainstorms.
18. Winterized Park restrooms for the season.
19. Started preparing for the rollout of trash cans to the annexed areas.

MONTHLY STAFF REPORT

MEETING DATE:	December 8, 2025
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	November, 2025

Average Daily Flow	.665 MGD
Minimum TSS Reduction	99.6%
Minimum BOD Reduction	99.3 %
Leachate received (F.C. Landfill)	193,792 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	50.96 Tons
Rain Total .57 - inches	Snow Total 0 - inches

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

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

The staff replaced pH probe in the influent channel and calibrated it.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	12/08/2025
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	November 2025

Operation and Production Summary:

The actual water production time (water filtering) averaged 9.93 hours daily for the entire month, yielding approximately 823,670 gallons per day. The rainfall for this month was 0.40 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	24.52 million gallons
Total Drinking Water Produced:	24.71 million gallons
Average Daily Production:	823,670 gallons per day
Average Percent of Production Capacity:	41.18%
Flushing of Hydrants/Tanks/FD Use:	1,111,702 + F.D. 45,000 = 1,156,702 gallons
Plant Process Water:	740,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	0 gallons
Bulk Water used at PW Shop	9,097 gallons
Tank Cleanout/Drainage/Leak	0 gallons
WVWA Water	2,062,710 gallons

Testing:

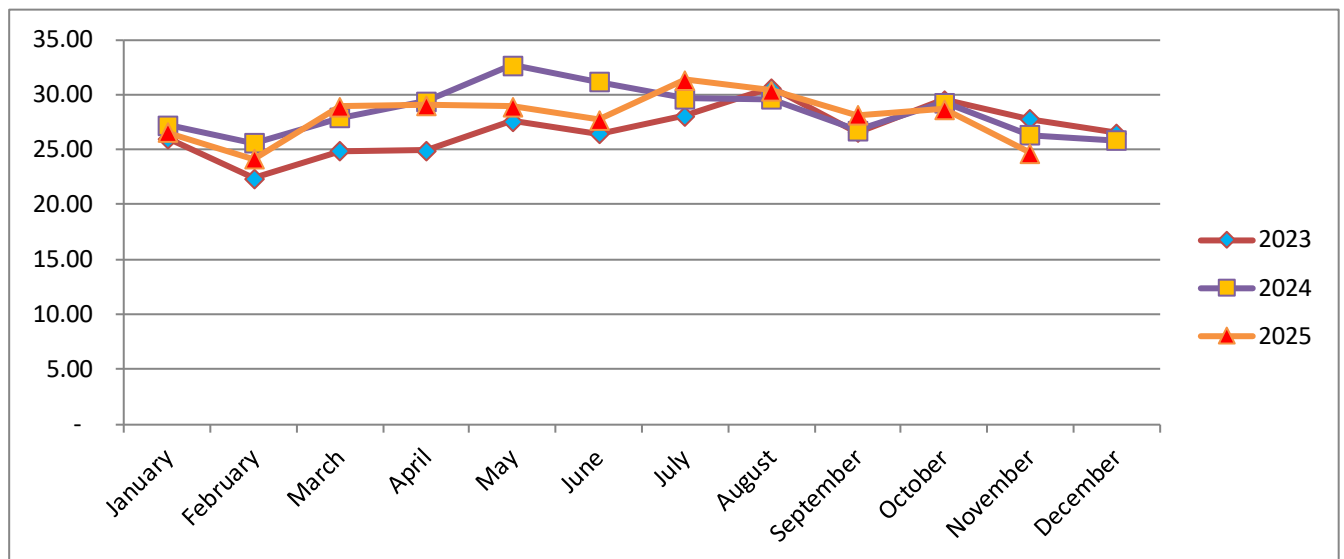
- Our monthly (7 total) routine bacteriological samples were bacteria-free. Therefore, the Town continues to comply with all drinking water standards as required by the EPA.
- Staff suspended the Auto-flushing program in November 2025 due to falling temperatures. This program will be resumed in the early spring. 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 2,062,710 gallons of water from the WVWA connection.
- Staff repaired the yard (re-seeded and strawed) from conduit installation.
- Contractor replaced the leaking roof membrane over the loading dock.
- The pump supplier sent a technician to balance the new finished water pump.
- Staff winterized pump stations, tank sites, and the water plant.

