

LURAY TOWN COUNCIL
May 13, 2019 - 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. PRESENTATIONS | |
| A) Recognition of David Sedwick | Mayor Presgraves |
| VI. PUBLIC HEARINGS | |
| A) 2019 Comprehensive Plan | Steve Burke |
| B) Code Amendments – Chapters 74 & 302 | Steve Burke |
| C) Public Financing – Interim Bridge Construction Financing | Bryan Chrisman |
| D) FY 2019-2020 Budget | Steve Burke |
| VII. DEPARTMENTS, TOWN BOARDS AND COMMISSIONS | |
| A) Luray Downtown Initiative | Meredith Dees |
| B) West Main Street Bridge Project Update | Bryan Chrisman |
| VIII. ACTION & DISCUSSION ITEMS | |
| A) Luray Recreation Center – Facility Fee Payment Plans | Steve Burke |
| B) Group Long Term Care Insurance Program | Steve Burke |
| C) FY2019-2020 Rates & Fees Schedule | Steve Burke |
| D) Code Amendment – Chapter 38 – Elections | Steve Burke |
| E) Janitorial Services Contract Award | Steve Burke |
| F) Personal Property Tax Relief Resolution | Steve Burke |
| G) Code Amendment – Chapter 2 | Jason Botkins |
| IX. OLD BUSINESS | |
| X. TOWN ATTORNEY’S REPORT | Jason Botkins |
| XI. MAYOR’S ANNOUNCEMENTS | Mayor Presgraves |
| XIV. ADJOURN | |

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: 2017-2020

Council Members

Leroy Lancaster
112 Reservoir Avenue
Luray, VA 22835
Term: 2017-2020

Joey Sours
525 Atkins Drive
Luray, VA 22835
Term: 2017-2020

Leah Pence
51 W Main Street
Luray, VA 22835
Term: 2017-2020

Jerry Schiro
142 Leaksville Road
Luray, VA 22835
Term: 2014-2022

Jerry Dofflemyer
295 Heritage Drive
Luray, VA 22835
Term: 2015-2022

Ronald Vickers
6 Lewis Street
Luray, VA 22835
Term: 2014-2022

Town Officials:

Town Manager – Steven Burke
Assistant Town Manager- Bryan Chrisman
Town Clerk/ Treasurer- Mary Broyles
Deputy Town Clerk/ Treasurer- Danielle Babb
Chief of Police- Bow Cook
Superintendent of Public Works- Lynn Mathews
Superintendent Parks & Recreation-Dakota Baker

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 – 4-8-2019
- (B) Minutes of the Council Work Session- 4-23-2019
- (C) Financial Reports Ending April 30, 2019
- (D) Accounts Payable checks totaling- \$261,537.17

Prepared By:

Mary F. Broyles, Treasurer

**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

**MINUTES OF A TOWN COUNCIL
WORK SESSION MEETING
TOWN OF LURAY, VIRGINIA
Tuesday, April 23, 2019
5:30pm**

The Luray Town Council met in a Work Session Meeting on Tuesday, April 23, 2019 at 5:30 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were the following present:

Presiding: Mayor Presgraves

Council Present: Ron Vickers
Jerry Dofflemyer
Jerry Schiro
Leroy Lancaster
Joseph Sours

Council Absent: Leah Pence

Others Present: Steven Burke, Town Manager
Bryan Chrisman, Assistant Town Manager
Mary Broyles, Treasurer
Chief C.S. "Bow" Cook
Danielle Babb, Deputy Clerk Treasurer
Lynn Mathews, Superintendent of Public Works
Dakota Baker, Superintendent of Parks and Recreation
Morgan Housden, Asst. Superintendent of Parks and Recreation

Mayor Presgraves led members in the United States Pledge of Allegiance.

UPDATES & DISCUSSION ITEMS

Bridge Funding

Mr. Burke advised members that the Public Hearing regarding bridge funding has been scheduled for the May Agenda.

Luray Recreation Center- Facility Fee Payment Plan

Town Manager, Steve Burke, provided a facility fee payment plan for the Luray Recreation Center. The request for sanitary sewer relief was heard previously from Mr. Audre King for 630 West Main Street. The payment plan would allow the center to pay approximately \$50 monthly over the next ten years.

Councilman Dofflemyer verified that the sewer connection has been made. Mr. Burke said that the connection has been installed as to not further delay the opening of the center.

2019 Comprehensive Plan Update

Mr. Burke advised Council members that the Planning Commission unanimously approved the Comprehensive Plan update at their April 10th meeting. The plan was presented to citizens on February 27th during a public meeting held at the Mimslyn. The Town Council will hold its public hearing on May 13th, 2019. Councilman Vickers suggested adding language regarding alternative energy solutions.

Code Amendments – Chapters 74 & 302

Town Manager, Steve Burke, requested that Council consider changes to Chapter 74 and Chapter 302 of the Town Code. Chapter 74 of the Town Code refers to house numbering which is assigned by Page County. Chapter 302’s amendment will include the Planned Neighborhood Development District and the Luray Enterprise Zone.

Group Long Term Care Insurance Program

Mr. Burke stated that VRS is offering a new employee participation program for long term care insurance. The program is available to active VRS participating employees, and a summary of benefits and rates was provided for Council’s review. The program would require the Council to authorize a Resolution of Agreement which will be included on the May Agenda.

Recycling Collection Outside Town Limits

Mr. Burke advised members that he has received a request from a business to provide recycling collection outside of town limits. He advised Council that the recycling crew is already operating at their limits. The recycling program is staffed by part-time personnel who work Wednesday, Thursday, and Friday weekly. He explained that if any additional customers are added this would necessitate an additional day of staffing; as the service would have to be offered to all out of town utility customers. Staff does not recommend offering recycling outside of town limits at this time, as no revenue is generated from this service. The Town provides this service to customers in town limits at no cost and receives no revenue for its recyclables.

Councilman Lancaster discussed if the Page County landfill receives any funds from the materials recycled. Councilman Vickers noted that recycling is a major topic at the NSVRC amongst landfill operators. Mr. Burke added that recycling centers are located throughout the county for those that would like to transport their own items. Councilman Dofflemyer advised that the current trend among neighboring communities is to discontinue recycling programs.

FY 19-20 Budget Discussion – General Fund

Mr. Burke provided Council with budgetary information to augment the Town's narcotics program in the upcoming cycle. The option provided to Council members would refinance Ralph Dean Park and include a FY 2020 Parks Vehicle and a Public Works Dump Truck into a single 5-year note. Previously a question arose about the Town's unobligated fund balance. The Town's fund balance across general, water, and sewer funds less FY 19-20 debt service obligations is approximately \$2.4 million. Mr. Burke said it is customary to hold a reserve equal to three months of operating expenses, which the town is well beyond. He noted that the Town has been able to steadily build its fund balance over the years. Councilman Dofflemyer complemented the debt service worksheet. Dakota Baker and Morgan Housden, Parks and Recreation, have provided information on field pricing. Mr. Burke noted that the town is very competitive in its pricing. The only change that is suggested would be to change from daily to hourly pricing on lighting. He noted that some localities include cost for staffing; however, the town has approved for the Little League to maintain fields during their operations. Councilman Dofflemyer asked about staffing at the park during weekends. Ms. Baker noted that only one part time staff member is on site to take care of custodial duties, and there is also on call personnel available for other times. Councilman Schiro complemented this year's budget presentation.

Main Street Bridge Update

Mr. Chrisman gave a brief update on the Main Street Bridge Project. He noted that sidewalks have been poured and forms removed. Current work includes forming the railings and installing conduits.

Memorial Drive Update

Mr. Chrisman advised of the traffic signal installation at West Main Street and Memorial Drive. The light is currently on flashing mode and will switch to actual operation in May. Stop bars will be painted on the roadway by Clatterbuck Pavement Markings very soon. Members discussed timing of the switch to actual signalization.

Announcements and Adjourn

With no further business, Mayor Presgraves adjourned the Work Session Meeting of the Luray Town Council at approximately 6:08 p.m.

Mayor, Barry Presgraves

Deputy Clerk, Danielle Babb



Town of Luray, Virginia
Town Council Agenda Statement

Item No: V-A

Meeting Date: May 13, 2019

Agenda Item: TOWN COUNCIL RECOGNITION
Item V-A – David Sedwick

Summary: The Town Council is requested to recognize David Sedwick, our Water Treatment Plant Operator, who was recognized by the Virginia Rural Water Association at the “2019 Rookie of the Year - Water” for his entry and accomplishments in his first year as a Water Treatment Plant Operator.

Mr. Sedwick has worked for the Town since 1991 and recently transferred from our Wastewater Treatment Plant to the Water Treatment Plant to assist the Plant Superintendent in its operations.

Council Review: N/A

Fiscal Impact: N/A

Suggested Motion: N/A



Town of Luray, Virginia
Town Council Agenda Statement

Item No: VI-A

Meeting Date: May 13, 2019

Agenda Item: TOWN COUNCIL PUBLIC HEARING & CONSIDERATION
Item VI-A – 2019 Comprehensive Plan Adoption

Summary: The Town Council is requested to conduct a public hearing to receive public input and to consider adoption of the 2019 Comprehensive Plan.

A Public Information Meeting to present the draft 2019 Comprehensive Plan to the citizens of Luray was conducted on February 27, 2019.

The Planning Commission conducted a Public Hearing on April 10th and unanimously recommended Town Council to adopt the 2019 Comprehensive Plan as presented.

Council Review: April 23, 2019 Work Session

Fiscal Impact: N/A

Suggested Motion: I move that Town Council adopt the 2019 Comprehensive Plan as presented and recommended by the Town's Planning Commission

Alternative Motion: I move that Town Council adopt the 2019 Comprehensive Plan as recommended by the Town's Planning Commission with the addition of "Support Citizen Initiated, Code Compliant Alternative Energy Installations on Private Residences" in the Environment Section of the Quality of Life Chapter.

TOWN OF LURAY, VIRGINIA COMPREHENSIVE PLAN 2019



FORWARD THINKING...

FOREWORD

PHILOSOPHY OF THE PLAN

Luray's Town Plan is intended to serve the purposes of evaluating community needs and addressing future development. It is a guiding document created to show the interrelationship of topics and advance important projects throughout the planning horizon.

PHILOSOPHY OF COMMUNITY DEVELOPMENT

Community development is a coordinated effort that builds on the synergy of overlapping goals. Through public involvement at public meetings and the use of social media to engage the community and encourage feedback, we can spark the readers creativity.

CREATION OF ATMOSPHERE

Luray strives to preserve its small-town charm while also providing some larger amenities and encouraging an environmentally friendly community.

VISION STATEMENT



Photo by Lara Ellis

Through Carefully Managed Growth, the Town of Luray will be....

A four-season community that maintains our small-town look and feel. Our local economy encourages and promotes a climate that fosters small business growth. Tourism remains the backbone of the local economy, and small cottage industries thrive in an atmosphere that encourages and rewards creativity, ingenuity and a sense of hometown pride.

A vital community that guarantees the prosperity of the Town and the future of all citizens. We value heritage, community pride, valley setting, recreational facilities, tourism attractions, historic character, desirable housing, and local shopping opportunities. As a safe and walkable community, our parks and greenways are well used, well maintained, and accessible.

A good community to move to, grow up in, remain a part of the community, and to retire where all residents continue to enjoy and sustain a high quality of life.

A recognizable community that values managing growth through proper planning and zoning and benefits from having a defined transition between the Town and the rural countryside. Enhanced community activities, including education opportunities, are available for all to enjoy. Our infrastructure is well-maintained and superior technology systems are provided.

An active community of historical and artistic activity, surrounded by carefully protected green spaces. Agricultural areas feature environmentally-sound management of our natural resources, and an unobstructed view of the mountains and their safeguarded ridgelines.

ACKNOWLEDGEMENTS



Photo by Brooke Newman

MAYOR

Barry Presgraves

TOWN COUNCIL

Leroy Lancaster

Joseph Sours

Jerry Schiro

Jerry Dofflemyer

Ron Vickers

Leah Pence



Town of Luray Photo

PLANNING COMMISSION

Ronald Good

Grace Nowak

John Shaffer

Bill Huffman

Gail Kyle (2018)

Frankie Seaward (2019)

Brian Sours

Tracie Dickson

TOWN MANAGER

Steve Burke

ASSISTANT TOWN MANAGER

Bryan Chrisman

INDIVIDUAL CONTRIBUTORS

Sara Levinson

CITIZEN OF LURAY

Thank you to all who participated in the development of this Plan.

FRONT COVER

Photo by C. King Photography

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Town of Luray Photo

PLAN CREATION & IMPLEMENTATION



Photo by C. King Photography

AUTHORITY FOR THE PLAN

A comprehensive plan is an instrument that is designated to give a local jurisdiction within the Commonwealth of Virginia responsibility for managing development, services, and public infrastructure. The legal basis for the plan is establishment in the Code of Virginia, Section 15.2-2223, which states:

The local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction to achieve a coordinated, adjusted and harmonious development of territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity, and general welfare of the inhabitants.

PLANNING HORIZON

*Annual Review by Planning Commission, Staff
Update Every 5 Years as Required*

PLANNING PROCESS

The development of the Comprehensive Plan is a Community-Based Effort. The Planning Process Used to Compile the 2018 Luray Comprehensive Plan is Summarized Below:

PLANNING COMMISSION SESSIONS

Monthly Session Reviews

COMMUNITY SURVEYS

Letters

E-Surveys

Group Discussions

NORTHERN SHENANDOAH VALLEY REGIONAL COMMISSION INVOLVEMENT

New Plan Model, Data and Statistics, Overall Review and Comments, Review Transportation Plan to Ensure Compliance

COMMUNITY INPUT

Public input through survey of residents and businesses. Public meetings and hearing to solicit thoughts and ideas.

TOWN COUNCIL REVIEW & APPROVAL

*Council review on **xxxxx** meeting(s), and approval at their **xxxxx** meeting.*

IMPLEMENTATION

INSERT DATE OF ADOPTION

Implemented Over the Next 5, 10, or 20 Years

LAND USE & ZONING



Town of Luray Photo

INTRODUCTION

The Town of Luray shall ensure that the uses of land throughout the community are compatible, protected from non-compatible development, and encourage balanced development.

- Establish Development Requirements*
- Create Harmonious Transition Between Zoning Types*
- Provide for Good Development*
- Smart Growth in Appropriate Areas*

LAND USE

Use of Open Areas

Enhance and Provide Open Green Space in the Community
Require Commercial Developers to Provide Areas of Open Green Space in Site Plans

Aligning Land Use with Zoning

Change Zoning to match actual Land Use
Identify and Promote alignment by altering Zoning

Agricultural

Identify Current Use of Agricultural Land
Evaluate and Monitor – tall grass, chickens, care of animals, odors

Border Parcels with Page County - Corporate Limit Boundaries

Evaluate Compatible Uses for Parcels
Create Work Group Joining Members of Both the Town of Luray and Page County Planning Commissions

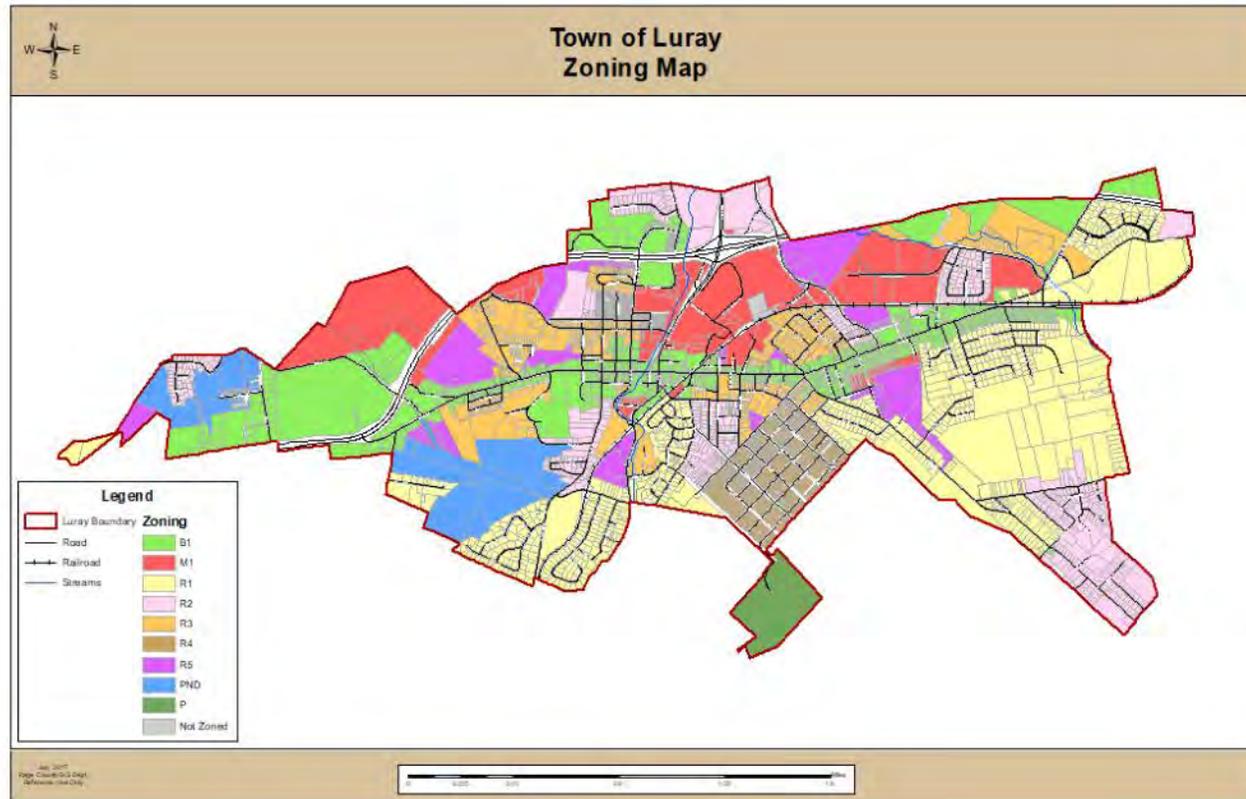
Urban Development Areas

Map Other Resources

Preferred Growth Areas

Map Other Resources

ZONING



Minimize or Eliminate “Spot” Zoning

Minimize or Eliminate Split Zoned Lots, Coordinate with Property Owners to Choose Zoning

Adapt Regulations to Fit Community Needs

Continued Assessment of Community Needs and Wants

Amend Ordinances

Landscaping Plan

*Use of Buffer Areas Between Zoning Types and Right-of-Ways
Create and Enhance Tree Canopy Requirements
Buffer Zones that are an Acceptable*

Dark Sky Initiative

*Enhance Current Light Plan Requirements
Encourage downward shielded LED lighting
Minimize Side Light*

Implement Floodplain Education & Assistance

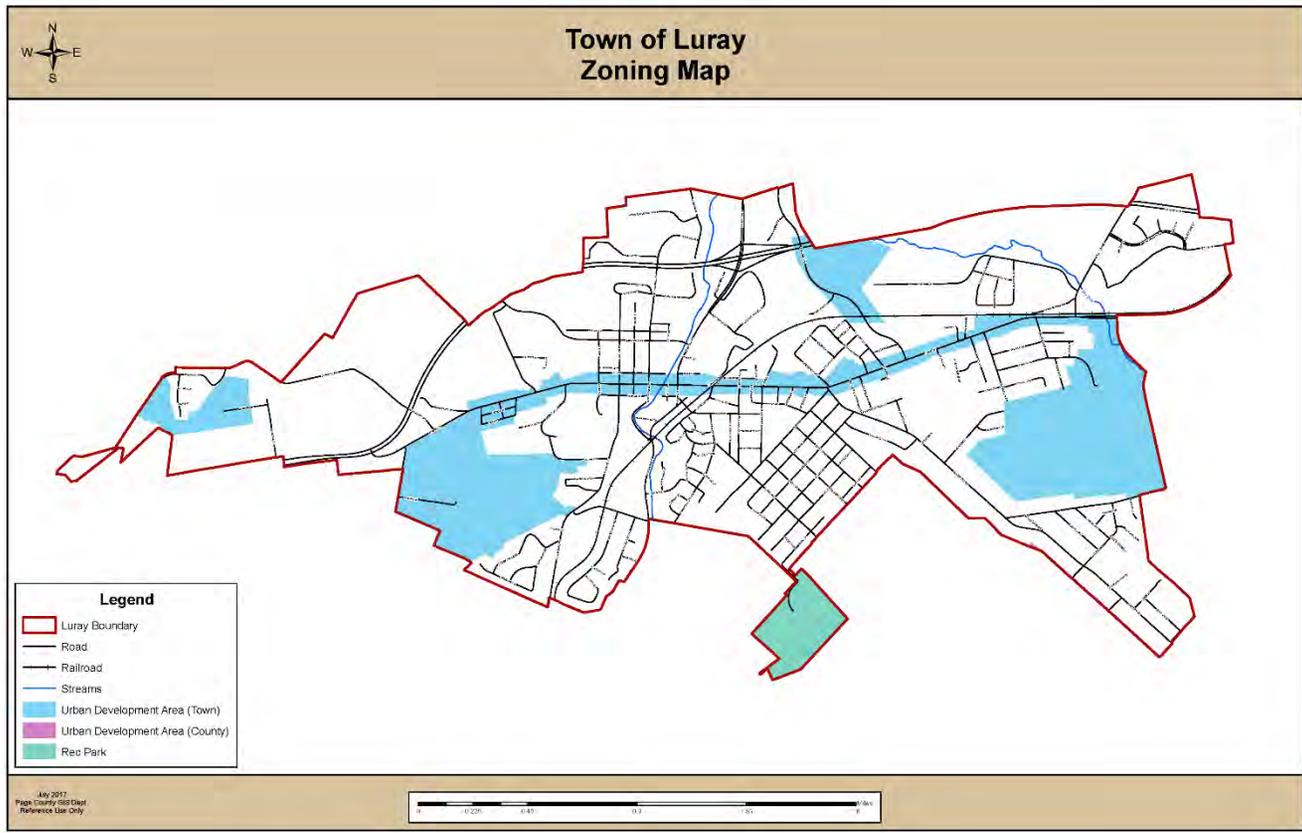
*Enhance Compliance with Flood Plain Ordinance
Flood Plain Certificates – Easier & Cheaper to Obtain*

Require Site Plan for all Special Use Permits, Community Development

*Enforce in All Areas of the Ordinance – Except Single Family Homes
Amend Section 515 to Include All Components*

URBAN DEVELOPMENT AREAS

In compliance with Virginia Code Section 15.2.2223.1, the Town Council established urban development areas within the Town limits in September 2015 to promote higher density development due to its proximity to transportation facilities and utilities. The Town's Zoning and Subdivision Ordinances provide mechanisms for traditional neighborhood design such as pedestrian friendly street design, interconnected streets, preservation of natural areas, mixed-use neighborhoods that include mixed housing types, shallow or no building setback requirements, and reduction of subdivision street widths.



Designated Urban Development Areas

HOUSING



Photo by Derek Horn

INTRODUCTION

The Town should pursue the provision of a large variety of housing types and affordable housing.

PERMANENT

Variety of Housing Types

Evaluate Zoning Map for Adequate Distribution of Zoning that Supports a Variety of Housing Types

Work with Developers to Provide a Variety of Housing

Work with Developers to Ensure Completion of Development

Planned Neighborhood Developments (PND's) – Development to provide a variety of housing types and possible commercial use that will incorporate multi-modal transportation at its heart.

Affordable Housing

The Town's Zoning requirements permit affordable housing conforming with the regulations in each of our Zoning Districts. The following developments were established as public/subsidized housing:

*Rugby Square
Village Place
Luray Meadows - People Inc.*

Active Adult/Senior Housing

*Develop Ordinance to Allow Age Restricted Housing
Pursue developments that enable active lifestyles for seniors*

Housing Compatible with Zoning

Evaluate Zoning regulations to ensure appropriate development in each Zoning District

Mixed-Use in B1

*Promote a Combination of Residential and Business Uses in Business District
Investigate Residential Use in Commercial Districts as a By Right Use*

More Opportunities for Leased Housing

*Update Ordinances to Allow for Leased Housing
Update Ordinances to Allow for Development of Apartments*

TEMPORARY

Hotel/Motel

Provide and Maintain True Transient Lodging Establishments - Work with Building Officials, Owners & Health Department to Ensure They Remain True Transient Lodging Establishments

Bed & Breakfast

*Encourage in Zoning Districts
Ensure Special Use Permit & Conditions*

Lodging Houses/Short Term Home Rentals

*Identify Special Use Permit, Correct Zoning
Collect Tourism Lodging Tax
Solicit public input to ensure appropriate Short-Term Rental locations*

GREAT NEIGHBORHOODS

Code Enforcement

The Town shall equitably enforce its Zoning Ordinance to ensure proper land use and promote increasing property values.

Virginia Maintenance Code

The Town should investigate the possible benefits of implementing the Virginia Maintenance Code.

SPECIAL DISTRICTS



Photo by Derek Horn

INTRODUCTION

Many areas of Luray offer specific uses such as art, historic, and business a welcome location. The Town shall highlight districts that promote work, provide incentives, and enhance opportunities.

