

**A REGULAR MEETING OF
THE TOWN COUNCIL
OF
THE TOWN OF LURAY, VIRGINIA**

Monday, April 8, 2019

The Luray Town Council met in regular session on Monday, April 8, 2019, at 7:00 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were present the following:

Presiding: Mayor Barry Presgraves

Council Present:

Ronald Vickers
Jerry Schiro
Jerry Dofflemyer
Leroy Lancaster
Leah Pence

Council Absent:

Joseph Sours

Also Present:

Steve Burke, Town Manager
Bryan Chrisman, Assistant Town Manager
Jason Botkins, Litten & Sipe
Mary Broyles, Clerk-Treasurer
Danielle Babb, Deputy Clerk-Treasurer
Chief C.S. "Bow" Cook, Luray Police Department
Dakota Baker, Parks and Recreation Superintendent
Lynn Mathews, Public Works Superintendent
Joey Haddock, Water Plant Superintendent
Bill Huffman, Luray Downtown Initiative
Meredith Dees, Luray Downtown Initiative
Mike Uram, Stanley Town Council

A quorum being present, Mayor Presgraves declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Councilman Dofflemyer led everyone in the United States Pledge of Allegiance.

CONSENT AGENDA

Motion: Councilman Schiro motioned to approve the Consent Agenda as presented, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Pence. **Approved 5-0**

Consent Agenda

- (A) Minutes of the Regular Council Meeting – 3-11-2019
- (B) Minutes of the Council Work Session- 3-26-2019
- (C) Financial Reports Ending March 31, 2019
- (D) Accounts Payable checks totaling- \$ 94,556.96

GENERAL CITIZEN COMMENTS

John Mayeux- Earth Day 2019

Mr. John Mayeux, 37 Wallace Avenue, spoke on behalf of the Earth Day Committee. The April 27th event is planned for the Mechanic Street lot at the Greenway. This event has been held the past few years and the Town has made a monetary contribution in addition to assistance from Parks and Recreation staff members. Mr. Mayeux said that he has submitted a budget in accordance with Council’s criteria for contribution requests. Mr. Mayeux provided details regarding the event. Mr. Burke noted that the donation request has been submitted and processed.

PUBLIC HEARINGS

FY2019 Budget Amendment

Mr. Chrisman presented the public hearing for the 2019 Budget Amendment. The Council is requested to receive public input and to consider the amendment to provide additional funding for the West Main Street Bridge Replacement Project. The additional funds are needed due to an accelerated payment and grant reimbursement schedule. Mr. Chrisman noted that the Town is receiving a turn around on funds of about 30 days as opposed to the originally anticipated 90 days. Councilman Schiro confirmed that these are pass through funds. Mayor Presgraves opened the public hearing. With no one present to speak on the issue, the hearing was then closed.

Motion: Councilman Dofflemyer motioned to approve the 2019 Budget Amendment of \$2,476,010 associated with the accelerated payment and grant reimbursement schedule for the West Main Street Bridge Replacement Project as presented. Motion seconded by Councilwoman Pence with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Pence. **Approved 5-0**

DEPARTMENTS, TOWN BOARDS AND COMMISSIONS

Chamber of Commerce

Ms. Gina Hilliard, Luray Page County Chamber of Commerce, provided a power point presentation. Highlights of the presentation included a new Chamber and Tourism Associate (Joanne Kane), joining the PCTC advisory council, applying for grant #9 with VTC, and the receipt of the “50 Years of Love” grant with VTC. Ms. Hilliard provided Council members with copies of the newly released Chamber Directory and advised her staff was very pleased with the outcome of the publication. Ms. Hilliard updated Council on membership data, website statistics, upcoming events, and advertising efforts.

Luray Downtown Initiative

Ms. Meredith Dees provided Council and Staff members tickets to the Chicken Chow Down on Friday May 17th. This is the 4th year for the event, and Ms. Dees is excited about some new features. She added that there is little time left to purchase raffle tickets for the “first driver to cross the bridge” and asked that the Mayor draw the winning ticket on the 15th. Ms. Dees and Mr. Bill Huffman will be attending an upcoming Virginia Main Street workshop in Fredericksburg.