- Staff received final building inspection approval on storage building.

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	31.33	1.7	5.3%
August		30.60	29.60	30.39	0.8	2.6%
September		26.58	26.77	28.16	1.4	4.9%
October		29.51	29.30	28.68	(0.6)	-2.2%
November		27.75	26.30	24.71	(1.6)	-6.4%
December		26.48	25.83			
Year Totals		321.20	341.45	308.55	19.23	6.2%
YTD Through November		266.97	289.32	308.55	19.23	6.2%



ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	December 8, 2025
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Since the General Assembly did not approve the proposed Charter that was adopted by Council in 2023, we are again working with Senator Stanley and Delegate Davis to get it adopted in the upcoming 2026 legislative session. The proposed Charter included with this item is the same one that was approved by Council in 2023.
ACTION NEEDED:	Adopt Resolution.

Attachment(s):

1. 2025.1202 Notice of Public Hearing & Informative Summary of Proposed Charter (from John Boitnott)
2. 2025.1202 Proposed Charter (from John Boitnott)
3. 2025.1202 A Resolution of the Town Council of the Town of Rocky Mount (from John Boitnott)

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

**NOTICE OF PUBLIC HEARING
PROPOSED NEW CHARTER
TOWN OF ROCKY MOUNT**

The Council of the Town of Rocky Mount gives notice to all interested parties that the Town Council will hold a public hearing on **December 8, 2025, at 6:00 p.m.,** or as soon thereafter as practical, in the Council Chambers of the Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia, pursuant to Virginia Code Section 15.2-202. At this public hearing, the citizens shall have an opportunity to be heard to determine if the citizens of the Town of Rocky Mount desire that the Town Council request the General Assembly of Virginia to grant the Town a new charter.

INFORMATIVE SUMMARY OF THE PROPOSED NEW CHARTER

The Town's existing charter was enacted by Chapter 952 of the Virginia Acts of Assembly - 2000 Session. The existing charter includes unnecessary provisions, provisions inconsistent with existing statutes and general law, and obsolete language.

The proposed new charter retains the council and mayor structure of town government and the popular election of council and mayor, except the proposed new charter includes a provision that no person shall be eligible to be elected to serve in the same office more than three consecutive terms, beginning on and after **January 1, 2027.**

The proposed new charter includes sections addressing the Town's incorporation, boundaries, general grant of powers, construction, adoptions of certain sections of the Code of Virginia, eminent domain, the election, structure and operation of the Town Council, the offices of mayor and vice mayor, vacancies, meetings of council, the compensation of council and the mayor, the appointment of a town clerk and town attorney, the appointment, qualification and compensation of town manager, the powers and duties of town manager, the creation of administrative departments, financial procedures, general provisions, and transitional provisions.

FULL TEXT OF PROPOSED CHARTER AVAILABLE FOR PUBLIC REVIEW

The full text of the proposed new charter is on file and available for inspection and review during regular business hours in the office of the Town Clerk located in the Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

PROPOSED COUNCIL ACTION

Upon the completion of the public hearing, the Council will consider any revisions suggested for the proposed new charter and the adoption of a resolution to request the General Assembly of Virginia to enact a new charter for the Town of Rocky Mount.

Rebecca H. Dillon, Town Clerk

**PROPOSED CHARTER
TOWN OF ROCKY MOUNT
December 8, 2025**

An Act to provide a new charter for the Town of Rocky Mount in Franklin County and to repeal Chapter 952 of the Acts of Assembly of 2000, which provided a charter for the Town of Rocky Mount.

Be it enacted by the General Assembly of Virginia:

CHARTER OF THE TOWN OF ROCKY MOUNT

ARTICLE 1. INCORPORATION AND BOUNDARIES

§ 1.1. Incorporation.

The inhabitants of the territory comprised within the limits of the Town of Rocky Mount, as the same are now or may hereafter be established by law, shall constitute and continue to be a body politic and corporate under the name of the Town of Rocky Mount (the town), and as such shall have perpetual succession, may sue and be sued, implead and be impleaded, contract and be contracted with, and may have a corporate seal which it may alter, renew or amend at its pleasure.

§ 1.2. Boundaries.

The corporate limits or boundaries of the town, unless and until changed in the manner prescribed by law, shall be the same as set forth in the order entered December 19, 1961, which order is recorded in the Clerk's Office of the Circuit Court of Franklin County, Virginia, in Common Law Order Book 38, page 579, and as enlarged and set forth in the order entered February 8, 1999, which order is recorded in the Clerk's Office of the Circuit Court of Franklin County, Virginia, in Chancery Order Book 74, page 641, and Deed Book 643, page 371, and as enlarged and set forth in the order entered June 3, 2002, which order is recorded in the Clerk's Office of the Circuit Court of Franklin County, Virginia, in Chancery Order Book 80, page 1358, and Deed Book 743, page 1662.

ARTICLE 2. POWERS

§ 2.1. General grant of powers.

The town shall have and may exercise all powers which are now or may hereafter be conferred upon or delegated to cities and towns under the Constitution and the general laws of the Commonwealth of Virginia. It is intended that the town shall possess all powers which, under the Constitution, it would be competent for this charter to enumerate specifically, and no enumeration of particular powers shall be held to be exclusive but in addition to this general grant.

§ 2.2. Construction.

The powers which are now or may hereafter be conferred upon or delegated to the town under the Constitution and the general laws of the Commonwealth of Virginia and this Charter shall be construed liberally when such powers are exercised by the town.

§ 2.3. Adoption of certain sections of the Code of Virginia.

The powers set forth in Chapter 11 (§ 15.2-1100 et seq.) of Title 15.2 of the Code of Virginia (1950), as amended, and all acts amendatory thereof or supplemental thereto, are hereby conferred on and vested in the town.

§ 2.4. Eminent domain.

The town is hereby empowered to acquire by condemnation, gift, lease, purchase or bequest, property, real or personal, or any interest or estate therein, either within or without its corporate limits, for any of its proper purposes, and may sell, lease, manage, and control such property as its interests require, and in such manner as the council deems expedient.

The town shall also have all powers of eminent domain that are now or may be granted to a municipal corporation under the laws of the Commonwealth of Virginia.

ARTICLE 3. THE COUNCIL

§ 3.1. Definitions.

As used in this charter, the term "officer" refers to council members and persons appointed by and responsible to the council, such as the town clerk, the town manager, and the town attorney; "officials" refers to administrative department heads; and all other persons employed by the town are designated "employees."

§ 3.2. General powers and duties of the council.

The government of the town shall be vested in the council which shall have the power to enact and enforce ordinances to carry into effect all powers granted by this charter and by law. The council shall be responsible for the determination of all matters of policy for the town and for ensuring the implementation thereof by the town administration.

§ 3.3. Composition and qualifications.

The council shall be composed of seven council members, one of whom shall be the mayor, to be elected from the town at large. The council members shall be qualified voters of the town.

§ 3.4. Election and term of office.

The council shall be elected in the manner provided by Virginia elections laws. A mayor and three council members shall be elected on the November general election date of the year 2022 and every four years thereafter. Three council members shall be elected on the November general election date of the year 2024 and every four years thereafter.

The term of office for the mayor and all council members shall begin on the first day of January next following their election, and each shall serve for a term of four years or until a successor shall have been elected and qualified. The mayor and council members may succeed themselves as the voters may choose, except no person shall be eligible to be elected to serve in the same office more than three consecutive terms. Service for a partial term shall not preclude serving the allowed number of full terms. These limits shall apply to terms of service beginning on and after January 1, 2027.

§ 3.5. Voters of the town.

The voters of the town shall be the actual residents of the town who are qualified to vote for members of the General Assembly.

§ 3.6. Compensation; expenses.

The council may determine the annual salary of its members by ordinance or resolution but no ordinance or resolution increasing such salary shall become effective until the date of commencement of the terms of council members elected at the next regular election. Council members shall receive their actual and necessary expenses incurred in the performance of their duties of office.

§ 3.7. Mayor and vice mayor.

The mayor as a member of the council shall have the same powers and duties as other members of the council, with a vote, but no veto. In addition, the mayor shall preside at meetings of the council, shall be the head of the town government for all official functions and ceremonial purposes, but shall have no administrative duties.

At the first meeting of the council in January of each odd-numbered year, the council shall elect from its members a vice mayor who shall serve for a term of two years. The vice mayor shall act as mayor during the absence or disability of the mayor and, if a vacancy occurs, shall become mayor until the next regular council election. At that election, a mayor shall be elected to fill the unexpired term.

§ 3.8. Absence or disability of mayor and vice mayor.

If both the mayor and vice mayor are absent or unable to act, the council shall, by a majority vote of the members present, elect from its members a person to serve as acting mayor until either the mayor or vice mayor is present and able to act. The person so elected shall possess

the powers and discharge the duties of the mayor during such period of time. Whenever it is necessary to elect an acting mayor pursuant to this section, in the absence of both the mayor and vice mayor, the town clerk or acting town clerk shall call the meeting of the council to order and shall preside until an acting mayor is elected. This shall not be construed to vest in the clerk any of the powers and duties of the mayor, except as expressly stated in this section.

§ 3.9. Prohibitions.

Except as otherwise authorized by law, a member of council shall not be eligible during his or her tenure of office as such member, or for one year thereafter, to any compensated town employment. If appointed by the council to a board or commission, a member of council may be compensated as a member of the board or commission.

Neither the council nor any of its members shall in any manner dictate the appointment or removal of any town administrative officials or employees whom the manager or any of his subordinates are empowered to appoint, but the council may express its views and fully and freely discuss with the manager anything pertaining to appointment and removal of such officials and employees.

Except for the purpose of discussions, informal reviews, inquiries and official investigations, the council or its members shall communicate with town officials and employees who are subject to the direction and supervision of the manager solely through the manager, and neither the council nor its members shall give orders to any such official or employee, either publicly or privately.

§ 3.10. Vacancies.

The office of a council member shall become vacant upon his death, resignation, or removal from office in any manner authorized by law.

A vacancy on the council shall be filled within forty-five days, for the unexpired term, by a majority vote of the remaining members, if the vacancy occurs two years or less before the date of expiration of such term. If the vacancy occurs more than two years before the expiration of the term, the vacancy shall be filled by a majority vote of the remaining members of council only until the next council election, at which election the voters of the town shall elect a person to serve as council member for the remaining two years of the term.

If a vacancy is being filled by voters at the next council election, the candidates receiving the highest number of votes will be entitled to full terms and the candidate receiving the next highest number shall be entitled to the unexpired term caused by the vacancy.

§ 3.11. Town clerk.

The council shall appoint a town clerk who shall serve at the pleasure of the council. The clerk shall give notice of council meetings to its members and the public, keep the records of its proceedings, keep all papers, documents and records pertaining to the town, keep and attest the

town seal, and perform such other duties as are assigned to the clerk by this charter or by the council.

§ 3.12. Independent audit.

The council shall provide for an independent annual audit of all town accounts and may provide for such more frequent audits as it deems necessary. Such audits shall be made by a certified public accountant or firm of such accountants who have no personal interest, direct or indirect, in the fiscal affairs of the town government or any of its officers. The council may, without requiring competitive bids, designate such accountant or firm annually. If the Commonwealth makes such an audit, the council may accept it as satisfying the requirements of this section.

§ 3.13. Procedure.

The council shall meet regularly at least once in every month, at such times and places as the council may prescribe by ordinance. Special meetings may be held on the call of the mayor or of any two or more members upon no less than twenty-four hours' notice to each member, except in cases of extreme emergency when the time limit may be waived. No business shall be transacted by the council in such special meeting which has not been stated in the notice unless all members of the council are present and give their unanimous consent to the consideration of such business, and such business is an emergency or of an unusual nature.

No vote shall be reconsidered or rescinded at any special meeting unless at such special meeting there are present as large a number of members as were present when such vote was taken.

The council shall determine its own rules and order of business and shall provide for keeping records of its proceedings.

