



TOWN COUNCIL WORK SESSION

Monday, January 5, 2015 @ 7:00pm
Front Royal Administration Building

1. Closed Meeting – Urban Forestry Advisory Commission Interview

Motions to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of a public body, specific to Urban Forestry Advisory Commission Interview, pursuant to Section 2.2 3711. A. 1. of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion [*At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:*]

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Action as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Town/Staff Related Issues:

2. Capital Improvement Projects (CIP) – *Director of Finance*
3. Budget Amendment Relating to Bond Closing and Grant Proceeds for Expansion of Waste Water Treatment Plant – *Director of Finance*
4. Memorandum of Understanding for Utility Service – Warren Memorial Hospital – *Town Attorney*
5. Resolution Pertaining to 2015 Legislative Agenda – *Town Manager*

Council/Mayor Related Items

6. Various Council Appointments
7. Consider Conducting Liaison Committee Meetings During the Day
8. Liaison Committee Meeting Items for January 15 Meeting
9. FY16 Budget Goals
10. Council Discussion/ Goals (*time permitting*)
11. CLOSED MEETING – Investment of Public Funds; Consultation with Legal Counsel; Expenditure of Public Funds

MOTION TO GO INTO CLOSED MEETING:

I move that Town Council go into Closed Meeting pursuant to Virginia Code Sections 2.2-3711.A. 6., 7., and 29., for the following purposes in connection with a potential proposed voluntary economic growth-sharing agreement or agreement(s) with the Board of Supervisors of Warren County to consider the following:

Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

AND-

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

AND-

Discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Motion to Certify Closed Meeting at its Conclusion *[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]*

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

2

Capital Improvement Projects (CIP)



Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

Work Session

Agenda Item: Capital Improvement Program

Summary: As part of the Annual Budget, Council needs to review and adopt the Capital Improvement Program [CIP]. This program should include all major infrastructure the Town may incur during the next 5 years, this same program shall be reviewed by the Planning Commission to have as a tool for all future developments within the Town. As this document is just for information purposes and a guideline for the Town it may change often as projects move in priority from year to year.

Council Discussion: Council should review the projects listed and add any projects not already included, Council should also list the projects in priority as they see them now.

Staff Evaluation: Departments have submitted their requests for CIP as an annual part of Budget review.

Budget/Funding: Items will be added to each budget cycle as Council and Town Manager advance each project

Legal Evaluation:

Staff Recommendations: Staff would like for Council to set priorities of projects and define how the projects will be funded.

Town Manager Recommendation:

Council Recommendation:

- Additional Work Session
 - Regular Meeting
 - No Action
- Consensus Poll on Action: ___(Aye) ___(Nay)

| | CIP Project | Dept | Estimated Cost | Prior Years | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | Funding Source | | |
|----|--------------------------------------|-------------------|----------------|-------------|-----------|-----------|-----------|-----------|-----------|-----------|----------------------------------|--|--|
| 1 | Police Headquarters | GF - Police | 7,500,000 | 405,000 | 4,000,000 | | | | 3,500,000 | | 1/3 of .02 tax increase | | |
| 2 | 5-Year Paving Plan | DES - Streets | 1,750,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | | | |
| 3 | Criser Road Bridge Replacement | DES - Streets | 53,000 | 53,000 | | | | | | | | | |
| 4 | Pump Control Upgrades | DES - Water | 150,000 | 50,000 | 75,000 | | | | | | | | |
| 5 | Revenue Sharing | DES - Streets | 910,500 | 228,000 | 240,000 | 150,000 | 162,500 | 130,000 | | | | | |
| 6 | Line Painting | DES - Streets | 10,000 | 10,000 | | | | | | | TBD | | |
| 7 | Criser Road Trail | GF - Police | 192,175 | | | | | | | | unknown at this time | | |
| 8 | Happy Creek Trail - Phase I | GF - Horticulture | 162,013 | 162,013 | | | | | | | Fund balance - project completed | | |
| 9 | Happy Creek Trail - Phase II | GF - Horticulture | 50,000 | 50,000 | | | | | | | Fund balance - project completed | | |
| 10 | Storm Drainage Upkeep | DES - Streets | 171,000 | 21,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | | | |
| 11 | Curb Installation | DES - Streets | 375,000 | | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | | | |
| 12 | Crosby Rd Parking Lot | GF - Auto | 25,000 | | 25,000 | | | | | | unknown at this time | | |
| 13 | Bay Doors & Lift Installation | GF - Auto | 65,000 | | 65,000 | | | | | | unknown at this time | | |
| 14 | Auto Shop Expansion | GF - Auto | 100,000 | | 100,000 | | | | | | unknown at this time | | |
| 15 | HVAC | GF - Auto | 50,000 | | 50,000 | | | | | | unknown at this time | | |
| 16 | Building Renovations | GF - Auto | 100,000 | | 100,000 | | | | | | unknown at this time | | |
| 17 | Parking Garage | Gen Fund | 27,000,000 | | | | | | | | TBD | | |
| 18 | Water Tank Repair - Fairgrounds | DES - Water | 400,000 | 200,000 | 100,000 | 100,000 | | | | | | | |
| 19 | Pole Shed Storage | DES - W/S line | 30,000 | | | 30,000 | | | | | | | |
| 20 | Salt Shed Storage | DES - Streets | 90,000 | 30,000 | 60,000 | | | | | | | | |
| 21 | Sign Shop Roof | DES - Streets | 10,900 | | 10,900 | | | | | | | | |
| 22 | Reservoir Pier Replacement | DES - Water | 25,000 | | 25,000 | | | | | | | | |
| 23 | Leach Run Parkway | Gen Fund | 12,000,000 | 300,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 1/3 of .02 tax increase | | |
| 24 | East-West Connector | Gen Fund | 20,000,000 | | | | | | | | TBD | | |
| 25 | Kendrick Lane Connector | Gen Fund | 1,000,000 | 300,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 1/3 of .02 tax increase | | |
| 26 | Westminster Sidewalk | Gen Fund | 124,025 | | | | | | | | TBD | | |
| 27 | Happy Creek Rd - Phase II | Gen Fund | 2,000,000 | | | | | | | | TBD | | |
| 28 | LRP Flyover | Gen Fund | 8,500,000 | | | | | | | | TBD | | |
| 29 | Commerce Ave Pedestrian Improvements | Gen Fund | 159,414 | | | | | | | | TBD | | |
| 30 | WWTP expansion | DES - Sewer | 50,000,000 | 50,000,000 | - | | | | | | Bond/Grant | | |
| 31 | I & I Abatement | DES - Sewer | 2,100,000 | 1,000,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | | | |
| 32 | Water Line Upgrades | DES - Water | 2,100,000 | 1,000,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | | | |
| | | | | | 6,150,900 | 1,580,000 | 1,462,500 | 1,430,000 | 4,800,000 | 1,300,000 | | | |

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

1) POLICE HEADQUARTERS (POLICE)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|-----------|------|------|------|-----------|------|------------|
| 7,500,000 | 405,000 | 4,000,000 | -- | -- | -- | 3,500,000 | -- | 7,500,000* |

POLICE OVERVIEW: "\$4,000,000 submitted for Phase I of the new Police Headquarters. FY20 includes \$3.5 Million for Phase II firearms range buildout. Estimated for construction of range in the basement of new police headquarters. Due to the planned commercial and residential development of Northeast section of town, the current firearms range will need to relocate.
\$50,000: secured impound lot - the PD is responsible for care and safe keeping of all seized and impounded vehicles
\$20,000: K-9 training area - agility course for both patrol and narcotic search training
\$35,000: Tac Team Training Area ... required to train monthly which requires the use of areas that can be manipulated to address different scenarios.
FY14 ~ the study determined the Town needed to review the office requirement for the Police Department, it was also determined the Town could not continue to use the existing building located on W Main St. A search of available properties throughout the town was completed by BKV Consultants and property was found suitable near the old parking area of the Avtex property on Kendrick Lane.
FY15 budget Council has once again increased RE rates to provide a resource to repay the necessary bond that will be needed for this project ~ .01 plus the 1/3 of .02 will continue to be used for this repayment."
**excludes debt service cost.*

TOWN COUNCIL COMMENTS:

2) 5-YEAR PAVING PLAN (DES - Streets)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|---------|---------|---------|---------|------|------|-----------|
| 1,750,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | -- | -- | 1,750,000 |

DES OVERVIEW: "5 year paving plan."

PLANNING COMMISSION COMMENTS:

3) CRISER ROAD BRIDGE REPLACEMENT (DES - Streets)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------|------|------|------|------|------|--------|
| 53,000 | 53,000 | -- | -- | -- | -- | -- | -- | 53,000 |

DES OVERVIEW: "Bridge has been identified by Mattern & Craig in yearly inspection as replacement needed."

TOWN COUNCIL COMMENTS:

4) PUMP CONTROL UPGRADES – SOFT STARTERS (DES - Water)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|--------|------|------|------|------|------|---------|
| 150,000 | 50,000 | 75,000 | -- | -- | -- | -- | -- | 150,000 |

DES OVERVIEW: "The current HP pumps can only pump at a rate of 430gpm, if this pumping station is needed to supply water for new development and/or the loop project, these pumps need to be upgraded. Also, when engineered in 1987 new 50 HP turbine pumps were designed to use existing starters. These pumps currently run on high (amps) side of old starters. These new starters would reduce start up electric demand use and eliminate pump start failures and kick outs."

TOWN COUNCIL COMMENTS:

5) REVENUE SHARING (DES - Streets)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|---------|---------|---------|---------|------|------|---------|
| 910,500 | 228,000 | 240,000 | 150,000 | 162,500 | 130,000 | -- | -- | 910,500 |

DES OVERVIEW: "As per VDOT Inspections/Bridge: 2015 JMH, 2015 Criser Road Bridge, 2016 Commerce Avenue, 2017 South Street, 2018 Criser Road, 2019 Criser Road."

TOWN COUNCIL COMMENTS:

6) LINE PAINTING (DES - Streets)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------|------|------|------|------|------|--------|
| 10,000 | 10,000 | -- | -- | -- | -- | -- | -- | 10,000 |

DES OVERVIEW: "Yearly task assigned by VDOT."

TOWN COUNCIL COMMENTS:

7) CRISER ROAD TRAIL (PZ/DES - Horticulture)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------|------|------|------|------|------|---------|
| 192,175 | -- | -- | -- | -- | -- | -- | -- | 192,175 |

DES OVERVIEW: "The Town will move forward with a portion of trail that is included in the concept of the Royal Shenandoah Greenway, this portion of the trail will connect Happy Creek Phase I to Eastham Park using Criser Road for the Trail. To Date no funding sources or costs for the project have been established." Note: Planning & Zoning applied for a TAP grant with VDOT and consideration is pending. Note: \$192,175 was the estimated project cost for this grant project.

TOWN COUNCIL COMMENTS:

8) HAPPY CREEK TRAIL, PHASE 1 (DES - Horticulture)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------|------|------|------|------|------|---------|
| 162,013 | 162,013 | -- | -- | -- | -- | -- | -- | 162,013 |

DES OVERVIEW: "Happy Creek Trail Phase I includes the areas from Criser Road to South Street beside Happy Creek and Royal Plaza shopping center. After years of negotiation between the Town and property owner this project began in the fall of 2013. The trail has been completed and the Town is moving forward with the "bench" program that will allow citizens to donate funding towards benches that will include a name plaque on bench."

TOWN COUNCIL COMMENTS:

9) HAPPY CREEK TRAIL, PHASE II (DES - Horticulture)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------|------|------|------|------|------|--------|
| 50,000 | 50,000 | -- | -- | -- | -- | -- | -- | 50,000 |

DES OVERVIEW: "Trail running from East Main St. to South Street bordering Happy Creek and Front St. Project was completed in the fiscal year 2012."