West Main Street Bridge Project Update

Assistant Town Manager, Bryan Chrisman, updated Council on the progress of Main Street Bridge. The deck forms have been completed, leveled, and the large crane removed. The deck pour was completed on April 4th and will require a 7 day curing period. The crew will begin prepping for the sidewalks, electrical conduit, and then railings. The bridge is anticipated to open to traffic in June.

Regarding the Memorial Drive Intersection Improvements, the installation of the traffic light mast arm will take place on Tuesday morning pending weather conditions, and notices have been sent out.

ACTION & DISCUSSION ITEMS

Public Private Education Facilities & Infrastructure Act Proposal Guidelines

Town Attorney, Jason Botkins, requested Council consider adoption by Resolution the Guidelines for Submissions and Consideration of Proposals related to the Public-Private Education Facilities and Infrastructure Act of 2002, Virginia Code Section 56-575.1. Adoption of these guidelines will allow the Town to enter into public-private partnerships with private entities for the development of qualifying projects under criteria established by the PPEA. The guidelines would be added to the Town’s website for future projects.

Motion: Councilman Schiro motioned to adopt the Resolution establishing Guidelines for Submission and Consideration of Proposals related to the Public-Private Education Facilities and Infrastructure Act of 2002 as presented. Motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Pence. **Approved 5-0**

Little League Equipment Use Agreement

Manager, Steve Burke, requested that the Council consider authorizing the Town Manager to execute an agreement with Luray Little League, Inc. to allow the League to use Town equipment to maintain the fields in season.

Councilman Lancaster questioned the use of the fields and if the Town is charging enough in fees. Councilman Dofflemyer asked about the staff needed during tournaments. Ms. Baker responded that one full time and one part time staff member are needed during these events. Ms. Baker maintained that the Town charges far less than other facilities. Mr. Burke said any increase in fees could be discussed at the work session.

Motion: Councilwoman Pence motioned to authorize the Town Manager to execute an agreement with the Luray Little League, Inc. for their use of Town equipment to maintain the ballfields during the season as presented. Motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Pence. **Approved 5-0**

Fund Balance (Reserve) Policy

Mr. Burke requested Council consider a draft fund balance reserve policy in relation to its annual budget. This policy will be incorporated into the other policies to be included in the FY 2020 Budget. Councilman Schiro questioned the amount of unencumbered fund balance. Mr. Burke said that he will get back to Council on a figure.

FY 2020 Budget- Enterprise Fund Review

Mr. Burke reviewed the Enterprise Fund Budgets in the Proposed FY 2020 Budget. He noted the proposed 1% increase in water and sewer rates. Mr. Burke advised that not all departmental requests could be funded. Councilwoman Pence discussed how replacements were going for water meters. Mr. Burke said that a good job has been done by the water department to replace meters for some of the Town's larger users. Ms. Pence felt it would be good to accelerate a meter replacement program. Mr. Burke noted that funding is not always available to replace meters in a proactive manner. Water Superintendent, Joey Haddock, said that the town's distribution system is operating at only a to a 20-30% loss ratio, down from previous years. Mr. Burke emphasized that unfortunately the Town no longer has a volume of large users, the main bulk users are the school system as opposed to business operations. Councilman Schiro asked about the budgetary impact if revenues are not received from the Luray Meadows project. Mr. Burke felt that all indications are that the project will proceed. However, should the project not move forward, Mr. Burke said that he will advise Council. Councilman Vickers said he is pleased that the Town is able to give its employees an increase, and that there are no tax rate increases. Mr. Burke noted that budget discussions will continue with the General Fund at the work session meeting.

TOWN ATTORNEY

Mr. Botkins had nothing further this evening.

ADJOURN

With no further business, the meeting was adjourned at 7:52 pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer