

LURAY TOWN COUNCIL
November 14, 2016 - 7:00 p.m.

MEETING AGENDA

- | | |
|--|-----------------------------------|
| I. CALL TO ORDER & PLEDGE ALLEGIANCE TO THE U.S. FLAG | Mayor Presgraves |
| II. ROLL CALL | Danielle Babb |
| III. CONSENT AGENDA | Mayor Presgraves |
| IV. GENERAL CITIZEN COMMENTS (other than agenda items) | |
| V. PUBLIC HEARINGS | |
| A) Bed and Breakfast in R-2, 19 Amiss Avenue | Ligon Webb |
| B) Request to vacate a public right of way | Ligon Webb |
| VI. DEPARTMENTAL REPORTS | |
| A) Public Safety & Emergency Services | |
| B) Parks & Recreation | |
| C) Public Works | |
| D) Utilities | |
| E) Planning & Zoning | Ligon Webb |
| VII. TOWN-AFFILIATED BOARDS AND COMMISSIONS | |
| A) Luray Downtown Initiative | Nancy Lee Shifflett/Meredith Dees |
| VIII. UPDATES & DISCUSSION ITEMS | |
| A) Farmers Market | Lee McWhorter |
| IX. ITEMS FOR COUNCIL ACTION | |
| A) Appeal for off premise sign for the Hawksbill Trading Company | Jay North |
| B) Re-designation & Re-allocation of Transportation Funds | Bryan Chrisman |
| C) Traffic pattern change | Bow Cook |
| X. EXECUTIVE SESSION | |
| As Needed | |
| XI. MAYOR'S ANNOUNCEMENTS | Mayor Presgraves |
| XII. ADJOURN | |

Version Date: November 4, 2016 11:18 a.m.

Town of Luray
PO Box 629
45 East Main Street
Luray, VA 22835
www.townofluray.com
540.743.5511



Mayor

Barry Presgraves
150 Collins Avenue
Luray, VA 22835
Term: 2012-2016

Council Members

Leroy Lancaster
112 Reservoir Avenue
Luray, VA 22835
Term: 2012-2016

Joey Sours
525 Atkins Drive
Luray, VA 22835
Term: 2012-2016

John Meaney
428 Mechanic Street
Luray, VA 22835
Term: 2012-2016

Jerry Schiro
142 Leaksville Road
Luray, VA 22835
Term: 2014-2018

Jerry Dofflemyer
295 Heritage Drive
Luray, VA 22835
Term: 2015-2018

Ronald Vickers
6 Lewis Street
Luray, VA 22835
Term: 2014-2018

Town Officials:

Town Manager – Charlie Hoke
Assistant Town Manager- Bryan Chrisman
Town Planner- Ligon Webb
Town Clerk/ Treasurer- Mary Broyles
Deputy Town Clerk/ Treasurer- Danielle Babb
Chief of Police- Bow Cook
Superintendent of Public Works- Lynn Mathews
Parks & Recreation Director- Pat O'Brien

Commissions & Committees:

Luray Planning Commission
Luray-Page County Airport Commission
Luray Tree and Beautification Committee
Luray Board of Zoning Appeals
Luray Downtown Initiative
Luray-Page County Chamber of Commerce

I move to approve the following Consent Agenda (All items must be read):

CONSENT AGENDA

- (A) Minutes of the Regular Council Meeting –10-17-2016
- (B) Financial Report – Month Ending 10-31-2016
- (C) Accounts payable checks totaling \$437,668.22

Prepared By:

Mary F. Broyles, Treasurer

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

MONDAY, OCTOBER 17, 2016

The Luray Town Council met in regular session on Monday, October 17, 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

Council Absent: *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
Nancy Shifflett, Luray Downtown Initiative
Meredith Dees, Luray Downtown Initiative
Chris Slater, Page News and Courier
Stephanie Lillard, Page County Economic Development
Ken Racine, Racine Multi Sports – Luray Triathlon
Stephen Synnott, CEO of Syntelligent Analytic Solutions, LLC

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 Lancaster led everyone in reciting the United States Pledge of Allegiance.

CONSENT AGENDA

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

Consent Agenda

- (A) Minutes of the Regular Council Meeting –9-12-2016
- (B) Financial Report- Month Ending 9-30-2016
- (C) Accounts payable checks totaling \$ 201,194.69

DEPARTMENTAL REPORTS

Planning and Zoning

Town Planner, Ligon Webb, said that the commission will have one public hearing next month for Ms. Kate Anderson regarding a bed and breakfast in a R2 zoning district. Ms. Anderson lives at 19 Amiss Avenue and the request was for a special use permit. The owner intends to rent one room as a part of her operation. Ms. Anderson's request was approved by a 7-0 vote of the Planning Commission.

Mr. Webb provided a lengthy written report regarding Mr. Erik Fox's variance application for the Board of Zoning Appeals. Mr. Fox applied for an appeal to the zoning ordinance to construct a two-family dwelling on an R4 zoned parcel that contained roughly 7,000 square feet. The permit was denied by staff because each side of the duplex only contained roughly 3,500 square feet. The requirement is 4,000 square feet per side as detailed in the R-4 zoning district regulations. Mr. Fox then applied for a variance before the BZA. However, the BZA denied his request for a variance. The BZA's denial was such that Mr. Fox purchased the lot in good faith and was aware of the area requirements when the lot was purchased. Despite the board's denial he can still build a single-family home on the parcel and meet all setback requirements. Mr. Fox explained that many of the lots in the R4 zoning area of Town contain 7,000 square feet and finds a lower standard more workable. The Planning Commission has reviewed Mr. Fox's information and based on such they have unanimously recommended that the Town consider reducing the required lot size for two-family dwellings from 8,000 square feet to 6,500 square feet. Mr. Webb said that he doesn't personally see the reduction in area as a negative and may help provide more attractive and affordable housing. Mr. Webb said that the Planning Commission is ready for a public hearing on the change. Councilman Sours requested a visual example of the change in lot size. Mr. Webb displayed a GIS map view of this type of example. Councilman Schiro confirmed that the suggested change is for 6,500 square feet in R4 zoning only.

The Planning Commission is also working on potential "tweaks" to the Town's subdivision ordinance. The idea is to eliminate the creation of "pipe stems" in order to obtain road frontage. Lastly, Mr. Webb said the commission will hear an alleyway vacation from Mr. David Reed. The request is that the town consider vacating an undeveloped right-of-way/alley located on the Boomfield.

TOWN AFFILIATED BOARDS AND COMMISSIONS

LURAY DOWNTOWN INITIATIVE

Nancy Shifflett, Luray Downtown Initiative

Ms. Shifflett began by thanking members of staff and council who attended the ribbon cutting event for LD&B Insurance last week. She thanked members for their support. Ms. Shifflett said it is with great pleasure that she introduce LDI's new administrative personnel, Ms. Meredith Dees. Ms. Dees is a Luray native and has recently moved back to the area; she specializes in marketing. Ms. Shifflett provided members with a Profit and Loss statement for LDI and a detailed Profit and Loss Comparison of the Tailgate Party. Ms. Shifflett said that while the tailgate party still earned a good profit the ticket sales were down considerably. She added that her goal is for ticket sales to be back to where they need to be in 2017. Ms. Shifflett said that Ms. Barbie Stombock has come on board as the LDI Treasurer and is credited for the financial statements. New brochures for downtown have been printed and are currently being distributed to key areas. Downtown trick-or-treating will take place from 4-6pm on October 31st and LDI will assist with the events at the R.H. Dean Park as well. On November, 3rd there is a Main Street program that will be attended by both Ms. Shifflett and Ms. Dees. On November 4th, a volunteer appreciation dinner will be held at Mr. Slye's cabin and LDI's numerous event volunteers will be recognized at this time. LDI has issued a check for \$2500 to partner with Parks and Recreation for downtown Christmas decorations. Ms. Shifflett said that she asked Mr. Hoke and council members to bring back some information on lighting and decorations from the recent VML conference. Mr. Hoke said he was able to find some information on lighting. Ms. Shifflett said that LDI's goal is to obtain some funding for new lighting downtown. Lastly, Ms. Shifflett told members and staff that Ms. Dees hours will be Monday, Wednesday, and Friday at the LDI office.