DOWNTOWN MAINSTREET

Expansion

Work with Luray Downtown Initiative to Enhance Business District

Town Business Loan Pool

*Offer Finance Options to Help Kickstart Businesses
List of Advantages for Businesses in Business District*

HISTORIC DISTRICT

Provide Incentives to Property Owners
Historical District Tax Credits
Historic District Map
Link to Department of Historic Resources

ARTS & CULTURAL

Enhance Awareness
Promote Activities
Provide Arts & Cultural Map
Identify Artists
Provide Additional Incentives
Establish a Local Events Coordinator

ENTERPRISE ZONE

Maintain & Utilize by Informing Applicants
Enhance Mapping

FUTURE TOURISM ZONE

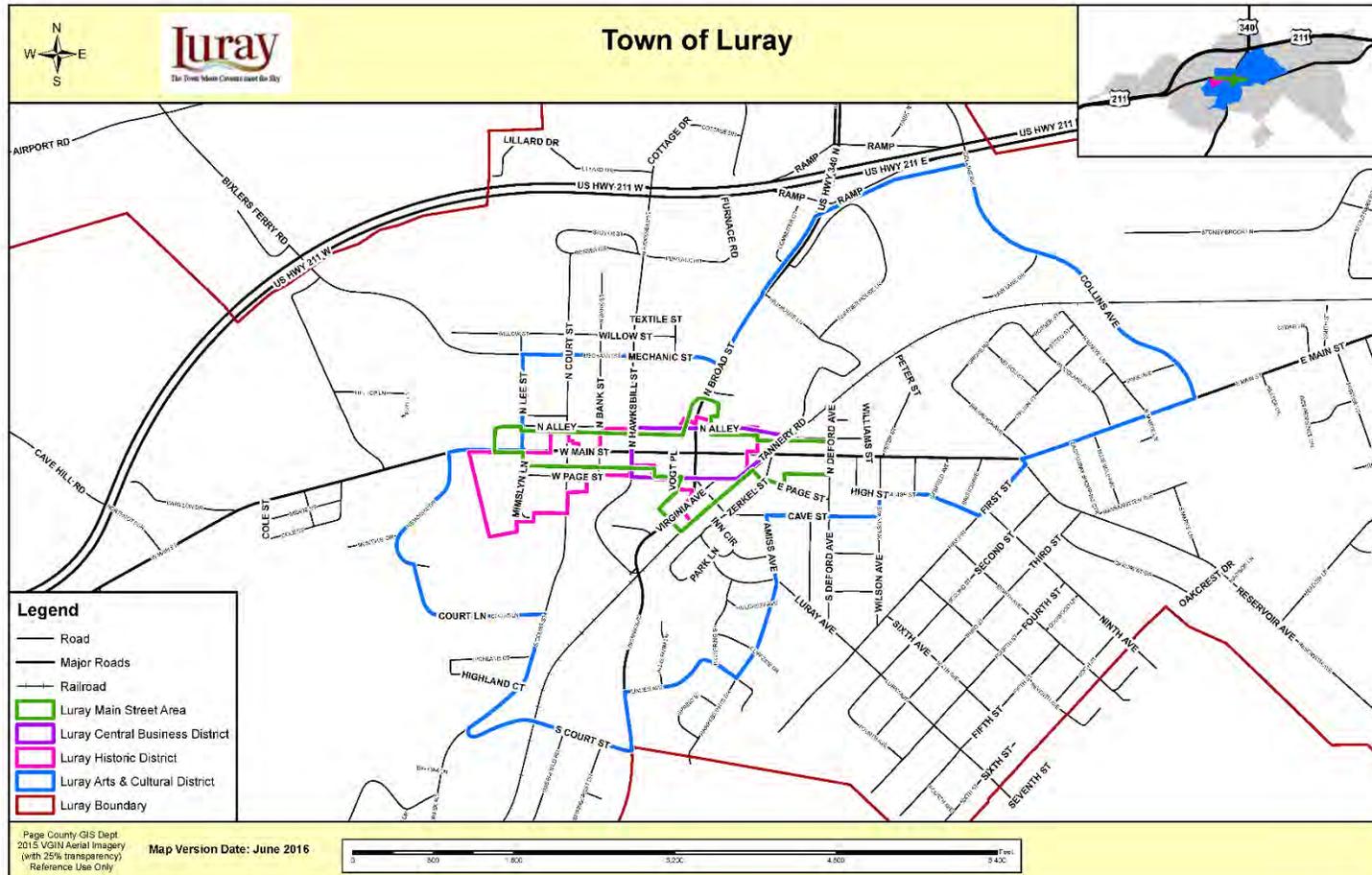
Work with LDI, Chamber, EDA to adopt

HUB ZONE

Maintain Luray's HUB Zone
Educate community about business opportunities and incentives

FLOOD PLAIN

- Encourage Owners About Requirements
- Flood Plain Map, FIRM Maps (Hawksbill Creek & Dry Run)
- Increase Flood Certificate Program Through Local Surveyors
- Initiate Flood Plain Review on Applications that are in a Flood Plain, Flood Plain Elevation



RECREATION

INTRODUCTION

Luray's vast park system and open spaces provide essential outdoor options for local families. These facilities enhance and maintain a wide variety of venues and activities to support Luray's citizens and the tourist economy.

GREENWAY

*Investigate Extension to Ralph H. Dean Recreational Park
Investigate Extension to West Side of Town
Engage Greenway Foundation to Provide Information to Council
Engage Property Owners
Maintain Linear Trail System to Provide for and Meet the
Community and Guest Needs*

POCKET PARKS

Enhance and Promote Locations to Citizens and Visitors

RUFFNER PLAZA

*Expand Events
Update & Enhance
Add Public Restrooms*

LAKE ARROWHEAD

*Add Additional Restrooms
Parking
Repair Existing Shelters
Implement More Recreational Activities*



Photo by Dakota Baker

RALPH H. DEAN RECREATION PARK

*Work on Implementing Master Plan Elements
Map
Implement More Recreational Activities*

MARKETING

*Promote Four Seasons of Adventure
Enhance Use of Social Media
Expand Use of Sports Fields and Event Venues
Coordination of Seasonal and Periodic Users
Create Event Planning Position in Parks & Recreation Department
Educate the Public with More Informational Rack Cards
Coordinate Events
Market Events*



Future Dean Park Concept

QUALITY OF LIFE

INTRODUCTION

The Town of Luray and its Comprehensive Plan shall endeavor to preserve and enhance the elements that contribute to the Town's Desirable Quality of Life as the Community Plans for the Future.

EDUCATION

- Lord Fairfax Community College*
- Page County Technical Center*
- Workforce Development & Training Options*
- Locate Small Business Development Center*
- Provide Training Program for Small Businesses*

HEALTHCARE

- Continue to Support Valley Health*
- Transportation Between Medical and Pharmacy Facilities*
- Encourage Expansion of Specialists*
- Drug Rehabilitation*
- Programs and Counseling Programs*

ENVIRONMENT

- Recycling/Reuse – Curbside Collection*
- Air Quality – Shenandoah National Park*
- Promote Replace a Tree Program*
- Clean Water – Riparian areas/Buffer/Trees, Hawksbill Creek*
- Promote Policies*
- Clean Soil - Identify Underground Storage Tanks & Industrial Sites*
- View Sheds*



Photo by LFCC



TOWN OF LURAY PHOTO

*Remain Cognizant During Planning, Special Use Permits and Rezoning
Include in Site Plan Process
Evaluate Construction Height Ordinances*

COMMUNITY ATMOSPHERE

*Adopting Philosophy of Small Community Living
Create Mindset of Cooperative Existence
Residential & Business Philosophies*

PUBLIC SAFETY & EMERGENCY SERVICES

INTRODUCTION

The Town shall ensure and promote the Safety of our citizens.

POLICE DEPARTMENT

*Enhance Presence and Outreach in the Community
Enhance Patrols
Enhance Safety Programs*

DRUG INTERDICTION

*Active Approach in the Community
Quba – Police Drug Canine
Training for Officers*

COMMUNITY SAFETY & SECURITY

*Expand Camera System
School Safety
Work with Luray Police Department to Enhance School Safety
Safe Routes of Access
Encourage and Promote the Use of Safe Routes to School*

CODE ENFORCEMENT

*Handling Complaints
Zoning Infractions*



Photo: Luray Police Department

EMERGENCY SERVICES

Incident Response

Enhance Annual Training for Department Heads, Staff, and Community Members

Disaster Response

Enhance and Educate

FIRE DEPARTMENT

Fire Programs Grant – continue

Hydrant Testing

GPS Hydrant Mapping

RESQUE SQUAD

Signalization of Memorial Drive for Better Access

Safe and Efficient Access for Rescue Squad

Widening Memorial Drive – Safety & Signs

Advanced Beacon Computer in Memorial Drive Intersection Cabinet



Photo by Luray Fire Department

ARTS & CULTURE



Town of Luray Photos

INTRODUCTION

Luray provides a Variety of Arts and Cultural Opportunities that promote Community and Tourism.

PERFORMING ARTS CENTER

Coordinate and Promote Activities

FREE CONCERTS FOR PUBLIC

Music – Evenings on Main



EXPANDING ARTS & CULTURE EVENTS IN LURAY

Arts Council

Participate in Other Town Events

PROMOTING ARTS & CULTURE IN EDUCATION FACILITIES

Educational Topics – Reach Out to Schools and Promote to Students

TOURS OF ARTS & CULTURE ASSETS

Artisans Trail – Encourage Membership

Local Musicians/Artists/Craftsman

Heritage Festivals

UNIQUE EVENT VENUES

Performing Arts Luray

Warehouse Art Gallery

Trackside Theater

Ruffner Plaza

Luray Singing Tower

Ralph Dean Park

Lake Arrowhead



Town of Luray Photo

COMMUNITY ENHANCEMENTS



Town of Luray Photo

INTRODUCTION

Luray offers our residents and visitors a number of facilities to enjoy life and to greet neighbors. From our recreational sites to our school properties, public space is abundant to enjoy in Luray.

COMMUNITY FACILITIES

Page County Public Library

Luray Singing Tower – 47 Bell Taylor Carillon

Ruffner Plaza

Investigate a Multi-Use/Multipurpose Facility with Meeting Rooms, Catering Area

PUBLIC POOL

Investigate an Indoor Pool Facility that Engages Swim/Dive Teams and Healthcare Aqua-Aerobics/Rehabilitation Groups, Dive Compatible, Separate Toddler Areas, Snack Bar

ENHANCED DOWNTOWN ACTIVITIES

*Luray Downtown Initiative
Community Events
Streetscape Planning
Downtown Beautification
Greenway Expansion
Dog Park*

EXPANDING COMMUNITY COMMUNICATION

*Citizen/Visitor/Government Interactions
Enhance Use of Social Media
Create Online Tools to Engage the Community*

AIRPORT

Continue Implementation of Capital Improvements Plan

OPEN AIR MARKET/VENUE

*Public/Private Partnership
Close to Downtown
Overhead Canopy, Lights, Electric, Parking, Bathrooms*



Mural Photo by Derek Horn

ECONOMIC DEVELOPMENT



Main Street Photo by Standout Arts, LLC

INTRODUCTION

Luray is a tourism destination due to its proximity to the Shenandoah National Park, Skyline Drive, Luray Caverns, and other recreational amenities. In addition, the Town is an Enterprise Zone, HUB Zone, and Opportunity Zone that offers numerous incentives to business development. Even further, the Town strives to work with businesses to promote new and expanded business opportunities.

TOURISM

Coordinating with Surrounding Attractions – Shenandoah National Park, Luray Caverns, George Washington & Jefferson National Forests, Shenandoah River

Promoting Tourism & Hospitality Services in Educational Facilities – Lord Fairfax Community College, Page County Technical Center

Create Tourism Zone

PROPERTY MARKETING

*Chamber & Luray Downtown Initiative – Quarterly listings
Identify Properties and Zoning
Standard Fact Sheet – Searchable Online, Brochure
Realistic Valuations of Real Estate/Buildings*

ECONOMIC DESIGNATIONS

Maintain and Enhance Incentive Zones and Adopt Policies that Support these Zones

*Enterprise Zone
HUB Zone
Tourism Zone
Opportunity Zone
Technology Zone*

COMMUNITY POLICIES

*Small Business Development
Business Expansion
Business Retention
New Business Attraction*

DOWNTOWN REDEVELOPMENT

Several incentives are available to encourage business development, as well as property improvements in our Downtown.

EDUCATION CONNECTION

The LFCC Luray Campus is working with local businesses and industries to develop education and training opportunities to further the skills necessary to meet business and industry needs in Luray and Page County.

TRANSPORTATION



Town of Luray Photo

INTRODUCTION

Luray strives to provide safe, efficient movement of vehicles, bicycles, and pedestrians throughout our community. Coordinating with the Virginia Department of Transportation and communicating future plans to our residents is essential to the success of our transportation networks.

PEDESTRIANS & BICYCLES

Improving Connectivity

*Between Neighborhoods & Downtown Business District
Connector Sidewalks & Trail Systems*

Safe & Efficient Crossings

Midblock Crossing Points that are Appropriately Signed to Direct Pedestrians to those Areas for Safe Crossing

ADA Accessibility

Major Sidewalk Connectors

Expand Opportunities

Greenway Expansion

Connectivity

Link Multi-Modal and Pedestrian Sidewalks with Trail Expansion

Interconnect Multimodal and Street Intersections

Safe & Effective Pedestrian Routes

Provide Routes Separated from Street Traffic

Provide Routes that Enable Multiple Users Simultaneously



Town of Luray Photos

VEHICULAR

Additional Electric Charging Stations (\$12,000)
Virginia Clean Cities (Harrisonburg)

West Main Bridge (2018-2019) (\$3.9 M) – V1
Replacement of West Main Street Bridge

Memorial Drive Intersection (2018) (\$550,000) – V2
Signalization
Pedestrian Efficiencies
Traffic Cabinet Beacon System

Memorial Drive Corridor (2020-2021) (\$1.8 M) – V3
Widening
Drainage

Roundabout (2020-2021) (\$2.3 M) – V4
Traffic Management at Intersection West Main & US HWY 211
Roundabout at Northcott Drive & West Main Street

Advanced Beacon Systems (\$50,000) – all 3 traffic cabinets

PUBLIC TRANSIT

Encourage and Promote Qualified Private Transit for Citizens

Park & Ride

Continue to Maintain – Lights, Safety, Trash, Restrooms

Ride Smart Program (\$6,000)

Improve & Relocate Signage

Educate & Promote on Website & Social Media

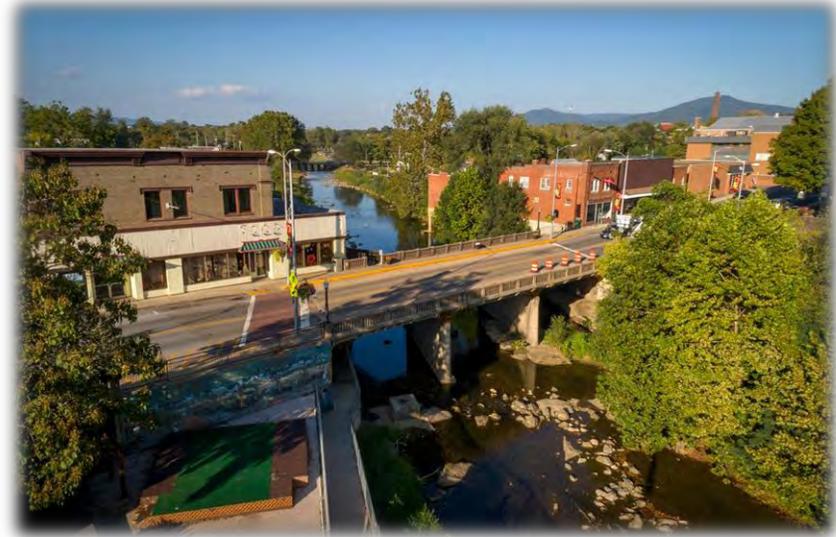


Photo by C. King Photography

WAYFINDINGS

Update Gateway Signs (\$130,000)
Retro Reflective

Add Directional Signs (\$25,000)
Enhance Navigation

FUTURE PROJECTS

SAFETY PROJECTS

Pedestrian Improvements on Cave Hill Road at Luray Caverns (\$500,000)

Turning Lane at Cave Hill Road and Luray Caverns (\$450,000) – V5

Extend Turning Lanes on 211 with VDOT Assistance (\$600,000)
At West Main – Northcott – North Hawksbill Street – Wallace Avenue Intersections

CULVERT PROJECTS

Replacement to better enhance storm water flow
West Main Street Bridge (West Bridge Project V1)
North Bank Street Culvert (\$185,000)
North Court Street Culvert (\$155,000)
North Hawksbill Street Culvert (\$175,000)
Eden Road Culvert (\$150,000)
Main Street (\$750,000)
Mechanic Street (\$130,000)



Town of Luray Photo

STREET PROJECTS

Canaan/Charles Intersection Project (\$65,000) – V6

Improve Intersections & Safety by Improving Line of Site for Motorists

South Court Street Retaining Wall (Wall Installed 2018; Sidewalk & Rail - \$65,000) – V7

Street Lighting – Minimize Light Pollution

PEDESTRIAN PROJECTS

Massanutten/South Marye Crosswalks & Walkways (\$75,000)

Connect Rugby Square Pedestrian on dedicated walkway along Massanutten Avenue to East Luray Shopping Center

Cave Street Sidewalk Extension & Crosswalk (\$45,000)

Lee Street Southwest Installation – West Main Street to Mechanic Street (\$85,000)

Widen Lee Street sidewalk on Mechanic Street, East Side

Mechanic Street Sidewalk Extension (\$45,000)

Boomfield Pedestrian Project (\$130,000)

Multi-Modal Travel Way Project Bisecting Several Areas of the Boomfield Residential Subdivision.

Connections to Existing Travel Way on Luray Avenue and First Street as well as East End Shopping Center on Reservoir

Safe Routes to Schools – Chamber of Commerce to Second Street

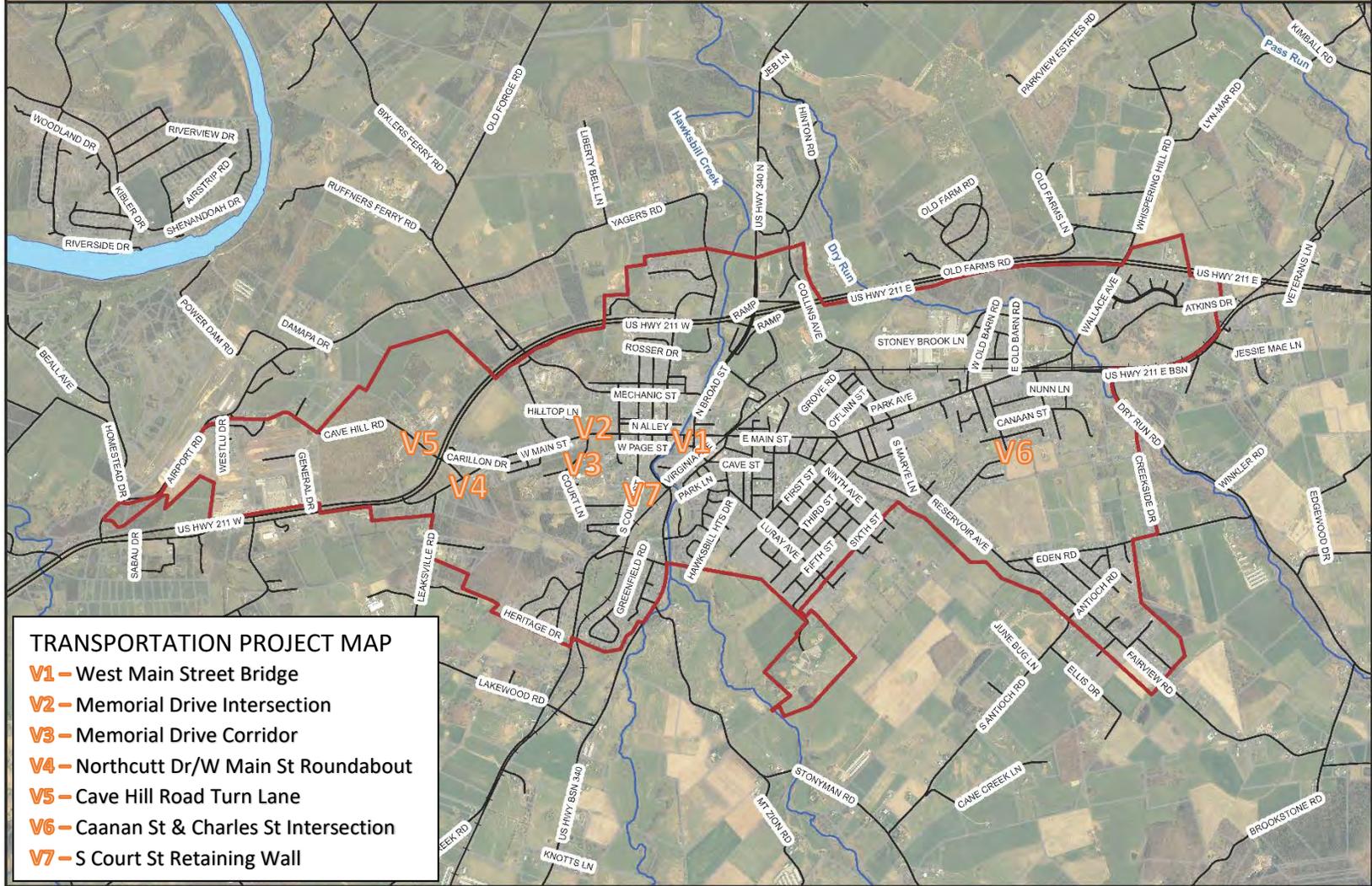
Blue Ridge Avenue Sidewalk Extension (Completed 2018)

Flashing Lights Luray Avenue (\$25,000)

School Crossings – Signs, Lights



Town of Luray



- TRANSPORTATION PROJECT MAP**
- V1** - West Main Street Bridge
 - V2** - Memorial Drive Intersection
 - V3** - Memorial Drive Corridor
 - V4** - Northcutt Dr/W Main St Roundabout
 - V5** - Cave Hill Road Turn Lane
 - V6** - Caanan St & Charles St Intersection
 - V7** - S Court St Retaining Wall

Map Generated on 11/29/2018
Reference Use Only



INFRASTRUCTURE

WATER PROJECTS

Water Storage – West End

Provide/Expand 1 Million Gallon Ground Mounted Tank with VFD Pumps

Larger Tanks/Pumps – West Main Street

Provide Larger Tank – 1 million Gallon Ground Mounted Tank & 2 sets of VFD Pumps – Cave Hill & Pressurize West Main Street

Larger Water Main – East to West

*East – Water Treatment Plant, Rosser Drive
West – Develop Larger Line from 8” to 12”,
US HWY 211 from Water Treatment Plant to 340 up Main Street, Northcott Connection*

New Water Treatment Plant – West End

Construct Treatment Works on West End

New Cover & Mixing Unit - Reservoir

Utilize Yager Spring – Extra Water Source

Raw Water Bottling Facility

Meter Replacement

Continue Water Meter Replacement Programs

Additional Control Valves

Install Additional Valves to Control Water Loss



Photo by Brooke Newman

Mapping/Maintenance of Fire Hydrants, Locator Maps

Additional Water Storage Tanks – Enhance Valve & Pressure System

*Airport Road
Springview
Charles Street
Forest Hills
Woodland Park
Bixlers Ferry/Mechanic Street*

***Upsize West Main Water Line – Tower to Luray Landing
From West Tank Past High School on 211, McDonald's to PND***

***Water Line Loop at Tannery
Complete 4" Connector Line Approximately 200'***

***Water Line Loop at Mechanic Street/340
Complete 4' Connector Line, Provides Water Pressure, Pressurizes Hydrants***



Photo by Brooke Newman

SEWER PROJECTS

Upgrades to Waste Water Treatment Plant – Pumps, Influent

***Septage Receiving
Provide Technology Based Septage Receiver with Flow Meters & 24-hour Access
Pump Improvements, Provide Efficiency for Waste Water Treatment Plant***

East Luray Sewer Project

*Upsize Sewer Collection Mains
Eliminate Bottlenecks
Create Larger Pump Station
Eliminate 3 Existing Pump Stations
Gravity Sewer to Stoneybrook Industrial Park*

Upgrade Sewer Main – Park and Ride to WWTP

*Eliminate Bottleneck of 18” – 24” Line
Eliminate 75% Inflow & Infiltration in Section
Enhance Capacity*

Inflow & Infiltration – Dry Run, Hawksbill Mains

*Inflow & Infiltration Testing, Locate Problems,
Complete Repairs to Prevent Inflow
Replace Old/Undersized Lines
Sewer Manhole Maintenance & Sealing
Addition of Cleanouts at Property Lines*

Upgrade Sewer Main - Mechanic Street to Waste Water Treatment Plant

Upgrade Sewer Main - Reservoir/Fairview to Main at Hawksbill Creek, South Court Street, Mill Creek Road to Hawksbill Creek

New Sewer Force Main - Airport Road/Yager’s Spring Road to Main Line North of Yager’s Spring



Photo by Page County GIS Aerials

STORMWATER

Hudson Subdivision (Greenfield, Springcrest)
Meadow Lane
Oakcrest Drive
6th Avenue & 6th Street
5th Street Project
West Main Street – Court Street to Hawksbill Street
West Page Street
Mechanic Street
South Court Street – Mill Creek to Highway 340

COMMUNICATION

Broadband Service: *Broadband Authority Information*
Vendors
Expand Backbone – Provide More Neighborhoods with Access

Phone/Cell:
Century Link (Rates, Service, Town Council Action)

TV/Data:
Comcast (Rates, Service, Town Council Action)
Enhance Options for Citizens



Town of Luray Photo

FLOOD CONTROL

Flood Elevation Control Surveying

Dams:

Lake Arrowhead

Lake Morningstar

Maintain Flood Control Dams

LIGHTING

Expand Lighting Criteria in Zoning Code

Reduce Light Pollution

Better Control Lighting



Photos by Brooke Newman

IMPORTANT DATA & STATISTICS

AGE DISTRIBUTION

Luray, VA – Comparison of Age Distribution 2016 & 2010

POPULATION TOTALS & DISTRIBUTION TRENDS

*Luray, VA General Population Trends
Page County Population, Historic & Projected*

DEMOGRAPHICS

*Race
Socio-Economic Factors
Median Household
Number of People Per Family Household*

ECONOMIC STATISTICS

*Luray
Page County*

EMPLOYMENT/UNEMPLOYMENT TRENDS

*Page County & Town of Luray – Labor Force Characteristics
Page County, Town of Luray & Virginia - Historic Unemployment Rates
Page County – Employment by Occupation
Luray – Employment by Sector*



Photo by Ken Weaverling

AFFORDABILITY INDEX – OVERALL LIVING

HOUSING TYPES, NUMBERS, YEAR BUILD, AFFORDABILITY INDEX

- Town of Luray – Types of Housing*
- Town of Luray – Year Structure Built*
- Town of Luray – Monthly Housing Costs*
- Town of Luray – Types of Heating*

PUBLIC PROPERTY

- Greenway*
- Ralph Dean Recreational Park –
625 6th Street, Luray, VA*
- Pocket Parks –*
 - Eugene Park*
 - Slye Pocket Park*
 - Inn Lawn Park*
 - Ruffner Plaza*
 - Cliffside Pocket Park*
- Lake Arrowhead –
265 Lake Arrowhead Road, Luray, VA*
- Park Master Use Plan*



Photo by Brooke Newman

OTHER RESOURCES



Photo of the Shenandoah River by Brooke Newman

RELEVANT WEBSITES

Town of Luray (www.townofluray.com)

Luray Downtown Initiative (www.downtownluray.com)

Luray-Page Chamber of Commerce (www.visitluraypage.com)

Page County Economic Development (www.pageforbusiness.com)

Virginia Department of Historical Resources (www.dhr.virginia.gov)

WATER PROTECTION PLAN

http://www.townofluray.com/assets/luray_swpp_draft_08_02_2018_public_version.pdf

REPORTS

HOTEL FEASIBILITY STUDY - <http://www.townofluray.com/assets/feasibility-study-luray%2c-virginia-by-section.pdf>

HOUSING STUDY

TRANSPORTATION PLAN - http://users.neo.registeredsite.com/5/4/9/18967945/assets/2035_rlrp.pdf

VIRGINIA RECREATION PLAN

NORTHERN SHENANDOAH VALLEY REGIONAL COMMISSION REPORTS - <http://nsvregion.org/>

ARTICLES

NEWS:

20 Best Small Towns 2018 Smithsonian.com

E-VERSIONS

MAPS

ZONING DISTRICT

BUSINESS DISTRICT

HISTORIC DISTRICT

ARTS & CULTURAL DISTRICT

DOWNTOWN DISTRICT

ENTERPRISE ZONE

OPPORTUNITY ZONE

URBAN DEVELOPMENT AREAS

PREFERRED GROWTH AREAS

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

FLOOD INSURANCE RATE MAP (FIRM)

DEPARTMENT OF MINES MINERALS & ENERGY

LAKE ARROWHEAD DAM

LAKE MORNING STAR DAM

IMAGERY

*PARK MASTER LAND USE PLAN
BRIDGE*

PAGE COUNTY COMPREHENSIVE PLAN

STATE RESOURCES PLANNING DATA

FEDERAL WEBSITES

LURAY TOWN COUNCIL
May 13, 2019 - 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. PRESENTATIONS | |
| A) Recognition of David Sedwick | Mayor Presgraves |
| VI. PUBLIC HEARINGS | |
| A) 2019 Comprehensive Plan | Steve Burke |
| B) Code Amendments – Chapters 74 & 302 | Steve Burke |
| C) Public Financing – Interim Bridge Construction Financing | Bryan Chrisman |
| D) FY 2019-2020 Budget | Steve Burke |
| VII. DEPARTMENTS, TOWN BOARDS AND COMMISSIONS | |
| A) Luray Downtown Initiative | Meredith Dees |
| B) West Main Street Bridge Project Update | Bryan Chrisman |
| VIII. ACTION & DISCUSSION ITEMS | |
| A) Luray Recreation Center – Facility Fee Payment Plans | Steve Burke |
| B) Group Long Term Care Insurance Program | Steve Burke |
| C) FY2019-2020 Rates & Fees Schedule | Steve Burke |
| D) Code Amendment – Chapter 38 – Elections | Steve Burke |
| E) Janitorial Services Contract Award | Steve Burke |
| F) Personal Property Tax Relief Resolution | Steve Burke |
| G) Code Amendment – Chapter 2 | Jason Botkins |
| IX. OLD BUSINESS | |
| X. TOWN ATTORNEY’S REPORT | Jason Botkins |
| XI. MAYOR’S ANNOUNCEMENTS | Mayor Presgraves |
| XIV. ADJOURN | |



Town of Luray, Virginia
Town Council Agenda Statement

Item No: VI-B

Meeting Date: May 13, 2019

Agenda Item: TOWN COUNCIL PUBLIC HEARING & CONSIDERATION
Item VI-B – Code Amendments – Chapter 74 & 302

Summary: The Town Council is requested to conduct a public hearing to receive public input and consider adopting the draft Code Amendments to Chapters 74 & 302 of the Town Code.

