

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

MONDAY, JANUARY 11, 2016

The Luray Town Council met in regular session on Monday, January 11, 2016 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 Dofflemyer
Jerry Schiro
Leroy Lancaster
Joseph Sours
John Meaney

Also Present:

Charlie Hoke, Town Manager
Bryan Chrisman, Assistant Town Manager
~~Mary Broyles, Clerk Treasurer~~
Danielle Babb, Deputy Clerk Treasurer
Ligon Webb, Town Planner
Chief Carl "Bow" Cook, Luray Police Department
Jeff McMillan, Luray Downtown Initiative
Gina Hilliard, Luray Page County Chamber of Commerce
Chris Slater, Page News and Courier
Jason Pettit, General Citizen Comment
Michael Wood, Vacation of Public Right of Way
Leah Pence, General Citizen Comment
Saidee Gibson, Robinson Famer Cox Associates

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

CONSENT AGENDA

Motion: Councilman Vickers motioned to approve the Consent Agenda, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Consent Agenda

- A) Minutes of Regular Council Meeting – 12-14-2015
- B) Minutes of a Special Council Meeting – 01-05-2016
- C) Financial Report for the Month Ended December 31, 2015
- D) Accounts payable checks totaling \$ 133,862.47

GENERAL CITIZEN COMMENTS/ PRESENTATIONS

Leah Pence - 1604 Honeyville Rd. Stanley VA- The Chapman House

Ms. Pence said that at the November meeting she heard Council members state that they would like to see a parking ordinance that would exempt historic Luray. Ms. Pence said that she would like to know why the advertisement in the newspaper was not published accordingly. She explained that the advertisement stated conforming and non-conforming buildings.

Town Planner, Ligon Webb, explained that he wrote the advertisement to state contributing and non-contributing buildings but that the advertisement language could be changed to “historic district”. Mr. Webb said that the Planning Commission’s public hearing will be held on Wednesday and that would be an appropriate time to address this issue.

Ms. Pence continued that Town Council used the wording historic district and that she would like to know when this changed. Councilman Schiro explained that this was the consensus of Council. Mr. Webb said that he considers the buildings the historic district and that a small change could be made by the commission. Council and Mr. Webb also discussed how new construction would be treated under the ordinance. Councilman Vickers recalled that it was Council’s intent to exempt parking requirements in the historic district. Ms. Pence recalled that action was supposed to be taken on the issue at tonight’s meeting. Councilman Vickers stated that Council’s direction was to have the Planning Commission’s public hearing before Council’s decision. Ms. Pence expressed that the public hearing with the Planning Commission should have been held in December. Mr. Webb said that he feels the parking ordinance has become increasingly more user friendly and would prefer a slow and cautious approach to these type decisions.

Councilman Dofflemyer asked for clarification on the term “non-contributing”. Mr. Webb said that some buildings are built after the historic era but would still be exempt from the parking requirement due to their location within the district. Councilman Schiro said that the town’s historic district is an overlay zone and that he is not certain why the historic nature of the building itself would pertain to parking. Councilman Schiro said that parking should relate to the use of the property as opposed to the historic nature of the building. Mr. Webb said that he thinks these changes can be made at the commission meeting and are within the scope of the advertisement. Town Manager, Charlie Hoke, confirmed these issues would be addressed at Wednesday’s commission meeting.

Jason Pettit- 111 N. Court Street, Luray VA

Jason Pettit spoke regarding the parking issue and said that he recalls the November meeting and the parking discussion. Mr. Pettit said he recalls the historic district being referred to in terms of the area of Main Street from Memorial Drive to Bristol Avenue. He also agreed that the parking should not be tied to the historic registry but rather from one boundary to another.

Mayor Presgraves concluded the citizen comment period by inviting Ms. Pence to the commission meeting on Wednesday and hopes her concerns will be answered at that time.

PUBLIC HEARINGS

Vacation of Right of Way/Public Interest- Carl and Janet Turner

Town Planner, Ligon Webb, presented the request from Carl and Janet Turner to consider the vacating a right-of-way/public interest on a portion of land adjoining a single parcel owned by the applicants. A map view of the parcel was displayed for council members and attendees. Mr. Webb said that the language of the advertisement is a bit different, whereas normally the ad reads “vacation of alleyway”. Mr. Webb has consulted with Attorney Robert Janney on this and the Town makes no claim that they own this property. Mr. Webb said that the town is not claiming title to the land but is only releasing any interest it may have in the right of way. Mr. Webb said that adjoining property owners have been notified. He added that the town would also like to maintain a drainage/utility easement. Mr. Webb said that he has not received any objections from neighboring property owners.