UPDATES AND DISCUSSION ITEMS

LURAY TRIATHLON

Mr. Ken Racine, Racine MultiSports, thanked the Mayor and Council for allowing him to present the results of the eleventh annual Luray Triathlon. Mr. Racine provided a power point presentation to recap the event. He noted that it is always the foremost goal to make the event a "win-win" for both the community and the participants. He noted very positive feedback from the two-day event. He explained that while participation may seem down slightly, it is due in part to a greater number of race events held nationwide. Mr. Racine said that he expects Luray's event to hold strong as the years move forward. Mr. Racine's presentation detailed the number of participants, total local spending, overnight stays, and other economic factors.

Mr. Racine noted that one of the changes that took place this year included the Swimfest in June 2016. Changes for 2017 will also include some small improvements and more practice swim events. The 2017 event will be held the same weekend in August; Mr. Racine emphasized that keeping the timing of the event consistent is key.

Councilman Dofflemyer thanked Mr. Racine for all he does to make the event a success. Mr. Racine thanked the council and asked for their continued support and communication. Mr. Racine said that new events will increase proceeds that go back to the community. Councilman Sours requested that Mr. Racine expand the post-race survey to provide the council some additional feedback regarding the town. Mr. Racine said that he would be open to this concept and suggested the town also incorporate something into the athletes "swag bag".

HUB ZONE PROGRAM

Mr. Stephen Synnott, CEO of Syntelligent Analytic Solutions, provided a presentation on the local Hub Zone Company. Mr. Synnott said that the company is based in Falls Church but its hub zone is here in Luray. Recently, the Mayor visited Mr. Synnott at the local office and asked that he present information on the program. A copy of rack cards was presented to council members that Syntelligent, along with the EDA, created to promote Hub Zone advantages. Mr. Synnott continued with his power point presentation and explained that the Hub Zone Program is designed to help small businesses in urban and rural areas gain access to federal procurement opportunities. Hub Zone designations are typically areas of low income and high unemployment. Mr. Synnott also described the various types of federal programs and types of designations. Mr. Synnott noted that his company is one in which the majority of its hub zone based employees are located within this zone. Hub Zones are located in all states and the average number of employees per company is about six. Mr. Synnott said that he was recently on a panel with the Hub Zone Council who briefed the congressional staff on the entire program. Mr. Synnott said that his company was fortunate enough to be one of the Hub Zone “success stories”. Syntelligent has been operating in Luray since 2012 and began with seven employees. As of July 2016, the company had seventy employees company wide. Overall, twenty-seven new jobs were created in Page County, five of which are full time with benefits. Mr. Synnott says his company is also active in community events and noted that he serves on the Chamber of Commerce Board of Directors. He added that his company is committed to making Page County a better place to live and to attract additional Hub Zone companies. Syntelligent also offers a long term internship program with the local high schools. He noted that his company hopes to add a local call center in the near future.

Mayor Presgraves thanked Mr. Synnott for providing him a tour of the local office. Councilman Dofflemyer questioned what obstacles the company has faced in locating an office here. Mr. Synnott said that finding available properties to locate his office was a challenge. However, he said that from a workforce standpoint the community has been terrific. Mr. Synnott thanked the Council for making Luray a great place to work.

PAGE COUNTY ECONOMIC DEVELOPMENT UPDATE

Ms. Stephanie Lillard, Page County Economic Development, distributed some rack cards promoting Page County and noted that these were included in the Triathlon race packets. Ms. Lillard said that she has been working with the State Economic Development Partnership and the State Tourism Department to put together some graphics for print literature and online marketing. Ms. Lillard discussed one map in particular that reflected the access to available workforce within a day’s drive. She also discussed other maps that show the importance of the county’s proximity to major areas, highways and interstates, and regional airports. Ms. Lillard said that she continues to work with the regional efforts for tourism and agricultural development. She also discussed regional efforts to create a website that would assist tourists with planning their stay, such as pinpointing a local wine trail, etc.

Ms. Lillard said that she will be submitting an application for an amendment to the Enterprise Zone. The amendment will be to expand the boundaries of the zone. This would incorporate 177 additional acres in and around Luray and 9 acres in Shenandoah.

The hotel feasibility study has yielded a positive response, supporting that there is sufficient demand for a 60 room, upscale, mid-price, limited service hotel. The next step in this process would be to coordinate these results with investors and coordinate a field trip with potential stakeholders. Another area of interest is senior care living facilities and work is being coordinated on this effort. Ms. Lillard noted that discussion continues on a “Farm to Fork” affair in 2017 and will follow a trade show format. She added that the “Wallace” building has been sold and the new owner is moving forward with making improvements to the facility. There has already been some

interest in occupying the building from various businesses. Ms. Lillard said that she continues to work with local business prospects for this location and the county's industrial technology park as well. Efforts also continue to inform these prospects of incentives available to them through various state and local programs.

Lastly, Ms. Lillard said that things in Building and Zoning are looking up from last year's quarterly averages. New home construction permits are up significantly from last year which is a good indicator of the local economy.

ITEMS FOR COUNCIL ACTION

VDOT FUNDING REQUEST RESOLUTIONS

Assistant Town Manager, Bryan Chrisman, presented Council members with five resolutions regarding VDOT funding. The first is a Resolution in support of an allocation of up to \$40,000 for continued improvements on the Memorial Drive Corridor. The second is a Resolution in support of \$10,000 on the West Main Street Intersection Improvements. Third, is a Resolution stating the town's desire for funding for the West Main Street Bridge in the amount of \$1,300,000 through the Virginia Department of Transportation's State of Good Repair Funding Program. Mr. Chrisman said that the fourth Resolution is in regards to Smart Scale Funding for an allocation of \$1,130,881 through the Virginia Department of Transportation for the West Main Street Bridge. This was formerly referred to as "House Bill 2" funding, and has since been named Smart Scale Funding. Lastly, is the Resolution of Funding for West Main Street Intersection Improvements in the amount of \$1,318,592 from VDOT's Smart Scale Funding. Mr. Chrisman asked for Council's support of all five resolutions in order to meet application deadlines.

Motion: Councilman Dofflemyer motioned to approve all five Resolutions for Funding as presented, motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

JIM VAUGHAN OUT-OF-TOWN WATER

Assistant Town Manager, Bryan Chrisman, recalled a work session item from May 27th, 2014 regarding the review of an out-of-town request for water from Mr. Vaughan. The council's consensus at this time was that Mr. Vaughan be willing to meet all the conditions and requirements of the town. A letter reflecting such was sent to Mr. Vaughan on July 7th, 2014. Mr. Chrisman said that he filed all documents after one year, due to no further response from Mr. Vaughan. On October 11th, 2016, Mr. Chrisman said that Mr. Vaughan contacted the town and requested to proceed with the connection and signed the letter of conditions. Mr. Vaughan has since met with VDOT representatives and Mr. Mathews, Superintendent of Public Works, regarding the permits necessary to obtain lines under Creekside Drive. Staff recommends approval conditioned upon satisfactory completion of all requirements of the Town and other agencies. According to the town's code, this authorization requires a formal action of Council with a majority vote.

Motion: Councilman Lancaster motioned to approve Mr. Vaughan's request for the out-of-town water connection as presented, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

ANNOUNCEMENTS

Mayor Presgraves reminded everyone that this is the last scheduled meeting before the Election of 2016.

ADJOURN

With no further business, the meeting was adjourned at 8:29pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer

DRAFT

REVENUES - FY 2016-2017

14-Nov-16					
General Fund Revenue				31-Oct-16	%
Account #	Description	Approp. Amount		Year-to-Date Amount	Balance Remaining
3-100-11010-0001	Current Real Property Taxes	1,251,000.00		77,287.94	1,173,712.06 93.82%
3-100-11010-0002	Delinquent Real Property Taxes	10,915.00		-812.03	11,727.03 107.44%
3-100-11020-0001	Public Service Corp. Taxes	56,500.00		7,142.95	49,357.05 87.36%
3-100-11030-0001	Current Personal Prop. Taxes	155,500.00		10,858.13	144,641.87 93.02%
3-100-11030-0002	Delinquent Personal Prop. Taxes	2,000.00		951.39	1,048.61 52.43%
3-100-11031-0001	Current Mobile Homes Tax	600.00		79.39	520.61 86.77%
3-100-11060-0001	Penalties - all taxes	9,500.00		2,108.78	7,391.22 77.80%
3-100-11060-0002	Interest - all taxes	7,500.00		1,003.17	6,496.83 86.62%
3-100-12010-0001	Local Sales and Use Taxes	168,500.00		88,892.90	79,607.10 47.24%
3-100-12020-0001	Consumer Utility Taxes	71,000.00		22,791.03	48,208.97 67.90%
3-100-12020-0002	State Communications Tax	78,000.00		24,380.45	53,619.55 68.74%
3-100-12020-0005	Right of Way Fees	25,000.00		6,441.89	18,558.11 74.23%
3-100-12030-0001	Business License Tax	286,500.00		1,454.74	285,045.26 99.49%
3-100-12040-0001	Franchise License Tax	36,000.00		10,033.95	25,966.05 72.13%
3-100-12050-0001	Motor Vehicle Fee	55,000.00		6,410.58	48,589.42 88.34%
3-100-12060-0001	Bank Franchise Tax	167,000.00		0.00	167,000.00 100.00%
3-100-12070-0001	Transient Occupancy Tax	180,000.00		97,084.49	82,915.51 46.06%
3-100-12080-0001	Meals Tax	653,500.00		290,882.31	362,617.69 55.49%
3-100-12090-0001	Cigarette Tax	145,000.00		48,266.18	96,733.82 66.71%
3-100-13030-0001	Zoning-Special Use Permit	7,000.00		3,160.00	3,840.00 54.86%
3-100-14010-0001	Court Fines & Foreitures	14,000.00		3,287.43	10,712.57 76.52%
3-100-14010-0003	Parking Fines	100.00		0.00	100.00 100.00%
3-100-15010-0001	Interest on Investments	1,200.00		2,164.09	-964.09 -80.34%
3-100-15020-0001	Rental - General Property	5,500.00		1,400.00	4,100.00 74.55%
3-100-15020-0002	Rental - Rec. Prop. & Facilities	5,000.00		1,200.00	3,800.00 76.00%
3-100-15020-0005	Rental - Depot	6,000.00		2,000.00	4,000.00 66.67%
3-100-15020-0006	Rental - Airport Hangars	45,120.00		0.00	45,120.00 100.00%
3-100-16080-0001	Waste Collections & Disposal	268,000.00		91,592.60	176,407.40 65.82%
3-100-16120-0001	Swimming Fees	15,500.00		11,967.50	3,532.50 22.79%
3-100-16120-0002	Fishing & Boating Fees	6,000.00		2,307.25	3,692.75 61.55%
	General Fund Revenue				%
Account #	Description	Approp. Amount		Year-to-Date Amount	Balance Remaining
3-100-16120-0003	Shelter Rentals	9,000.00		3,410.00	5,590.00 62.11%

REVENUES - FY 2016-2017

3-502-41050-0001	Transfer to/from other funds				0.00	0.00%
	Total Sewer Fund Revenues	1,653,134.00		590,622.79	1,062,511.21	64.27%
	Total Revenues	9,951,994.00		2,320,863.43	7,631,130.57	76.68%

Expenditures - FY 2016-2017

		14-Nov-16		31-Oct-16		
			Approp.	Year-to-Date	Balance	%
		Description	Amount	Amount		Remaining
General Fund Expenditures						
<i>Mayor & Council</i>						
100-11100	1111	Salaries & Wages	33,355.00	11,115.14	22,239.86	66.68%
100-11100	2100	FICA	2,551.00	850.36	1,700.64	66.67%
100-11100	2300	Group Ins. Programs	65,328.00	19,388.00	45,940.00	70.32%
100-11100	5307	Public Official Liability	7,000.00	5,000.00	2,000.00	28.57%
100-11100	5540	Travel & Training	9,000.00	3,552.12	5,447.88	60.53%
100-11100	5810	Membership Dues/Subscriptions	6,000.00	5,601.30	398.70	6.65%
100-11100	5811	Contributions	25,000.00	24,000.00	1,000.00	4.00%
100-11100	5840	Misc. Expenses	10,000.00	1,163.22	8,836.78	88.37%
100-11100	6001	Office Supplies	2,000.00	528.59	1,471.41	73.57%
Total			160,234.00	71,198.73	89,035.27	55.57%
<i>Town Manager</i>						
100-12100	1102	Salaries & Wages-Town Manager	29,274.00	9,910.21	19,363.79	66.15%
100-12100	1104	Salaries & Wages-Asst. Town Manager	26,570.00	8,874.40	17,695.60	66.60%
100-12100	2100	FICA	4,300.00	1,458.03	2,841.97	66.09%
100-12100	2210	VRS	5,830.00	2,046.85	3,783.15	64.89%
100-12100	2210	Group Ins. Programs	6,208.00	2,168.16	4,039.84	65.07%
100-12100	2400	Group Life Ins. (VRS)	735.00	256.85	478.15	65.05%
100-12100	3310	Maint.Repairs. Mach. & Equip.	500.00	130.90	369.10	73.82%
100-12100	3311	Repair Parts	1,000.00	33.75	966.25	96.63%
100-12100	3600	Advertising	1,500.00	121.60	1,378.40	91.89%
100-12100	5210	Postal Services	1,500.00	726.35	773.65	51.58%
100-12100	5410	Vehicle Allowance	4,800.00	1,600.00	3,200.00	66.67%
100-12100	5540	Travel & Training	4,500.00	1,652.97	2,847.03	63.27%
100-12100	5810	Membership Dues - Subscriptions	650.00	395.99	254.01	39.08%
100-12100	5841	Website/Email Maintenance	3,000.00	615.00	2,385.00	79.50%
100-12100	6001	Office Supplies	1,000.00	28.78	971.22	97.12%
100-12100	6008	Gasoline, Lube, Tire	250.00	0.00	250.00	100.00%
100-12100	6014	Materials & Supplies	300.00	5.49	294.51	-100.00%
100-12100	8201	Machinery & Equipment	1,000.00	422.98	577.02	57.70%
Totals			92,917.00	30,448.31	62,468.69	67.23%
<i>Legal Services</i>						
100-12210	3150	Town Attorney	30,000.00	4,711.90	25,288.10	84.29%
<i>Annual Audit</i>						
100-12240	3120	Independent Auditors	5,700.00	0.00	5,700.00	100.00%
			Approp.	Year-to-Date	Balance	Remaining

Expenditures - FY 2016-2017

		Police Department				
100-31100	1101	Salaries & Wages - Chief	81,600.00		27,200.00	54,400.00 66.67%
100-31100	1102	Salaries & Wages Personnel Patrol	443,446.00		156,824.89	286,621.11 64.63%
100-31100	1122	Salaries & Wages Dispatchers	77,286.00		13,516.80	63,769.20 82.51%
100-31100	1141	Salaries & Wages - Overtime	17,000.00		8,850.16	8,149.84 47.94%
100-31100	1142	Overtime - Special Event	6,000.00		1,415.28	4,584.72 76.41%
100-31100	1311	Part time - Dispatcher			999.48	-797.33 -100.00%
100-31100	1312	Part time - temporary	103,400.00		31,115.97	72,284.03 69.91%
100-31100	2100	FICA	55,800.00		16,708.76	39,091.24 70.06%
100-31100	2210	VRS	62,950.00		20,476.90	42,473.10 67.47%
100-31100	2300	Group Ins. Program	157,068.00		52,108.00	104,960.00 66.82%
100-31100	2400	Group Life Ins. (VRS)	7,870.00		2,489.16	5,380.84 68.37%
100-31100	3110	Physicals	500.00		45.00	455.00 91.00%
100-31100	3310	Maint. Repairs Mach.& Equipment	15,000.00		4,939.85	10,060.15 67.07%
100-31100	3311	Repair Parts	8,000.00		3,198.77	4,801.23 60.02%
100-31100	3600	Advertising	100.00		0.00	100.00 100.00%
100-31100	5210	Postal Service	500.00		300.00	200.00 40.00%
100-31100	5230	Communications	10,000.00		3,992.39	6,007.61 60.08%
100-31100	5310	Liability Insurance	14,000.00		11,000.00	3,000.00 21.43%
100-31100	5410	Rental of Equipment	3,500.00		2,989.66	510.34 14.58%
100-31100	5540	Travel & Training	15,000.00		14,916.95	83.05 0.55%
100-31100	5810	Membership Dues - Subscriptions	14,000.00		2,410.27	11,589.73 82.78%
100-31100	5844	Grant Expenditures	12,831.00		0.00	12,831.00 100.00%
100-31100	5845	Court Costs	1,500.00		960.00	540.00 36.00%
100-31100	5850	Emergency Operations	1,000.00		0.00	1,000.00 100.00%
100-31100	5855	Senior/Physically Challenged	300.00		0.00	300.00 100.00%
100-31100	6001	Office Supplies	4,500.00		1,207.65	3,292.35 73.16%
100-31100	6008	Gas, Lube, Tires, Etc.	20,000.00		5,930.41	14,069.59 70.35%
100-31100	6010	Police Supplies & Range	11,000.00		2,993.73	8,006.27 72.78%
100-31100	6011	Uniforms	10,000.00		5,378.25	4,621.75 46.22%
100-31100	6014	Materials & Supplies	2,000.00		0.00	2,000.00 100.00%
100-31100	8201	Machinery & Equipment	8,000.00		2,311.00	5,689.00 71.11%
100-31100	8202	Furniture & Fixtures	1,000.00		312.71	687.29 68.73%
100-31100	8203	Communication Equipment	2,000.00		1,531.00	469.00 23.45%
		Total	1,167,151.00		396,123.04	771,027.96 66.06%
		Police-Capital Outlay				
100-31150	8201	Machinery & Equipment	17,000.00		0.00	17,000.00 100.00%
100-31150	8205	Vehicles	29,000.00		0.00	29,000.00 100.00%
			46,000.00		0.00	46,000.00 100.00%
			Approp.		Year-to-Date	Balance
		Description	Amount		Amount	%
		Streets				Remaining

Expenditures - FY 2016-2017

100-42300	5160	Recycling Expense	7,000.00	1,439.78	5,560.22	79.43%
		Totals	269,000.00	68,625.97	200,374.03	74.49%
		General Properties				
100-43200	2100	FICA	550.00	7.65	542.35	98.61%
100-43200	2220	Line of Duty	11,000.00	10,780.03	219.97	2.00%
100-43200	3130	Professional Services (Year End)	3,500.00	2,327.73	1,172.27	33.49%
100-43200	3160	Bank Charges	9,000.00	2,718.62	6,281.38	100.00%
100-43200	3310	Maint.Repairs, Machinery & Equip.	32,000.00	2,395.61	29,604.39	92.51%
100-43200	3311	Repair Parts	7,000.00	1,632.71	5,367.29	76.68%
100-43200	3312	Tree Maintenance & Removal	3,500.00	4,220.00	-720.00	-20.57%
100-43200	3320	Dam Inspection	18,000.00	1,000.00	17,000.00	94.44%
100-43200	3330	Dam Maintenance	24,000.00	18,156.52	5,843.48	24.35%
100-43200	3550	Lake/Pond Maintenance	17,500.00	18,075.00	-575.00	-3.29%
100-43200	3820	Janitorial Services	18,000.00	4,150.00	13,850.00	76.94%
100-43200	3840	Sheriff's Dept. Workforce	3,000.00	90.00	2,910.00	97.00%
100-43200	5110	Electricity	29,000.00	6,544.34	22,455.66	77.43%
100-43200	5120	Heating Service	7,000.00	0.00	7,000.00	100.00%
100-43200	5210	Postage	50.00	0.00	50.00	100.00%
100-43200	5230	Communications	24,000.00	11,973.75	12,026.25	50.11%
100-43200	5310	Liability Insurance	58,000.00	43,557.00	14,443.00	24.90%
100-43200	5410	Lease/Rental of Equipment	16,650.00	11,934.27	4,715.73	28.32%
100-43200	5420	Rents	200.00	561.75	-361.75	-180.88%
100-43200	5852	Animal Friendly Plates	60.00	0.00	60.00	100.00%
100-43200	5853	Employee Expenses/Retirement	17,000.00	2,858.19	14,141.81	83.19%
100-43200	5854	Dept.of Fire Programs	15,000.00	14,297.33	702.67	4.68%
100-43200	5855	Matching Funds - Pals	5,000.00	5,000.00	0.00	0.00%
100-43200	6001	Office Supplies	500.00	0.00	500.00	100.00%
100-43200	6013	Brown's Building Maintenance		-1,662.27	1,662.27	-100.00%
100-43200	6014	Materials & Supplies	11,000.00	2,518.58	8,481.42	77.10%
100-43200	6015	Human Resources Training/Supplies	1,500.00	0.00	1,500.00	100.00%
100-43200	6016	PCORI - Affordable Care Act Fee	250.00	212.16	37.84	-100.00%
100-43200	8201	Machinery & Equipment	1,000.00	0.00	1,000.00	100.00%
400-43200	8227	Wreaths/Banners	1,000.00	0.00	1,000.00	100.00%
100-43200	8236	Depot Phase V	80,000.00	32,014.95	47,985.05	59.98%
100-43200	8238	Depot Maintenance	12,500.00	530.00	11,970.00	95.76%
			426,760.00	195,893.92	230,866.08	54.10%
		General Properties - Capital Outlay				
100-43250	8201	Machinery & Equipment	3,070.00	2,974.99	95.01	3.09%
100-43250	8219	Improvement Projects	40,000.00	0.00	40,000.00	100.00%
			43,070.00	2,974.99	40,095.01	93.09%
			Approp.	Year-to-Date	Balance	%
		Description	Amount	Amount		Remaining
100-53300	5700	Tax Relief for the Elderly & Disabled	20,000.00	0.00	20,000.00	100.00%

SUP6-2, Request of Ms. Kate Anderson For a Special Use Permit to Allow a Bed and Breakfast Operation on a R2-zoned Parcel

Location and Proposed Use

The applicant, Ms. Kate Anderson, has requested a special use permit to operate a Bed and Breakfast from an existing single-family dwelling. The dwelling is located at 19 Amiss Avenue, and is zoned "R2" (Medium-Density Residential). In the R2 zoning district, Bed and Breakfast operations are allowable by special use permit.

The subject single-family house was purchased by Ms. Anderson in 2015, and it contains roughly 2,400 square feet of floor area; it sits on a single parcel that is roughly 0.31 acres (13,500 square feet) in area. (see maps and visual exhibits on next page)

The house has four bedroom and two and half baths; however, the applicant has indicated she intends to only rent one room for the bed and breakfast operation. Per the Town Code, bed and breakfast operations may rent up to six bedrooms.

In order to obtain a Town business license, the dwelling will need to be inspected by the Page County Building Official. The Building Official will maintain the use (bed and breakfast) meets all relevant building code requirements.

Additional Considerations

- A good off-street parking area exists on-site behind the subject house.
- The operation may have one sign, which may not exceed four square feet in area.

AREA MAP and Visuals

Street View: 19 Amiss Avenue



Aerial and Parcel Map View



Staff Recommendation: Approval**October 6, 2015**

The subject dwelling is located in a zoning district in which Bed and Breakfast operations are allowable by special use permit. The applicant is seeking to utilize the existing dwelling as a bed and breakfast; the dwelling appears to be well-suited for the proposed use, and the parcel contains ample areas to accommodate multiple vehicles on-site. However, the applicant will be required to obtain approval from the Building Official prior to opening to the public. It is anticipated that the dwelling will require several minor upgrades in order to satisfy building code requirements. The proposed use is consistent with the Comprehensive Plan's goal to promote tourism and tourism related industries. If approved, the use is not expected to negatively impact the surrounding neighborhood.

Planning Commission: Approval**October 12, 2016**

The Planning Commission unanimously approved Ms. Anderson's request by a 6 – 0 vote. The Planning Commission believed the request would not negatively impact the surrounding neighborhood, and is an appropriate fit for the surrounding area.

Town of Luray

45 East Main Street
Luray, Virginia 22835

NOTICE OF PUBLIC HEARING LURAY TOWN COUNCIL SPECIAL USE PERMIT REQUEST

NOTICE is hereby given pursuant to Section 15.2-2204 of the *Code of Virginia*, as amended, that Luray's Town Council shall hold a public hearing on **Monday, November 14th, 2016 at 7 p.m.** The public hearing shall be conducted in the Luray Town Council Chambers located at 45 East Main Street in the Town of Luray, Virginia.

The purpose of the hearing is to receive public comments and to consider the following special use permit request presented by Kate Anderson:

SUP16-2: The applicant, Kate Anderson, is requesting a special use permit to operate a bed and breakfast from an existing single-family dwelling. The subject dwelling is located in a "R2" (medium-density residential) zoning district and a bed & breakfast operation is allowable by special use permit. The applicant intends to utilize/rent one (1) bedrooms as part of the proposed operation. The parcel's postal address is 19 Amiss Avenue, and is further identified on Page County's Tax Maps as 42A11-A-210.

Copies of the Town's zoning ordinance and the subject request are available at the Town of Luray's Office, 45 East Main Street, Luray, Virginia and may be viewed between the hours of 8 a.m. and 5 p.m. Monday – Friday. Questions may be directed to the Town Planner by calling 540.743.5511, or by emailing lwebb@townofluray.com.

W. Ligon Webb
Town Planner
Town of Luray, Virginia

Town of Luray

45 East Main Street

Luray, Virginia 22835

NOTICE OF PUBLIC HEARING AND INTENT TO VACATE PUBLIC RIGHT-OF-WAY LURAY TOWN COUNCIL

NOTICE is hereby given pursuant to §§ 15.2-2006 and 15.2-2204 of the Code of Virginia, as amended, that the Luray Town Council shall hold a public hearing on **Monday, November 14th, 2016 at 7:00 p.m.** in the Luray Town Council Chambers located at 45 East Main Street in the Town of Luray, Virginia.

The purpose of the hearing is to receive public comments for a requests to vacate a public right-of-way (alleyway) containing roughly 2,000 square feet of area; measuring roughly 20 feet in width and 100 feet in length. The right-of-way adjoins a two parcel recently purchased by the applicants, David and Lauren Reed. The parcels owned by Mr. & Ms. Reed are located at the corner of the intersection of Third Street and Seventh Avenue, and are identified on Page County Tax Maps as 42A1118-56 11 and 12. The postal address of the two properties are 226 and 228 Seventh Avenue. The public right-of-way at issue appears to have been dedicated by the Valley Land and Improvement Company to provide public passage between adjoining lots. The public right-of-way will be vacated and discontinued in the event that Mr. & Ms. Reed's application is granted. Any adjoining landowner wanting an equitable distribution of the right-of-way, should let their intentions be known prior to, or during, this public hearing.

All interested persons may appear and present their views at the public hearing. Copies of this request, and maps displaying the area requested to be vacated, are available at the Town of Luray Offices, 45 East Main Street, Luray, Virginia, and may be viewed between the hours of 8 a.m. and 5 p.m. Monday – Friday. Questions may be directed to the Town Planner at 540.743.5511, or by emailing lwebb@townofluray.com.

W. Ligon Webb
Town Planner
Town of Luray, Virginia

Reed Request: Proposed Location of Alley/Right-of-Way Requested to be vacated





Department of Police/Office of the Chief

Town of Luray, Virginia

Calls for Service Quarterly Reports 2016

Chief C.S. "Bow" Cook



Service Call Types	Jan	Feb	Mar	1st Qtr Total	Apr	May	Jun	2nd Qtr Total	Jul	Aug	Sep	3rd Qtr Total	Oct	Nov	Dec	4th Qtr Total
Alarms	18	7	20	45	20	11	27	58	18	13	15	46	3			3
Assist Motorist	4	5	1	10		4	4	8	7	4	4	15	7			7
Assault & Battery	4	1	1	6	4	5	1	10	8	3	3	14	1			1
Animal Control	2	5	6	13	5	13	11	29	17	17	10	44	13			13
Assist Elderly	2	1		3			1	1				0	1			1
Arson				0				0				0				0
Assist Other Agency	5	6	8	19	4	4	4	12	14	15	2	31	11			11
Assist PCSO	6	1		7	1	2	1	4	2	4	1	7	3			3
B&E (Residence)		1	1	2				0	1	2		3	1			1
B&E (Business)				0				0	2			2	2			2
Bomb Threats				0				0				0				0
Code Violations				0	1	5	10	16	7	6	1	14	5			5
Counterfeit Money		3		3	1	2		3	1		4	5	2			2
Child Custody Matter	1	2	4	7	1	2		3	1	4		5				0
Civil Matter	3	7	9	19	8	8	10	26	13	16	10	39	4			4
Domestic related	12	5	2	19	3	8	8	19	10	9	13	32	11			11
Disorderly Conduct	9	6	7	22	4	5	4	13	9	7	7	23	8			8
DUI	1	2	4	7	2	2	1	5		1	4	5	2			2
Death(Natural,Suicide)				0	1	1	1	3	1	1		2	3			3
Disturbances		1		1		1	1	2	2			2	1			1
Drunkenness	1	2	3	6	2	1	3	6	1	1	5	7	1			1
EPO (Emergency Protective Order)	0	2		2				0				0	1			1
ECO (Emergency Custody Order)	1	1		2	2	1		3	2			2				0
Embezzlement				0		1		1				0				0
Forgery & Uttering	1			1	1	1		2			1	1				0
Fights	1	2		3	2	3	3	8	2		1	3				0
Fraud	2		1	3	1	2	4	7	2	3	5	10	3			3

Grand Larceny	1	1	1	3	4	3	4	11	3	2	2	7	2			2
911 Hang-up	3	3	5	11	6	5	4	15	5	9	5	19	6			6
Harassment				0	3	3	3	9	6	1	5	12	4			4
Informational	3		8	11	6	11	15	32	7	4	3	14	8			8
Juvenile Matters	2	2	1	5	4	8	1	13	7	5	8	20				0
Lost/Found Property		1		1	5	3	4	12	5	8	10	23	4			4
Motor Vehicle Crash	10	9	12	31	11	17	15	43	13	9	16	38	10			10
Motor Vehicle Theft				0	2			2	1			1	2			2
Malicious Wounding				0				0				0				0
Mental Issues/Subject	1	6	5	12	5	4	2	11	2	7	2	11	2			2
Missing Person(s)	2	2	3	7	2	2		4	1	1	2	4	1			1
Noise Complaint	1	2		3	1	4	3	8	4	3	4	11				0
Narcotics/Drugs	5	6	5	16	5	12	5	22	1	7	3	11	5			5
Parking	1	1	1	3	3	1	2	6	1	2		3	1			1
Prescription Fraud				0				0				0				0
Petit Larceny	0	1	2	3	5	3	6	14	11	7	5	23	4			4
Pornography		1	1	2	1			1				0	1			1
Robbery				0				0				0				0
Armed Robbery				0				0				0				0
Roadway Blocking				0	1			1		1		1				0
Reckless Driving		2	4	6	6	3	3	12	2	6		8	1			1
Sex Crime (Adult)				0				0				0				0
Sex Crime (Child)	1	1		2		2		2	2			2				0
Skateboard Violation				0				0				0				0
Scams	1	1		2	1	4		5				0				0
Shoplifting	4	3	3	10	2	2	2	6	5		1	6	3			3
Suspicious Activity	10	13	22	45	21	26	26	73	32	34	26	92	35			35
Schools Traffic (Direct)	30	38	34	102			6	6				0				0
Trespassing		3	3	6	5	6	3	14	3	6	7	16	6			6
Traffic Control (other)	9	4	19	32	11	10	11	32	7	8	3	18	2			2
Threats	2	3	4	9	2	4		6	3	4	2	9	1			1
Unauthorized Use Vehicle				0		1		1				0				0
Vandalism/Property Dest.	1	3	2	6	3	1	2	6	1	5	2	8	4			4
Welfare Check	7	10	12	29	7	14	7	28	8	13	4	25	10			10

TOWN OF LURAY POLICE DEPARTMENT
 2016 ANNUAL STATISTICAL REPORT
 Criminal Investigations Division
 Investigator Ronald K. McClelland