TOWN COUNCIL COMMENTS:

10) STORM DRAINAGE UPKEEP (DES - Streets)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|--------|--------|--------|--------|--------|--------|---------|
| 171,000 | 21,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 171,000 |

DES OVERVIEW: "For general upkeep of failing system and new install."

TOWN COUNCIL COMMENTS:

11) CURB INSTALL (DES - Streets)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|--------|--------|--------|--------|--------|------|---------|
| 375,000 | -- | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | -- | 375,000 |

PZ OVERVIEW: "The Leach Run Parkway Flyover represents Phase 2 of the Leach Run Parkway. It includes the crossing of the railroad and realignment of Shenandoah Shores Road. Grant funds should be pursued to move forward to the design phase of the project."

TOWN COUNCIL COMMENTS:

29) COMMERCE AVENUE PEDESTRIAN IMPROVEMENTS (PZ)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------|------|------|------|------|------|---------|
| 159,414 | -- | -- | -- | -- | -- | -- | -- | 159,414 |

PZ OVERVIEW: "Pedestrian safety improvements including installation of pedestrian countdown timer signals, reconstruction of sidewalks, installation of curb ramps, and construction of crosswalks at multiple intersections along Route 522 (Commerce Avenue). VDOT approved a TAP grant in the amount of \$127,531. The remaining cost of the project is the responsibility of the Town, either in cash or in-kind labor."

TOWN COUNCIL COMMENTS:

30) WASTE WATER TREATMENT PLANT EXPANSION (DES-SEWER)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|------------|------|------|------|------|------|------------|
| 50,000,000 | 2,500,000 | 47,500,000 | -- | -- | -- | -- | -- | 50,000,000 |

DES OVERVIEW: "Mandatory project in expand the WWTP through the Cheasepeak Bay Act, contract awarded Jan 2015 to lowest bidder with work to begin in spring of 2015 and continue until completion in Sept 2017, funding was established by VRA bonds at 0% interest and Grants of \$11,000,000. There will be an additional rate study performed in Spring of 2015 to determine if rates need to increase due to payment of bonds."

TOWN COUNCIL COMMENTS:

31) I & I ABATEMENT (DES - SEWER)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|---------|---------|---------|---------|---------|---------|-----------|
| 3,000,000 | 1,000,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 1,350,000 |

DES OVERVIEW: "Continue addressing issues throughout the Town of identified problems in I & I, consultant has completed study of town and areas of problems. As funds are appropriated each year the staff will continue to address the trouble spots, this issue appears to be one that will continue for years."

TOWN COUNCIL COMMENTS:

32) WATER LINE UPGRADES (DES-WATER)

| Estimated Cost | Prior 5 Yrs. | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | TOTAL |
|----------------|--------------|---------|---------|---------|---------|---------|---------|-----------|
| 3,000,000 | 1,000,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 1,350,000 |

DES OVERVIEW: "Water line upgrade program is one that was started several years ago to go hand in hand with the paving program, as the Town reviews streets that need upgrading we will also evaluate the water lines beneath the surface at the same time. This program will pay off in the long run by not having to tear up newly paved roads to repair water lines"

TOWN COUNCIL COMMENTS:

3

**Budget Amendment Relating to Bond
Closing and Grant Proceeds for Expansion of
Waste Water Treatment Plant**



Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

WORK SESSION

Agenda Item: Budget Amendment

Summary: Budget amendment to relate to Bond closing and Grant proceeds received for the expansion of the Waste Water Treatment Plant in the amount of \$51,045,089.00

Council Discussion: Council needs to amend the FY15 budget to include bond proceeds and grant proceeds for the WWTP expansion project. The Town went to closing on December 17, 2014 for the funding of this project.

Staff Evaluation: Staff along with GHD staffing spent numerous months preparing for the advancement of the project to the point of closing on bond sales. The Town was able to close on a 20 year loan with a 0% interest rate, saving the cost of this project millions of dollars.

Budget/Funding:

| | | |
|----------------|-----------------|----------------|
| Grant proceeds | \$11,667,489.00 | [9801-3310001] |
| Bond proceeds | \$39,377,600.00 | [9801-3510111] |
| WWTP expansion | \$51,045,089.00 | [9801-7015] |

Legal Evaluation:

Staff Recommendations: Council to increase FY15 budget by \$51,045,089 to begin WWTP expansion, this amount will be carried on a Purchase order and my carry over until FY18 when the project is expected to be completed.

Town Manager Recommendation:

Council Recommendation:

Additional Work Session Regular Meeting No Action

Consensus Poll on Action: ___(Aye) ___(Nay)

**SCHEDULE 1
VIRGINIA WATER FACILITIES REVOLVING FUND
FORM TO ACCOMPANY REQUEST FOR DISBURSEMENT**

REQUISITION NO.: 01
 REQUISITION DATE: _____
 BORROWER: Town of Front Royal
 LOAN NUMBER: C-515529-02
 WQIF CONTRACT NUMBER: 440-S-14-08

CERTIFYING SIGNATURE: _____
 TITLE: _____

| Cost Category | Total Grant/Loan | WQIF Grant Amount | Loan Amount | Previous Grant Disbursement | Grant Disbursement This Period | Previous Loan Disbursements | Loan Disbursement This Period | Grant and Loan Disbursements to Date | Net Balance Remaining |
|-----------------------|-----------------------|----------------------|----------------------|-----------------------------|--------------------------------|-----------------------------|-------------------------------|--------------------------------------|-----------------------|
| Bond Counsel | 20,000.00 | - | 20,000.00 | - | - | - | - | - | 20,000.00 |
| Engineering Design | 567,547.00 | 567,547.00 | - | - | - | - | - | - | 567,547.00 |
| Construction Adm/Insp | 3,739,232.00 | 805,080.00 | 2,934,152.00 | - | - | - | - | - | 3,739,232.00 |
| Construction | 44,471,000.00 | 9,792,358.00 | 34,678,642.00 | - | - | - | - | - | 44,471,000.00 |
| Dewatering Fan Press | 23,760.00 | 23,760.00 | - | - | - | - | - | - | 23,760.00 |
| Contingencies | 2,223,550.00 | 478,744 | 1,744,806.00 | - | - | - | - | - | 2,223,550.00 |
| Total | \$1,845,089.00 | 11,667,489.00 | 39,377,600.00 | - | - | - | - | - | \$1,845,089.00 |

Total Grant Amount \$ 11,667,489.00
 Previous Disbursements \$ _____
 This Request \$ _____
 Total Proceeds Requested to Date \$ _____
 Grant Proceeds Remaining \$ 11,667,489.00

Total Loan Amount \$ 39,377,600.00
 Previous Disbursements \$ _____
 This Request \$ _____
 Total Proceeds Requested to Date \$ _____
 Loan Proceeds Remaining \$ 39,377,600.00

Bond proceeds 351011

Grant proceeds 331000

2015- expense

4

**Memorandum of Understanding for Utility
Service – Warren Memorial Hospital**



Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

Agenda Item: Approval of Memorandum of Understanding Regarding Town Utility Service between Warren Memorial Hospital and the Town of Front Royal (copy attached).

Summary: Council is asked to approve the accompanying Memorandum of Understanding Regarding Town Utility Service ("MOU") with Warren Memorial Hospital ("Hospital") to facilitate the conveyance of right-of-way for Leach Run Parkway by the Hospital to the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia ("EDA"). The recitals contained in the MOU provide a detailed explanation of the basis for the MOU. Essentially, the Hospital seeks assurances from the Town that the Town will provide access to electric and sewer service within one (1) year of site plan approval, while acknowledging the necessity of complying with the Town's planning and zoning process. The Hospital has executed the MOU. The Hospital has also executed a Deed of Dedication of Right-of-Way with Possibility of Reverter from the Hospital to the EDA (copy attached), delivery of which is conditioned upon approval of the MOU by Council. Council is also asked to authorize the Town Manager to execute the MOU on behalf of the Town.

Council Discussion: Council is asked to approve the MOU and to authorize the Town Manager to execute the MOU on behalf of the Town.

Staff Evaluation: The Director of Planning and Zoning Department will be available for questions.

Budget/Funding: N/A

Legal Evaluation: The Town Attorney will be available for legal questions.

Staff Recommendations:
The Director of the Planning and Zoning Department recommends approval.

Town Manager Recommendation:
The Town Manager recommends that Council approve the MOU to facilitate conveyance of Leach Run Parkway right-of-way by the Hospital to the EDA.

Council Recommendation:
 Additional Work Session Regular Meeting No Action
Consensus Poll on Action: ___(Aye) ___(Nay)

Work Session

MEMORANDUM OF UNDERSTANDING
REGARDING TOWN UTILITY SERVICE

THIS MEMORANDUM OF UNDERSTANDING REGARDING TOWN UTILITY SERVICE (hereinafter "this MOU"), dated this _____ day of _____, 2014, by and between the **TOWN OF FRONT ROYAL, VIRGINIA**, a Virginia municipal corporation (hereinafter "the Town"), and **WARREN MEMORIAL HOSPITAL**, a Virginia non-stock non-profit corporation (hereinafter "WMH").

WITNESSETH:

WHEREAS, WMH is the owner of a certain parcel of land shown designated as "WARREN MEMORIAL HOSPITAL, MAP #20A21-2-2, INST. #080003553" on Sheets 1 – 6 of a plat entitled "PLAT SHOWING DEDICATION OF RIGHT OF WAY AND EASEMENTS ON THE PROPERTY OF WARREN MEMORIAL HOSPITAL, INSTR #080003552, TOWN OF FRONT ROYAL, VA" dated May 22, 2014, made by John H. Genter, Land Surveyor, Pennoni Associates, Inc., located within the Town of Front Royal and situated in the Happy Creek Magisterial District of Warren County, Virginia, Warren County Tax Map Parcel 20A21-2-2, (hereinafter "Property") and,

WHEREAS, The Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (hereinafter "the EDA") is acquiring rights-of-way and easements for the construction of the future Leach Run Parkway (hereinafter "the Parkway"), a four-lane, divided, limited access highway whose path lies through the Property, including right-of-way and easements from WMH, and,

WHEREAS, on September 23, 2014, the Town of Front Royal Planning Commission approved the EDA's Site Development Plan #DEV14-05-215, for the design plans of the Parkway, and

WHEREAS, EDA will begin construction of the Parkway as soon as all right-of-way and easements therefor are obtained and a construction agreement has been executed for the construction of the Parkway, with the Parkway to be conveyed by the EDA to the Town upon completion in accordance with approved design and construction standards, and,

WHEREAS, as part of the Parkway construction, the EDA will be constructing a twelve inch (12") water main within the Parkway right-of-way, with a ten inch (10") main to the eastern portion of the WMH Property and an eight inch (8") main to the western portion of the WMH Property, and will be installing sewer line conduit to allow for future sewer line extension, all for potential future connection by WMH, and,

WHEREAS, concurrent with the conveyance of right-of-way and easements for the Parkway to the EDA by WMH, WMH seeks assurances from the Town that water, sewer and electric utilities (hereinafter "Utilities") will be available to WMH once construction of the Parkway has been completed, and once WMH has obtained a rezoning of the Property from the Town and submitted a site plan to the Town to allow for the construction of medical facilities, defined as: "a general hospital with inpatient or outpatient services serving as a nucleus of a master planned medical center complex including closely related medical uses, such as medical offices, diagnostic laboratories, pharmaceutical centers, special patient care units, and other housing units" (hereinafter "Medical Facilities"), with the understanding that any such rezoning of the Property to allow for Medical Facilities may first require, and will be conditioned upon obtaining, text amendments to the Town's zoning ordinances, and,

WHEREAS, the Town, in recognition of WMH's contribution of rights-of-way and easements for the Parkway and of the importance of modern Medical Facilities to the community, would like to provide assurances to WMH that Utilities will be available to WMH within a reasonable time after the Parkway has been completed and WMH has obtained a rezoning of the Property from the Town and has submitted a site plan to the Town to allow for the construction of Medical Facilities, and,

WHEREAS, WMH acknowledges that a new electric distribution line would be needed to adequately serve new Medical Facilities, that the Town has not acquired the necessary right-of-way for such a line which cannot be located within the right-of-way for the Parkway, and that until the electrical demands of new Medical Facilities are determined, the distribution lines cannot be designed, and,

WHEREAS, The Code of the Town of Front Royal, Virginia (hereinafter "Town Code") contains various sections addressing the provision of Utilities to commercial users, including but not limited to §70-50, §70-53, and §134-1, and addressing commercial zoning and site plan requirements, and,

WHEREAS, WMH and the Town desire to enter into a memorandum of understanding to memorialize their wishes and intentions regarding the provision of Utilities.

NOW, THEREFORE, WMH and the Town understand as follows:

1. The above recitals are incorporated herein and made part hereof.
2. Conditioned upon the acquisition of the necessary rights-of-way for and the construction of the Parkway by the EDA, and upon the conveyance of all such rights-of-way and improvements by the EDA to the Town, upon the Town's acquisition of the necessary rights-of-way and easements for the construction of electric transmission and/or distribution lines to serve the Property, and upon WMH's compliance with, and in conformity with, all provisions of the Town Code then in effect regarding Utilities, zoning and site plan approval, the Town will, within one (1) year from the date of submission by WMH to the Town of an approvable site plan for Medical Facilities, construct or cause to be constructed electric transmission and/or distribution lines within any rights-of-way or easements obtained by or conveyed to the Town therefor. WMH will be permitted to connect its electric service transformer(s) and line(s) to such transmission and/or distribution lines, and/or to other Town-owned electric transmission and/or distribution lines adjacent to or easily accessible to the Property, pursuant to regulations, standards, and procedures as then in effect by the Town.
3. Conditioned upon the acquisition of the necessary rights-of-way for and the construction of the Parkway by the EDA, and upon the conveyance of all such rights-of-way and improvements by the EDA to the Town, upon the Town's acquisition of the necessary rights-of-way and easements for the construction of sanitary sewer lines to serve the Property, and upon WMH's compliance with, and in conformity with, all provisions of the Town Code then in effect regarding Utilities, zoning and site plan approval, the Town will, within one (1) year from the date of submission by WMH to the Town of an approvable site plan for Medical Facilities, construct or cause to be constructed sanitary sewer lines within any rights-of-way or easements obtained by or conveyed to the Town therefor. WMH will be permitted to connect any structures or facilities on the WMH property to the Town's sanitary sewer lines in the vicinity of the WMH property, pursuant to regulations, standards, and procedures as then in effect by the Town.

IN WITNESS WHEREOF, the parties hereto have made and executed this Memorandum of Understanding Regarding Town Utility Service, effective the day and year above first written.

(SEAL)

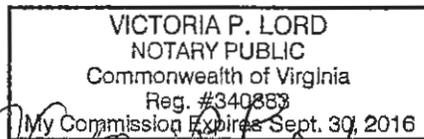
Town of Front Royal

Attest: _____ By: _____

Print Name: _____ Print Name: _____

Title: _____ Title: _____

Date: _____



(SEAL)

Warren Memorial Hospital

Attest: Victoria P. Lord By: Peter F. Gallagher

Print Name: Victoria P. Lord Print Name: Peter F. Gallagher

Title: Notary Title: Sr VP & CFO

Date: 12-15-14

This deed is exempt from the recordation taxes imposed by Va. Code Ann. §§ 58.1-801 and 58.1-803, pursuant to § 58.1-811.

Consideration: \$0.00

Assessment: \$0.00

Prepared by: Blair D. Mitchell
County Attorney
220 N. Commerce Avenue, Suite 100
Front Royal, Virginia 22630
Telephone: (540) 636-6674
Fax: (540) 636-6980

Tax Map Reference No.:
Portion of 20A21-2-2
and Portion of 21-8G

**DEED OF DEDICATION OF RIGHT-OF-WAY
WITH POSSIBILITY OF REVERTER**

THIS DEED OF DEDICATION OF RIGHT-OF-WAY WITH POSSIBILITY OF REVERTER is made and entered into this ____ day of October, 2014, by and between WARREN MEMORIAL HOSPITAL, a Virginia non-stock non-profit corporation (Grantor), and THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE TOWN OF FRONT ROYAL AND THE COUNTY OF WARREN, VIRGINIA, a political subdivision of the Commonwealth of Virginia, whose address is 400-D Kendrick Lane, Front Royal, Virginia 22630 (Grantee).

WITNESSETH:

WHEREAS, the Grantor is the owner of a parcel of real estate known and designated as “WARREN MEMORIAL HOSPITAL, MAP #20A21-2-2, INST. #080003553”, on a plat of survey entitled “PLAT SHOWING DEDICATION OF RIGHT OF WAY AND EASEMENTS ON THE PROPERTY OF WARREN MEMORIAL HOSPITAL, INSTR #080003553, TOWN OF FRONT ROYAL, VIRGINIA” dated May 22, 2014, revised June 17, 2014, revised July 17, 2014, revised October 6, 2014, made by John H. Genther, L.S., a copy of which is attached hereto and made a part hereof, within the Town of Front Royal, Virginia; and

WHEREAS, Grantor desires to grant and convey to the Grantee a portion of the parcel as right-of-way for the construction and improvement of Leach Run Parkway; and

WHEREAS, the Grantor desires to accept the said right-of-way.