Councilman Schiro questioned who is conveying the property. Mr. Webb said that no one is claiming the ownership of the lot. Mr. Webb explained that research indicated that the land was originally dedicated by the “Valley Land and Improvement Company” to serve as access points between adjoining lots.

Mayor Presgraves opened the public hearing for Carl and Janet Turner’s request. There being no comments from the public the hearing was closed.

Council discussed the dimensions of the parcel, tax liability, maintenance and other issues. Councilman Schiro suggested that this be reviewed by an attorney before acting on the issue. Council and staff discussed an upcoming meeting with the town’s contract attorney in which Mr. Hoke said he could address these requests. Mr. Webb noted that while the language of the ad differs from previous vacation of alleyway, it better describes the nature of the ownership. Councilman Schiro added that these type requests used to come before the Council before advertisement was published. Mr. Webb said that the advertisements had been paid for by the applicants.

Mr. Michael Wood- 103 First Street, Luray VA

Mr. Wood said that none of this information was conveyed to him when he paid the town \$350 for the associated advertisement. Mr. Wood said it was his impression that this was not a new procedure.

Council members said that this information was not conveyed to them either.

Vacation of Right of Way/Public Interest- James A. Turner

Mayor Presgraves opened the public hearing for James A. Turner’s request. No comments were heard from the public.

Vacation of Right of Way/Public Interest- Michael E. Wood

Mayor Presgraves opened the public hearing regarding Mr. Wood’s request. With no citizens present to speak on the issue, the hearing was closed.

Mayor Presgraves instructed Town Manager, Charlie Hoke, to take these items before an attorney.

Motion: Councilman Vickers motioned to table all three Vacation of Right of Way requests, motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

DEPARTMENTAL REPORTS

PLANNING AND ZONING

Town Planner, Ligon Webb, noted that he had submitted his written report and that the commission will hear two public hearings at Wednesday's meeting.

PUBLIC SAFETY AND EMERGENCY SERVICES

Mayor Presgraves noted that the town's new Police Chief has taken office and thanked Chief Cook for attending the evenings meeting.

UPDATES AND DISCUSSION ITEMS

Saidee Gibson, Robinson Farmer Cox Associates

Ms. Gibson presented the Town's FY2015 Audit Report and Financial Statements. Ms. Gibson said the firm has two objectives; to issue an Audit Opinion and to report on the town's internal controls and compliance with auditing standards. The firm's audit opinion is an Unmodified Opinion which is the highest the profession offers. The firm completed compliance testing on laws, regulations, contracts, etc. and found no issues of non-compliance. Ms. Gibson noted one major change in the audit report which is to comply with the implementation of the new accounting standard for GASB 68. She noted that the *Management's Discussion and Analysis* is a good narrative summary written by town management and is an overview of the reports. The town has two sets of financial statements; the *Government Wide Financial Statements* and the *Fund Financial Statements*. Ms. Gibson reviewed the Statement of Activities and noted the town's change in net position. She also reviewed the town's net pension liability as required by GASB 68, the town's actuarial report, the water and sewer fund balances, and notes to the financial statements. Ms. Gibson added that many of the Notes to Financial Statements provide information about the change in GASB 68 and detail the town's pension plans along with participants and assumptions that were included in the actuarial report.

Mayor Presgraves inquired about the change in accounting rules. Ms. Gibson explained that the change is driven by the Governmental Accounting Standards Board and comes out of concern for underfunded post-employment benefits. Councilman Sours confirmed that this change does not affect localities borrowing power. Ms. Gibson also noted that there were some journal entries but that none of them were material in nature. Councilman Sours asked about the firm's procedure for internal controls. Ms. Gibson said that the firm is required to perform a risk assessment and conducts a comprehensive review.

TOWN AFFILIATED BOARDS AND COMMISSIONS

LURAY DOWNTOWN INITIATIVE

Jeff McMillan, Luray Downtown Initiative

Director, Jeff McMillan, thanked Council for their support in the amount of \$15,000 to LDI for the remainder of the town's fiscal year contribution. Mr. McMillan noted several updates for the Main Street area. He advised that the Mimslyn closed on their purchase of 322 West Page Street and are planning improvements for the property. Construction has also begun on the Mimslyn cottages and a spring opening is anticipated. The Hotel Laurance will now be managed by Ms. Gail Kyle with the event space managed by Ms. Leah Pence. The Dubliners Pub plans to open as soon as the ABC License is made available. Mr. McMillan noted that renovations continue on the Chapman House and the building formerly known as Shifflett Insurance Agency. Work also continues on the old Mick or Mack Building and new classes are beginning at the Luray Fitness Center. Page One's food pantry is currently low and is seeking volunteers. Jason Pettit's new restaurant "Baby Moons" is planning a spring opening. Another new business plans to open, a craft beer brewing facility, in the building space across from the fire department.