Chapter 74 – Article IV House Numbering – Changes shall specify numbering assigned by the Page County Administrator

Chapter 302 – Amendment shall include Planned Neighborhood Development District and the Luray Enterprise Zone

The Planning Commission conducted a Public Hearing on April 10th and unanimously recommended adoption of the Code Amendments as presented.

Council Review: April 23, 2019 Work Session

Fiscal Impact: N/A

Suggested Motion: I move that Town Council adopt the Code Amendments to Chapter 74 and Chapter 302 of the Town Code as presented with the Code Amendments effective upon passage.

Article IV. – House Numbering

Sec. 74-111. - System of numbering established.

A uniform system of numbering properties and principal buildings, as described in the document entitled "Luray House Numbering System," is hereby established. This document and the supplemental map, which are on file in the office of the town manager, are hereby adopted and made part of this article.

(Code 1981, § 16-74; Ord. of 4-8-1991, § 16-64)

Sec. 74-112. - Administrative official.

The ~~town manager~~ Page County Administrator's Office, or ~~his~~ their agent, shall be responsible for implementing and maintaining the numbering system, in accordance with the provisions of this article.

(Code 1981, § 16-75; Ord. of 4-8-1991, § 16-65)

Sec. 74-113. - Identification of properties by reference to numbering system; assignment of numbers; conformance required.

- (a) All properties or parcels of land with the town to which a number is assigned ~~by the town manager, or his agent,~~ shall thereafter be identified by reference to the uniform numbering system adopted herein.
- (b) Properties and buildings shall be assigned numbers in accordance with a schedule determined by the ~~town manager~~ Page County Administrator's Office, and thereafter shall conform to the system adopted herein within 30 days from the date of notification by the office of the town manager or his agent.
- (c) Numbers will be assigned at intervals determined by ~~town manager~~ Page County Administrator's Office, or their agent. Direction of streets will also be determined by the town manager or his agent.

(Code 1981, § 16-76; Ord. of 4-8-1991, § 16-66)

Sec. 74-114. - Size and posting requirements.

Numerals of a minimum of four inches in height or larger, indicating the official numbers for each principal building or each front entrance to such building, shall be posted by the owner(s) in a manner as to be permanently visible and distinguishable from the street on which the property is located.

(Code 1981, § 16-77; Ord. of 4-8-1991, § 16-67; Ord. of 9-13-2010(2), § 1)

Sec. 74-115. - Assignment of numbers on preliminary subdivision plats.

Numbers will be assigned to each proposed lot or tract on the surveyor's and the planning commission's copies of preliminary subdivision plats by the ~~town manager~~ Page County Administrator's Office, or their agent.

(Code 1981, § 16-78; Ord. of 4-8-1991, § 16-68)

Sec. 74-116. - Number required prior to issuance of building permit.

No building permit shall be issued for any structure until the owner or developer has procured from ~~town manager~~ **Page County Administrator's Office**, or ~~his~~ **their** agent, the official house number for the premises.

(Code 1981, § 16-79; Ord. of 4-8-1991, § 16-69)

Sec. 74-117. - Record of assigned numbers.

The office of the town manager, or his agent, shall keep a record of all numbers assigned pursuant to this article.

(Code 1981, § 16-80; Ord. of 4-8-1991, § 16-70)

Sec. 74-118. - Official atlas; duplicate street names prohibited.

An official atlas of all street names shall be compiled by the office of the town manager. Duplication of street names shall be eliminated and new street names shall not duplicate or closely approximate street names already assigned.

(Code 1981, § 16-81; Ord. of 4-8-1991, § 16-71)

Sec. 74-119. - Violations and penalties.

Violation of this article shall constitute a misdemeanor, punishable by a fine of not more than \$100.00.

(Code 1981, § 16-82; Ord. of 4-8-1991, § 16-72)

Chapters 75—77 - RESERVED

Sec. 302. – Zoning Districts

For the purpose of this ordinance, the incorporated area of Luray, Virginia, is hereby classified into the following districts:

R-1	Low-Density Residential
R-2	Medium-Density Residential
R-3	High-Density Residential
R-4	High-Density Residential (Boomfield)
R-5	Townhouse and Apartment Residential
B-1	Business

M-1	Limited Industrial
	Floodplain Conservation
PND	Planned Neighborhood Development District (PND)
	Arts and Cultural District
	Luray Enterprise Zone



Town of Luray, Virginia
Town Council Agenda Statement

Item No: VI-C

Meeting Date: May 13, 2019

Agenda Item: TOWN COUNCIL PUBLIC HEARING & CONSIDERATION
Item VI-C – Code Amendments – Chapter 74 & 302

Summary: The Town Council is requested to conduct a public hearing to receive public input and consider a Resolution for the issuance of a bond (which may take the form of a promissory note or other instrument) in the estimated maximum amount of \$750,000 to be repaid over a 12-month period. These funds will be used for the interim financing for construction costs and related expenses of replacing the bridge on West Main Street.

Council Review: April 23, 2019 Work Session

Fiscal Impact: N/A

Suggested Motion: I move that Town Council approve Resolution for the interim financing for the construction costs and expenses of replacing the West Main Street Bridge as presented, and further authorize the Mayor, Town Manager, Assistant Town Manager, and Town Treasurer to execute any documentation associated with the issuance of the bond as presented.

**RESOLUTION OF THE TOWN COUNCIL OF
THE TOWN OF LURAY, VIRGINIA
APPROVING THE ISSUANCE OF A NON-TAX EXEMPT
GENERAL OBLIGATION PROMISSORY NOTE**

WHEREAS, on May 13, 2019, the Town of Luray, Virginia (the "Town") held a public hearing preceded by public notice concerning the issuance of a \$750,000 promissory note for interim financing for construction costs and related expenses of replacing the bridge on West Main Street (the "Project") in Luray, Virginia; and

WHEREAS, the terms of the financing have now been finalized and the Town will now approve the form of the promissory note.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LURAY, VIRGINIA:

1. The Council approves issuance of a promissory note by the Town of Luray, Virginia, in the amount of \$750,000 (the "Note"). The Note shall bear interest at the fixed rate of 3.69 percent per annum and be payable in one payment of all outstanding principle and accrued interest on May 13, 2020. Quarterly payments of accrued interest shall commence on August 13, 2019, with all subsequent interest payments due on the same day of each subsequent quarter. The other terms are set forth in the copy of the Note attached as Exhibit A.

2. The Note shall be a general obligation of the Town of Luray, Virginia, and is backed by the full faith and credit and taxing power of the Town pursuant to Code of Virginia § 15.2-2624.

3. The Council approves the form of the Note attached as Exhibit A, with such changes as may be approved by the Town Manager or Mayor, either of whom may act, whose approval shall be evidenced conclusively by the execution and delivery of the Note. Council authorizes the Town Manager, Mayor, and Treasurer to execute the Note on behalf of the Town. The Town Manager or Mayor, either of whom may act, are further authorized to take all actions reasonably necessary, including but not limited to signing additional documents, to carry out the terms of the Note and this Resolution.

4. The Council authorizes and directs that the proceeds of the Note may be used to fund the Project, reimburse the Town's general fund for Project costs, and reimburse the Town for other costs associated with the Project to the extent permitted by law.

5. The Note shall be registered in the name of the holder on the registration books kept by the Town Treasurer as Registrar, and no transfer shall be valid unless made on such records of the Town at the written request of the holder. The transfer of the Note may be registered by the registered owner in person or by its duly authorized attorney or legal representative at the principal office of the Town. The Town shall, prior to due presentment for registration of transfer, treat the registered owner of the Note as the entity exclusively entitled to payment of principal and interest and the exercise of all other rights and powers of the owner of the Note.

6. The Note shall not be deemed to constitute a debt or pledge of the faith and credit or taxing power of the Commonwealth of Virginia or any political subdivision thereof, except the Town.

7. Notwithstanding anything else to the contrary, nothing contained in the Note or other documents concerning the Note shall create any obligation for any individual officer, council member, employee, or agent of the Town in his or her personal capacity.

This Resolution will take effect immediately upon its adoption.

Adopted: May 13, 2019

Mayor

CERTIFICATE

I certify that I am the Clerk of the Town of Luray, Virginia, and that the foregoing is a true copy of a Resolution adopted by the Council of the Town of Luray, Virginia, on May 13, 2019, upon the following vote:

NAME	AYE	NAY	ABSTAIN	ABSENT
Mayor Presgraves ¹				
Ronald "Ron" Vickers				
Jerry Dofflemyer				
Jerry Schiro				
Leroy Lancaster				
Joey Sours				
Leah Pence				

Date: May 13, 2019

[SEAL]

ATTEST: _____
Clerk, Town Council of
Town of Luray, Virginia

¹ Votes only in the event of a tie.

PROMISSORY NOTE

DRAFT

Principal \$750,000.00	Loan Date 05-13-2019	Maturity 05-13-2020	Loan No 106850429	Call / Coll 8 / 1	Account TAA0371	Officer CP03	Initials
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References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.

Borrower: Town of Luray
P.O. Box 69
Luray, VA 22835

Lender: Blue Ridge Bank, N.A.
PO Box 609
Luray, VA 22835

IMPORTANT NOTICE

THIS INSTRUMENT CONTAINS A CONFESSION OF JUDGMENT PROVISION WHICH CONSTITUTES A WAIVER OF IMPORTANT RIGHTS YOU MAY HAVE AS A DEBTOR AND ALLOWS THE CREDITOR TO OBTAIN A JUDGMENT AGAINST YOU WITHOUT ANY FURTHER NOTICE.

Principal Amount: \$750,000.00

Date of Note: May 13, 2019

PROMISE TO PAY. Town of Luray ("Borrower") promises to pay to Blue Ridge Bank, N.A. ("Lender"), or order, in lawful money of the United States of America, the principal amount of Seven Hundred Fifty Thousand & 00/100 Dollars (\$750,000.00) or so much as may be outstanding, together with interest on the unpaid outstanding principal balance of each advance, calculated as described in the "INTEREST CALCULATION METHOD" paragraph using an interest rate of 3.690% per annum based on a year of 360 days. Interest shall be calculated from the date of each advance until repayment of each advance. The interest rate may change under the terms and conditions of the "INTEREST AFTER DEFAULT" section.

PAYMENT. Borrower will pay this loan in one payment of all outstanding principal plus all accrued unpaid interest on May 13, 2020. In addition, Borrower will pay regular quarterly payments of all accrued unpaid interest due as of each payment date, beginning August 13, 2019, with all subsequent interest payments to be due on the same day of each quarter after that. Unless otherwise agreed or required by applicable law, payments will be applied first to any accrued unpaid interest; then to principal; then to any late charges; and then to any unpaid collection costs. Borrower will pay Lender at Lender's address shown above or at such other place as Lender may designate in writing.

INTEREST CALCULATION METHOD. Interest on this Note is computed on a 365/360 basis; that is, by applying the ratio of the interest rate over a year of 360 days, multiplied by the outstanding principal balance, multiplied by the actual number of days the principal balance is outstanding. All interest payable under this Note is computed using this method.

PREPAYMENT; MINIMUM INTEREST CHARGE. In any event, even upon full prepayment of this Note, Borrower understands that Lender is entitled to a minimum interest charge of \$25.00. Other than Borrower's obligation to pay any minimum interest charge, Borrower may pay without penalty all or a portion of the amount owed earlier than it is due. Early payments will not, unless agreed to by Lender in writing, relieve Borrower of Borrower's obligation to continue to make payments of accrued unpaid interest. Rather, early payments will reduce the principal balance due. Borrower agrees not to send Lender payments marked "paid in full", "without recourse", or similar language. If Borrower sends such a payment, Lender may accept it without losing any of Lender's rights under this Note, and Borrower will remain obligated to pay any further amount owed to Lender. All written communications concerning disputed amounts, including any check or other payment instrument that indicates that the payment constitutes "payment in full" of the amount owed or that is tendered with other conditions or limitations or as full satisfaction of a disputed amount must be mailed or delivered to: Blue Ridge Bank, N.A.; PO Box 609; Luray, VA 22835.

LATE CHARGE. If a payment is 7 days or more late, Borrower will be charged 5.000% of the unpaid portion of the regularly scheduled payment.

INTEREST AFTER DEFAULT. Upon default, including failure to pay upon final maturity, the interest rate on this Note shall be increased by 6.000 percentage points. However, in no event will the interest rate exceed the maximum interest rate limitations under applicable law.

DEFAULT. Each of the following shall constitute an event of default ("Event of Default") under this Note:

Payment Default. Borrower fails to make any payment when due under this Note.

Other Defaults. Borrower fails to comply with or to perform any other term, obligation, covenant or condition contained in this Note or in any of the related documents or to comply with or to perform any term, obligation, covenant or condition contained in any other agreement between Lender and Borrower.

False Statements. Any warranty, representation or statement made or furnished to Lender by Borrower or on Borrower's behalf under this Note or the related documents is false or misleading in any material respect, either now or at the time made or furnished or becomes false or misleading at any time thereafter.

Death or Insolvency. The death of Borrower or the dissolution or termination of Borrower's existence as a going business, or a trustee or receiver is appointed for Borrower or for all or a substantial portion of the assets of Borrower, or Borrower makes a general assignment for the benefit of Borrower's creditors, or Borrower files for bankruptcy, or an involuntary bankruptcy petition is filed against Borrower and such involuntary petition remains undismissed for sixty (60) days.

Creditor or Forfeiture Proceedings. Commencement of foreclosure or forfeiture proceedings, whether by judicial proceeding, self-help, repossession or any other method, by any creditor of Borrower or by any governmental agency against any collateral securing the loan. This includes a garnishment of any of Borrower's accounts, including deposit accounts, with Lender. However, this Event of Default shall not apply if there is a good faith dispute by Borrower as to the validity or reasonableness of the claim which is the basis of the creditor or forfeiture proceeding and if Borrower gives Lender written notice of the creditor or forfeiture proceeding and deposits with Lender monies or a surety bond for the creditor or forfeiture proceeding, in an amount determined by Lender, in its sole discretion, as being an adequate reserve or bond for the dispute.

Events Affecting Guarantor. Any of the preceding events occurs with respect to any guarantor, endorser, surety, or accommodation party of any of the indebtedness or any guarantor, endorser, surety, or accommodation party dies or becomes incompetent, or revokes or disputes the validity of, or liability under, any guaranty of the indebtedness evidenced by this Note.

Adverse Change. A material adverse change occurs in Borrower's financial condition, or Lender believes the prospect of payment or performance of this Note is impaired.

Insecurity. Lender in good faith believes itself insecure.

FINANCIAL STATEMENTS. In addition to any financial information that may be required in a commitment letter, Lender at their discretion may request:

Year-end financial statements of Borrower within 90 days of fiscal year-end prepared by a certified public accounting firm acceptable to Lender. If statements are prepared directly, an officer or partner of Borrower must attest by signature to their accuracy.

LENDER'S RIGHTS. Upon default, Lender may declare the entire unpaid principal balance under this Note and all accrued unpaid interest, together with all other applicable fees, costs and charges, if any, immediately due and payable, and then Borrower will pay that amount.

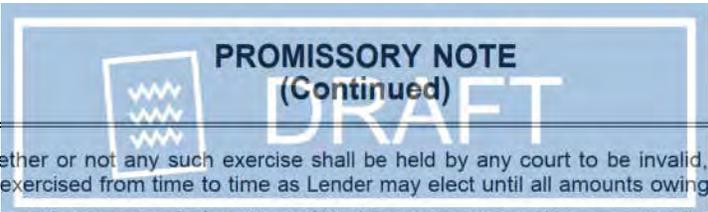
ATTORNEYS' FEES; EXPENSES. Subject to any limits under applicable law, upon default, Borrower agrees to pay Lender's attorneys' fees and all of Lender's other collection expenses, whether or not there is a lawsuit, including without limitation legal expenses for bankruptcy proceedings.

JURY WAIVER. Lender and Borrower hereby waive the right to any jury trial in any action, proceeding, or counterclaim brought by either Lender or Borrower against the other.

GOVERNING LAW. This Note will be governed by federal law applicable to Lender and, to the extent not preempted by federal law, the laws of the Commonwealth of Virginia without regard to its conflicts of law provisions. This Note has been accepted by Lender in the Commonwealth of Virginia.

CHOICE OF VENUE. If there is a lawsuit, Borrower agrees upon Lender's request to submit to the jurisdiction of the applicable courts for Page County, Commonwealth of Virginia.

CONFESSION OF JUDGMENT. Upon a default in payment of this Note at maturity, whether by acceleration or otherwise, Borrower hereby irrevocably authorizes and empowers Robert S. Janney as Borrower's attorney-in-fact to appear in the Page County, Virginia clerk's office and to confess judgment against Borrower for the unpaid amount of this Note as evidenced by an affidavit signed by an officer of Lender setting forth the amount then due, attorneys' fees plus costs of suit, and to release all errors, and waive all rights of appeal. By a written instrument Lender may appoint a substitute for the above named attorney-in-fact. If a copy of this Note, verified by an affidavit, shall have been filed in the proceeding, it will not be necessary to file the original as a warrant of attorney. Borrower waives the right to any stay of execution and the benefit of all exemption laws now or hereafter in effect. No single exercise of the foregoing warrant and power to confess judgment will be



deemed to exhaust the power, whether or not any such exercise shall be held by any court to be invalid, voidable, or void; but the power will continue undiminished and may be exercised from time to time as Lender may elect until all amounts owing on this Note have been paid in full.

DISHONORED ITEM FEE. Borrower will pay a fee to Lender of \$35.00 if Borrower makes a payment on Borrower's loan and the check or preauthorized charge with which Borrower pays is later dishonored.

RIGHT OF SETOFF. To the extent permitted by applicable law, Lender reserves a right of setoff in all Borrower's accounts with Lender (whether checking, savings, or some other account). This includes all accounts Borrower holds jointly with someone else and all accounts Borrower may open in the future. However, this does not include any IRA or Keogh accounts, or any trust accounts for which setoff would be prohibited by law. Borrower authorizes Lender, to the extent permitted by applicable law, to charge or setoff all sums owing on the debt against any and all such accounts.

COLLATERAL. This loan is unsecured.

LINE OF CREDIT. This Note evidences a revolving line of credit. Advances under this Note may be requested orally by Borrower or as provided in this paragraph. All oral requests shall be confirmed in writing on the day of the request. All communications, instructions, or directions by telephone or otherwise to Lender are to be directed to Lender's office shown above. The following person or persons are authorized, except as provided in this paragraph, to request advances and authorize payments under the line of credit until Lender receives from Borrower, at Lender's address shown above, written notice of revocation of such authority: **Mary F Broyles, Treasurer/Clerk of Town of Luray or Danielle Babb, Deputy Clerk/Treasurer.** Funding will occur after required invoices are received and approved by Blue Ridge Bank. Borrower agrees to be liable for all sums either: (A) advanced in accordance with the instructions of an authorized person or (B) credited to any of Borrower's accounts with Lender. The unpaid principal balance owing on this Note at any time may be evidenced by endorsements on this Note or by Lender's internal records, including daily computer print-outs.

DRAW REQUIREMENTS. Draw Funding will occur after required invoices are received and approved by Lender.

REPRESENTATIONS AND WARRANTIES. Borrower represents and warrants to Lender, as of the date of this Note, as of the date of any renewal, extension or modification of any Loan, and at all times any Indebtedness exists; that each financial statement of Borrower supplied to Lender truly and completely discloses Borrower's financial condition as of the date of the statement, and there has been no material adverse change in Borrower's financial condition subsequent to the date of the most recent financial statement supplied to Lender. Borrower has no contingent obligations except as disclosed in such financial statements.

AFFIRMATIVE COVENANTS. Borrower covenants and agrees with Lender that Borrower will: promptly inform Lender in writing of (a) all material adverse changes in Borrower's financial condition and (b) all existing and all threatened litigation, claims investigations, administrative proceedings or similar actions affecting Borrower which could materially affect the financial condition of Borrower. Borrower will furnish Lender with, as soon as available, but in no event later than (120) days after the end of each fiscal year, Borrower's Corporate and personal financial statement and Federal Income Tax Returns. All financial reports required to be provided shall be prepared in accordance with accounting principles acceptable to Lender, applied on a consistent basis, and certified by Borrower as being true and correct.

SUCCESSOR INTERESTS. The terms of this Note shall be binding upon Borrower, and upon Borrower's heirs, personal representatives, successors and assigns, and shall inure to the benefit of Lender and its successors and assigns.

NOTIFY US OF INACCURATE INFORMATION WE REPORT TO CONSUMER REPORTING AGENCIES. Borrower may notify Lender if Lender reports any inaccurate information about Borrower's account(s) to a consumer reporting agency. Borrower's written notice describing the specific inaccuracy(ies) should be sent to Lender at the following address: Blue Ridge Bank P.O. Box 609 Luray, VA 22835.

GENERAL PROVISIONS. If any part of this Note cannot be enforced, this fact will not affect the rest of the Note. Lender may delay or forgo enforcing any of its rights or remedies under this Note without losing them. Borrower and any other person who signs, guarantees or endorses this Note, to the extent allowed by law, waive presentment, demand for payment, and notice of dishonor. Upon any change in the terms of this Note, and unless otherwise expressly stated in writing, no party who signs this Note, whether as maker, guarantor, accommodation maker or endorser, shall be released from liability. All such parties agree that Lender may renew or extend (repeatedly and for any length of time) this loan or release any party or guarantor or collateral; or impair, fail to realize upon or perfect Lender's security interest in the collateral; and take any other action deemed necessary by Lender without the consent of or notice to anyone. All such parties also agree that Lender may modify this loan without the consent of or notice to anyone other than the party with whom the modification is made.

PRIOR TO SIGNING THIS NOTE, BORROWER READ AND UNDERSTOOD ALL THE PROVISIONS OF THIS NOTE. BORROWER AGREES TO THE TERMS OF THE NOTE.

BORROWER ACKNOWLEDGES RECEIPT OF A COMPLETED COPY OF THIS PROMISSORY NOTE.

THIS NOTE IS GIVEN UNDER SEAL AND IT IS INTENDED THAT THIS NOTE IS AND SHALL CONSTITUTE AND HAVE THE EFFECT OF A SEALED INSTRUMENT ACCORDING TO LAW.

BORROWER:

TOWN OF LURAY

By: COPY (Seal)
Barry Presgraves, Mayor of Town of Luray

By: COPY (Seal)
Mary F Broyles, Treasurer/Clerk of Town of Luray

By: COPY (Seal)
Steven M Burke, Town Manager of Town of Luray



Luray Office
P O Box 609
17 West Main Street
Luray VA 22835
(540)743-6521
www.mybrb.com

April 22, 2019

Town of Luray
c/o Bryan Chrisman

Dear Mr. Chrisman:

Blue Ridge Bank (“Lender”) is pleased to offer the Town of Luray (“Borrowers”) the following credit facility. This Commitment (as later defined) will become effective upon your acceptance of the terms and conditions outlined in this letter, and your return of an executed copy and a closing in a manner satisfactory to Lender. “Closing”, “close”, or “closed” as used herein, shall mean the execution, recordation where necessary, delivery to Lender of all documentation required by this commitment letter, and satisfaction of all terms and conditions specified herein in a timely manner. After closing, this Commitment will mature in 12 months.