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR TO DATE
Cases Assigned	8	7	7	4	8	9	4	6	2	3			58
Cases Closed	1	6	5	9	7	7	5	7	4	1			52
Cleared Arrest	1	2	2	2	1		1	1	2				12
Cleared Unfounded	1						1						2
Warrants - Misdemeanors	2	3	2	3	1		1	1	2				15
Warrants - Felonies	1	1	1	2	2			2					9
Grand Jury Indictment		5	1		2	1	2	3					14
Arrests / Served	1							1	1				3
Court Orders								1					1
Search Warrants							2						2
Probation Searches	1	1	1	1		1		3					8
Consent Searches													0
Town Code Violations		1	1	2	19	22	6	6	7	4			68
CFS - Primary	6	6	8	5	10	12	2	6	2	1			58
CFS - Assist	4	7	7	6		9	2	6	4	7			52
Traffic Summons													0
Drug Seizures	1				1			1					3
Call Outs		2				1		1					4
Call Out Hours		8				3		3					14
Court Hearings	8	9	7	7	7	4	1	2	2	4			51

Signature: _____

Date: _____



Department of Police/Office of the Chief

Town of Luray, Virginia

Criminal Offenses Quarterly Reports 2016

Chief C.S. "Bow" Cook



Service Call Types	Jan	Feb	Mar	1st Qtr Total	Apr	May	Jun	2nd Qtr Total	Jul	Aug	Sep	3rd Qtr Total	Oct	Nov	Dec	4th Qtr Total
Abduction				0				0				0				0
Animal Cruelty				0				0				0				0
Assault & Battery	2	1		3	5	1		6	4	1	1	6	1			1
Arson				0				0				0				0
B&E (Residence)				0				0				0				0
B&E (Business)				0				0				0				0
Business Violations				0				0				0				0
Child Neglect				0				0				0				0
Code Violations				0		1		1				0				0
Contribute to Deliq.		1		1	2			2				0				0
Credit Card Fraud				0				0				0				0
Credit Card Theft				0				0				0				0
Curfew Violation				0				0				0				0
Disorderly Conduct				0				0		1		1				0
Drunkenness	3	2	2	7	2	1	2	5	1	2	3	6	2			2
Drinking while Driving				0				0				0				0
DUI	1	2	4	7	2	2	2	6	1	1	4	6	1			1
DUI Refusal Breath Test				0		1		1			1	1	1			1
Embezzlement				0				0				0				0
EPO (Emergency Protective Order)	2			2	3			3	3	1		4	1			1
ECO (Emergency Custody Order)	1			1	1			1	1			1				0
Forgery & Uttering				0				0				0				0
Fights				0				0				0				0
Fraud	1			1				0				0				0
False Report to L.E.				0				0				0				0
Grand Larceny	2			2		1	3	4	1			1				0
Indecent Exposure				0				0				0				0

INDIVIDUAL OFFICERS' ARRESTS OCTOBER 2016

Lieutenant C. D. Stoneberger

1 – Felony Elude
1 – Resist Arrest
1 – Fail to Obey Highway Sign
1 – Possession of Marijuana
1 – Driving Suspended

TOTAL: 5

Sergeant L. W. Foster

1 – Expired State Inspection

TOTAL: 1

Patrolman/Investigator W. N. Fadeley

1 – Felony Destruction of Property

TOTAL: 1

Patrolman H. H. Molina

1 – Warrant Service
2 – Fail to Obey Highway Sign
1 – Public Intoxication
1 – Speeding
1 – Following too Close

TOTAL: 6

Patrolman G. L. Cabbage

1 – Felony Hit-n-Run
1 – Public Intoxication
1 – Refusal of Blood/Breath Test
1 – Emergency Protective Order
1 – Assault & Battery
1 – Driving under the Influence

TOTAL: 6

Patrolman A. B. Katz

2 – Driving Suspended
1 – Shoplifting
1 – Possession of Marijuana

TOTAL: 4

Patrolman C. A. Seal

2 – Possession of a Controlled Substance
2 – Petit Larceny
1 – Possession of Marijuana
1 – Possession of a Controlled Substance
With Intent to Distribute
1 – Expired Registration
1 – Driving Suspended
1 – Warrant Service

TOTAL: 9

Patrolman B. T. Good

1 – No Operator's License
1 – Expired Registration

TOTAL: 2

**A TOTAL OF 34 ARRESTS
FOR OCTOBER 2016**

LURAY TOWN COUNCIL REPORT

PARKS AND RECREATION DEPARTMENT

NOVEMBER 14, 2016

**LURAY PARKS & RECREATION DEPARTMENT
WEEKLY REPORT
OCTOBER 7, 2016**

HAWKSBILL GREENWAY

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, weeding, mulching, and mutt-mitts.
- Completed fishing platform paver caulking.
- Started ditch project, stump grinding, and tree removal on loop/Green Section.
- Repaired leaking water fountain on Orange Section.
- Received quote to redeck the southern Greenway Ramp connecting trail to Main Street. This repair project will be funded by the Hawksbill Greenway Tractor.

RALPH H. DEAN RECREATION PARK

- Continued routine maintenance of bathrooms, trash removal, ballfield prep, soccer field prep, mowing, weed-eating, shelter rentals and mutt-mitts.
- Sanded and painted all doors on old maintenance building at Field #1.
- Comcast began installing conduit for DTA's.
- Looked into scoreboard red light complaint and didn't find any lights left on.
- Installed new toilet in Men's Restroom at Field #1.
- Repaired soffit on Field #3 press box.

LAKE ARROWHEAD/LAKE MORNINGSTAR/YAGER SPRING

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, shelter and scout camp rentals, and mutt-mitts.
- Continuing to design new Lake Arrowhead signage for the park entrance, kiosk, and trails which are all funded by Page Alliance for Community Action (PACA).

INN LAWN PARK/ CAVE POND/ EUGENE PARK/ POCKET PARKS/VISITOR'S CENTER

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, and mutt-mitts.

MISCELLANEOUS PARKS & RECREATION

- Continued routine maintenance of bathrooms, trash removal, weeding, planting, pruning, mowing, weed-eating, and filling mutt-mitts at all park locations.
- Continued to update the Town website's Parks & Recreation information and pictures, as well as the HWY 340 Event Sign message and sandwich board sign to promote Town events.
- Continued to distribute rack cards and event flyers to all businesses and all kiosks.
- Continued to complete department PO's, credit card forms, and weekly reports.
- Continued to plan and prepare for Halloween, Christmas Parade, Community Reception, Festival of Spring, and Arbor Day.
- Continued to water all hanging flower baskets along Main St.
- Picked up fall décor order at Valley Star Farm and began decorating town.
- Delivered stage to Heritage Festival.
- Received bids for a new tractor and ventrac. Opened all bids at 11:30am on 10/6/2016.
- Attended PACA meeting on 10/4/2016 at PMH at 12:00pm.

UPCOMING MEETINGS & EVENTS

- | | | | |
|--------------|---------------------------------------|------------------|---------------|
| ➤ 10/8/2016 | First LYFL Football Game | RD Park | 12:00PM |
| ➤ 10/13/2016 | Chamber's Window Decorating Breakfast | Mimslyn Inn | 7:30AM-9:00AM |
| ➤ 10/13/2016 | White House Native's Open House | White House Farm | 2:00PM-6:00PM |

**LURAY PARKS & RECREATION DEPARTMENT
WEEKLY REPORT
OCTOBER 14, 2016**

HAWKSBILL GREENWAY

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, weeding, mulching, and mutt-mitts.
- Installed PACA's Turkey Trot 5k banner.
- Picked up a Crepe Myrtle donation from Fort Valley Nursery.

RALPH H. DEAN RECREATION PARK

- Continued routine maintenance of bathrooms, trash removal, ballfield prep, soccer field prep, mowing, weed-eating, shelter rentals and mutt-mitts.
- Completed Fit Trail improvements. Painted all stations and installed all new signage.
- Held Successful first LYFL Football game on 10/8/2016.
- Soccer season ends 10/15/2016.
- Repaired women's toilet at the Skate Park restroom.

LAKE ARROWHEAD/LAKE MORNINGSTAR/YAGER SPRING

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, shelter and scout camp rentals, and mutt-mitts.
- Mowed Lake Arrowhead dam.
- Met with Roger Rothgeb to finalize plans and supplies list to rebuild bridge on Lake A trail.

INN LAWN PARK/ CAVE POND/ EUGENE PARK/ POCKET PARKS/VISITOR'S CENTER

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, and mutt-mitts.
- Prepared Slye Pocket Park for a ribbon cutting ceremony next door.

MISCELLANEOUS PARKS & RECREATION

- Continued routine maintenance of bathrooms, trash removal, weeding, planting, pruning, mowing, weed-eating, and filling mutt-mitts at all park locations.
- Continued to update the Town website's Parks & Recreation information and pictures, as well as the HWY 340 Event Sign message and sandwich board sign to promote Town events.
- Continued to distribute rack cards and event flyers to all businesses and all kiosks.
- Continued to complete department PO's, credit card forms, and weekly reports.
- Continued to plan and prepare for Halloween, Christmas Parade, Community Reception, Festival of Spring, and Arbor Day.
- Continued to water all hanging flower baskets and mums along Main St. Plan to take down hanging baskets soon.
- Completed decorating town for Fall.
- Stored stage from Heritage Festival.
- Ordered new tractor and ventrac.
- Attended Chamber of Commerce's Window Decorating meeting on 10/13/2016 the Mimslyn Inn.
- Attended the White House Native's Open House on 10/13/2016 at White House Farm.

UPCOMING MEETINGS & EVENTS

- | | | | |
|--------------|---|---------|-------------|
| ➤ 10/17/2016 | Halloween Volunteer Signups | LHS | 11:00AM |
| ➤ 10/19/2016 | Meeting with DCR Rep. – Synthia Waymack | RD Park | 10:30AM |
| ➤ 10/31/2016 | Halloween Celebration | RD Park | 6:00-9:00PM |

**LURAY PARKS & RECREATION DEPARTMENT
WEEKLY REPORT
OCTOBER 21, 2016**

HAWKSBILL GREENWAY

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, weeding, mulching, and mutt-mitts.
- Planted the Tuscarora Crepe Myrtle donation on the Green Section/Loop in memory of Julia Coleman.
- Completed ditch project on Green Section/Loop.
- Received Greenway Ramp Repair Evaluation and Proposal from the Hawksbill Greenway Foundation and sent to Town Manager and Town Council.

RALPH H. DEAN RECREATION PARK

- Continued routine maintenance of bathrooms, trash removal, ballfield prep, soccer field prep, mowing, weed-eating, shelter rentals and mutt-mitts.
- Installed new station numbers on Fit Trail stations.
- Coordinated removal of dirt pile, brush pile, and cleared a dumping spot in the woods. Have asked other departments to not dump at the RD Park and utilize chipper to cut down on brush accumulation.

LAKE ARROWHEAD/LAKE MORNINGSTAR/YAGER SPRING

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, shelter and scout camp rentals, and mutt-mitts.
- Ordered signage for Lake Arrowhead restrooms with afterhours maintenance contact phone number to address vandalism and supplies shortages as they arise.
- Ordered and received supplies for Eagle Scout, Garrett Rothgeb, to rebuild bridge on Lake A trail.

INN LAWN PARK/ CAVE POND/ EUGENE PARK/ POCKET PARKS/VISITOR'S CENTER

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, and mutt-mitts.

MISCELLANEOUS PARKS & RECREATION

- Continued routine maintenance of bathrooms, trash removal, weeding, planting, pruning, mowing, weed-eating, and filling mutt-mitts at all park locations.
- Continued to update the Town website's Parks & Recreation information and pictures, as well as the HWY 340 Event Sign message and sandwich board sign to promote Town events.
- Continued to distribute rack cards and event flyers to all businesses and all kiosks.
- Continued to complete department PO's, credit card forms, and weekly reports.
- Continued to plan and prepare for Halloween, Christmas Parade, Community Reception, Festival of Spring, and Arbor Day. Held Halloween Volunteer Signups on 10/17/16 at LHS at 11:00AM and had 28 students signup.
- Continued to water all hanging flower baskets and mums along Main St. Plan to take down hanging baskets soon.
- Received new Ventrac 4500Z on Monday and should receive N.H. Work Master Tractor by the end of the week.

UPCOMING MEETINGS & EVENTS

- | | | | |
|--------------|---|---------|-------------|
| ➤ 10/19/2016 | Meeting with DCR Rep. – Synthia Waymack | RD Park | 10:30AM |
| ➤ 10/31/2016 | Halloween Celebration | RD Park | 6:00-9:00PM |

**LURAY PARKS & RECREATION DEPARTMENT
WEEKLY REPORT
OCTOBER 28, 2016**

HAWKSBILL GREENWAY

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, weeding, mulching, and mutt-mitts.
- Completed and submitted the USDA CREP Program Survey.
- Received several donation inquiries this week and updated all donation forms.
- Cutback creek bank from Mechanic St. to the Railroad tracks.
- Repainted 'stop, look, wave' on trail at Mechanic Street crosswalk.
- Removed broken solar lights from Welcome to Luray sign on 340 N. and ordered replacement LED solar lights.
- Hawksbill Greenway Foundation received \$1000 donation check from Charlotte Smeltzer.

RALPH H. DEAN RECREATION PARK

- Continued routine maintenance of bathrooms, trash removal, ballfield prep, soccer field prep, mowing, weed-eating, shelter rentals and mutt-mitts.
- Began Halloween Preparations at the C/O '71 shelter and Rotary Shelter.
- Removed drainage pipe, graded, seeded, and strawed behind Field 1.
- Completed quarterly playground inspection.

LAKE ARROWHEAD/LAKE MORNINGSTAR/YAGER SPRING

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, shelter and scout camp rentals, and mutt-mitts.
- Cleaned up all beach debris and graded sand back due to recent flooding.
- Cleaned and serviced old ventrac.
- Installed new toilet paper dispensers in Lake restrooms and have ordered new soap dispensers that were vandalized over the weekend.
- Completed quarterly Lake Morningstar Stump Monitoring Form.
- Coordinated design of new Lake Arrowhead signage funded by PACA.

INN LAWN PARK/ CAVE POND/ EUGENE PARK/ POCKET PARKS/VISITOR'S CENTER

- Continued routine maintenance of bathrooms, trash removal, mowing, weed-eating, and mutt-mitts.
- Removed ceiling hook, patched hole, and painted patchwork in the LDI Office.

MISCELLANEOUS PARKS & RECREATION

- Continued routine maintenance of bathrooms, trash removal, weeding, planting, pruning, mowing, weed-eating, and filling mutt-mitts at all park locations.
- Continued to update the Town website's Parks & Recreation information and pictures, as well as the HWY 340 Event Sign message and sandwich board sign to promote Town events.
- Continued to distribute rack cards and event flyers to all businesses and all kiosks.
- Continued to complete department PO's, credit card forms, and weekly reports.
- Continued to plan and prepare for Halloween, Christmas Parade, Community Reception, Festival of Spring, and Arbor Day. Held Halloween Volunteer Signups on 10/17/16 at LHS at 11:00AM and had 28 students signup.
- Continued to water all hanging flower baskets and mums along Main St. Plan to take down hanging baskets soon.
- Recorded a Christmas Radio Ad for Rascal 1330 on 10/26/16 to run through the month of November.
- Attended Tree & Beautification Committee Meeting on 10/26/16.
- Ordered '21 prelit LED Christmas tree with star topper and ornaments for lighting ceremony at the Holiday Reception. LDI made a matching contribution to fund the purchase.
- Attended Halloween meeting with LPD & PW on 10/27/16.
- Received New Holland Work Master Tractor on 10/27/16.
- Dale's Upholstery repaired our little moon bounce and new Ford Ranger truck seat.

UPCOMING MEETINGS & EVENTS

- | | | | |
|--------------|-----------------------|---------|-------------|
| ➤ 10/31/2016 | Halloween Celebration | RD Park | 6:00-9:00PM |
| ➤ 11/1/2016 | PACA Meeting | PMH | 12:00PM |
| ➤ 11/14/2016 | Tournament Meeting | RD Park | 1:00PM |

STAFF REPORT:

Background Information:

On October 21, 2016 Jay North contacted me regarding an off premise sign for the HawkBill Trading Company located on Broad Street and Main. I informed him that off premise signs are not permitted in Town. Mr. North referenced the Art Warehouse off premise sign; I informed him the Art Warehouse sign was grandfathered in after the sign ordinance was approved. The Art Warehouse sign is the only off premise sign allowed in Town.

Current Issue or Proposal:

Mr. North requested an Appeal as provided in Sec. 86-50 Appeal process copied below:

- **Sec. 86-50. - Appeal process.**
 - (a)
If a customer wishes to appeal any decision by the town manager, they can present their case before the town council.
 - (b)
If a customer wishes to appeal any decision by the town council, they may appeal such decision to the Page County Circuit Court.
(Ord. of 6-13-2011(1), § 1)

Recommendation:

Staff recommends denial of the request due to the prohibited sign section 801.5 a copied below:

801.5. Prohibited signs: The following signs are expressly prohibited unless specifically stated otherwise:

- (a) Billboards and off-premises signs.

IX. B) Re-Designation & Re-Allocation of Transportation Funds

Based on new VDOT submittal requirements in support of funding applications, localities must show within their approved budgets certain specific items. These include General Ledger line item designations that are project-specific. Prior to this, we used generic G/L line item descriptions such as "Revenue Sharing" or "Transportation Reserves".

In addition to the proposed changes to the descriptions, I suggest altering the budget allocation amounts to match our funding submittals. At the time we created the budget, we had no clear idea of available VDOT funding, or even which VDOT programs we would be eligible to apply for funds.

The "Current" sheet shows our budget section as currently approved. The "Proposed" sheet indicates the corrected General Ledger Line Item descriptions, and the matching funding request allocations.

There is no Net Change to the Capital Projects section dollar value, nor to the budget as a whole. Thus, no public hearing is required.

Staff recommends approval of the proposed changes to the budget.

Current

		Planning & Zoning	
100-81100	1101	Salaries & Wages - Planning Comm.	3,000
100-81100	1102	Salaries & Wages - Town Planner	68,107
100-81100	2100	FICA	5,400
100-81100	2210	VRS	7,110
100-81100	2300	Group Ins. Programs	15,012
100-81100	2400	Group Life Ins. (VRS)	900
100-81100	3141	Engineering	5,000
100-81100	3600	Advertising	4,000
100-81100	5210	Postage	500
100-81100	5540	Travel & Training	1,000
100-81100	5810	Membership Dues	450
100-81100	6001	Office Supplies	600
100-81100	6014	Materials & Supplies	1,000
		Totals	112,079
		Economic Development	
100-81500	8230	Luray Downtown Initiative	30,000
100-81500	8231	Farmers Market	2,700
100-81500	8232	Lord Fairfax Community College	11,578
100-81500	8237	Project Expenses	1,000
100-81500	8238	Airport Expenses	42,000
100-81500	8239	Wayfinder Signs	1,500
		Totals	88,778
		Capitol Projects	
100-94000	8500	Main Street Bridge Project	1,400,000
100-94000	8501	Transportation Reserves	250,000
100-94000	8502	Revenue Sharing	50,000
100-94000	8600	Memorial Drive Upgrades	300,000
100-94000	9120	Interest on Loan	5,000
		Totals	2,005,000
		General Fund Debt Service	
100-95100	9110	Debt Service - Principal	
		Town Office Building	7,100
		Loan - \$159,000 Blue Ridge Bank	53,000
100-95100	9120	Debt Service - Interest Payments	
		Town Hall	20,140
		Loan - \$159,000 Blue Ridge Bank	2,405
100-95100	9140	Airport Hangars Reserves	45,120
100-95100	9150	Little League Complex - Principal	25,000
100-95100	9160	Little League Complex - Interest	7,000
100-95100	9170	Browns Bld. - Principal	
100-95100	9180	Browns Bld - Interest	12,500
		Totals	172,265
		General Fund Total Expenditures	6,948,677
		CDBG Fund Project Fund	
320-7000	8234	CDBG Expenditures	-

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Proposed

Planning & Zoning			
100-81100	1101	Salaries & Wages - Planning Comm.	3,000
100-81100	1102	Salaries & Wages - Town Planner	68,107
100-81100	2100	FICA	5,400
100-81100	2210	VRS	7,110
100-81100	2300	Group Ins. Programs	15,012
100-81100	2400	Group Life Ins. (VRS)	900
100-81100	3141	Engineering	5,000
100-81100	3600	Advertising	4,000
100-81100	5210	Postage	500
100-81100	5540	Travel & Training	1,000
100-81100	5810	Membership Dues	450
100-81100	6001	Office Supplies	600
100-81100	6014	Materials & Supplies	1,000
Totals			112,079
Economic Development			
100-81500	8230	Luray Downtown Initiative	30,000
100-81500	8231	Farmers Market	2,700
100-81500	8232	Lord Fairfax Community College	11,578
100-81500	8237	Project Expenses	1,000
100-81500	8238	Airport Expenses	42,000
100-81500	8239	Wayfinder Signs	1,500
Totals			88,778
Capital Projects			
100-94000	8500	Main Street Bridge Project	1,400,000
100-94000	8501	Transportation Reserves	200,000
100-94000	8502	Revenue Sharing-Northcott/West Main	20,000
100-94000	8600	Revenue Sharing -Memorial Drive	380,000
100-94000	9120	Interest on Loan	5,000
Totals			2,005,000
General Fund Debt Service			
100-95100	9110	Debt Service - Principal	
		Town Office Building	7,100
		Loan - \$159,000 Blue Ridge Bank	53,000
100-95100	9120	Debt Service - Interest Payments	
		Town Hall	20,140
		Loan - \$159,000 Blue Ridge Bank	2,405
100-95100	9140	Airport Hangars Reserves	45,120
100-95100	9150	Little League Complex - Principal	25,000
100-95100	9160	Little League Complex - Interest	7,000
100-95100	9170	Browns Bld. - Principal	
100-95100	9180	Browns Bld - Interest	12,500
Totals			172,265
General Fund Total Expenditures			6,948,677
CDBG Fund Project Fund			
320-7000	8234	CDBG Expenditures	-

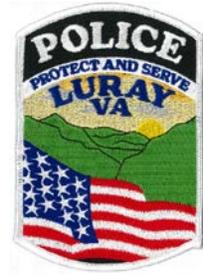
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Town of Luray, Virginia

Police Department

45 East Main Street
Luray, Virginia 22835
(540) 743-5343



C.S. "Bow" Cook
Chief of Police

Donna S. Pullen
Administrative
Secretary

Since coming to the Luray Police Department, I have observed the ongoing traffic congestion problems for the past two years located on Luray Avenue and Second Street. This occurs mainly in the afternoon from 2:30 PM until 3:30 PM. During this time, both Luray Middle School and Luray Elementary School dismiss for the day. The cause of this congestion is the ongoing increase in the amount of parents who pick up their children from school and the increasing number of students who walk to school.

As of this date, the majority of the parents who pick up their children travel up Luray Avenue heading south. According to school data and me personally counting vehicles and students, approximately 40 students walk from the elementary school on the sidewalk and 65 students from the middle school for a total of 105 students. All of these students are walking to the direction of the intersection of First Street and Luray Avenue. Approximately half (52) of these students are picked up by parents parked on Luray Avenue and the remainder walk and cross First Street. At the exact same time, approximately 20 school busses are exiting the same intersection all within a 25 minute period. A Luray Police Officer is there to direct traffic at this intersection for the school year. Also during this same 25 minute window, there are approximately 95 cars traveling up Luray Avenue some of which get there starting at 1:30 PM and continuing up to 3:25 PM. The 95 cars are at a standstill from the turn circle behind Luray Elementary which back up out onto Luray Avenue and continues backing up all the way down to the front of Luray Middle.

There is a major traffic hazard for vehicles making a left hand turn onto Luray Avenue from Second Street after picking up their child. The sight view is blocked due to vehicles backed up on Luray Avenue. Also there has been reported incidents where students walking have almost been struck by vehicles.

On 10/19/16, I along with three other Luray Police Officers and the assistance of the Luray Town maintenance crew conducted a trial run making Second Street a one-way street. This consisted of doubling the approximately 95 cars up on Second Street that were waiting to pick up their child. A barricade was then placed in the circle of Second Street forcing the vehicles to exit up 4th Avenue and then exiting from 3rd and 4th Streets. The results of this experiment alleviated the traffic backed up on Luray Avenue and eliminated the pedestrian and traffic hazards at the intersection of First Street and Luray Avenue. I spoke with almost every parent as well as school personnel and bus drivers and all had nothing but a positive response and thought it made the heavy amount of traffic flow much safer.

I request that the Luray Town Council take the appropriate action and consider making a turning lane off of Luray Avenue and making Second Street a One-Way Street. This will not only help the current situation but also in the future due to the continuing increase in the number of students who walk or are picked up by personal vehicles.

Chief C.S. Bow Cook