On final vote on any ordinance or resolution, the name of each member of the council voting and how he voted shall be recorded. The council may adopt an ordinance or resolution by a recorded voice vote unless otherwise provided by law, or any member calls for a roll call vote. Four members of the council shall constitute a quorum, but a smaller number may adjourn from time to time. No action of the council, except as provided in the preceding sentence, shall be valid or binding unless adopted by the affirmative vote of four or more members of the council.

An affirmative recorded vote of five of the members is required for the adoption of any ordinance or resolution having for its object the levying of taxes or contracting a debt.

§ 3.14. Town attorney.

An attorney shall be appointed by and serve at the pleasure of the council. He shall be qualified to practice law in the Commonwealth of Virginia. He shall serve as chief legal advisor to the council, and may also serve as legal advisor to the town administration.

§ 3.15. Committees, boards and commissions.

The council may create committees, boards and commissions to be composed of such numbers of citizens as the council may deem expedient as authorized by law. The council shall appoint the members, prescribe the compensation, if any, and the powers and duties of such committees, boards and commissions consistent with the general law.

All members of committees, boards and commissions appointed by the town council may be removed by the council unless otherwise provided by the general law.

ARTICLE 4. THE TOWN MANAGER

§ 4.1. Appointment, qualifications and compensation.

A town manager shall be appointed by and serve at the pleasure of the council. The amount of compensation shall be fixed by the council. The manager shall be appointed solely on the basis of executive and administrative qualifications in the profession of public management and administration. The manager need not be a resident of the town or the Commonwealth of Virginia at the time of appointment but may reside outside the town while in office only with the approval of the council.

§ 4.2. Powers and duties of the town manager.

The town manager shall be the chief administrative officer of the town. The manager shall be responsible to the council for the proper management and administration of all town affairs placed in his charge by or under this charter. The manager shall have the following powers and duties:

1. The manager shall appoint and, when deemed necessary for the good of the service, suspend or remove any town employees and appointive administrative officials provided for by or under this charter, except as otherwise provided by law, this charter or personnel rules adopted pursuant to this charter. The manager may authorize any administrative official who is subject to the manager's direction and supervision to exercise these powers with respect to subordinates in that official's department, office or agency.
2. The manager shall direct and supervise the administration of all departments, offices and agencies of the town, except as otherwise provided by this charter or by other law.
3. The manager shall attend all council meetings and shall have the right to take part in discussion, but may not vote.
4. The manager shall see that all laws, provisions of this charter and acts of the council, subject to enforcement by the manager or by officials subject to the manager's direction and supervision, are faithfully executed.

5. The manager shall prepare and submit the annual budget and capital program to the council, and shall be responsible for the execution of the budget.
6. The manager shall submit to the council and make available to the public a complete report on the finance and administrative activities of the town as of the end of each fiscal year.
7. The manager shall make such other reports as the council may require concerning the operations of town departments, offices and agencies subject to the manager's direction and supervision.
8. The manager shall keep the council fully advised as to the financial condition and future needs of the town and make such recommendations to the council concerning the affairs of the town as the manager deems desirable.
9. The manager shall ensure that adequate and accurate personnel records are maintained on all employees of the town.
10. The manager shall provide a system for handling complaints from citizens.
11. The manager shall perform such other duties as are specified in this charter or may be prescribed by the council.

§ 4.3. Acting town manager.

The council may designate a qualified town administrative official to exercise the powers and perform the duties of manager in case of the absence, disability, suspension, death, or resignation of the manager, until the manager's return to duty or the appointment of his successor.

§ 4.4. Removal.

The council may remove the manager at any time at the pleasure of the council. The action of the council in suspending or removing the manager shall be final, it being the intention of this charter to vest all authority and fix all responsibility for any such suspension or removal in the council.

ARTICLE 5. ADMINISTRATIVE DEPARTMENTS

§ 5.1. Creation of departments.

The council may establish all departments, offices and agencies it determines are necessary for the proper administration of the town with such powers and duties and subject to those regulations it deems proper, consistent with the provisions of this charter and the Constitution and the general laws of the Commonwealth of Virginia.