NOW, THEREFORE, for and in consideration of good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Grantor hereby dedicates, grants, and conveys with Special Warranty of Title unto the Grantee, in fee simple, the following described property in the **HAPPY CREEK MAGISTERIAL DISTRICT** of Warren County, Virginia, to-wit:

All that certain lot, piece, or parcel of land lying and being situate in the Happy Creek Magisterial District of Warren County, Virginia, containing 3.751 acres of land shown and designated as "LEACH RUN PARKWAY, 163,414 SQ. FT. OR 3.751 AC. HEREBY DEDICATED FOR PUBLIC STREET PURPOSES", on the aforesaid plat.

AND BEING a portion of the property conveyed to the Grantor by two deeds: (1) dated May 30, 2008, from Walter M. Duncan, Trustee and Mary Z. Duncan, Trustee of record in the Clerk's Office of the Circuit Court of Warren County, Virginia, as Instrument Number 080003552 (½ interest); and (2) dated May 30, 2008, from Forrest Ann Duncan, of record in the Clerk's Office aforesaid as Instrument Number 080003553 (½ interest), it being a **portion of Tax Assessor's Parcels 20A21-2-2 and 21-8G**

There are also hereby conveyed the following easements on the aforesaid property:

A temporary construction easement on the west side of the right-of-way described above to be used by the Grantee's contractors during construction of the said Leach Run Parkway roadway, shown and designated as "TEMPORARY CONSTRUCTION EASEMENT HEREBY CREATED (77,556 SQ. FT.)" as shown on the aforesaid plat. The temporary construction easement to become null and void at such time as Leach Run Parkway construction is complete and bonds have been released.

A temporary construction easement on the east side of the right-of-way described above to be used by the Grantee's contractors during construction of the said Leach Run Parkway roadway, shown and designated as "TEMPORARY CONSTRUCTION EASEMENT HEREBY CREATED (86,546 SQ. FT. TOTAL)" as shown on the aforesaid plat. The temporary construction easement to become null and void at such time as Leach Run Parkway construction is complete and bonds have been released.

Three (3) storm drainage easements on the west side of the right-of-way described above within which the Grantee and its contractors, successors and assigns may construct, operate and maintain a system and/or facility for the removal from and transmission away from the said right-of-way of storm water, as shown and designated as "20' STORM DRAINAGE EASEMENT HEREBY CREATED (1,728 SQ. FT.)", "20' STORM DRAINAGE EASEMENT HEREBY CREATED (884 SQ. FT.)", and "STORM DRAINAGE EASEMENT HEREBY CREATED (2,134 SQ. FT.)", as shown on the west side of the said right-of-way on the aforesaid plat.

and

Two (2) storm drainage easements on the east side of the right-of-way described above within which the Grantee and its contractors, successors and assigns may construct, operate and maintain a system and/or facility for the removal from and transmission away from the said right-of-way of storm water, as shown and designated as "STORM DRAINAGE EASEMENT HEREBY CREATED (511 SQ. FT.)", and "20' STORM DRAINAGE EASEMENT HEREBY CREATED (894 SQ. FT.)", as shown on the east side of the said right-of-way on the aforesaid plat.

The 3.751 acre parcel of land hereby conveyed is created for future dedication to the Town of Front Royal for public street use and is not to be considered a separate building lot for any other purpose.

REVERTER:

In the event that construction of Leach Run Parkway Road Project is not completed within five (5) years from the date of this Deed, said interest conveyed herein shall revert to the Grantor.

Upon the completion of the construction of Leach Run Parkway Road Project as agreed, the Grantor further covenants to execute a Quitclaim Deed to release the Reverter hereby reserved.

WITNESS the following signatures and seals:

WARREN MEMORIAL HOSPITAL
A Virginia non-stock non-profit corporation

By: Peter F. Gallagher (SEAL)
Peter F. Gallagher, Vice President and CFO

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO-WIT:

I, the undersigned Notary Public in and for the Commonwealth of Virginia At Large, do hereby certify that Peter F. Gallagher, Vice President and CFO, whose name is signed on behalf of Warren Memorial Hospital to the foregoing Deed of Dedication of Right-of-Way bearing the date of the

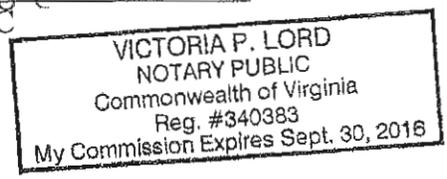
15 day of December, 2014, has this day personally appeared and acknowledged the same before me in my State and in the City/County aforesaid.

Given under my hand this 15th day of December, 2014.

My commission expires on the 30th day of September, 2016

Victoria Lord
NOTARY PUBLIC

Certificate number 340383



The foregoing conveyance is hereby accepted by the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia, as evidenced by the signature of the undersigned, who is authorized to accept this conveyance on behalf of the Industrial Development Authority.

WITNESS the following signature:

INDUSTRIAL DEVELOPMENT AUTHORITY OF THE TOWN OF FRONT ROYAL AND THE COUNTY OF WARREN, VIRGINIA

BY: _____
Jennifer R. McDonald
Executive Director

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO-WIT:

I, the undersigned Notary Public in and for the Commonwealth of Virginia At Large, do hereby certify that Jennifer R. McDonald, Executive Director, whose name is signed on behalf of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia, to the foregoing Deed of Dedication of Right-of-Way has this day personally appeared and acknowledged the same before me in my State and in the County aforesaid.

Given under my hand this ___ day of _____, 2014.

My commission expires on the ___ day of _____, _____.

NOTARY PUBLIC

Certificate number: _____

APPROVED AS TO FORM:

Blair D. Mitchell, Counsel

DATE: ____ / ____ / _____

5

**Resolution Pertaining to 2015 Legislative
Agenda**

Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

Agenda Item: Resolution of 2015 Legislative Agenda Issues

Summary: Town Council has been invited to participate in VML's Legislative Day in Richmond on January 28th. The attached Resolution identifies issues that the Town would like to communicate to our representatives as they consider legislative initiatives in the General Assembly.