Borrower: Town of Luray

Amount: \$750,000.00. *(Seven Hundred and Fifty Thousand Dollars and 00/100 cents)*

Purpose: Closed-end credit line specifically for the Main Street Bridge project currently in progress.

Interest Rate: A fixed rate of 3.690% per annum.

Loan Fees: All associated closing costs paid by the borrower

Repayment Terms: Quarterly payments of accrued interest beginning within 90 days after loan settlement and concluding 12 months after loan settlement, at which time any remaining balance on the Commitment shall become due.

Draw Requirements: Funding will occur after required invoices are received and approved by Blue Ridge Bank.

Collateral: This facility will be a general obligation of the Town of Luray, however it will be taxable.

Financial Reports: The following information will be required:

Year-end financial statements of Borrower within 90 days of fiscal year-end prepared by a certified public accounting firm acceptable to Lender. If statements are prepared directly, an officer or partner of Borrower must attest by signature to their accuracy.

Additional financial information on Borrower or Guarantor as requested by Lender.

Fees: A late charge not to exceed the amount permitted by applicable law shall be assessed on any payment remaining unpaid on the seventh day after the payment due date.

Prepayment Premium: Commitment may be prepaid in whole or in part at any time without premium or penalty.

Other Conditions: This Commitment is subject to the maintenance by Borrower and all Guarantor(s) of a condition satisfactory to Lender and the delivery and/or execution of loan, security, and informational documents satisfactory to Lender. Examples of an unsatisfactory condition include, but are not

limited to, a material change in management, an adverse change in financial condition, or any default by Borrower (or any Guarantor) on any obligation to Lender or to a third party.

The Borrower shall maintain its primary depository accounts with Lender.

During the term of the Commitment, there shall be no change in control, ownership, or legal structure of Borrower (or Guarantor) without the prior written consent of Lender.

All costs, expenses and fees incurred to close the Commitment and perfect Lender's security interest will be the responsibility of the Borrower, whether or not the transaction contemplated herein closes, unless the failure to close is due solely to Lender's gross negligence or willful misconduct.

In addition to any other defaults normally specified in Lender's documents, to the extent permitted by law, Borrower agrees that a default under this Commitment will also cause a default under any other loan or obligation of the Borrower to Lender and that a default under any other loan or obligation of the Borrower to Lender will cause a default under this Commitment.

Other: All information and representations made by the Borrower and any Guarantor(s) to Lender are and will be accurate at closing.

This Commitment shall be governed by the laws of the Commonwealth of Virginia.

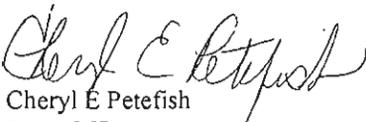
This Commitment is for the sole and exclusive benefit of the Borrower and may not be assigned by the Borrower.

This Commitment and all terms and provisions outlined above shall survive the closing and shall be binding on the Borrower (and Guarantors) after such closing.

Commitment Modifications: No condition or other term of this Commitment may be waived or modified except in writing signed by Borrower, all Guarantors, if any, and Lender.

Please call me if you have any questions about the terms of this offer. If this Commitment is not accepted with an executed copy received by Lender by May 14, 2019 and closed by May 30, 2019, this Commitment shall be null and void at the option of Lender. To acknowledge your acceptance, please sign below and return to me. We look forward to working with you.

Sincerely,


Cheryl E Petefish
Loan Officer

Understood and agreed to this _____ day of _____, 2019.

Borrower:

Brian Chrisman, Assistant Town Manager

Town of Luray
45 East Main Street
Luray, Virginia 22835

**NOTICE OF PUBLIC HEARING ON
PROPOSED PUBLIC FINANCING**

PLEASE TAKE NOTICE that on Monday, May 13, 2019, at 7:00 p.m., in the Luray Town Council Chambers located at 45 East Main Street in the Town of Luray, Virginia, the Luray Town Council will receive public comment on the issuance of a bond (which may take the form of a promissory note or other instrument) in the estimated maximum amount of \$750,000 to be repaid over a 12-month period. These funds will be used for the following project:

- Interim financing for construction costs and related expenses of replacing the bridge on West Main Street in Luray, Virginia.

All interested persons may appear and present their views at the public hearing. Further information concerning the proposed public financing is available from the Office of Town Manager between the hours of 8 a.m. and 5 p.m. from Monday through Friday.



Town of Luray, Virginia
Council Agenda Statement

Item No: IV-D

Meeting Date: May 13, 2019

Agenda Item: COUNCIL PUBLIC HEARING & CONSIDERATION
Item VI-D – FY 2019-2020 Budget

Summary: Council is requested to conduct a public hearing to receive input on the FY 2019-2020 Budget.

The total proposed budget for FY 2019-2020 is \$12,105,537 comprised of \$7,978,210 for General Fund, \$700,000 for the Community Development Block Grant for Luray Meadows Apartments, \$1,522,982 for Water Fund and \$1,904,345 for Sewer Fund.

The overall proposed budget for FY 2019-2020 reflect a \$2,577,388 (24%) reduction from the current FY 2018-2019 Budget of \$14,419,716 which is attributable to the completion of the West Main Street Bridge Project.

The proposed budget does include a 2.5% Cost of Living Salary Adjustment, vehicle upgrades for several Departments, improvements at our parks, funding for certification and licensure recognition programs, and continuation of our capital improvements needs.

Council Review: March 26 & April 23 Work Sessions, April 8 Council Meeting

Fiscal Impact: Establish FY 2020 Budget

Suggested Motion: N/A (Vote at May 28th Special Meeting)

Synopsis							
FY 2019-2020	Year End FY 2016-2017	Year End FY 2017-2018	Budget FY 2018-2019	Proposed FY 2019-2020	Increase (Decrease)	%	Notes
Revenues							
General Fund Revenues	5,513,555	6,864,251	10,555,548	7,978,210	(2,577,338)	-24%	
Project Funds (CDBG-People Inc)	0	0	700,000	700,000	-	0%	
Water Fund	1,289,872	1,325,237	1,399,317	1,522,982	123,665	9%	
Sewer Fund	1,673,555	1,704,061	1,764,851	1,904,345	139,494	8%	
Total Revenues	8,476,982	9,893,549	14,419,716	12,105,537	(2,314,179)	-16%	
Expenditures							
General Fund	5,198,009	6,348,256	10,555,548	7,978,210	(2,577,338)	-24%	
Project Fund (CDBG)	-	-	700,000	700,000	-	0%	
Water Fund	1,305,426	1,323,565	1,399,317	1,522,982	123,665	9%	
Sewer Fund	1,518,752	1,584,785	1,764,851	1,904,345	139,494	8%	
Total Expenditures	8,022,187	9,256,606	14,419,716	12,105,537	(2,314,179)	-16%	
General Fund Variance	315,546	515,995	-	-			
Project Fund Variance (CDBG)	-	-	-	-			
Water Fund Variance	(15,554)	1,672	0	-			
Sewer Fund Variance	154,803	119,276	-	-			
Variance	454,794	636,943	0	-			

Synopsis							
FY 2018-2019	Year End FY 2016-2017	Year End FY 2017-2018	Budget FY 2018-2019	Proposed FY 2019-2020	Increase (Decrease)	%	Notes
Expenditures by Department							
Mayor & Council	153,325	170,765	185,109	188,104	2,995	2%	
Town Manager	96,399	81,697	115,799	118,581	2,782	2%	
Town Attorney	36,099	42,177	30,000	35,000	5,000	17%	
Annual Audit	5,766	5,900	6,100	6,700	600	10%	
Treasurer	262,490	284,600	312,909	319,833	6,924	2%	
IT Support	18,113	22,102	20,000	24,000	4,000	20%	
Safety Program	12,213	23,069	25,500	31,500	6,000	24%	
Board of Elections	2,339	-	3,100	-	(3,100)	-100%	
Police Dept.	1,236,566	1,273,772	1,305,890	1,287,278	(18,612)	-1%	
Street Dept.	1,334,689	1,374,380	1,111,847	1,142,492	30,645	3%	
Refuse Collection	268,750	272,933	275,000	279,000	4,000	1%	
General Properties	412,015	567,148	448,150	522,050	73,900	16%	
Tax Relief	17,361	17,951	20,000	20,000	-	0%	
Parks & Recreation	888,834	888,829	896,679	988,494	91,815	10%	
Planning & Zoning	65,688	39,233	61,875	53,100	(8,775)	-14%	
Economic Development	84,758	95,455	171,999	171,133	(866)	-1%	
Main St. Capital Projects	126,198	997,382	5,215,000	2,480,000	(2,735,000)	-52%	
Debt Service	176,407	190,863	350,591	310,945	(39,646)	-11%	
Total Gen.Fund Exp.	5,198,009	6,348,256	10,555,548	7,978,210	(2,577,338)	-24%	
			-				
CDBG Project Fund	-		700,000	700,000	-	0%	
Water Fund							
Administration	132,039	118,054	158,019	160,192	2,173	1%	
Data Processing	81,119	81,136	96,827	94,431	(2,396)	-2%	
Operations	386,708	375,682	354,905	400,685	45,780	13%	
Water Plant	309,102	351,416	376,305	451,183	74,878	20%	
Debt Service	396,458	397,277	413,261	416,491	3,230	1%	
Total Water Fund	1,305,426	1,323,565	1,399,317	1,522,982	123,665	9%	

Synopsis							
FY 2017-2018	Year End FY 2016-2017	Year End FY 2017-2018	Budget FY 2018-2019	Proposed FY 2019-2020	Increase (Decrease)	%	Notes
Sewer Fund							
Administration	139,177	155,985	185,118	185,452	334	0%	
Data Processing	80,542	80,879	99,322	96,231	(3,091)	-3%	
Operations	313,091	272,038	372,815	335,591	(37,224)	-10%	
Wastewater Treat.Plant	592,920	678,268	710,791	893,622	182,831	26%	
Debt Service	393,022	397,615	396,805	393,449	(3,356)	-1%	
Total Sewer Fund	1,518,752	1,584,785	1,764,851	1,904,345	139,494	8%	
Total Expenditures	8,022,187	9,256,606	14,419,716	12,105,537	(2,314,179)	-16%	

REVENUES										
Account #	General Fund Description	Year End FY 2016-2017	Year End FY 2017-2018	Budget FY 2018-2019	Year to Date Dec. 31,2018	Balance FY 2018-2019	Proposed FY 2019-2020	Increase (Decrease)		Notes
3-100-11010-0001	Current Real Property Taxes	1,234,668	1,218,561	1,265,865	572,590	693,275	1,265,303	(562)	0%	
3-100-11010-0002	Delinquent Real Property Taxes	8,187	22,034	10,149	11,266	(1,117)	23,000	12,851	127%	
3-100-11010-0004	Enterprise Zone - Real Estate Rebate		(1,342)	(1,000)	(671)	(329)	(1,300)	(300)	-30%	
3-100-11020-0001	Public Service Corp. Taxes	57,274	56,339	56,600	57,449	(849)	57,500	900	2%	
3-100-11030-0001	Current Personal Prop.Taxes	169,811	169,476	170,000	82,037	87,963	169,500	(500)	0%	
3-100-11030-0002	Delinquent Personal Prop. Taxes	14,221	6,857	14,200	1,440	12,760	7,000	(7,200)	-51%	
3-100-11031-0001	Current Mobile Homes Tax	624	647	650	239	411	650	-	0%	
3-100-11060-0001	Penalties - all taxes	9,267	10,273	9,300	5,058	4,242	10,500	1,200	13%	
3-100-11060-0002	Interest - all taxes	10,863	13,917	11,000	8,084	2,916	16,000	5,000	45%	
3-100-12010-0001	Local Sales and Use Taxes	206,361	192,407	207,000	91,622	115,378	202,000	(5,000)	-2%	
3-100-12020-0001	Consumer Utility Taxes	69,128	71,111	70,000	33,216	36,784	71,000	1,000	1%	
3-100-12020-0002	State Communications Tax	72,918	70,639	72,000	33,700	38,300	71,000	(1,000)	-1%	
3-100-12020-0005	Right of Way Fees	29,557	18,185	29,500	9,587	19,913	19,000	(10,500)	-36%	
3-100-12030-0001	Business License Tax	330,702	304,024	331,000	7,072	323,928	312,000	(19,000)	-6%	
3-100-12030-0002	Enterprise Zone - Bus. Lic. Rebate	-	(4,557)	(3,398)	(3,716)	318	(4,000)	(602)	-18%	
3-100-12030-0003	Tourism Zone - Bus. Lic. Rebate			(2,000)	-	(2,000)	(2,000)	-	0%	
3-100-12040-0001	Franchise License Tax	25,218	32,620	25,200	17,401	7,799	35,000	9,800	39%	
3-100-12050-0001	Motor Vehicle Fee	57,121	58,580	57,200	7,226	49,974	59,000	1,800	3%	
3-100-12060-0001	Bank Franchise Tax	191,122	200,873	191,200	-	191,200	201,000	9,800	5%	
3-100-12070-0001	Transient Occupancy Tax	220,370	232,345	231,000	135,316	95,684	238,000	7,000	3%	
3-100-12070-0002	Enterprise Zone -TO Rebate		(14,995)	(8,000)	(5,326)	-	(6,000)	2,000	25%	
3-100-12070-0003	Tourism Zone - TO Rebate			(1,000)	-	-	(1,000)	-	0%	
3-100-12080-0001	Meals Tax	708,844	696,855	725,000	371,026	353,974	712,000	(13,000)	-2%	
3-100-12080-0002	Enterprise Zone - Meals Tax Rebate	-	(11,109)	(6,000)	(3,163)	5,065	(4,000)	2,000	33%	
3-100-12080-0003	Tourism Zone - Meals Tax Rebate			(1,000)	-	-	(1,000)	-	0%	
3-100-12090-0001	Cigarette Tax	145,436	128,487	147,500	65,316	82,184	130,000	(17,500)	-12%	
3-100-13030-0001	Zoning-Special Use Permit	12,054	10,220	14,000	4,016	9,984	14,000	-	0%	
3-100-14010-0001	Court Fines & Foreitures	15,892	13,629	18,000	4,643	13,357	14,000	(4,000)	-22%	
3-100-14010-0003	Parking Fines	-	1,035	100	165	(65)	1,000	900	100%	
3-100-15010-0001	Interest on Investments	5,368	134	5,000	144	4,856	500	(4,500)	-90%	
3-100-15020-0001	Rental - General Property	3,200	850	1,700		1,700	1,000	(700)	-41%	
3-100-15020-0002	Rental - Rec. Prop. & Facilities	6,100	5,410	6,000	5,475	525	6,500	500	8%	
3-100-15020-0005	Rental - Depot	6,000	6,000	6,000	3,000	3,000	6,000	-	0%	
3-100-15020-0006	Rental - Airport Hangars	-	-	45,120	-	45,120	45,120	-	0%	
3-100-16030-0001	Police - Vehicle Impoundment		199		110		500			
3-100-16080-0001	Waste Collections & Disposal	264,440	271,013	280,500	140,630	139,870	282,000	1,500	1%	
3-100-16120-0001	Swimming Fees	17,449	18,446	17,500	15,334	2,166	19,000	1,500	9%	
3-100-16120-0002	Fishing & Boating Fees	3,444	8,567	4,000	4,024	(24)	9,000	5,000	125%	
3-100-16120-0003	Shelter Rentals	10,070	9,785	10,000	2,314	7,686	10,000	-	0%	
3-100-16120-0004	Cola Commissions	172	318	200	104	96	500	300	150%	
3-100-16120-0005	Recreation Program Donations	720	1,190	1,000	1,090	(90)	1,500	500	50%	
3-100-16120-0006	Greenway Donations	1,000	1,250	1,000	1,100	(100)	1,200	200	20%	
3-100-16120-0007	Hawksbill Greenway Foundation	-	23,015	20,000	-	20,000	24,000	4,000	20%	donating a water fountain
3-100-16120-0010	Depot Donations	-	-	100	-	100	100	-	0%	
3-100-16120-0011	Lake Arrowhead Concessions	2,427	3,089	2,500	1,900	600	3,500	1,000	40%	
3-100-16120-0013	Recreation - Special Events	25,797	29,876	30,000	10,366	19,634	31,875	1,875	6%	
3-100-16120-0015	Page County Donation-TOT	10,000	-	22,000	13,356	8,644	20,000	(2,000)	-9%	

REVENUES										
Account #	General Fund Description	Year End FY 2016-2017	Year End FY 2017-2018	Budget FY 2018-2019	Year to Date Dec. 31,2018	Balance FY 2018-2019	Proposed FY 2019-2020	Increase (Decrease)		Notes
3-100-18030-0001	Rebates & Refunds	300	158	300	-	300	300	-	0%	
3-100-18990-0001	Miscellaneous Income	3,910	1,892	4,000	125	3,875	2,000	(2,000)	-50%	
3-100-18990-0002	Sale of Equipment	4,845	-	5,000	8,104	(3,104)	5,000	-	0%	
3-100-18990-0003	Police/Community Grants	2,500	650	4,000	300	3,700	4,000	-	0%	
3-100-18990-0004	Police Grants	3,273	3,759	5,000	2,195	2,805	3,000	(2,000)	-40%	
3-100-18990-0005	K-9 Donations	-	13,880	-	1,400	-	1,500	1,500	100%	
3-100-18990-0013	Bad Checks	1,758	1,050	2,000	595	1,405	1,000	(1,000)	-50%	
3-100-19010-0001	Recoveries & Rebates	-	764	100	1,359	(1,259)	1,400	1,300	1300%	
3-100-19020-0001	Depot Electricity	2,945	3,488	2,500	1,196	1,304	2,500	-	0%	
3-100-19020-0003	Credit Card Fees	1,398	4,546	3,600	3,026	574	4,500	900	25%	
3-100-19020-0004	FOIA Recovered Costs	39	-	50	-	50	50	-	0%	
3-100-19020-0005	Valley Health Proffer	-	-	165,000	-	165,000	-	(165,000)	-100%	
3-100-22010-0003	Rolling Stock Tax-Vehicle Carrier	4,076	30	4,100	4,098	2	4,100	-	0%	
3-100-22010-0009	Pers. Property Tax Reimbursement	74,574	74,575	74,574	74,574	0	74,574	-	0%	
3-100-22011-0001	4% DMV Rental Tax	694	712	800	397	403	800	-	0%	
3-100-22011-0002	DMV - Animal Friendly Plates	31	16	50	-	50	50	-	0%	
3-100-24010-0001	State Aid - Localities Police	119,888	119,888	119,888	62,162	57,726	119,888	-	0%	
3-100-24020-0001	Fire Program Funds	15,886	17,065	16,400	16,943	(543)	17,000	600	4%	
3-100-24020-0002	EMS-Disaster Recover Funds	-	-	100	-	100	100	-	0%	
3-100-24030-0001	Street and Highway Maintenance	1,110,472	1,130,418	1,130,500	582,084	548,416	1,180,500	50,000	4%	
3-100-24030-0002	Litter Control	2,775	2,706	2,700	2,790	(90)	2,800	100	4%	
3-100-24030-0004	Parks & Recreation Grants	-	-	-	-	-	2,000	2,000	100%	
3-100-24030-0005	VDOT Rev. Sharing-Mem Dr-Phase 2	18,342	-	225,000	-	225,000	50,000	(175,000)	-78%	Phase 2 Corridor
3-100-24030-0006	VDOT Revenue Sharing-Roundabout	-	-	-	-	-	250,000	250,000	100%	
3-100-24030-0007	VDOT-Revenue Sharing - Bridge	-	-	-	-	-	375,000	375,000	100%	
3-100-24030-0008	VDOT-State of Good Repair Funds	-	-	-	-	-	250,000	250,000	100%	
3-100-24070-0003	Virginia Commission for the Arts	5,000	4,500	4,500	4,500	-	4,500	-	0%	
3-100-24070-0005	Asset Forfeiture Proceeds	-	-	-	1,780	(1,780)	15,000	15,000	100%	
3-100-24090-0003	TEA-21 - Depot	-	-	55,000	103,793	(48,793)	-	(55,000)	-100%	
3-100-31010-0008	Law Enforcement Block Grant	788	-	1,500	-	1,500	-	(1,500)	-100%	
3-100-31010-0010	Bullet Proof Vest Grant	8,452	9,379	-	-	-	5,000	-		
3-100-31010-0013	Federal Hwy Admin.Bridge Grant Funds	25,567	704,561	1,280,000	1,364,174	(84,174)	-	(1,280,000)	-100%	
3-100-41010-0001	Insurance Recoveries	-	3,026	7,000	-	7,000	3,000	(4,000)	-57%	
3-100-41020-0001	Restitution (Court Ordered)	2,138	2,022	2,200	-	2,200	2,200	-	0%	
3-100-41040-0001	(Bridge Proceeds) Proceeds from Indebted	24,280	781,233	2,453,000	1,706,498	746,502	750,000	(1,703,000)	-69%	Note #5
3-100-41040-0002	Proceeds from Indebtedness	133,798	107,680	-	-	-	-	-		
3-100-41999-0009	Transfer from Reserves	-	-	900,000	-	-	775,000	(125,000)	-14%	Match/Off set funds
	Total General Fund Revenues	5,513,555	6,864,251	10,555,548	5,646,633	4,908,915	7,978,210	(2,577,338)	-24%	

Account #	CDBG Description	Year End FY 2016-2017	Year End FY 2017-2018	Budget FY 2018-2019	Year to Date Dec. 31,2018	Balance FY 2018-2019	Proposed FY 2019-2020	Increase (Decrease)		Notes
	Project Fund									
3-320-15010-0005	CDBG Revolving Loan - Interest	0	0		-	-		-		
3-320-32010-0001	CDBG - People Inc./NSVRC			700000		-	700000	700,000	100%	Luray Meadows Apts
	(CDBG Loan Proceeds)	0	0		-	-		-		
	Water Fund									
3-501-13030-0033	Water Tap Fees	1,200	1,800	7,200	-	7,200	10,000	2,800	39%	Luray Meadows Apt.
3-501-13030-0035	Reconnection Fees	5,645	6,395	7,000	2,025	4,975	6,500	(500)	-7%	
3-501-13030-0036	Water Facility Fees	33,809	6,640	33,650	-	33,650	108,000	74,350	221%	Luray Meadows Apt.
3-501-16190-0001	Customer Sales - Water	1,247,684	1,310,402	1,280,266	659,396	620,870	1,320,482	40,216	3%	1% increase
3-501-18010-0001	Miscellaneous Income	305	-	300	-	300	300	-	0%	
3-501-19120-0003	Recoveries & Rebates	-	-	100	-	100	100	-	0%	
3-501-24303-0001	VDH Grant	1,229	-	1,800	2,635	(835)	2,600	800	44%	
0-501-00102-0002	Transfer to/from other funds		0	69,000			75,000	6,000	9%	
	Total Water Funds Revenues	1,289,872	1,325,237	1,399,317	664,057	735,260	1,522,982	123,665	9%	
	Sewer Fund Revenue									
3-502-13030-0033	Sewer Tap Fees	1,200	8,340	6,000	-	6,000	10,000	4,000	67%	Luray Meadows Apt.
3-502-13030-0035	Sewer Facility Fees	23,760	5,940	35,640	-	35,640	185,000	149,360	419%	Luray Meadows Apt.
3-502-16190-0001	Customer Sales - Sewer	1,505,837	1,535,196	1,521,411	741,396	780,015	1,545,745	24,334	2%	1% increase
3-502-16190-0002	Sewer Surcharges	136,560	151,090	145,000	89,353	55,648	160,000	15,000	10%	
3-502-16190-0005	Nutrient Credit Program	6,198	2,995	6,200	2,996	3,204	3,000	(3,200)	-52%	
3-502-18010-0001	Miscellaneous Income	-	500	500	-	500	500	-	0%	
3-502-19020-0003	Recoveries & Rebates	-	-	100	-	100	100	-	0%	
0-502-00102-0002	Transfer to/from other funds		0	50,000	-	50000		(50,000)	-100%	
	Total Sewer Fund Revenues	1,673,555	1,704,061	1,764,851	833,744	931,107	1,904,345	139,494	8%	
	Total Revenues	8,476,982	9,893,549	14,419,716	7,144,434	7,275,282	12,105,537	(2,314,179)	-16%	

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase		
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%	`Notes
<i>Mayor & Council</i>											
100-11100	1111	Salaries & Wages	33,355	34,012	34,875	17,431	17,444	50%	35,800	925	3%
100-11100	2100	FICA	2,551	2,602	2,670	1,334	1,336	50%	2,740	70	3%
100-11100	2300	Group Ins. Programs	62,334	77,148	86,064	46,632	39,432	46%	86,064	-	0%
100-11100	5307	Public Official Liability	5,000	6,700	7,000	6,010	990	14%	7,000	-	0%
100-11100	5540	Travel & Training	6,776	5,965	9,000	3,139	5,861	65%	8,000	(1,000)	-11%
100-11100	5810	Membership Dues/Subscriptions	5,726	6,454	6,500	6,992	(492)	-8%	7,000	500	8%
100-11100	5811	Contributions	25,000	24,500	25,000	23,500	1,500	6%	27,000	2,000	8%
<i>PAL - \$4500 Library - \$6000 Earth Day \$500</i> <i>Fire Dept. - \$ 7000 After Prom \$ 1000 Greenhill Cen. \$1500</i> <i>Luray Page Chamber of Commerce - \$ 3000</i> <i>Luray Page Co. Tourism - \$ 3000</i>											Additional requests - not included
											PVAC \$3000.00
											Shenandoah Valley Soil & Water \$1200.00
100-11100	5840	Misc. Expenses	10,570	10,271	11,000	2,110	8,890	81%	11,000	-	0%
100-11100	6001	Office Supplies	2,013	3,113	3,000	1,725	1,275	43%	3,500	500	17%
		Total	153,325	170,765	185,109	108,873	76,236	41%	188,104	2,995	2%
<i>Town Manager</i>											
100-12100	1102	Salaries & Wages-Town Manager	33,240	15,638	40,317	20,199	20,118	50%	41,325	1,008	3%
100-12100	1104	Salaries & Wages-Asst. Town Manager	26,873	29,560	28,112	14,284	13,828	49%	28,815	703	3%
100-12100	2100	FICA	4,527	3,884	5,240	2,673	2,567	49%	5,370	130	2%
100-12100	2210	VRS	6,179	5,029	7,600	3,989	3,611	48%	7,771	171	2%
100-12100	2300	Group Ins. Programs	6,018	4,707	10,080	5,132	4,948	49%	10,080	-	0%
100-12100	2400	Group Life Ins. (VRS)	775	631	900	472	428	48%	920	20	2%
100-12100	3310	Maint.Repairs. Mach. & Equip.	506	125	750	100	650	87%	750	-	0%
100-12100	3311	Repair Parts	971	111	750	-	750	100%	750	-	0%
100-12100	3600	Advertising	2,445	3,796	2,000	947	1,053	53%	2,000	-	0%
100-12100	5210	Postal Services	1,226	837	1,500	125	1,375	92%	1,000	(500)	-33%
100-12100	5410	Vehicle Allowance	3,400	4,800	4,800	2,200	2,600	54%	4,800	-	0%
100-12100	5540	Travel & Training	4,966	3,872	6,000	1,732	4,268	71%	6,000	-	0%
100-12100	5810	Membership Dues - Subscriptions	1,023	532	1,000	806	194	19%	1,000	-	0%
100-12100	5841	Website/Email Maintenance	2,807	4,097	3,500	2,128	1,372	39%	4,500	1,000	29%
100-12100	6001	Office Supplies	705	2,042	1,500	100	1,400	93%	1,500	-	0%
100-12100	6008	Gasoline, Lube, Tire	-	84	250	-	250	100%	250	-	0%
100-12100	6014	Materials & Supplies	273	-	500	-	500	100%	500	-	0%
100-12100	8201	Machinery & Equipment	465	1,704	1,000	-	-	-	1,000	-	0%
100-12100	8202	Furniture & Fixtures	-	248	-	-	-	-	250	250	100%
		Totals	96,399	81,697	115,799	54,886	60,913	53%	118,581	2,782	2%