Administrative departments shall include but shall not be limited to departments concerned with public safety, finance, public works and planning.

§ 5.2. Direction by manager.

All departments, offices and agencies except as otherwise provided by this charter or by general law shall be under the direction of the town manager and shall be administered by an official appointed by and subject to the direction and supervision of the manager.

ARTICLE 6. FINANCIAL PROCEDURES

§ 6.1. Fiscal year.

The fiscal year of the town shall begin on the first day of July and end on the last day of June.

§ 6.2. Procedure as to budget, etc.

Not later than the first day of May annually, the town manager shall prepare and submit to the council a budget presenting a financial plan for conducting the affairs of the town for the ensuing fiscal year. Such budget shall be made in accordance with the general laws of the Commonwealth of Virginia and shall include such information as the council by ordinance or resolution shall require. Hearings on the budget shall be held and notice thereof given and the budget adopted in accordance with the general laws of the Commonwealth of Virginia, provided that the tax levy for each fiscal year shall be made, and the budget for each fiscal year shall be adopted prior to the first day of the fiscal year for which made or adopted.

ARTICLE 7. - GENERAL PROVISIONS

§ 7.1. Charter amendment.

Amendments to this charter shall be made only in accordance with the procedure specified in the general laws of the Commonwealth of Virginia.

§ 7.2. Severability.

If any provision of this charter is held invalid, the other provisions of the charter shall not be affected thereby. If the application of the charter or any of its provisions to any person or circumstances is held invalid, the application of the charter and its provisions to other persons shall not be affected thereby.

§ 7.3. Oaths of office and official bonds.

All elected or appointed officers and officials of the town shall take the oath of office and give the bond, if any, required by law, before the Clerk of the Circuit Court of Franklin County before entering upon the discharge of their duties. If the requirements of this section have not been complied with by any officer or official within thirty days after the term of office shall

have begun or after his appointment to fill a vacancy, then such office shall be considered vacant unless general law otherwise provides, in which event general law shall prevail.

§ 7.4. Books, records, et cetera.

All books, records and documents used by any elected or appointed town officer, official or employee in his office or pertaining to his duties shall be deemed to be the property of the town. Any person designated by this charter, the general laws of the Commonwealth of Virginia or the Rocky Mount Town Code as responsible for the keeping of such books, records and documents shall, within ten days after the end of his term of office, or within ten days after the date of his resignation or removal from office, deliver to the town clerk all such books, records, documents and town property.

ARTICLE 8. TRANSITIONAL PROVISIONS

§ 8.1. Ordinances.

All ordinances, resolutions, orders and regulations of the town not inconsistent with this charter shall remain in full force and effect until amended or repealed by the town council. Ordinances, resolutions, orders and regulations which are in force when this charter becomes effective and which are inconsistent with this charter are repealed.

§ 8.2. Continuity of terms of officers.

The officers of the town who were in office immediately prior to the effective date of this charter shall remain in office until the expiration of their several terms and their successors have been duly elected and qualified.

§ 8.3. Citation of act.

This act may for all purposes be referred to or cited as the charter for the Town of Rocky Mount, Virginia, of the year 2023.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF ROCKY MOUNT, VIRGINIA, TO REQUEST THE ROCKY MOUNT DELEGATION TO THE GENERAL ASSEMBLY OF VIRGINIA TO INTRODUCE AND SUPPORT THE ENACTMENT OF LEGISLATION TO PROVIDE A NEW CHARTER FOR THE TOWN OF ROCKY MOUNT IN FRANKLIN COUNTY AND TO REPEAL CHAPTER 952 OF THE VIRGINIA ACTS OF ASSEMBLY – 2000 SESSION WHICH PROVIDED A CHARTER FOR THE TOWN OF ROCKY MOUNT

BE IT RESOLVED by the Town Council of the Town of Rocky Mount, Virginia, as follows:

The Town's existing charter was enacted by Chapter 952 of the Virginia Acts of Assembly – 2000 Session. The existing charter includes unnecessary provisions, provisions inconsistent with existing statutes and general law, and obsolete language.

The Council of the Town of Rocky Mount, after giving notice as required by law, held a public hearing on December 8, 2025, at 6:00 o'clock p.m., in the Council Chambers of the Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia, pursuant to Virginia Code Section 15.2-202, at which the citizens were given the opportunity to be heard to determine if the citizens of the Town of Rocky Mount desire that the Town Council request the General Assembly of Virginia to grant the Town a new charter.

The proposed new charter retains the council and mayor structure of town government and the popular election of council and mayor, except the proposed new charter includes a new provision that no person shall be eligible to be elected to serve in the same office more than three consecutive terms, beginning on and after January 1, 2027.

The proposed new charter includes sections addressing the Town's incorporation, boundaries, general grant of powers, construction, adoptions of certain sections of the Code of Virginia, eminent domain, the election, structure and operation of the Town Council, the offices of mayor and vice mayor, vacancies, meetings of council, the compensation of council and the mayor, the appointment of a town clerk and town attorney, the appointment, qualification and compensation of a town manager, the powers and duties of the town manager, the creation of administrative departments, financial procedures, general provisions, and transitional provisions.

The Rocky Mount delegation to the General Assembly of Virginia is requested to introduce and support the enactment of legislation to provide a new charter for the Town of Rocky Mount in Franklin County and to repeal Chapter 952 of the Virginia Acts of Assembly – 2000 Session which provided a charter for the Town of Rocky Mount.

The Council of the Town of Rocky Mount requests that the General Assembly of Virginia grant the Town a new charter.

The full text of the proposed new charter is attached to and made a part of this resolution.

This resolution is adopted as of December ___, 2025.

The Town Clerk shall cause the original or a certified copy of this resolution to be delivered to the Rocky Mount delegation to the General Assembly of Virginia.

AYES:

NAYS:

TOWN OF ROCKY MOUNT

BY: _____
C. Holland Perdue, III, Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	December 8, 2025
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Emily Viers, with the audit firm of Robinson, Farmer, Cox Associates, will be here to present an overview of the Fiscal Year 2024-2025 Annual Comprehensive Financial Report. She will also be at the 5:30 pm meeting of the Finance and Human Services Committee to do a more detailed presentation.
ACTION NEEDED:	No action needed

Attachment(s): None

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

FOR COUNCIL MEETING DATED:	December 8, 2025
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	The FY2026-2027 budget calendar is attached for Council's review. The dates are generally the same as we have followed in years past with the proposed budget being presented at the April 13, 2026 Council meeting.
ACTION NEEDED:	Approve Budget Calendar.

Attachment(s):

1. 2025.1208 700.7.1.2.a FY2026-2027 Budget Calendar Council Version

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



FY26-27 Budget and Capital Improvement Plan Calendar

<u>Day</u>	<u>Date</u>	<u>Responsible</u>	<u>Activity</u>	<u>Time</u>	<u>Place</u>
Monday	12/8/2025	Town Manager	Approval of Budget/CIP Calendar (Regular Council meeting)	6:00	Municipal Bldg.
Friday	2/27/2026	Planning Commission	Distribution of FY 27-31 CIP to Planning Commission		
Tuesday	3/3/2026	Planning Commission	Public Hearing & Recommendation of Proposed CIP (regular meeting for Planning Commission)	6:00	Municipal Bldg.
Monday	3/9/2026	Town Manager	Presentation of Proposed FY 27-31 CIP to Town Council	6:00	Municipal Bldg.
Monday	4/13/2026	Manager/Finance Dir	Presentation of FY 27 Budget and FY 27-31 CIP to Council (Regular Council meeting)	6:00	Municipal Bldg.
Thursday	4/16/2026	Town Council	Budget Work Session #1	5:00	Municipal Bldg.
Monday	4/20/2026	Town Council	Budget Work Session #2 (if needed)	5:00	Municipal Bldg.
Monday	5/4/2026	Town Council	Public Hearing on Proposed FY 27 Budget and FY 27-31 CIP	6:00	Municipal Bldg.
Monday	5/11/2026	Town Council	Adoption of FY 27 Budget, FY 27-31 CIP, & Appropriation Resolution (Regular Council meeting)	6:00	Municipal Bldg.