Council Discussion: Council is requested to consider a Resolution to identify Town legislative concerns and to provide any additions or corrections to those included on the Resolution.

Staff Evaluation: The Town should develop a Resolution that communicate legislative concerns to our representatives in the General Assembly.

Budget/Funding: The Director of Finance will be available to address fiscal issues.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Staff recommends Council consider adoption of the Resolution of 2015 Legislative Agenda to communicate legislative concerns to our representatives in the General Assembly.

Town Manager Recommendation: The Town Manager recommends Council consider adoption of the Resolution of 2015 Legislative Agenda to communicate legislative concerns to our representatives in the General Assembly.

Council Recommendation:

- Additional Work Session
 - Regular Meeting
 - No Action
- Consensus Poll on Action: ___(Aye) ___(Nay)

Work Session





Town of Front Royal, Virginia



**RESOLUTION
TOWN OF FRONT ROYAL
2015 LEGISLATIVE AGENDA**

WHEREAS, the Town of Front Royal desires to effectively enact local Ordinances, appropriate funds, consider development issues, and establish policy for the benefit and best interest of the citizens of the Town of Front Royal

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Town of Front Royal, Virginia hereby adopts the following legislative agenda items for 2015 to be consider by our representatives in the General Assembly of the Commonwealth of Virginia:

1. The Town continues to support legislative amendments to the Virginia Code including §15.2-1127 that would give municipalities, including the Town, the same powers and authorities to regulate and abate dilapidated, blighted, and deteriorated properties, building, and structures as cities and counties maintain.
2. The Town supports restoration of full 599 funding to localities.
3. The Town opposes any proposed reduction or elimination of the taxing authority of localities including Business, Professional and Occupational License (BPOL) tax unless a permanent suitable revenue-neutral replacement source is provided.
4. The Town requests that the General Assembly provide adequate funding for water quality improvement to localities for water treatment plants, wastewater treatment plants, and stormwater treatment facilities as mandated by federal and state legislation, regulation, and policies.
5. The Town opposes any bill that reduces or eliminates local land use authority by localities.
6. The Town supports revenue sharing programs between localities and the Commonwealth.

Adopted this 12th day of January, 2015

APPROVED:

Timothy W. Darr, Mayor

Attest:

Jennifer E. Berry, CMC, Clerk of Council

THIS RESOLUTION was approved at the Regular Meeting of the Town of Front Royal, Virginia
Town Council on _____ 2015, upon the following recorded vote:

| | | | |
|------------------|--------|------------------|--------|
| John P. Connolly | Yes/No | Bret W. Hrbek | Yes/No |
| Hollis L. Tharpe | Yes/No | Eugene R. Tewalt | Yes/No |
| Bébhinn C. Egger | Yes/No | Daryl L. Funk | Yes/No |

Approved as to Form and Legality:

Douglas W. Napier, Esq., Town Attorney

Date: _____

6

Various Council Appointments



Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

Agenda Item: Various Council Appointments

Summary: Below is a list of various Committees that require Council attention. All terms expired December 31, 2014. Approval of all appointments will be placed on the January 12, 2015 Regular Council Agenda.

- Vice Mayor - Once appointed, term will end December 31, 2016.
- Northern Shenandoah Valley Regional Commission (NSVRC) Alternate Representative – an alternate must be an elected representative, said term to expire when elected representative’s term expires
- Library Board – ex-officio member, said term to expire when councilmember’s term expires
- Audit/Finance Committee – the committee is composed of the Mayor, two councilmembers, the Finance Director, the Town Manager and the Town’s Auditor. Terms for the two councilmembers is one year, ending December 31, 2015.

Council Discussion: Council takes desired action at the Regular Council Meeting on January 12, 2015.

Staff Evaluation: N/A

Budget/Funding: N/A

Legal Evaluation: N/A

Staff Recommendations: N/A

Town Manager Recommendation: N/A

Council Recommendation:

Additional Work Session Regular Meeting No Action

Consensus Poll on Action: ___ (Aye) ___ (Nay)

Work Session

7

**Consider Conducting Liaison Committee
Meetings During the Day**



Item No. 7

Town of Front Royal, Virginia Work Session Agenda Form

Date: January 15, 2015

Agenda Item: Consider Conducting Liaison Committee Meetings During the Day

Summary: At the November 20, 2014 Liaison Committee Meeting, Warren County requested that the Town consider conducting the Liaison Committee Meetings during the day.

Council Discussion: Council takes desired action

Staff Evaluation: None

Budget/Funding: None

Legal Evaluation: Town Attorney will be available

Staff Recommendations: None

Town Manager Recommendation: Town Manager will be available.

Council Recommendation:

Additional Work Session Regular Meeting No Action

Consensus Poll on Action: ___(Aye) ___(Nay)

Work Session

Tina Presley

From: Steven Burke
Sent: Monday, December 29, 2014 10:56 AM
To: Tina Presley
Subject: January 5th Council Work Session - Liaison Meeting Time

Discussion - Proposed Revised Liaison Mission Statement & Policies

Mr. Burke said Town Council was not in support of revising the Mission Statement to meet on a quarterly basis as proposed by the Board. Council felt there were a number of on-going joint projects involving both the Town and County and it was prudent to continue to meet every other month to ensure these projects stayed on track.

Mr. Murray asked if Council would consider meeting during the day and Mr. Burke said he will take that suggestion back to Council.

*Steven M. Burke, PE
Town Manager
Town of Front Royal
PO Box 1560
102 East Main Street
Front Royal VA 22630
(540) 635-8007 (O)
(540) 636-7475 (F)*

www.frontroyalva.com
www.discoverfrontroyal.com



FRONT ROYAL - WARREN COUNTY

Liaison Committee Mission Statement and Policies – September 2010

PURPOSE OF THE LIAISON COMMITTEE

The purpose of the Front Royal-Warren County Liaison Committee is to offer a venue whereby the leadership of the Town of Front Royal and the County of Warren can discuss issues of mutual interest and inform each other of positions taken and decisions made by each public body that may affect both localities. The Committee is NOT designed to be an environment where decisions are made, but one where issues are discussed and Board and Council members take them back to their respective bodies for further discussion and recommendation.

MEMBERSHIP

The Liaison Committee shall include the Mayor of the Town of Front Royal, the Chairman of the Warren County Board of Supervisors, the Front Royal Town Manager, the Warren County Administrator, one (1) Front Royal Town Council member and one (1) Warren County Board of Supervisors member. The latter two (2) members shall rotate between its various members alphabetically from meeting to meeting.

MEETING SCHEDULE

Meetings shall be held on the third Thursday of every other month at 6:00 p.m. unless otherwise agreed upon by the Town and County. The meetings shall be rotated every six months between the Town and County. Wherever the meetings are held, the host shall be responsible for the preparation of the agenda will provide a person who will take formal minutes of the meeting.

MEETING AGENDA

- Meetings of the Liaison Committee shall at all times be subject to the terms of the Virginia Freedom of Information Act.
- Meeting agendas shall be provided by the Town Manager and County Administrator upon consultation with the Mayor and Board Chairman respectively.
- Any request to place an item on the agenda shall be made by 1:00 p.m. on the first Tuesday of the month prior to the month before the Liaison meeting.
- All requests to place an item on the agenda must be accompanied by a written summary of the request which can be placed in the agenda packet.
- The agendas shall be distributed on the Friday prior to the Liaison Committee meeting to be held on the following Thursday.

- In order for an item to be formally discussed on the Liaison agenda, it must be first approved by a majority vote of the Town Council or Board of Supervisors.

MEETING POLICY and PROCEDURES

- The Mayor of the Town shall be Chairman of the Committee when the meetings are hosted by the Town, and the Chairman of the Board of Supervisors shall be Chairman of the Committee when the meeting is hosted by the County.
- The Chairman shall make procedural or parliamentary decisions which may be overruled by a majority vote of the Committee.
- The Town and/or County may invite any of their staff personnel, including attorneys, to attend meetings that either feels would be helpful for the issues and items scheduled to be addressed.
- This mission statement and policies shall be adopted by a majority of the Board of Supervisors and the Town Council. They may be amended by a majority vote of the Town Council and Board of Supervisors.

MANAGER and ADMINISTRATOR REPORTS

Quarterly, at a regular meeting of the Front Royal Town Council, the Warren County Administrator shall give an oral report of the County to the Council, and regular meeting of the Warren County Board of Supervisors, the Front Royal Town Manager shall give an oral report of the Town to the Board; this will not be a question and answer period.

Approved by the Warren County Board of Supervisors: September 7, 2010

Approved by the Front Royal Town Council: September 13, 2010

8

**Liaison Committee Meeting Items for
January 15 Meeting**



Item No. 8

Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

Agenda Item: Liaison Committee Items for January 15, 2015 Meeting

Summary: Council is requested to add items to the Liaison Committee Meeting Agenda scheduled for January 15, 2015. Items will be voted on at the regularly scheduled meeting on January 12, 2015. The agenda from the November Liaison Committee meeting is attached.

Council Discussion: Council takes desired action

Staff Evaluation: None

Budget/Funding: None

Legal Evaluation: Town Attorney will be available for questions or concerns

Staff Recommendations: None

Town Manager Recommendation:

Council Recommendation:

Additional Work Session Regular Meeting No Action

Consensus Poll on Action: ___(Aye) ___(Nay)

Work Session



AGENDA
TOWN/COUNTY LIAISON
COMMITTEE MEETING
Warren County Government Center



November 20, 2014
6:00 P. M.

- A. Call to Order – Dan Murray, Board of Supervisors Chairman
- B. Approval of Minutes – Meeting of September 18, 2014
- C. Discussion – Proposed Revised Liaison Mission Statement & Policies
- D. Report – Catlett Mountain Landfill Improvements
- E. Report – Leach Run Parkway Project
- F. Report – Wastewater Treatment Plant/Septage Receiving Facility
- G. Report - Building Inspections Software
- H. Report – Residential Parking and Mail Boxes on 13th Street
- I. Discussion – Installation of Monitors in Board Room
- J. Adjournment

9

FY16 Budget Goals

Town of Front Royal, Virginia Work Session Agenda Form

Date: January 5, 2015

Agenda Item: FY15-16 Budget Goals

Summary: As part of the development of the FY15-16, Council is requested to develop a list of goals for the development of the budget. Suggested goals could include: No change in services delivered; Maintain commitment to capital infrastructure investment; Provide competitive salaries for various Town positions; Maintain or Accelerate debt repayment; Promote economic growth; Promote safe, connected neighborhoods; Promote investment in existing commercial properties; Reduce blighted properties; Increase civic engagement; Maintain current tax rates; Promote consistent delivery of Town services; Promote open, ethical, and responsive attitude to our residents; Operate our government in a fiscally and managerially responsible and prudent manner; Make Front Royal a desirable place to live, work, visit, recreate, and raise a family; Promote a healthy and diverse business community; or Pursue revitalization projects.

Council Discussion: Council is requested to adopt goals to assist in the development of the FY15-16 Budget.

Staff Evaluation: Staff will incorporate Council goals into the presented FY15-16 Budget as appropriate and fiscally permitted.

Budget/Funding: Adoption of goals will facilitate development of the presented FY15-16 Budget. The Director of Finance will be available to address fiscal issues.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Staff requests that Council adopt goals for the development of the FY15-16 Budget as appropriate.

Town Manager Recommendation: The Town Manager requests that Council adopt goals for the development of the FY15-16 Budget as appropriate.

Council Recommendation:

- Additional Work Session
 - Regular Meeting
 - No Action
- Consensus Poll on Action: ___(Aye) ___(Nay)

Work Session