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase			
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%		
<i>Legal Services</i>												
100-12210	3150	Town Attorney	36,099	42,177	30,000	15,236	14,764	49%	35000	5,000	17%	Town Attorney increase
<i>Annual Audit</i>												
100-12240	3120	Independent Auditors	5,766	5,900	6,100	-	6,100	100%	6,700	600	10%	
<i>Treasurer</i>												
100-12410	1101	Salaries & Wages - Clerk-Treasurer	77,058	80,098	82,064	41,032	41,032	50%	84,115	2,051	2%	
100-12410	1102	Salaries & Wages- Personnel	73,584	76,035	79,415	39,734	39,681	50%	81,401	1,986	3%	
100-12410	1103	Salaries & Wages- PT Personnel	10,751	22,084	24,000	2,820	21,180	88%	24,000	-	0%	
100-12410	2100	FICA	12,135	13,386	14,200	6,275	7,925	56%	14,498	298	2%	
100-12410	2210	VRS	15,800	16,114	17,900	8,969	8,931	50%	18,339	439	2%	
100-12410	2300	Group Ins. Programs	30,691	35,632	39,660	19,893	19,767	50%	39,660	-	0%	
100-12410	2400	Group Life (VRS)	1,983	2,022	2,120	1,060	1,060	50%	2,170	50	2%	
100-12410	3310	Maint.Repairs Mach. & Equip.	9,108	7,098	12,000	7,158	4,842	40%	12,000	-	0%	
100-12410	3600	Advertising	212	-	100	150	(50)	-50%	100	-	0%	
100-12410	5210	Postal Service	2,500	2,138	3,000	1,000	2,000	67%	3,000	-	0%	
100-12410	5306	Surety Bond Premiums	699	645	750	656	94	13%	700	(50)	-7%	
100-12410	5410	Lease/Rent of Equip.	8,656	8,414	11,000	2,344	8,656	79%	9,500	(1,500)	-14%	
100-12410	5450	Credit Card Expense	7,878	8,439	7,000	4,931	2,069	30%	10,000	3,000	43%	
100-12410	5540	Travel & Training	457	665	1,500	70	1,430	95%	1,000	(500)	-33%	
100-12410	5810	Membership Dues/Subscriptions	500	1,125	1,200	1,575	(375)	-31%	1,600	400	33%	
100-12410	6001	Office Supplies	10,436	10,092	14,500	2,498	12,002	83%	14,000	(500)	-3%	
100-12410	6014	Materials & Supplies		263	500	286	214	43%	250	(250)	-50%	
100-12410	8201	Machinery & Equipment	42	-	1,500	-	1,500	100%	3,000	1,500	100%	
100-12410	8202	Furniture & Fixtures	-	350	500	163	338	0%	500	-	-100%	
		Totals	262,490	284,600	312,909	140,614	172,295	55%	319,833	6,924	2%	

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase			
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%		
<i>IT Support</i>												
100-12610	3130	IT Technician	10,446	9,227	11,000	5,175	5,825	53%	11,000	-	0%	
100-12610	3310	IT Repairs & Maintenance	2,673	12,235	4,000	1,940	2,060	52%	6,000	2,000	50%	software updates
100-12610	3311	IT Repair Parts & Supplies	4,994	640	5,000	274	4,726	95%	7,000	2,000	40%	hardware upgrades
Totals			18,113	22,102	20,000	7,389	12,611	63%	24,000	4,000	20%	
<i>Safety Programs</i>												
100-12710	1101	Salaries & Wages - Safety Officer	2,000	2,000	2,000	2,000	-	0%	3,000	1,000	50%	additional training duties
100-12710	5140	Contract Services	3,608	3,900	4,000	1,625	2,375	59%	-	(4,000)	-100%	
100-12710	5540	Travel & Training	1,893	-	2,500	60	2,440	98%	5,000	2,500	100%	
100-12710	6014	Materials & Supplies	1,958	6,432	5,000	1,330	3,670	73%	6,000	1,000	20%	
100-12710	8201	Equipment	2,754	10,737	12,000	-	12,000	100%	17,500	5,500	46%	AED Pads - \$500 3 New AED's \$5,000
Totals			12,213	23,069	25,500	5,015	20,485	80%	31,500	6,000	24%	
<i>Board of Elections</i>												
100-13100	3000	Personal Services	270	-	500	-	500	100%	0	(500)	-100%	
100-13100	3310	Maint.,Repairs Mach.&Equip	390	-	500	-	500	100%	0	(500)	-100%	
100-13100	3600	Advertising	50	-	100	-	100	100%	0	(100)	-100%	
100-13100	6001	Materials & Supplies	1,629	-	2,000	-	2,000	100%	0	(2,000)	-100%	
Total			2,339	-	3,100	-	3,100	100%	-	(3,100)	-100%	

		EXPENDITURES	FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase	
		Description	2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%
		Police Department									
100-31100	1101	Salaries & Wages - Chief	81,600	84,732	86,813	43,406	43,407	50%	88,893	2,080	2%
100-31100	1102	Salaries & Wages Personnel Patrol	476,674	468,674	484,962	245,824	239,138	49%	500,813	15,851	3%
100-31100	1122	Salaries & Wages Dispatchers	40,550	41,361	42,395	21,198	21,197	50%	43,455	1,060	3%
100-31100	1141	Salaries & Wages - Overtime	12,988	27,465	35,000	14,666	20,334	58%	35,000	-	0%
100-31100	1142	Overtime - Special Event	4,777	2,696	6,000	3,098	2,902	48%	6,000	-	0%
100-31100	1311	Part time - Dispatchers	2,880	2,680	3,500	966	2,534	72%	3,500	-	0%
100-31100	1312	Part time - temporary	85,690	81,366	93,000	40,990	52,010	56%	93,000	-	0%
100-31100	2100	FICA	48,980	49,507	57,240	26,561	30,679	54%	58,692	1,452	3%
100-31100	2210	VRS	62,833	61,975	68,100	34,114	33,986	50%	90,156	22,056	32%
100-31100	2300	Group Ins. Program	161,514	171,519	193,680	85,620	108,060	56%	165,240	(28,440)	-15%
100-31100	2400	Group Life Ins. (VRS)	7,643	7,777	8,050	4,034	4,016	50%	8,379	329	4%
100-31100	3110	Physicals	60	-	500	-	500	100%	500	-	0%
100-31100	3310	Maint. Repairs Mach. & Equipment	14,286	10,717	12,000	7,359	4,641	39%	15,000	3,000	25%
100-31100	3311	Repair Parts	8,656	4,774	8,000	5,226	2,774	35%	10,000	2,000	25%
100-31100	3600	Advertising	175	187	100	30	70	70%	100	-	0%
100-31100	5210	Postal Service	409	600	750	500	250	33%	750	-	0%
100-31100	5230	Communications	11,122	18,402	15,000	7,789	7,211	48%	18,000	3,000	20%
100-31100	5310	Liability Insurance	11,000	12,000	14,000	12,000	2,000	14%	14,000	-	0%
100-31100	5410	Lease/Rental of Equipment	5,418	3,708	7,000	1,494	5,506	79%	7,000	-	0%
100-31100	5540	Travel & Training	15,457	2,863	15,000	11,042	3,958	26%	15,000	-	0%
100-31100	5810	Membership Dues - Subscriptions	9,866	14,641	19,500	4,302	15,198	78%	19,500	-	0%
100-31100	5844	Grant Expenditures	9,819	9,254	9,000	235	8,765	97%	9,000	-	0%
100-31100	5845	Court Costs	3,934	4,087	4,500	1,979	2,521	56%	4,500	-	0%
100-31100	5850	Emergency Operations	-	59	1,000	-	1,000	100%	1,000	-	0%
100-31100	5855	Senior/Physically Challenged	289	225	300	-	300	100%	300	-	0%
100-31100	6001	Office Supplies	3,083	3,963	4,500	529	3,971	88%	4,500	-	0%
100-31100	6008	Gas, Lube, Tires, Etc.	22,557	23,513	20,000	10,941	9,059	45%	20,000	-	0%
100-31100	6010	Police Supplies & Range	10,709	13,005	14,000	8,757	5,243	37%	14,000	-	0%
100-31100	6011	Uniforms	12,506	10,631	12,000	3,750	8,250	69%	10,000	(2,000)	-17%
100-31100	6014	Materials & Supplies	231	1,593	2,000	2,266	(266)	-13%	4,000	2,000	100%
100-31100	8201	Machinery & Equipment	299	2,419	8,000	16,451	(8,451)	-106%	11,000	3,000	38%
100-31100	8202	Furniture & Fixtures	1,110	199	2,500	1,436	1,064	43%	2,500	-	0%
100-31100	8203	Communication Equipment	2,558	-	2,500	-	2,500	100%	2,500	-	0%
		Total	1,129,673	1,136,592	1,250,890	616,562	634,328	51%	1,276,278	25,388	2%
		Police - Capital Outlay									
100-31150	8201	Machinery & Equipment	9,672	66,534	9,000	-	9,000	100%	11,000	2,000	22%
100-31150	8202	Mach.-Equip - Maintenance & Repairs	-	-	-	-	-	-	-	-	-
100-31150	8203	Communications	-	-	-	-	-	-	-	-	-
100-31150	8205	Vehicles	97,221	57,996	35,000	-	35,000	100%	-	(35,000)	-100%
100-31150	8206	Buildings & Structures	-	-	-	-	-	-	-	-	-
100-31150	8214	Structures & Property Maint. & Repairs	-	-	-	-	-	-	-	-	-
100-31150	8215	Property Acquisition	-	-	-	-	-	-	-	-	-
100-31150	8217	Replacement Projects	-	-	-	-	-	-	-	-	-
100-31150	8218	Engineering/Surveying/Studies	-	-	-	-	-	-	-	-	-
100-31150	8219	Improvement Projects	-	12,650	11,000	16,174	(5,174)	-47%	-	(11,000)	-100%
100-31150	8220	Compliance	-	-	-	-	-	-	-	-	-
100-31150	8226	Other Projects	-	-	-	-	-	-	-	-	-
		Total	106,893	137,180	55,000	16,174	38,826	71%	11,000	(44,000)	-80%
		Total Police Dept.	1,236,566	1,273,772	1,305,890	632,736	673,154	52%	1,287,278	(18,612)	-1%

		EXPENDITURES	FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase	
		Description	2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%
Streets											
100-41200	1100	Salaries & Wages Town Supt.	23,317	23,783	25,329	12,690	12,639	50%	25,962	633	2%
100-41200	1101	Salaries & Wages Personnel	115,749	124,888	130,318	53,504	76,814	59%	122,100	(8,218)	-6%
100-41200	1102	Salaries - Part Time	6,114	25,176	35,500	9,360	26,140	74%	35,500	-	0%
100-41200	1141	Salaries & Wages Overtime	9,651	9,002	11,000	925	10,075	92%	11,000	-	0%
100-41200	1142	Overtime - Special	1,808	1,347	2,500	1,269	1,231	49%	2,500	-	0%
100-41200	2100	FICA	11,959	13,259	15,700	5,927	9,773	62%	15,100	(600)	-4%
100-41200	2210	VRS	14,439	15,533	17,300	7,052	10,248	59%	16,400	(900)	-5%
100-41200	2300	Group Ins. Programs	34,234	46,495	51,840	23,284	28,556	55%	36,000	(15,840)	-31%
100-41200	2400	Group Life Ins. (VRS)	1,812	1,953	2,050	842	1,208	59%	1,940	(110)	-5%
100-41200	2450	VLDP (Virginia Local Disability Program)	381	599	710	262	448	63%	640	(70)	-10%
100-41200	3310	Maint.Repairs Mach & Equipment	21,861	27,638	25,000	7,536	17,464	70%	28,000	3,000	12%
100-41200	3311	Repair Parts	32,138	31,498	25,000	9,527	15,473	62%	32,000	7,000	28%
100-41200	3600	Advertising	665	152	500	317	184	37%	500	-	0%
100-41200	5110	Electricity	136,329	136,519	150,000	57,825	92,175	61%	165,000	15,000	10%
100-41200	5120	Heating Expenses	2,452	3,705	2,500	837	1,663	67%	3,000	500	20%
100-41200	5210	Postage	35	-	100	-	100	100%	100	-	0%
100-41200	5230	Communications	2,069	4,419	3,500	1,915	1,585	45%	4,000	500	14%
100-41200	5310	Insurance - VML Liability	4,000	6,000	8,000	8,000	-	0%	8,000	-	0%
100-41200	5410	Lease of Equipment	980	-	4,000	-	4,000	100%	500	(3,500)	-88%
100-41200	5540	Travel & Training	75	715	500	-	500	100%	750	250	50%
100-41200	5860	Certifications	-	-	-	-	-	-	2,000	2,000	100%
100-41200	6001	Office Supplies	37	486	500	226	274	55%	500	-	0%
100-41200	6008	Gas, Lube Tires, Etc.	10,890	11,282	11,000	5,600	5,400	49%	12,000	1,000	9%
100-41200	6011	Uniforms	4,103	4,852	4,000	2,203	1,797	45%	4,500	500	13%
100-41200	6014	Material & Supplies	19,514	17,012	30,000	9,717	20,283	68%	25,000	(5,000)	-17%
100-41200	8201	Machinery & Equipment	3,765	2,610	5,000	6,284	(1,284)	-26%	7,500	2,500	50%
Totals			458,377	508,923	561,847	225,102	336,745	60%	560,492	(1,355)	0%
Streets - Capital Outlay											
100-41250	8201	Machinery & Equipment	29,259	50,486	-	-	-	0%	7,000	7,000	100%
100-41250	8202	Mach.-Equip - Maintenance & Repairs	-	-	-	-	-	0%	-	-	0%
100-41250	8203	Communications	-	-	-	-	-	0%	-	-	0%
100-41250	8205	Vehicles	42,487	2,500	-	-	-	0%	25,000	25,000	100%
100-41250	8206	Buildings & Structures	-	20,016	-	-	-	0%	-	-	0%
100-41250	8214	Structures & Property Maint. & Repairs	-	-	-	-	-	0%	-	-	0%
100-41250	8215	Property Acquisition	-	-	-	-	-	0%	-	-	0%
100-41250	8217	Replacement Projects	-	-	-	-	-	0%	-	-	0%
100-41250	8218	Engineering/Surveying/Studies	-	-	-	-	-	0%	-	-	0%
100-41250	8219	Improvement Projects	-	-	-	-	-	0%	-	-	0%
100-41250	8220	Compliance	-	-	-	-	-	0%	-	-	0%
100-41250	8226	Other Projects	-	-	-	-	-	0%	-	-	0%
Totals			71,746	73,002	-	-	-	0%	32,000	32,000	100%

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase		
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%	
VDOT Reimbursements											
100-41300	3140	St. Engineering/Bridge Repairs	87,077	23,738	50,000	22,059	27,941	118%	50,000	-	0%
100-41300	5847	Snow & Ice Removal	7,419	9,763	20,000	8,458	11,543	118%	20,000	-	0%
100-41300	5848	Storm Drainage	43,077	15,480	25,000	23,626	1,374	9%	30,000	5,000	20%
100-41300	5849	Street-Sidewalk Materials	145,044	148,276	100,000	288,412	(188,412)	-127%	150,000	50,000	50%
100-41300	5850	Paving	353,837	400,488	200,000	140,075	59,925	15%	175,000	(25,000)	-13%
100-41300	5851	Street Repairs	128,598	122,760	125,000	114,801	10,199	8%	75,000	(50,000)	-40%
100-41300	6014	Materials & Supplies	39,514	71,950	30,000	22,379	7,621	11%	50,000	20,000	67%
Totals		804,566	792,455	550,000	619,810	(69,810)	-9%	550,000	-	0%	
Total Streets		1,334,689	1,374,380	1,111,847	844,911	266,936	24%	1,142,492	30,645	3%	
Refuse Collections											
100-42300	5140	Contract Services- Trash Collection	259,448	263,977	260,000	109,924	150,076	58%	265,000	5,000	2%
100-42300	5150	Landfill Tipping Fees	3,983	3,979	7,000	3,045	3,955	57%	7,000	-	0%
100-42300	5160	Recycling Expense	5,319	4,977	8,000	1,128	6,872	86%	7,000	(1,000)	-13%
Totals		268,750	272,933	275,000	114,097	160,903	59%	279,000	4,000	1%	
100-53300	5700	Tax Relief for the Elderly & Disabled	17,361	17,951	20,000	-	20,000	100%	20,000	-	0%

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase		
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%	
<i>General Properties</i>											
100-43200	2220	Line of Duty	10,780	12,482	12,500	16,233	(3,733)	-30%	16,500	4,000	32%
100-43200	3130	Professional Services (Year End)	3,500	5,574	3,500	2,223	1,277	36%	3,500	-	0%
100-43200	3150	Legal Fees		136	200	-	(136)	-100%	500		150%
100-43200	3160	Bank Charges	6,614	-	9,000	-	9,000	100%	-	(9,000)	-100%
100-43200	3310	Maint.Repairs, Machinery & Equip.	36,806	40,925	36,000	6,884	29,116	81%	36,000	-	0%
100-43200	3311	Repair Parts	5,397	6,469	8,000	1,477	6,523	82%	8,000	-	0%
100-43200	3312	Tree Maintenance and Removal	4,220	5,130	5,000	1,750	3,250	65%	5,000	-	0%
100-43200	3320	Dam Inspection	1,000	7,533	20,000	-	20,000	100%	20,000	-	0%
100-43200	3330	Dam Maintenance	22,256	29,505	40,000	9,008	30,992	77%	40,000	-	0%
100-43200	3550	Lake/Pond Maintenance	18,075	18,700	19,000	15,950	3,050	16%	2,000	(17,000)	-89%
100-43200	3600	Advertising		166	200	230	(166)	-100%	200	-	0%
100-43200	3820	Janitorial Services	10,060	17,070	15,000	6,470	8,530	57%	15,000	-	0%
100-43200	3840	Sheriff's Dept. Workforce	613	2,944	300	1,283	(983)	-328%	2,000	1,700	567%
100-43200	5110	Electricity	27,739	29,650	29,000	11,746	17,254	59%	29,000	-	0%
100-43200	5120	Heating Service	3,299	4,425	5,000	557	4,443	89%	5,000	-	0%
100-43200	5210	Postal Service	-	-	50	-	50	100%	50	-	0%
100-43200	5230	Communications	33,515	32,382	35,000	9,286	25,714	73%	35,000	-	0%
100-43200	5310	Liability Insurance	43,557	44,552	58,000	55,087	2,913	5%	58,000	-	0%
100-43200	5410	Lease/Rental of Equipment	15,860	17,455	12,000	5,240	6,760	56%	12,000	-	0%
100-43200	5420	Rents	3,188	2,767	3,000	1,358	1,642	55%	3,000	-	0%
100-43200	5840	Mowing Expense	-	-	-	220	(220)	-100%	500	500	0%
100-43200	5852	Animal Friendly Plates	30	15	50	-	50	100%	50	-	0%
100-43200	5853	Employee Expenses/Retirement	17,277	13,014	18,000	13,436	4,564	25%	18,000	-	0%
100-43200	5854	Dept.of Fire Programs	15,886	17,065	16,500	16,943	(443)	-3%	17,000	500	3%
100-43200	5855	Matching Funds - Pals	5,000	4,500	4,500	4,500	-	0%	4,500	-	0%
100-43200	6001	Office Supplies	58	293	500	-	500	100%	500	-	0%
100-43200	6012	Browns Building - VCI Grant Fees	-	43,402	100	-	100	100%	-	(100)	-100%
100-43200	6013	Browns Building Maintenance	(1,662)	898	1,000	-	(898)	-100%	1,000	-	0%
100-43200	6014	Materials & Supplies	8,437	15,574	14,000	10,954	3,046	22%	16,000	2,000	14%
100-43200	6015	Human Resources Training/Supplies	24	32	500	-	500	100%	500	-	0%
100-43200	6016	PCORI - Affordable Care Act Fee	213	232	250	233	17	7%	250	-	0%
100-43200	8201	Machinery & Equipment	1,370	-	6,500	4,546	1,954	30%	6,500	-	0%
100-43200	8227	Wreaths - Banners	1,533	46	1,500	665	835	56%	1,500	-	0%
100-43200	8236	Depot Phase V	54,157	59,570	50,000	-	50,000	100%	-	(50,000)	-100%
100-43200	8238	Depot Maintenance	10,046	5,773	10,000	14,035	(4,035)	-40%	25,000	15,000	150%
		Totals	358,848	438,279	434,150	210,313	223,837	52%	382,050	(52,100)	-12%
<i>General Properties - Capital Outlay</i>											
100-43250	8201	Machinery & Equipment	13,167	16,282	-	-	0%	15,000	15,000	100%	Ruffner Plaza Bridge Exhibit/Design & Build
100-43250	8217	Replacement Projects		67,659		5,350	(5,350)	-100%	-		100%
100-43250	8218	Engineering/Surveying/Studies									
100-43250	8219	Improvement Projects	40,000	44,928	14,000	14,000	-	0%	125,000	111,000	793%
		Totals	53,167	128,869	14,000	19,350	(5,350)	-38%	140,000	126,000	900%
		Total General Properties	412,015	567,148	448,150	229,663	218,487	49%	522,050	73,900	16%

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase	
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%
Parks & Recreation										
100-71200	1100	69,810	71,206	72,990	32,199	40,791	56%	56,375	(16,615)	-23%
100-71200	1101	172,494	200,151	213,829	104,294	109,535	51%	225,679	11,850	6%
100-71200	1102	85,875	59,136	65,000	43,492	21,508	33%	78,500	13,500	21%
Additional guard/part time staff										
100-71200	1141	22,124	31,182	22,000	18,381	3,619	16%	22,000	-	0%
100-71200	1142	2,952	3,370	8,000	3,525	4,475	56%	8,000	-	0%
100-71200	2100	26,130	26,866	29,300	14,898	14,402	49%	29,800	500	2%
100-71200	2210	25,151	28,297	32,000	14,541	17,459	55%	30,920	(1,080)	-3%
100-71200	2300	59,087	77,784	56,760	41,580	15,180	27%	86,760	30,000	53%
100-71200	2400	3,156	3,551	3,800	1,719	2,081	55%	3,660	(140)	-4%
100-71200	2450	18	404	500	279	(202)	-40%	500	-	0%
100-71200	2600	5,614	3,030	3,000	-	3,000	100%	3,000	-	0%
100-71200	3310	21,329	18,660	20,000	10,460	9,540	48%	20,000	-	0%
100-71200	3311	21,064	24,946	22,000	15,031	6,969	32%	22,000	-	0%
100-71200	3600	3,279	2,039	3,000	541	2,459	82%	3,000	-	0%
100-71200	5110	39,319	45,163	42,000	17,369	24,631	59%	42,000	-	0%
100-71200	5120	2,685	5,207	4,000	643	3,357	84%	4,500	500	13%
100-71200	5210	974	1,049	2,000	1,050	950	48%	1,300	(700)	-35%
100-71200	5230	15,269	15,121	18,000	6,521	11,479	64%	16,000	(2,000)	-11%
100-71200	5310	6,000	6,000	7,500	6,000	1,500	20%	7,500	-	0%
100-71200	5410	16,263	11,188	15,000	9,098	5,902	39%	15,000	-	0%
100-71200	5540	187	1,207	7,000	2,300	4,700	67%	6,000	(1,000)	-14%
100-71200	5810	-	875	1,000	1,145	(145)	-100%	1,500	500	50%
100-71200	5860							3,000	1,000	100%
100-71200	6001	4,886	3,433	3,500	393	3,107	89%	3,500	-	0%
100-71200	6008	14,483	20,983	18,000	10,599	7,401	41%	18,000	-	0%
100-71200	6011	8,935	9,585	7,000	4,447	2,553	36%	7,000	-	0%
100-71200	6013	5,013	7,820	8,000	3,373	4,627	58%	8,000	-	0%
100-71200	6014	56,666	60,105	50,000	28,140	21,860	44%	55,000	5,000	10%
100-71200	6015	7,374	13,671	16,000	7,903	8,097	51%	10,000	(6,000)	-38%
100-71200	6016	49,478	49,575	48,000	15,358	32,642	68%	47,000	(1,000)	-2%
100-71200	6017	1,650	2,550	1,500	708	792	53%	2,000	500	33%
100-71200	6020	700	6,314	4,000	2,450	1,550	39%	5,000	1,000	25%
100-71200	8201	2,678	9,282	5,000	1,019	3,981	80%	2,500	(2,500)	-50%
100-71200	8330	17,425	17,300	18,000	8,650	9,350	52%	18,000	-	0%
100-71200	8405	5,119	11,616	6,000	4,662	1,338	22%	12,000	6,000	100%
100-71200	8406	21,939	16,307	10,000	12,174	(2,174)	-22%	12,000	2,000	20%
100-71200	8407	305	5,581	4,000	12,174	(8,174)	-204%	25,000	21,000	525%
100-71200	8408	-	-	-	-	-	0%	15,500	15,500	100%
TOL Shelter Roof Replacement - \$5000										
phase 2 trashcans - pedestrian bridge repairs water fountain										
spring/fall annual pest control / fertilizing										
Totals		795,431	870,554	847,679	457,113	390,566	46%	927,494	79,815	9%