Mr. McMillan noted that the Page News recently featured Nancy Shifflett and honored her direction in revitalizing LDI. The tree decorating contest at the Mimslyn raised \$641 and will benefit the Page County Schools field trip fund. Mr. McMillan noted that the 2015 newsletter for LDI will go out next week and will offer advertising spots. Also, annual reports to Virginia Main Street are due in Richmond on January 15th. Jeff also noted that he has been working with the town to obtain some of the necessary data for the report filing. Other projects include working with Sara Levinson to take over LDI's books and save CPA expenses.

Upcoming events for LDI include fundraisers and the volunteer appreciation night on January 29th. On February 24th a fundraiser will be held at the Manor House (owned by the Mimslyn) and also a joint venture with PALS for the 24-Hour Theater in March. In April, LDI will conduct an investor walking tour. Mr. McMillan noted that Second Saturdays continue but have been somewhat slow. A Spring Fling is planned for downtown businesses to be launched on April 9th. Plans are underway for the Festival of Spring and activities will begin on Friday night and continue through Sunday that weekend. Mr. McMillan also reminded that he has a conference coming up next week in Abingdon.

LURAY PAGE COUNTY CHAMBER OF COMMERCE

Gina Hilliard, Interim Chamber Director

Ms. Gina Hilliard began with a power point presentation that highlighted the chamber's marketing efforts. Ms. Hilliard noted that the Chamber's marketing efforts are one of the most aggressive in the state. She also noted how marketing funds are utilized with contributions from the Town and County and the Chamber's grant awards. The presentation discussed print media and distribution, trade show marketing, TV commercial, radio spots, web banner ads, the visitors guide, and Virginia Travel Guide.

After the presentation, Ms. Hilliard updated members on business growth efforts by the Chamber. Small business efforts included excel classes at LFCC, training sessions with People Inc. and the Shenandoah Valley Small Business Administration, and social networking sessions with Janet Michael. Other events included a job fair at Luray High School, a wedding forum, cabin forum, various seminars, business after hours, and business networking breakfasts. Ms. Hilliard said that a very full agenda of the same type events is planned for 2016.

Statistics for the month of December included 163 tourist calls, 231 local calls, 315 tourist walk-ins, and local walk-ins of 170. Bulk mailings for the month totaled 807 visitor guides. Upcoming events include the Business Networking Breakfast on January 14th and will host newly elected officials. Business After Hours will be held on January 21st at PALS and will be co-hosted by West Main Market. A ribbon cutting ceremony will be held for the new Sprint store at the East Luray Shopping Center on January 22nd. Lastly, on January 28th there will be a social media rebranding event and photo session.

ACTION ITEMS

2016 Arbor Day Proclamation

Town Manager, Charlie Hoke, stated that included in Council's packet is the annual Arbor Day Proclamation.

Motion: Councilman Vickers motioned to approve the 2016 Arbor Day Proclamation, motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

2016 Council and Holiday Schedule

Town Manager, Charlie Hoke, said that Council was provided with the 2016 Meeting and Holiday Schedule for their consideration.

Motion: Councilman Schiro motioned to approve the 2016 Meeting and Holiday Schedule as presented, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Airport Authority Appointment

Mr. Hoke said that Council has one item that is not on the agenda. The County's attorney, Nathan Miller, contacted Mr. Hoke and asked that Mark Johnson be reappointed to the Luray Page County Airport Commission. Mr. Hoke said that the appointment is recommended by Mr. Markowitz and that Mr. Johnson is a valued member of the commission. Mr. Johnson's term had expired and the appointment should be retroactive to September 1st, 2014. Mr. Johnson's term was initially a one year appointment, whereas other commissioners were appointed to a four year term.

Motion: Councilman Schiro motioned to approve the reappointment of Mr. Mark Johnson to the Luray Page County Airport Commission effective September 1, 2014 as discussed, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

ANNOUNCEMENTS/ ADJOURN

Mayor Presgraves announced that a special meeting will be held to discuss the Springsted study on Thursday, January 14th at 5:30. Mr. Hoke provided members with an informational packet for Thursday's meeting.

With no further business, the meeting was adjourned at 8:30pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer