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase			
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%		
Parks & Recreation - Capital Outlay												
100-71250	8201	Machinery & Equipment	15,163	-	-	-	0%	11,000	11,000	100%	upfit for trucks	
100-71250	8202	Mach.-Equip - Maintenance & Repairs					0%			0%		
100-71250	8203	Communications					0%			0%		
100-71250	8205	Vehicles	49,087	49,000	49,000	49,000	0%	30,000	(19,000)	-39%	4WD Pickup	
100-71250	8206	Buildings & Structures		-			0%			100%		
100-71250	8214	Structures & Property Maint. & Repairs	7,822	-			0%			0%		
100-71250	8215	Property Acquisition					0%			0%		
100-71250	8217	Replacement Projects		-			0%	20,000	20,000	100%	replace failing drainfields (1)/fixtures	
100-71250	8218	Engineering/Surveying/Studies		5,760			0%			100%		
100-71250	8219	Improvement Projects		-			0%			100%		
100-71250	8220	Compliance					0%			0%		
100-71250	8226	Other Projects	21,331	12,515			0%			100%		
Totals		93,403	18,275	49,000	-	49,000	100%	61,000	12,000	24%		
Total Parks & Rec.		888,834	888,829	896,679	457,113	439,566	49%	988,494	91,815	10%		
Planning & Zoning												
100-81100	1101	Planning Commission Meeting Fees	2,150	2,750	3,600	1,450	2,150	60%	3,600	-	0%	
100-81100	1102	Salary - Planning & Zoning Admin.	34,185	-	-	-	-	-	-	-	-	
100-81100	1103	Salaries - Part time personnel - Admin.Assist.	-	23,312	25,000	3,329	21,671	87%	24,000	(1,000)		
100-81100	2100	FICA	2,510	1,795	2,000	255	1,745	87%	2,000	-	0%	
100-81100	2210	VRS	3,555	-	-	-	-	-	-	-	-	
100-81100	2300	Group Ins. Programs	7,512	-	-	-	-	-	-	-	-	
100-81100	2400	Group Life Ins. (VRS)	446	-	500	-	-	0%	(500)	-100%		
100-81100	2450	VLDP (Virginia Local Disability Program)			275	-	-	0%	(275)	-100%		
100-81100	3141	Engineering	7,225	4,740	8,000	600	7,400	93%	8,000	-	0%	
100-81100	3200	Comp Plan Update		3,778	10,000			0%	(10,000)	-100%		
100-81100	3600	Advertising	5,772	300	6,000	848	5,152	86%	6,000	-	0%	
100-81100	5210	Postage	-	-	1,000	200	800	80%	1,000	-	0%	
100-81100	5540	Travel & Training	-	-	1,000	-	1,000	100%	4,000	3,000	300%	Training PC Members/Planning staff
100-81100	5810	Membership Dues	422	175	500	150	350	70%	500	-	0%	
100-81100	6001	Office Supplies	496	1,546	2,000	1	1,999	100%	2,000	-	0%	
100-81100	6014	Materials & Supplies	1,415	837	2,000	-	2,000	100%	2,000	-	0%	
Totals		65,688	39,233	61,875	6,833	55,042	89%	53,100	(8,775)	-14%		
Economic Development												
100-81500	8230	Luray Downtown Initiative	30,000	35,000	35,000	35,000	-	0%	37,000	2,000	6%	
100-81500	8231	Farmers Market	370	4,512	2,000	1,900	100	5%	(2,000)	-100%		
100-81500	8232	Lord Fairfax Community College	11,578	11,560	80,099	80,060	39	0%	80,433	334	0%	
100-81500	8237	Project Expenses	-	1,400	-	-	-	0%	-	-	-	
100-81500	8238	Airport Expenses	42,000	41,750	49,900	49,000	900	2%	48,700	(1,200)	-2%	
Economic Development Totals		84,758	95,455	171,999	165,960	6,039	4%	171,133	(866)	-1%		

		EXPENDITURES	FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase	
		Description	2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%
Capital Projects											
100-94000	8500	West Main Street Bridge Replacement	32,294	803,894	3,220,000	1,727,106	1,492,894	46%	750,000	(2,470,000)	-77%
100-94000	8501	Transportation Reserves	-	150	250,000	-	250,000	100%	250,000	-	0%
100-94000	8502	Revenue Sharing- Northcott/West Main	-	300	5,000	-	5,000	100%	500,000	495,000	9900%
100-94000	8600	Rev Sharing - Memorial Drive Upgrades- Phase 2	10,701	10,249	450,000	304,000	146,000	32%	100,000	(350,000)	-78%
100-94000	9110	Principal on Loan - Bridge	83,182	181,565	1,280,000	1,364,174	(10,429)	-100%	850,000	(430,000)	-34%
100-94000	9120	Interest on Loan	21	1,224	10,000	9,111	889	9%	30,000	20,000	200%
Totals			126,198	997,382	5,215,000	3,404,391	1,810,609	35%	2,480,000	(2,735,000)	-52%
General Fund Debt Service											
100-95100	9110	Debt Service - Principal					-				
		Town Office Building	61,213	61,589	61,500	57,358	4,142	7%	8,300	(53,200)	-87%
		Loan - \$159,000 Blue Ridge Bank PAID								-	
100-95100	9112	Debt Service - Lease to own - Police	43,294	59,198	70,846	50,727	20,119	28%	70,000	(846)	-1%
100-95100	9113	Interest - Vehicles		2,226	3,290	1,276	2,014	-100%	3,100	(190)	-6%
100-95100	9115	Equipment - Lease to Own	8,924	8,925	8,925	-	8,925	0%	8,925	-	
100-95100	9120	Debt Service - Interest Payments									
		Town Hall	22,198	19,980	20,410	9,528	10,882	53%	19,000	(1,410)	-7%
		Loan - \$159,000 Blue Ridge Bank PAID								-	
100-95100	9135	Debt Issuance Costs	545	-			-				
100-95100	9140	Airport Hangars Reserves	-	-	45,120	-	45,120	100%	45,120	-	0%
100-95100	9150	Little League Complex - Principal	25,000	25,000	50,000	25,000	25,000	50%	70,000	20,000	40%
100-95100	9160	Little League Complex - Interest	6,894	6,199	7,000	4,180	2,820	40%	8,000	1,801	14%
100-95100	9170	Browns Bld. - Principal	-		75,000	-	75,000	100%	70,000	70,000	0%
100-95100	9180	Browns Bld - Interest	8,339	7,746	8,500	4,762	3,738	44%	8,500	-	0%
Totals			176,407	190,863	350,591	152,831	197,760	56%	310,945	(39,646)	-11%
General Fund Total Expenditures			5,198,009	6,348,256	10,555,548	6,340,548	4,215,000	40%	7,978,210	(2,577,338)	-24%
CDBG Fund Project Fund											
320-7000	8234	CDBG Expenditures- People Inc.	-	-	700,000		700,000	100%	700,000	-	0%
											Luray Meadows Apts.

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase		
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%	
Water Fund											
Water Administration											
501-41000	1101	Salaries & Wages Town Supt.	23,246	23,711	25,330	12,652	12,678	50%	25,962	632	2%
501-41000	1102	Salaries & Wages Town Manager	31,749	15,196	40,317	20,138	20,179	50%	41,325	1,008	3%
501-41000	1104	Salaries & Wages Asst. Town Manager	26,543	29,675	28,112	14,042	14,070	50%	28,815	703	3%
501-41000	2100	FICA	5,956	5,046	7,200	3,442	3,758	52%	7,400	200	3%
501-41000	2210	VRS	8,308	6,594	10,400	5,088	5,312	51%	10,700	300	3%
501-41000	2300	Group Ins. Programs	9,003	8,382	13,680	6,785	6,895	50%	13,680	-	0%
501-41000	2400	Group Life Ins. (VRS)	1,042	827	1,230	602	628	51%	1,260	30	2%
501-41000	3120	Annual Audit	5,766	5,900	6,100	-	6,100	100%	6,600	500	8%
501-41000	3130	Professional Services (Year End)	3,926	5,574	4,000	2,223	1,777	44%	4,000	-	0%
501-41000	3141	Engineering	-	-	5,000	-	5,000	100%	-	(5,000)	-100%
501-41000	3150	Legal Costs	1,766	2,389	1,000	1,030	(30)	-3%	2,000	1,000	100%
501-41000	5210	Postal Service	500	500	500	-	500	100%	500	-	0%
501-41000	5310	Liability Insurance	13,500	13,500	14,000	12,000	2,000	14%	14,000	-	0%
501-41000	5540	Travel & Training	-	-	200	-	200	0%	200	-	0%
501-41000	5810	Membership Dues & Subscriptions	734	724	750	724	26	3%	750	-	0%
501-41000	5860	Licenses - Certification	-	36	200	-	200	100%	3,000	2,800	1400%
Total		132,039	118,054	158,019	78,726	79,293	50%	160,192	2,173	1%	
Data Processing											
501-41220	1100	Salaries & Wages Personnel	42,030	41,946	44,587	22,280	22,307	50%	45,701	1,114	2%
501-41220	2100	FICA	2,907	2,892	3,420	1,536	1,884	55%	3,500	80	2%
501-41220	2210	VRS	4,397	4,485	4,950	2,466	2,484	50%	5,100	150	3%
501-41220	2300	Group Ins. Programs	11,010	12,785	14,280	7,129	7,151	50%	14,280	-	0%
501-41220	2400	Group Life Ins. (VRS)	551	563	590	292	298	51%	600	10	2%
501-41220	3310	Maint. Repairs, Machinery & Equip.	9,426	8,422	13,000	9,173	3,827	29%	12,000	(1,000)	-8%
501-41220	5210	Postal Service	8,000	7,000	8,000	3,400	4,600	58%	8,000	-	0%
501-41220	5410	Rental/lease Fees	-	-	2,500	-	2,500	100%	-	(2,500)	-100%
501-41220	6001	Office Supplies	2,567	2,862	3,000	282	2,718	91%	3,000	-	0%
501-41220	6014	Materials & Supplies	-	181	500	-	500	100%	250	(250)	-50%
501-41220	8201	Machinery & Equipment	231	-	2,000	315	1,685	84%	2,000	-	0%
Total		81,119	81,136	96,827	46,873	49,954	52%	94,431	(2,396)	-2%	

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase			
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%		
Water Operations												
501-42000	1101	Salaries & Wages Personnel	133,810	137,800	141,240	70,264	70,976	50%	147,770	6,530	5%	
501-42000	1141	Salaries & Wages Overtime	16,398	20,844	11,000	9,543	1,457	13%	19,000	8,000	73%	
501-42000	1142	Overtime - Special	2,004	1,192	2,500	872	1,628	65%	2,500	-	0%	
501-42000	2100	FICA	11,300	11,588	11,850	5,839	6,011	51%	12,750	900	8%	
501-42000	2210	VRS	13,745	14,386	15,650	7,824	7,826	50%	16,050	400	3%	
501-42000	2300	Group Ins. Programs	39,511	46,476	51,840	25,548	26,292	51%	51,840	-	0%	
501-42000	2400	Group Life Ins. (VRS)	1,724	1,805	1,850	925	925	50%	1,900	50	3%	
501-42000	2450	VLDP (Virginia Local Disability Program)	179	221	275	136	139	51%	275	-	0%	
501-42000	3310	Maint. Repairs Machinery & Equip.	13,460	25,677	15,000	2,296	12,704	85%	10,000	(5,000)	-33%	
501-42000	3311	Repair Parts	8,805	23,306	12,000	1,634	10,366	86%	9,000	(3,000)	-25%	
501-42000	3600	Advertising	-	89	100	-	(89)	-100%	100	-	0%	
501-42000	5110	Electricity	11,262	12,163	12,000	3,667	8,333	69%	12,000	-	0%	
501-42000	5210	Postal Service	-	-	100	-	100	100%	100	-	0%	
501-42000	5230	Communications	5,559	5,069	5,000	1,988	3,012	60%	5,000	-	0%	
501-42000	5410	Rents & Leases - Equip	150	-	500	-	500	100%	500	-	0%	
501-42000	5540	Travel & Training	1,151	180	1,200	-	1,200	100%	1,000	(200)	-17%	
501-42000	5810	Membership Dues & Subscriptions	400	483	500	450	50	10%	500	-	0%	
501-42000	5858	Water Lab Fees	-	-	100	146	(46)	-46%	200	100	100%	
501-42000	5860	Certifications	-	-	-	-	-	-	1,000	1,000	100%	
501-42000	6001	Office Supplies	-	-	200	1	199	100%	200	-	0%	
501-42000	6008	Gas, Lube, Tires	8,172	10,136	8,000	4,512	3,488	44%	9,000	1,000	13%	
501-42000	6011	Uniforms	3,768	4,681	4,000	2,595	1,405	35%	5,000	1,000	25%	
501-42000	6014	Materials & Supplies	49,733	32,221	40,000	35,707	4,293	11%	40,000	-	0%	
Totals		321,131	348,317	334,905	173,946	160,959	48%	345,685	10,780	3%		
Water Operations - Capital Outlay												
501-42250	8201	Machinery & Equipment	-	16,282	-	-	0%	0	-	100%		
501-42250	8202	Mach.-Equip - Maintenance & Repairs	-	-	-	-	0%	-	-	0%		
501-42250	8203	Communication Equipment	-	-	-	-	0%	-	-	0%		
501-42250	8205	Vehicles	42,487	-	-	-	0%	25,000	25,000	100%	1/3 Dump truck (1)	
501-42250	8206	Buildings & Structures	-	-	-	-	0%	-	-	0%		
501-42250	8214	Structures & Property Maint. & Repairs	-	-	-	-	0%	-	-	0%		
501-42250	8215	Property Acquisition	-	-	-	-	0%	-	-	0%		
501-42250	8217	Replacement Projects	23,090	11,083	6,000	6,000	100%	0	(6,000)	-100%		
501-42250	8218	Engineering/Surveying/Studies	-	-	-	-	0%	20000	20,000	100%	leak detection (4)	
501-42250	8219	Improvement Projects	-	-	14,000	-	14,000	100%	10,000	(4,000)	-29%	valves (3)
501-42250	8220	Compliance	-	-	-	-	0%	-	-	0%		
501-42250	8226	Other Projects	-	-	-	-	0%	-	-	0%		
Totals		65,577	27,365	20,000	-	20,000	100%	55,000	35,000	175%		
Water Operations Totals		386,708	375,682	354,905	173,946	180,959	51%	400,685	45,780	13%		

		EXPENDITURES	FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase		
		Description	2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%	
		Water Plant Operations										
501-43000	1102	Salaries - WTP Superintendent	79,358	76,824	48,125	24,213	23,912	50%	58,537	10,412	22%	
501-43000	1103	WTP Operator			32,620	21,766	10,853	33%	51,166	18,546	57%	Different operator than previous budget
501-43000	1103	Part time Personnel		7,452								
501-43000	1141	Salaries - Overtime	14,188	4,845	3,000	2,736	264	9%	6,000	3,000	100%	
501-43000	2100	FICA	6,301	6,142	6,410	3,505	2,905	45%	8,550	2,140	33%	
501-43000	2210	VRS	8,285	8,020	8,950	5,151	3,799	42%	11,700	2,750	31%	
501-43000	2300	Group Insurance Program	28,399	27,108	30,240	18,457	11,783	39%	38,880	8,640	29%	
501-43000	2400	Group Life (VRS)	1,039	1,007	1,060	609	451	43%	1,400	340	32%	
501-43000	3309	Tank Inspections		6,600	8,500	6,645	1,855	22%	8,500	-	0%	
501-43000	3310	Maint. Repairs. Mach & Equip.	17,776	21,207	20,000	5,358	14,642	73%	22,000	2,000	10%	Compressor & Generator Service Plans
501-43000	3311	Repair Parts	20,019	26,148	12,500	7,631	4,869	39%	54,000	41,500	332%	Rebuild Pumps, new motor \$39000
501-43000	3312	PALL Inspections		7,938	8,000	7,260	740	9%	8,000	-	0%	
501-43000	3600	Advertising	-	179	200		200	100%	200	-	0%	
501-43000	5110	Electricity	74,606	76,762	68,250	33,040	35,210	52%	75,000	6,750	10%	
501-43000	5120	Heating	408	4,497	1,000	1,839	(839)	-84%	5,000	4,000	400%	
501-43000	5210	Postage/ shipping costs	346	100	200		200	100%	500	300	150%	
501-43000	5230	Communications	6,699	12,321	7,000	3,892	3,108	44%	8,000	1,000	14%	
501-43000	5410	Rents & Leases- Equipment	310	-	250		250	100%	250	-	0%	
501-43000	5540	Travel & Training	916	1,826	2,000	885	1,115	56%	5,000	3,000	150%	credit hours (2 operators)
501-43000	5858	Water System Sample Fees	1,840	6,117	6,000	1,536	4,464	74%	6,000	-	0%	
501-43000	5859	VDH Permit Fees	6,926	6,927	10,000	6,927	3,073	31%	7,000	(3,000)	-30%	
501-43000	5860	Certification Expense	80	200	600	100	500	83%	2,500	1,900	317%	licenses - CDL Certification
501-43000	5864	Lab Supplies	7,305	3,455	6,000	2,512	3,488	58%	6,000	-	0%	
501-43000	6001	Office Supplies	762	703	1,000	173	827	83%	1,000	-	0%	
501-43000	6008	Gas, Lube, Tires, Etc.	1,502	1,781	800	1,495	(695)	-87%	3,000	2,200	275%	
501-43000	6011	Uniforms		308	1,600	1,355	(289)	-100%	3,000	1,400	88%	
501-43000	6014	Materials & Supplies	16,699	22,337	20,000	12,501	7,499	37%	25,000	5,000	25%	Chemical pricing increase
		Total	293,764	330,804	304,305	169,587	134,718	44%	416,183	111,878	37%	
		Water Plant - Capital Outlay										
501-43250	8201	Machinery & Equipment	-	1,049			-	0%	0	-	100%	
501-43250	8202	Mach.-Equip - Maintenance & Repairs					-	0%		-	0%	
501-43250	8203	Communication Equipment	654				-	0%		-	0%	
501-43250	8205	Vehicles			-		-	0%	25000	25,000	100%	(1) Vehicle Replacement \$25000
501-43250	8206	Buildings & Structures					-	0%		-	0%	
501-43250	8214	Structures & Property Maint. & Repairs					-	0%	0	-	100%	
501-43250	8215	Property Acquisition					-	0%		-	0%	
501-43250	8217	Replacement Projects	-				-	0%		-	0%	
501-43250	8218	Engineering/Surveying/Studies					-	0%		-	0%	
501-43250	8219	Improvement Projects	12,184	19,563	72,000	31,669	40,331	56%	10,000	(62,000)	-86%	(2) Reservoir Data Upgrade \$10000
501-43250	8220	Compliance					-	0%		-	0%	
501-43250	8226	Other Projects	2,500				-	0%		-	0%	
		Totals	15,338	20,612	72,000	31,669	40,331	56%	35,000	(37,000)	-51%	
		Water Plant Totals	309,102	351,416	376,305	201,255	175,049	47%	451,183	74,878	20%	

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase	
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%
Water Fund Debt Service										
501-95100	9110	160,159	167,702	172,831	102,852	69,980	40%	179,723	6,892	4%
501-95100	9120	236,299	229,575	224,980	97,130	127,850	57%	216,318	(8,662)	-4%
501-95100	9130	-	-	450	-	450	100%	450	-	0%
501-95100	9140	-	-	15,000	-	15,000	100%	20,000	5,000	33%
Total		396,458	397,277	413,261	199,982	213,279	52%	416,491	3,230	1%
Total Water Fund Expenditures		1,305,426	1,323,565	1,399,317	700,783	698,534	53%	1,522,982	123,665	9%
Sewer Fund Expenditures										
<u>Sewer Administration</u>										
502-41000	1101	23,246	23,712	25,329	12,652	12,677	50%	25962	633	2%
502-41000	1102	31,749	15,196	40,317	20,138	20,179	50%	41325	1,008	3%
502-41000	1103	26,544	29,675	28,112	14,042	14,070	50%	28815	703	3%
502-41000	2100	5,956	5,045	7,200	3,442	3,758	52%	7360	160	2%
502-41000	2210	8,089	6,594	10,400	5,088	5,312	51%	10700	300	3%
502-41000	2300	8,852	8,382	13,680	6,786	6,894	50%	13,680	-	0%
502-41000	2400	1,014	827	1,230	602	628	51%	1260	30	2%
502-41000	3120	5,766	5,900	6,100	-	6,100	100%	6600	500	8%
502-41000	3130	3,926	5,574	4,000	2,223	1,777	44%	4000	-	0%
502-41000	3141	-	32,595	20,000	15,428	4,573	23%	20000	-	0%
502-41000	3150	535	485	500	999	(499)	-100%	500	-	0%
502-41000	5210	-	-	250	-	250	100%	250	-	0%
502-41000	5310	23,500	22,000	28,000	13,149	14,851	53%	22000	(6,000)	-21%
502-41000	5860	-	-	-	-	-	0%	3000	3,000	100%
Totals		139,177	155,985	185,118	94,548	90,570	49%	185,452	334	0%
<u>Data Processing</u>										
502-41220	1100	41,633	41,947	44,587	22,280	22,307	50%	45701	1,114	2%
502-41220	2100	2,395	2,881	3,420	1,525	1,895	55%	3500	80	2%
502-41220	2210	4,383	4,471	4,950	2,451	2,499	50%	5100	150	3%
502-41220	2300	10,977	12,747	14,280	7,088	7,192	50%	14,280	-	0%
502-41220	2400	550	561	585	290	295	50%	600	15	3%
502-41220	3310	9,426	8,422	14,000	8,323	5,677	41%	13000	(1,000)	-7%
502-41220	5210	9,000	7,150	9,000	3,400	5,600	62%	9000	-	0%
502-41220	5410	-	-	2,500	-	-	0%	(2,500)	(2,500)	-100%
502-41220	5540	-	-	500	-	500	100%	300	(200)	-40%
502-41220	6001	1,947	2,700	3,000	375	2,625	88%	2500	(500)	-17%
502-41220	6014	-	-	500	-	500	100%	250	(250)	-50%
502-41220	8201	231	-	2,000	315	1,685	84%	2000	-	0%

		Totals	80,542	80,879	99,322	46,046	53,276	54%	96,231	(3,091)	-3%
		EXPENDITURES	FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase	
		Description	2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%
Sewer Operations											
502-42000	1104	Salaries - Personnel	121,722	119,957	126,830	57,612	69,218	55%	126,411	(419)	0%
502-42000	1141	Salaries - Wages Overtime	11,231	12,364	13,000	6,845	6,155	47%	14,000	1,000	8%
502-42000	1142	Overtime - Special	2,784	10,397	2,500	1,643	857	34%	3,000	500	20%
502-42000	2100	FICA	9,710	10,417	10,900	4,843	6,057	56%	10,600	(300)	-3%
502-42000	2210	VRS	12,534	12,491	14,100	6,368	7,732	55%	13,500	(600)	-4%
502-42000	2300	Group Insurance Programs	28,271	31,308	34,920	13,953	20,967	60%	34,920	-	0%
502-42000	2400	Goup Life Ins. (VRS)	1,572	1,567	1,665	753	912	55%	1,600	(65)	-4%
502-42000	2450	VLDP	-	-	-	151	(151)	-100%	400	400	100%
502-42000	3310	Maint. Repairs, Machinery & Equip.	11,269	6,745	12,000	12,147	(147)	-1%	15,000	3,000	25%
502-42000	3311	Repair Parts	317	588	4,000	599	3,401	85%	4,000	-	0%
502-42000	3600	Advertising	-	-	200	-	200	100%	100	(100)	-50%
502-42000	5110	Electricity	9,851	10,629	10,000	4,755	5,245	52%	11,000	1,000	10%
502-42000	5210	Postal Service	109	18	100	-	100	100%	10	(90)	-90%
502-42000	5230	Communications	1,739	2,403	5,000	384	4,616	92%	3,000	(2,000)	-40%
502-42000	5410	Rental/Lease of Equipment	2	-	500	-	500	100%	500	-	0%
502-42000	5540	Travel & Training	-	-	500	-	500	100%	750	250	50%
502-42000	5810	Membership Dues & Subscriptions	-	-	100	-	100	100%	100	-	0%
502-42000	5860	Certification Expense	-	-	-	-	-	-	1,000	1,000	100%
502-42000	6008	Gas, Lube and Tires	7,958	10,144	9,000	5,031	3,969	44%	10,000	1,000	11%
502-42000	6011	Uniforms	4,027	3,870	4,000	2,112	1,888	47%	4,200	200	5%
502-42000	6014	Materials & Supplies	22,819	15,592	22,000	5,040	16,960	77%	20,000	(2,000)	-9%
502-42000	8201	Machinery & Equipment	200	2,471	2,500	-	2,500	100%	2,500	-	0%
		Totals	246,115	250,961	273,815	122,237	151,578	55%	276,591	2,776	1%
Sewer Operation - Capital Outlay											
502-42250	8201	Machinery & Equipment	-	16,282	10,000	-	10,000	100%	14,000	4,000	40%
502-42250	8202	Mach.-Equip - Maintenance & Repairs	-	-	-	-	-	0%	-	-	-
502-42250	8203	Vehicles	42,487	-	52,000	-	52,000	100%	25,000	(27,000)	-52%
502-42250	8205	Communication Equipment	-	-	-	-	-	0%	-	-	-
502-42250	8206	Buildings & Structures	-	-	-	-	-	0%	-	-	-
502-42250	8214	Structures & Property Maint. & Repairs	-	-	-	-	-	0%	-	-	-
502-42250	8215	Property Acquisition	-	-	-	-	-	0%	-	-	-
502-42250	8217	Replacement Projects	-	4,795	12,000	-	12,000	100%	-	(12,000)	-100%
502-42250	8218	Engineering/Surveying/Studies	-	-	-	-	-	0%	-	-	-
502-42250	8219	Improvement Projects	24,489	-	25,000	-	25,000	100%	20000	(5,000)	-20%
502-42250	8220	Compliance	-	-	-	-	-	0%	-	-	-
502-42250	8226	Other Projects	-	-	-	-	-	0%	0	-	-
		Totals	66,976	21,077	99,000	-	99,000	100%	59,000	(40,000)	-40%
		Sewer Operations Totals	313,091	272,038	372,815	122,237	250,578	67%	335,591	(37,224)	-10%

EXPENDITURES		FY Ending	FY Ending	Budget	Year-to-Date	Balance	%	Proposed	Increase			
Description		2016-2017	2017-2018	FY 2018-2019	12/31/2018	FY 2018-2019	Remaining	FY 2019-2020	(Decrease)	%		
<i>Sewer Plant Operations</i>												
502-43000	1101	Salaries - WWTP Supt.	66,072	66,122	67,775	33,888	33,887	50%	69470	1,695	3%	
502-43000	1102	Salaries - WWTP Operators	91,419	94,328	131,691	56,576	75,115	57%	122492	(9,199)	-7%	
502-43000	1103	Salaries - Part Time	-	6,360	18,000	5,166	12,834	71%	18,500	500	3%	
502-43000	1141	Salaries - Overtime	12,771	14,301	9,000	8,598	402	4%	18000	9,000	100%	
502-43000	2100	FICA	12,763	13,505	17,400	7,777	9,623	55%	17100	(300)	-2%	
502-43000	2210	VRS	16,553	16,751	22,105	9,925	12,180	55%	20640	(1,465)	-7%	
502-43000	2300	Group Insurance	31,530	36,792	51,840	22,455	29,385	57%	45720	(6,120)	-12%	
502-43000	2400	Group Life (VRS)	2,077	2,102	2,620	1,173	1,447	55%	2440	(180)	-7%	
502-43000	2450	VLDP (Virginia Local Disability Program)			260	97	163	63%	260	-	0%	
502-43000	2600	Unemployment		4,392		-	-	0%	0	-	0%	
502-43000	3310	Maint. Repairs, Machinery & Equip.	3,038	5,356	8,300	2,840	5,460	66%	10000	1,700	20%	Aging Equipment
502-43000	3311	Repair Parts	60,450	43,240	50,000	16,378	33,622	67%	60000	10,000	20%	Aging Equipment
502-43000	3312	Pump Stations Costs		16,926	15,000	3,260	11,740	78%	25000	10,000	67%	\$5940 - 11 annual RTU subscrip.,level and/or flow meters at Wallace & Westlu
502-43000	3600	Advertising	121	137	200	122	78	39%	200	-	0%	
502-43000	5110	Electricity	179,104	165,149	195,000	65,900	129,100	66%	214500	19,500	10%	Increased flow = increased amp draw.
502-43000	5210	Postal Service	884	749	1,500	-	1,500	100%	1500	-	0%	
502-43000	5230	Communications	8,259	7,038	7,000	4,023	2,977	43%	7000	-	0%	
502-43000	5410	Rents & Leases - Equipment	978	1,196	600	451	149	25%	2600	2,000	333%	Core Drilling and Lifting equipment for maintenance
502-43000	5540	Travel & Training	10,117	1,584	10,500	240	10,260	98%	10500	-	0%	
502-43000	5810	Membership Dues/Subscriptions	257	176	200	-	200	100%	200	-	0%	
502-43000	5858	Sample Fees	8,265	7,395	11,000	6,047	4,953	45%	12200	1,200	11%	Increase in cost of testing
502-43000	5859	DEQ Plant Permit	8,549	7,984	8,600	8,104	496	6%	8600	-	0%	
502-43000	5863	Sewer-Certification Expense	380	205	600	300	300	50%	1600	1,000	167%	CDL / Class exp.
502-43000	5864	Lab Supplies	5,535	7,644	9,000	2,032	6,968	77%	10000	1,000	11%	Increase in cost
502-43000	5865	Sludge Disposal	645	907	3,000	-	3,000	100%	6000	3,000	100%	No sludge application in previous year- double this budget year
502-43000	5866	Nutrient Credit Program	1,875	1,875	2,000	-	2,000	100%	2000	-	0%	
502-43000	5867	Land Application Permit Fees	300	2,562	2,600	3	2,597	100%	2600	-	0%	
502-43000	5868	Lab Permit Fees	300	600	1,000	-	1,000	100%	1000	-	0%	
502-43000	6001	Office Supplies	732	150	1,000	6	994	99%	1000	-	0%	
502-43000	6008	Gas, Lube, Tires etc.	6,400	3,938	4,000	2,051	1,949	49%	4000	-	0%	
502-43000	6011	Uniforms	5,969	5,792	5,500	3,044	2,456	45%	5500	-	0%	
502-43000	6014	Materials & Supplies	35,202	40,188	50,000	14,249	35,751	72%	50000	-	0%	
502-43000	8201	Machinery & Equipment	-	-	-	375	(375)	-100%	3000	3,000	100%	new server for plant - current server obsolete
Totals		570,545	575,444	707,291	275,079	432,212	61%	753,622	46,331	7%		



TOWN OF LURAY RATE & FEE SCHEDULE July 2019 to June 2020



ZONING PERMIT & LAND USE FEES (per application)

PERMIT DESCRIPTION	RATE
Residential Dwelling Unit Zoning Permit (New Construction/Change of Use)	\$50.00 per unit
Residential Dwelling Unit Zoning Permit (Additions/Accessory Structure)	\$35.00 per structure
Sign Permit	\$35.00 per sign
Zoning Clearance	No fee
Commercial/Non-Residential/Multi-Family Structures Zoning Permit ¹	\$100.00 per structure
Sketch Plat Submission	\$50.00
Preliminary Subdivision Plan Submission – Minor (Less than 4 lots) ²	\$350.00 + \$50.00 per lot
Preliminary Subdivision Plan Submission – Major (4 lots or more) ²	\$500.00 + \$75.00 per lot
Final Subdivision Plan Submission w/ Survey Record Plats – Minor ²	\$300.00 + 25.00 per lot
Final Subdivision Plan Submission w/ Survey Record Plats – Major ²	\$300.00 + \$50.00 per lot
Boundary Line Adjustment – Survey Review & Signature ²	\$250.00 per survey plat
Developmental Site Plan Review – Residential Dwelling Unit ²	\$300.00 + \$100.00 per dwelling unit
Developmental Site Plan Review – Commercial/Non-Residential/Multi-Family Structures ² (Based on total square footage of all structures)	\$600.00 (first 1,000 sq. ft.) plus \$600.00 for each addl 2,400 sq. ft. (pro rated)
Zoning Variance ³	\$250.00 + 2 ads
Special Use Permit ^{1&3}	\$250.00 + 4 ads
Special Use Permit – Home Occupation ³	\$50.00 + 4 ads
Rezoning ^{1&3}	\$250.00 + \$100.00 per acre + 4 ads
Petition for Annexation ^{2&3}	\$1,000.00 + 1 ad
¹ May also require Site Plan Review with separate fee	
² Applicant is responsible for reimbursing the Town for the cost of all required engineering reviews	Invoiced separately during the process
³ Applicant is responsible for the cost of all advertisements	Paid in full at time of application

BUSINESS LICENSE

LICENSE DESCRIPTION	RATE
New Business Application Fee	\$40.00 per Business Category
Retail Merchant	\$0.12/\$100.00 of Gross Receipts
Wholesale Merchant	\$0.05/\$100.00 of Gross Receipts
Professional	\$0.25/\$100.00 of Gross Receipts
Business/Personal/Repair Service	\$0.25/\$100.00 of Gross Receipts
Contractor in Town Corporation Limits	\$0.10/\$100.00 of Gross Receipts
Contractor outside Town Corporation Limits	\$0.10/\$100.00 of Gross Receipts
Financial Services	\$0.25/\$100.00 of Gross Receipts
Gasoline & Fuel Oil Dealer	\$0.10/\$100.00 of Gross Receipts
Itinerant Merchant or Peddler	\$500.00 / Year
Real Estate Broker, Appraiser or Salesman	\$0.25/\$100.00 of Gross Receipts
Direct Seller w/ Sales greater than \$4,000.00	\$0.20/\$100.00 of Gross Receipts
Telephone/Telegraph	0.005% of Gross Receipts less Long Distance Calls
Water/Gas/Electric Companies	0.005% of Gross Receipts
Vending Machines over 9 Machines	\$0.12/\$100.00 of Gross Receipts
Beer & Wine Off Premises	\$50.00 / Year
Beer & Wine On Premises	\$50.00 / Year
Alcoholic Beverages	\$200.00 / Year
Tobacco	\$20.00 / Year



TOWN OF LURAY
RATE & FEE SCHEDULE
 July 2019 to June 2020



WATER

DESCRIPTION	RATE
Minimum Fee – Includes up to 1,000 gallons	\$25.52
1,001 to 10,000 gallons	\$5.25 per thousand
10,001 to 25,000 gallons	\$5.35 per thousand
25,001 to 50,000 gallons	\$5.45 per thousand
50,001 to 100,000 gallons	\$5.56 per thousand
100,001 gallons and up	\$5.69 per thousand
Water Rates Outside of Town Corporate Limits	Above Rates + 50%
Water Deposit	\$150.00
Utility Bill Late Payment Penalty (Water, Sewer, Garbage)	10% of Current Balance (Payment must be received on or before the 10 th of the month)
Reconnection Fee due to Non-Payment Normal Hours (Monday to Friday 8:00am to 5:00 pm)	\$30.00
Reconnection Fee due to Non-Payment After Hours, Weekends, & Holidays	\$60.00
Reconnections due to Non-Payment will be made ONLY Monday through Friday 8:00 am to 8:00 pm and Saturdays, Sundays, and Holidays 7:00 am to 12:00 pm (noon)	

SEWER

DESCRIPTION	RATE
Minimum Fee – Includes up to 1,000 gallons	\$33.63
1,001 to 10,000 gallons	\$7.04 per thousand
10,001 to 25,000 gallons	\$7.18 per thousand
25,001 to 50,000 gallons	\$7.31 per thousand
50,001 to 100,000 gallons	\$7.45 per thousand
100,001 gallons and up	\$7.61 per thousand
Water Rates Outside of Town Corporate Limits	Above Rates + 50%
Septage Disposal Fee	\$0.15/Gallon

REFUSE RATES

DESCRIPTION	RATE	
<i>Monthly – 1 Pick-up per Week</i>		
	IN TOWN	OUT OF TOWN
Residential – Base Price per House/Unit (Includes 1 Rollout Cart)	\$8.75	\$13.15
Residential – Each Extra Rollout Cart	\$5.50	\$8.25
Business – Base Price (Includes 1 Rollout Cart)	\$11.75	\$17.60
Business – Each Extra Rollout Cart	\$11.75	\$17.60



TOWN OF LURAY
RATE & FEE SCHEDULE
 July 2019 to June 2020



TAX RATES

DESCRIPTION	RATE
Personal Property Tax	\$0.62 per \$100.00 of assessed valuation
Real Estate Tax	\$0.29 per \$100.00 of assessed valuation
Mobile Home Tax	\$0.29 per \$100.00 of assessed valuation
Sales Tax	5% (1% Town & 4% State)
Meals & Beverage Tax	4%
Transient Occupancy Tax	5%
Cigarette Tax	\$0.15 per pack
<i>**Personal Property Assessed Value based on N.A.D.A Book**</i>	

PERMITS

DESCRIPTION	RATE
Yard Sale Permit – 1 st and 2 nd Sale (Per Address) <i>(No more than 2 sales per address per year)</i>	FREE
Right-of-Way Construction Permit	\$150.00 + 0.5% of Underground Construction Cost in Right-of-Way

MISCELLANEOUS

DESCRIPTION	RATE
Copy Charges (Letter, Legal, or Ledger)	\$0.15 per page (B&W); \$0.20 per page (Color) plus Staff Time at 15 minute increments
Electronic Card Payments (Real Estate Tax, Personal Property Tax, Utility Bills, Fee Payments, All Other Tax)	\$1.95 per transaction



**TOWN OF LURAY
RATE & FEE SCHEDULE
July 2019 to June 2020**



PARKS AND RECREATION

SHELTER RENTALS	RATE
Shelter Rentals are for all day of reservation date Shelter capacity in parentheses	
Modern Woodman Shelter (100)	\$45.00 / day
Ruritan Shelter (100)	\$45.00 / day
Lions Shelter (100)	\$45.00 / day
FFA/VICA Shelter (50)	\$40.00 / day
Town of Luray Shelter (50)	\$40.00 / day
Sorority Shelter (30)	\$35.00 / day
Rotary Shelter at Imagination Station (75)	\$45.00 / day
Class of '71 Shelter at Recreation Park (100)	\$45.00 / day
<i>Shelter Reservations for parties greater than 25 will require a \$100.00 refundable deposit Deposit refunded if shelter left clean and undamaged</i>	

FACILITY USAGE (Out-of-Town Organizations)	RATE
Athletic Field Usage (without lights)	\$75.00 per field per day
Athletic Field Usage (with lights)	\$100.00 per field per day
Scout Camping Area	\$50.00 per activity/event
<i>Facility Reservations will require a \$100.00 refundable deposit Deposit refunded if facility left clean and undamaged</i>	

LAKE ARROWHEAD	RATE
Swimming	Free – Ages 2 & Under \$3.00 per day – Ages 3-12 \$5.00 per day – Ages 13 & Older
Annual Lake Arrowhead Swimming Pass	\$25.00 – Single \$50.00 – Couple \$75.00 – Family
Annual Lake Arrowhead Boating Permit	\$5.00 – Resident in Town of Luray Limits \$7.00 – Non-Resident (Outside of Town Limits)
Annual Lake Arrowhead Fishing Permit	\$5.00 – Resident in Town of Luray Limits \$7.00 – Non-Resident (Outside of Town Limits)
<i>Disabled persons and persons over age 65 may obtain Town of Luray boating and fishing permits at no charge with proper identification</i>	



TOWN OF LURAY
RATE & FEE SCHEDULE
 July 2019 to June 2020



UTILITY FACILITY FEE

The Facility Fee represents the cost for new utility customers to buy into the present value of the Town’s water and sewer system. The Facility Fee also cover the Town’s anticipated capital improvements to maintain the water and sewer services. In addition to the Facility Fee, the Town will charge for time and materials to provide the water and/or sewer connection (Connection Fee). If these connections are made by a licensed contractor, the Town may waive the appropriate Connection Fee amount proposed that:

- 1) The contractor consults with appropriate Town staff prior to the connections being started, and obtains proper permits.
- 2) The contractor uses Town-approved materials and standard installation methods, and coordinates construction with Town personnel.
- 3) The inspects the entire connection, utility run, and all materials prior to backfilling by the contractor.

FACILITY FEE				
	IN-TOWN		OUT-OF-TOWN	
Meter Size	Water	Sewer	Water	Sewer
5/8”	\$3,320.00	\$5,940.00	\$6,640.00	\$11,880.00
3/4"	\$5,130.00	\$9,370.00	\$7,695.00	\$14,054.00
1”	\$6,939.00	\$12,799.00	\$10,409.00	\$19,198.00
1.5”	\$13,428.00	\$24,477.00	\$20,141.00	\$36,716.00
2”	\$20,529.00	\$36,988.00	\$30,794.00	\$55,482.00
3”	\$39,724.00	\$70,740.00	\$59,586.00	\$106,110.00
4”	\$60,734.00	\$106,896.00	\$91,101.00	\$160,343.00
5”	\$81,611.00	\$141,971.00	\$122,417.00	\$212,956.00
6”	\$101,067.00	\$173,772.00	\$151,601.00	\$260,658.00
7”	\$118,305.00	\$201,045.00	\$177,457.00	\$301,567.00
8”	\$132,888.00	\$223,201.00	\$199,332.00	\$334,801.00
9”	\$144,640.00	\$240,115.00	\$216,960.00	\$360,172.00
10”	\$153,568.00	\$251,972.00	\$230,352.00	\$377,959.00
CONNECTION FEE				
	IN-TOWN		OUT-OF-TOWN	
No Road Cut	\$1,200.00	\$1,200.00	Contractor Installation Required	
With Road Cut	\$1,800.00	\$1,800.00		



**TOWN OF LURAY
RATE & FEE SCHEDULE
July 2019 to June 2020**



**DROUGHT/LOW WATER SUPPLY RESPONSE
ORDINANCE PENALTIES & FEE SCHEDULE**

WATCH DECLARATION		
	Any Offense	Verbal Reminder for any Noted Issues
WARNING DECLARATION		
	First Offense	Verbal Warning
	Second Offense	Written Warning Notice
	Third & Subsequent Offenses	Written Penalty Notice Disconnection of Water Service Reconnection Fee of \$250.00
EMERGENCY DECLARATION		
	First Offense	Written Warning Notice
	Second Offense	Written Warning Notice Disconnection of Water Service Reconnection Fee of \$375.00
	Third & Subsequent Offenses	Written Summons Class 1 Misdemeanor Disconnection of Water Service Reconnection Fee of \$500.00

Each day of violation constitutes a separate offense.

The Luray Police Department is charged with enforcement of this Ordinance.

EXPENDITURES		FY Ending	FY Ending	Budget	Proposed	Proposed	Proposed	Proposed	
Description		2016-2017	2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	Notes
Water Operations - Capital Outlay									
501-42250	8201								
501-42250	8201		16,282	-	0				
501-42250	8202								
501-42250	8203								
501-42250	8205	42,487	-	-	25,000	16,000			1/3 Dump truck (1)
501-42250	8206								
501-42250	8214								
501-42250	8215								
501-42250	8217	23,090	11,083	6,000	0				
501-42250	8218				20000				leak detection (4)
501-42250	8219			14,000	10,000	25,000			valves (3)
501-42250	8220								
501-42250	8226								
		Totals	65,577	27,365	20,000	55,000	41,000	-	-
Water Plant - Capital Outlay									
501-43250	8201		1,049		0				
501-43250	8202								
501-43250	8203	654							
501-43250	8205				25000				(1) Vehicle Replacement \$25000
501-43250	8206								
501-43250	8214				0				
501-43250	8215								
501-43250	8217								
501-43250	8218								
501-43250	8219	12,184	19,563	72,000	10,000	35,000			(2) Reservoir Data Upgrade \$10000
501-43250	8220						15,000	15,000	4 yr PAL Replacement
501-43250	8226	2,500							
		Totals	15,338	20,612	72,000	35,000	35,000	15,000	15,000
Water Fund Debt Service									
501-95100	9110	160,159	167,702	172,831	179,723				
501-95100	9120	236,299	229,575	224,980	216,318				
501-95100	9130	-	-	450	450				
501-95100	9140	-	-	15,000	20,000				
		Total	396,458	397,277	413,261	416,491	-	-	-
		Total Water Fund Expenditures	477,373	445,254	505,261	506,491	76,000	15,000	15,000

		EXPENDITURES	FY Ending	FY Ending	Budget	Proposed	Proposed	Proposed	Proposed	
		Description	2016-2017	2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	Notes
Police - Capital Outlay										
100-31150	8201	Machinery & Equipment	9,672	66,534	9,000	11,000	-	10,000		Expand Camera Project \$11000
100-31150	8205	Vehicles	97,221	57,996	35,000	-	46,000		35,000	
100-31150	8219	Improvement Projects		12,650	11,000	-				
100-31150	8220	Compliance		-						
100-31150	8226	Other Projects								
Total			106,893	137,180	55,000	11,000	46,000	10,000	35,000	
Streets - Capital Outlay										
100-41250	8201	Machinery & Equipment	29,259	50,486	-	7,000				1/3 snow plow,Lights,Upfit
100-41250	8205	Vehicles	42,487	2,500	-	25,000	16,000		25,000	1/3 Flat Bed Dump
100-41250	8206	Buildings & Structures		20,016						
100-41250	8220	Compliance								
100-41250	8226	Other Projects		-						
Totals			71,746	73,002	-	32,000	16,000	-	25,000	
VDOT Reimbursements										
100-41300	3140	St. Engineering/Bridge Repairs	87,077	23,738	50,000	50,000	50,000	50,000	50,000	
100-41300	5847	Snow & Ice Removal	7,419	9,763	20,000	20,000	20,000	20,000	20,000	
100-41300	5848	Storm Drainage	43,077	15,480	25,000	30,000	30,000	30,000	30,000	
100-41300	5849	Street-Sidewalk Materials	145,044	148,276	100,000	150,000	150,000	150,000	150,000	
100-41300	5850	Paving	353,837	400,488	200,000	175,000	175,000	175,000	175,000	
100-41300	5851	Street Repairs	128,598	122,760	125,000	75,000	75,000	75,000	75,000	
100-41300	6014	Materials & Supplies	39,514	71,950	30,000	50,000	50,000	50,000	50,000	
Totals			804,566	792,455	550,000	550,000	550,000	550,000	550,000	
General Properties - Capital Outlay										
100-43250	8201	Machinery & Equipment	13,167	16,282		15,000				Ruffner Plaza Bridge Exhibit/Design & Build
100-43250	8217	Replacement Projects		67,659		-				
100-43250	8218	Engineering/Surveying/Studies								
100-43250	8219	Improvement Projects	40,000	44,928	14,000	125,000				Waste Areas Reclamation \$25000 RHD Wayfinding Sign \$50,000
Totals			53,167	128,869	14,000	140,000	-	-	-	Luray Ave, Safety lights \$25000 - Cave St. Ext Swalks \$25000
Parks & Recreation - Capital Outlay										
100-71250	8201	Machinery & Equipment	15,163		-	11,000				upfit for trucks
100-71250	8205	Vehicles	49,087		49,000	30,000	55,000		35,000	4WD Pickup
100-71250	8206	Buildings & Structures		-		-	15,000	15,000	15,000	
100-71250	8214	Structures & Property Maint. & Repairs	7,822	-						
100-71250	8217	Replacement Projects		-		20,000				replace failing drainfields (1)/fixtures
100-71250	8218	Engineering/Surveying/Studies		5,760		-				
100-71250	8226	Other Projects	21,331	12,515						
Totals			93,403	18,275	49,000	61,000	70,000	15,000	50,000	
Capital Projects										
Lord Fairfax Community College				85,000	85,000	85,000	85,000	85,000		
100-94000	8500	West Main Street Bridge Replacement	59,476	12,013	250,000	375,000	-			
100-94000	8502	Revenue Sharing- Northcott/West Main	-	300	5,000	250,000	250,000			
100-94000	8600	Rev Sharing - Memorial Drive Upgrades- Phase 2	10,701	10,249	225,000	50,000	250,000			Corridor Plans
Totals			70,177	107,562	565,000	760,000	585,000	85,000	-	
General Fund Total Expenditures			1,199,952	1,257,343	1,233,000	1,554,000	1,267,000	660,000	660,000	

EXPENDITURES		FY Ending	FY Ending	Budget	Proposed	Proposed	Proposed	Proposed	
Description		2016-2017	2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	Notes
General Fund Debt Service									
100-94000	9110	Principal on Loan - Bridge	83,182	181,565	1,280,000	850,000	-		Note 4 - \$100,000 Note 5 \$750,000
100-94000	9120	Interest on Loan	21	1,224	10,000	30,000	-		
100-94000	8500	West Main Street Bridge Replacement	32,294	803,894	3,220,000	750,000	-		
100-94000	8501	Transportation Reserves	-	150	250,000	250,000	-		
100-95100	9110	Debt Service - Principal							
		Town Office Building	61,213	61,589	61,500	8,300	-		Software - Dodge SUV/Ford Motr (3 SUV) will be paid off in Oct 2020
		Loan - \$159,000 Blue Ridge Bank PAID							
100-95100	9112	Debt Service - Lease to own - Police	43,294	59,198	70,846	70,000			Chipper
100-95100	9113	Interest - Vehicles		2,226	3,290	3,100	3,100		
100-95100	9115	Equipment - Lease to Own	8,924	8,925	8,925	8,925	8,925		
100-95100	9120	Debt Service - Interest Payments							
		Town Hall	22,198	19,980	20,410	19,000	19,000		
		Loan - \$159,000 Blue Ridge Bank PAID	-	-					
100-95100	9135	Debt Issuance Costs	545	-					
100-95100	9140	Airport Hangars Reserves	-	-	45,120	45,120	45,120	45,120	
100-95100	9150	Little League Complex - Principal	25,000	25,000	50,000	70,000	70,000	70,000	
100-95100	9160	Little League Complex - Interest	6,894	6,199	7,000	8,000	8,000	8,000	
100-95100	9170	Browns Bld. - Principal	-	-	75,000	70,000	70,000	70,000	
100-95100	9180	Browns Bld - Interest	8,339	7,746	8,500	8,500	8,500	8,500	
Totals			176,407	190,863	350,591	310,945	232,645	201,620	201,620

WATER DEBT SERVICE

Type	Rural Development Community Facilities Loan - \$500,000 (Town Hall)	VRA Revolving Loan - \$722,052 (Reservoir Waterline)	VRA Gen Obligation Bond - \$832,804 2003 Plant Upgrade Refinance	Gen Obligation Note Series 2010 - \$5,000,000 WTP Upgrade	Total
Issued	9/13/2002	6/1/2000	8/2/2012	11/17/2010	
Complete	6/1/2044	12/1/2020	10/1/2029	11/17/2050	
Interest	4.5%	4.25%	3.1%	3.8%	
Balance	\$500,000	\$722,052	\$700,000	\$4,576,745	
2019	\$27,300	\$50,000	\$73,000	\$244,200	\$394,500
2020	\$27,300	\$50,000	\$73,000	\$244,200	\$394,500
2021	\$27,300		\$73,000	\$244,200	\$344,500
2022	\$27,300		\$73,000	\$244,200	\$344,500
2023	\$27,300		\$73,000	\$244,200	\$344,500
2024	\$27,300		\$73,000	\$244,200	\$344,500
2025	\$27,300		\$73,000	\$244,200	\$344,500
2026	\$27,300		\$73,000	\$244,200	\$344,500
2027	\$27,300		\$73,000	\$244,200	\$344,500
2028	\$27,300		\$73,000	\$244,200	\$344,500

SEWER DEBT SERVICE

Type	Rural Development Community Facilities Loan - \$500,000 (Town Hall)	VRA Revolving Loan - \$373,731 (Wallace Pump Station)	VRA Revolving Loan - \$2,080,038 WWTP	VRA Gen Obligation Bond - \$860,000 2000 Plant Upgrade Refinance	VRA Revolving Loan - \$1,985,000 WWTP	Future Loan \$1,250,000 WWTP	Total
Issued	9/13/2002	7/4/2004	1/2/2011	8/2/2012	10/1/2009	7/1/2019	
Complete	6/1/2044	7/1/2023	7/1/2030	10/1/2029	4/1/2026	7/1/2029	
Interest	4.5%	3.50%	2.9%	3.1%	3.9%	4.0%	
Balance	\$500,000	\$373,731	\$2,080,038	\$700,000	\$1,985,000	\$1,250,000	
2019	\$27,300	\$26,500	\$104,000	\$61,500	\$175,000	\$100,000	\$394,300
2020	\$27,300	\$26,500	\$104,000	\$61,500	\$175,000	\$100,000	\$394,300
2021	\$27,300	\$26,500	\$104,000	\$61,500	\$175,000	\$100,000	\$394,300
2022	\$27,300	\$26,500	\$104,000	\$61,500	\$175,000	\$100,000	\$394,300
2023	\$27,300	\$26,500	\$104,000	\$61,500	\$175,000	\$100,000	\$394,300
2024	\$27,300		\$104,000	\$61,500	\$175,000	\$100,000	\$367,800
2025	\$27,300		\$104,000	\$61,500	\$175,000	\$100,000	\$367,800
2026	\$27,300		\$104,000	\$61,500	\$175,000	\$100,000	\$367,800
2027	\$27,300		\$104,000	\$61,500		\$100,000	\$192,800
2028	\$27,300		\$104,000	\$61,500		\$100,000	\$192,800

GENERAL FUND DEBT SERVICE

Type	Rural Development Community Facilities Loan - \$500,000 (Town Hall)	Gen Obligation Note - Series 2015- \$266,158 (Dean Park)	Gen Obligation Note - Series 2014 - \$327,000 (Browns Building)	Gen Obligation Note - Series 2015 - \$159,000	Capital Lease - Police Vehicles - \$94,298	Capital Lease - Public Works Chipper - \$39,500	Total
Issued	9/13/2002	7/7/2015	9/30/2014	7/7/2015	7/8/2016	7/12/2016	
Complete	6/1/2044	7/7/2020	9/30/2024	7/1/2018	7/8/2019	7/12/2022	
Interest	4.5%	2.75%	1.69%	2.0%	5.6%	4.8%	
Balance	\$421,975	\$191,158	\$327,000	\$53,000	\$31,402	\$23,637	
2019	\$27,240	\$25,000	\$8,500	\$53,000	\$33,160	\$8,925	\$155,825
2020	\$27,240	\$166,158	\$8,500			\$8,925	\$210,823
2021	\$27,240		\$8,500			\$8,925	\$44,665
2022	\$27,240		\$8,500			\$8,925	\$44,665
2023	\$27,240		\$8,500				\$35,740
2024	\$27,240		\$335,500				\$362,740
2025	\$27,240						\$27,240
2026	\$27,240						\$27,240
2027	\$27,240						\$27,240
2028	\$27,240						\$27,240

**GENERAL FUND
10 YEAR CIP**

Department	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Police Dept Capital	137,180	55,000	11,000	46,000	10,000	35,000		35000			35000
Streets Capital	73,002	-	32,000	16,000	-	25,000			35000		
VDOT	792,455	550,000	550,000	550,000	550,000	550,000	550000	550000	550000	550000	550000
General Properties Capital	128,869	14,000	140,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Park & Rec Capital	18,275	49,000	61,000	70,000	15,000	50,000		30000		30000	
Capital Projects (Reserves)	22,562	480,000	675,000	500,000	-	-					
Capital Projects	85,000	85,000	85,000	85,000	85,000	-					
SUBTOTAL	1,234,781	753,000	879,000	787,000	680,000	680,000	570,000	635,000	605,000	600,000	605,000
Debt Service											
Rural Dev Comm Facilities -											
\$500,000	27240	27,240	27,240	27,240	27,240	27,240	27,240	27,240	27,240	27,240	27,240
Gen Obl (Dean) - \$266,158	25000	25,000	166,158	-	-	-	-	-	-	-	-
Gen Obl (Browns) - \$327,000	8500	8,500	8,500	8,500	8,500	8,500	335,500	-	-	-	-
Gen Obl - \$159,000	53000	53,000	-	-	-	-	-	-	-	-	-
Lease - PD Vehicles	33160	33,160	-	-	-	-	-	-	-	-	-
Lease - PW Chipper	8925	8,925	8,925	8,925	8,925	-	-	-	-	-	-
SUBTOTAL	155,825	155,825	210,823	44,665	44,665	35,740	362,740	27,240	27,240	27,240	27,240
TOTAL	1,390,606	908,825	1,089,823	831,665	724,665	715,740	932,740	662,240	632,240	627,240	632,240

**SEWER FUND
10 YEAR CIP**

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Department											
Sewer Line Maint	21,077	99,000	59,000	71,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
WWTP	102,824	3,500	140,000	25,000	-	25,000			25,000		
SUBTOTAL	123,901	102,500	199,000	96,000	40,000	65,000	40,000	40,000	65,000	40,000	40,000
Debt Service											
Rural Dev Comm Facilities (Town Hall) - \$500,000	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300
VRA Loan (Wallace Pump Station) - \$373,731	26,500	26,500	26,500	26,500	26,500	26,500	-	-	-	-	-
VRA Loan (WWTP) - \$2,080,038	104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000
VRA Bond (WWTP Refi) - \$860,000	61,500	61,500	61,500	61,500	61,500	61,500	61,500	61,500	61,500	61,500	61,500
VRA Loan (WWTP) - \$1,985,000 Future Loan (WWTP) - \$1,250,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	-	-
SUBTOTAL	394,300	394,300	394,300	394,300	394,300	394,300	367,800	367,800	367,800	192,800	192,800
TOTAL	518,201	496,800	593,300	490,300	434,300	459,300	407,800	407,800	432,800	232,800	232,800

**WATER FUND
10 YEAR CIP**

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Department											
Water Line Maint	27,365	20,000	55,000	41,000	-	-					
WTP	20,612	72,000	35,000	35,000	15,000	15,000	15,000	15,000			
SUBTOTAL	47,977	92,000	90,000	76,000	15,000	15,000	15,000	15,000	-	-	-
Debt Service											
Rural Dev Comm Facilities (Town Hall) - \$500,000	27300	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300	27,300
VRA Loan (Reservoir Waterline) - \$722,052	50000	50,000	50,000	-	-	-	-	-	-	-	-
VRA Bond (WTP Refi) - \$832,804	73000	73,000	73,000	73,000	73,000	73,000	73,000	73,000	73,000	73,000	73,000
Gen Obligation Note (WTP) - \$5,000,000	244200	244,200	244,200	244,200	244,200	244,200	244,200	244,200	244,200	244,200	244,200
SUBTOTAL	394,500	394,500	394,500	344,500	344,500	344,500	344,500	344,500	344,500	344,500	344,500
TOTAL	442,477	486,500	484,500	420,500	359,500	359,500	359,500	359,500	344,500	344,500	344,500

TOWN OF LURAY
FY19-20 BUDGET
UNFUNDED BUDGET REQUESTS

GENERAL FUND

POLICE

New Full-Time Officer - Narcotics Invest (Salary & Benefits)	\$85,500
New Patrol Vehicle - Narcotics Investigations	\$46,000

PUBLIC WORKS

One-Ton Service Body Truck (1/3 w/ Utilities)	\$16,000
Main Street Utility & Drainage Upgrades - Phase 3	\$80,000
Wayfinding Sign Replacement	\$50,000
Boomfield Pedestrian Access - Phase 1	\$50,000
Parking Lot Paving (Browns & Town Hall)	\$175,000

PARKS & RECREATION

Lake Arrowhead - Conversion of Pump&Haul Restroom	\$10,000
Septage Pump Truck (1/3 w/ Utilities)	\$25,000
Greenway Extension Study & Survey/Deed Work	\$10,000 extra
Contractor Relocation of Playground	\$8,000

DEBT SERVICE

RHD Fields 4&5 Loan Principal Repayment	\$5,000 extra
Browns Building Load Principal Repayment	\$5,000 extra

TOTAL \$565,500

WATER FUND

OPERATIONS

One-Ton Service Body Truck (1/3 w/ PW)	\$16,000
New Water Meters	\$15,000
New Water Valves	\$12,000

WATER TREATMENT PLANT

Operations Bay Floor Refinishing	\$27,000
Lighting Repairs & LED Upgrades	\$7,000
Wall Pump & VFD Control Wiring	\$20,000

TOTAL \$97,000

**TOWN OF LURAY
FY19-20 BUDGET
UNFUNDED BUDGET REQUESTS**

SEWER FUND

OPERATIONS

One-Ton Service Body Truck (1/3 w/ PW)	\$16,000
Septage Pump Truck (1/3 w/ P&R)	\$25,000
Sewer Manhole Repairs & Re-Lining	\$10,000 extra

WASTEWATER TREATMENT PLANT

WWTP Repairs & Upgrades	\$1,168,650
<i>Ditch Jet Aeration Pumps & Piping</i>	
<i>Septage Receiving Upgrade</i>	
<i>Influent Screening</i>	
<i>Influent Pump VFD's</i>	
Luray Landing Pump Station #2 Upgrade	\$60,000 extra
Septage Pump Truck (1/3 w/ P&R)	\$25,000

TOTAL	\$1,304,650
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Town of Luray, Virginia
Town Council Agenda Statement

Item No: VIII-A

Meeting Date: May 13, 2019

- Agenda Item: TOWN COUNCIL CONSIDERATION
Item VIII-A – Recreation Center Facility Fee Payment Plan
- Summary: The Town Council is requested to consider the request for a 10-year payment plan for the sanitary sewer facility fee relief submitted by Rev. Audre King for the West Luray Community Center located at 630 West Main Street. The Facility Fee for a sewer connection for a 5/8” water meter is \$5,940.00. This would equate to an approximate \$50 per month payment for ten years.
- Council Review: March 26 & April 23 Work Sessions
- Fiscal Impact: N/A
- Suggested Motion: I move that Town Council approve the 10-year payment plan for the sanitary sewer facility fee for 630 West Main Street to be invoiced monthly.

Steve Burke

From: Audre King <akingservices1@gmail.com>
Sent: Thursday, April 11, 2019 10:21 AM
To: Steve Burke
Cc: King, Audre H.S
Subject: W Luray Recreation Center-Living Legacy 501c3 Nonprofit 630 W Main Street

[NOTICE: DO NOT CLICK on links or open attachments unless you are sure the content is safe. No email should ever ask you for your username or password.]

Good Morning Steve,

This email is in reference to the Luray Recreation Center (Living Legacy 501c3) located at 630 W Main Street Luray, Virginia 22835.

According to our previous conversation we are in agreement with a 10 year plan to pay the \$6,000 sewer tap fee (\$50 monthly) and would like to begin as expeditiously as possible to meet our June 8th open date.

Anything you can do to help this process would be greatly appreciated. If you can send me any information that needs to be signed or filled out, I will return to you as soon as possible.

Thank you for your time!

Audre King
ER Church (Pastor)
Living Legacy 501c3 (CEO)
W Luray Recreation Center CDC (Founder)
540-282-7524



Town of Luray, Virginia
Town Council Agenda Statement

Item No: VIII-B

Meeting Date: May 13, 2019

Agenda Item: TOWN COUNCIL CONSIDERATION
Item VIII-B – Voluntary Group Long Term Care Insurance Program

Summary: The Town Council is requested to consider offering the Virginia Retirement System's new employee participation program for group long term care insurance as an additional employee benefit. The program would be available to any active VRS participating employees working at least 20 hours per week and select members of their family.

There is no cost to the Town to adopt and offer this VRS Program. The Town does need to allow the program's insurance carrier to meet with Town staff to discuss the program.

A summary of the benefits and the rates is included for review.

If Town Council desires to include the program as a benefit offered by the Town, a Resolution of Agreement would need to be approved.

Council Review: April 23, 2019 Work Session

Fiscal Impact: N/A

Suggested Motion: I move that Town Council adopt the employee benefit for group long term care insurances offered by the Virginia Retirements System as presented, authorize the Mayor to execute the Employer Adoption Agreement, and authorize the Town Manager and Town Treasurer to complete any additional documentation to implement this benefit as presented.



VIRGINIA RETIREMENT SYSTEM
P.O. Box 2500
Richmond, VA 23218-2500

Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement

THIS AGREEMENT (the “Agreement”), executed this [insert date] ____ day of _____, 20 ____, is by and between [insert Locality, School Division, or Other Political Subdivision] _____ (the “Employer”) and the Virginia Retirement System (the “Plan Sponsor”) (hereinafter collectively referred to as the “Parties”).

WITNESSETH

WHEREAS, the Commonwealth of Virginia has established, and the Plan Sponsor is responsible for, the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program (the “Plan”) in which employees of local governments, local officers, and teachers, as defined in § 51.1-513.3 of the *Code of Virginia* (the “Code”), as amended, may participate; and

WHEREAS, pursuant to the same section of the *Code*, the Employer desires to enter into this Agreement with the Plan Sponsor to permit participation in the Plan by its eligible employees; and

WHEREAS, the official entering into this Agreement is duly authorized on behalf of the Employer’s governing body.

NOW, THEREFORE, in consideration of the premises herein, the Parties agree as follows:

- 1) The Plan Sponsor represents and warrants to the Employer that it will comply with all applicable laws affecting the Plan.
- 2) The Plan Sponsor represents to the Employer that it will provide sufficient services to administer the Plan and to appropriately respond to inquiries by employees and participants.
- 3) The Employer acknowledges and agrees to the terms and conditions established in the Plan.
- 4) The Employer agrees to provide the Plan Sponsor’s selected long term care insurance carrier with a mail file of all active employees, in the format provided by the insurance carrier.

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- 5) When requested by the Plan Sponsor or the insurance carrier, the Employer agrees to permit the Plan Sponsor's selected long term care insurance carrier to conduct group and individual meetings for the purpose of explaining the Plan or enrolling employees on the Employer's premises during normal working hours subject to such reasonable restrictions that the Employer communicates in writing to the Plan Sponsor and that are accepted by the Plan Sponsor.
 - 6) This Agreement may be amended from time to time by written agreement between the Plan Sponsor and the Employer.
 - 7) The term of this Agreement shall be for three years beginning on the date of its execution, and thereafter may be terminated by either party upon 60 days written notice to the other party.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be duly executed, intending to be bound thereby.

Employer

Virginia Retirement System

By: _____

By: _____

Title: _____

Title: _____

Date: _____, 20__

Date: _____, 20__

Coverage and Eligibility

Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program

April 2019



Underwritten by Genworth Life Insurance Company

Genworth Life

6620 West Broad Street, Richmond, VA 23230

Plan Selection Summary

Commonwealth of Virginia Employee Options

Coverage Effective Date	December 01, 2019
Situs State	Virginia
Benefit Period	2 Year 3 Year 4 Year
Benefit Amount Nursing Facility Maximum (Nursing Facilities and Assisted Living Facilities)	\$3,000 Monthly Nursing Facility Maximum \$4,500 Monthly Nursing Facility Maximum \$6,000 Monthly Nursing Facility Maximum
Inflation Protection	Future Purchase Option Automatic 3% Increase for Life - Compound Automatic 5% Increase for Life - Compound
Coverage Maximum (Total Coverage)	The Coverage Maximum is the total coverage, which is a product of the Benefit Period and the Benefit Amount. For example: A monthly benefit amount of \$6,000 x 36 months (3 Year) Period = \$216,000 Coverage Maximum.
Partnership-Qualified	This Group Program is Partnership-Qualified under the Virginia Partnership for Long Term Care.
Nonforfeiture Benefit	The optional Nonforfeiture Benefit maintains some coverage even if the Insured stops paying premiums. This Benefit may be made available to the applicant at an additional cost of 12%.

Built-In

Benefit Amount Nursing Facility Maximum	100%
Benefit Amount Home and Community Care Maximum	50% of the Nursing Facility Maximum
Elimination Period	One time, 90 Calendar Days
Informal Care	Included

Program & Plan Summary

Key Program Information

Tax Benefits for Employees	This plan is intended to be a federally tax-qualified long term care insurance contract under Section 7702B(b) of the Internal Revenue Code of 1986. Benefits received for qualified long term care services are not taxable and premiums paid may be tax deductible, under certain conditions. The individual should consult a tax advisor for details.
Participation Requirements	Genworth Life does not impose a minimum participation requirement beyond the statutory requirements for group insurance.
Pre-Existing Conditions Limitations	There is an exclusion for pre-existing conditions.
No Linkage Requirements	There are no linkage requirements. The employee does not need to apply for coverage in order for any other eligible family members to apply.
Fully Portable	If an Insured leaves the company or sponsorship of the program ends, those who are insured are guaranteed the right to continue the same coverage as long as they continue to pay premiums when due.
Payment Options	Electronic Funds Transfer (EFT), Direct Billing
Availability	The Program is available to eligible classes, based on the situs state of the Group Policy. Some states extend their governing authority to employer group insurance sold to their residents and may require variations to the coverage. Coverage under this plan is not available to residents of Vermont.
Online Enrollment	The customized website allows employees, spouses and other family members to enroll online.

Key Plan Information

Guaranteed Renewable	The coverage is Guaranteed Renewable, as long as premiums are paid when due.
Partnership-Qualified	The Partnership Program is designed to help provide asset protection for those who own long term care insurance and seek to access Medicaid benefits. Insureds with Partnership-qualified coverage may be able to qualify for Medicaid while retaining more assets than would otherwise be required under their state's Medicaid eligibility requirements. In order to qualify an insured must buy long term care insurance that has the basic benefits required by their resident state's partnership program – including inflation protection tiered to certain age ranges.
Nursing Facility and Assisted Living Facility Benefit	This benefit reimburses covered expenses incurred for care (including room and board) provided by a Nursing Facility or an Assisted Living Facility.

Home and Community Care Benefit

Most people prefer to receive care at home. This benefit reimburses expenses incurred for adult day care, nurse and therapist services, home health or personal care services, and incidental homemaker and chore care services.

These services received from an independent provider or a home health agency, can include, but are not limited to the following:

- Substantial assistance with bathing, dressing, eating, moving in or out of a bed or chair; physical, occupational, respiratory, or speech therapy; managing medications, preparation of meals, changing bedding, washing dishes, mopping, laundry, cleaning and household chores and repairs.
-

Benefits Not Subject to the Elimination Period

Home Assistance Benefit

This benefit reimburses the following expenses incurred (including tax, installation and labor costs):

- Home Modifications, Assistive Devices and Supportive Equipment
- Emergency Medical Response Systems
- Caregiver Training

Covered Expenses must be:

- Intended to enable the Insured to remain safely in his or her home
- Stated in, and furnished in accordance with, the Insured's Plan of Care

This benefit is not subject to the Elimination Period. Its Coverage Maximum equals 3 times the Monthly Nursing Facility Maximum. For example, the Coverage Maximum based on a \$3,000 Monthly Nursing Facility Maximum would be \$9,000.

Hospice Care Benefit

This benefit reimburses expenses incurred for hospice care received in a Hospice, Assisted Living, or Nursing Facility or in the Insured's home.

- Inpatient - Covered up to Nursing Facility Maximum
 - Outpatient - Covered up to Home and Community Care Maximum
-

Respite Care Benefit

Many individuals who give their time and energy to help someone in need of care, eventually find they need a respite. This benefit reimburses expenses incurred for Home and Community Care, Assisted Living Facility care and Nursing Facility care when it provides temporary relief for regular, unpaid caregivers.

The calendar year maximum equals 1 x Monthly Nursing Facility Maximum.

Privileged Care Coordination Services

During the often difficult time when care is needed, it's an invaluable asset to have a care coordinator who can help in recognizing the types of care that are needed. Genworth's Privileged Care Coordinators are licensed health care practitioners, qualified by training and experience to assess and coordinate overall care needs. Their services are provided without charge and without reducing the amount available under the Insured's Coverage.

Other Important Benefits

International Nursing Facility Benefit	This benefit reimburses expenses incurred during confinement in an out-of-country Nursing Facility (including room and board), up to 75% of the Nursing Facility Maximum per calendar month, for up to 4 years.
Bed Reservation Benefit	This benefit reimburses expenses to reserve the Insured's room when receiving benefits for care in a Nursing Facility, Hospice Care Facility or Assisted Living Facility, when the Insured's confinement is interrupted by a temporary absence from the facility for any reason for up to 60 days per year.
Alternate Care Benefit	This benefit reimburses long term care expenses for care, services, devices, or treatments not otherwise included and allows covered expenses to be paid in a manner other than specified, upon agreement between Genworth Life, the Insured and the Insured's physician.
Waiver of Premium Benefit	While receiving benefits for care in a Nursing Facility, Assisted Living Facility, Home and Community Care, Hospice Care, or under the Bed Reservation Benefit, the Insured's premium will be waived.
30 Day Free Look	An Insured may return his or her Certificate to Genworth Life within 30 days of receipt, if dissatisfied for any reason. Any premium paid will be returned.
Informal Care Benefit	<p>This benefit pays for personal care and maintenance or supervision that helps the Insured to stay in his or her home and is furnished based on the Insured's Plan of Care, when received from someone who is not with a Home Health Agency or an independent provider. This care may be provided by a friend or family member (other than a person who normally resided in the Insured's home prior to the time the Insured became eligible for benefits) to help with simple health care tasks, personal hygiene, managing medications or activities of daily living.</p> <p>This benefit covers up to 1% of the Monthly Nursing Facility Maximum per day for up to 30 days per calendar year.</p>
Contingent Nonforfeiture Benefit	This benefit provides reduced coverage, if a substantial premium increase were to occur and cause coverage to lapse.
Nonforfeiture Benefit	A reduced coverage amount is provided without further premium payments, if coverage ends due to non-payment of premiums after 3 years. Employees can choose this option for an additional 12% increase to the premium.

Eligible Participants

Eligible Persons

Eligible Persons Include

All individuals associated with Commonwealth of Virginia in the manner described below. Persons must be 18 or older at the time of application, maintain a permanent U.S. residence and have a valid Social Security or Tax Identification Number from the U.S. Government. There is no maximum issue age for the eligible Employee, but eligible family members must be less than age 76.

Employees

- Actively at Work full-time or part-time Commonwealth of Virginia employees who work at least 20 hours per week.
 - Actively at Work full-time or part-time employees and faculty (including adjunct) of a Virginia Public Institution of higher Education who work at least 20 hours per week.
 - Actively at Work full-time, part-time, or other employees as determined and defined by any participating Virginia school division, city, county, town, or political subdivision.
-

- Newly hired employees who are eligible for all broadly offered employer sponsored benefits, and are Actively at Work, Full-time or Part-time and work at least 20 hours per week up to and including age 65, who apply during their initial new hire enrollment period

- Modified Guarantee Issue Comprehensive: An abbreviated health question form, Height/weight parameters.
-

- During an open enrollment period mutually agreed upon by both parties, employees who are eligible for all broadly offered employer sponsored benefits and are Actively at Work, Full-time or Part-Time, and work at least 20 hours per week up to and including age 65, who apply during the initial enrollment period

- Modified Guarantee Issue Comprehensive: An abbreviated health question form, Height/weight parameters.
-

- Employees who are eligible for all broadly offered employer sponsored benefits and are Actively at Work, Full-time or Part-time, and work at least 20 hours per week ages 66 and older and new hires meeting the same criteria as above

- Long Form: Full medical underwriting, a telephonic or in-person interview may be requested. In-person interviews may include a cognitive exam and the applicant will be asked to provide blood and urine samples.
-

Other Eligible Individuals

Spouses, Surviving Spouses

Spouse: A person to whom an eligible Employee is joined by marriage. The eligible Employee and such person cannot be joined to anyone else: by (a) marriage; or (b) a relationship legally recognized under State law. A Spouse does not include a person from whom the eligible Employee is divorced or legally separated. Surviving Spouse : A person who is participating in a health benefits program or a retirement plan sponsored by the Policyholder and was a Spouse at the time of the eligible Employee's death.

Retirees and Spouses of Retirees

Retirees and their spouses who have retired under the Commonwealth of Virginia retirement plan, satisfy the appropriate plan's age and service requirements, and are former employees of:

- The Commonwealth of Virginia
- Virginia Public Institutions of Higher Education
- Any school, division, city, county, town, or political subdivision that participates in one of the retirement plans administered by VRS
- Any school division, city, county, town, or political subdivision that does not participate in any of the retirement plans administered by VRS but has elected to participate in the Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program

Parents and Grandparents of Eligible Employees, Spouses

The natural or adoptive parent, or step-parent of an eligible Employee or Spouse. The natural grandparent, adoptive grandparent or step-grandparents of an eligible Employee, or Spouse.

Adult Children and Siblings of Eligible Employees

Children include a natural, step or adopted child who has reached full legal age, with attendant rights and responsibilities. Siblings include those related to the eligible Employee or Spouse, as a brother, sister, step-brother or step-sister.

Terminated employees of any employer participating in a retirement plan administered by the Virginia Retirement System who:

- Have five or more years of service
- Are not active employees or retirees of any local government or school system in the Commonwealth of Virginia

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- [Spouses up to and including age 75](#)
 - [All other eligible applicants ages 18-75; including late entrants into the plan](#)

- Long Form: Full medical underwriting, a telephonic or in-person interview may be requested. In-person interviews may include a cognitive exam and the applicant will be asked to provide blood and urine samples.
-

Elimination Period	<p>The Elimination Period, based on calendar days, is the total number of days that the Insured remains a Chronically Ill Individual before benefits are payable. The Elimination Period begins on the first day that the Insured is both a Chronically Ill Individual and incurs covered expenses. However, the Insured is not required to continue to incur covered expenses to satisfy the Elimination Period. Elimination Period days may be accumulated before the filing of a claim if it can be established that the Insured met these requirements before the claim was filed.</p>
Policy Exclusions and Limitations	<p>We will not pay benefits for any expenses incurred for any Covered Care:</p> <ul style="list-style-type: none"> • For which no charge is normally made in the absence of insurance. • Provided outside the fifty (50) United States, the District of Columbia and any territory or possession of the United States of America, unless specifically provided for by a Benefit, • Provided by an Insured's immediate family, unless a benefit specifically states that a member of an Insured's immediate family can provide Covered Care. We will not consider care to have been provided by a member of the Insured's immediate family when: <ul style="list-style-type: none"> - He or she is a regular employee of the organization that is providing the services; and - Such organization received payment for the services; and - He or she receives no compensation other than the normal compensation for employees in his or her job category. • Provided by or in a Veteran's Administration or Federal government facility, unless a valid charge is made to an Insured or an Insured's estate; • Resulting from illness, treatment or medical condition arising out of any of the following: <ul style="list-style-type: none"> - War or any act of war; whether declared or not; - Attempted suicide or an intentionally self-inflicted injury; - Participation in a felony; riot or insurrection; • Provided for an Insured's alcoholism or addiction to drugs or narcotics (except for an addiction to a prescription medication when administered in accordance with the advice of a Physician). <p>Note: We will pay benefits for Alzheimer's Disease, subject to the same exclusions, limitations and provisions otherwise applicable to other Covered Care.</p>
Coordination of Benefits	<p>We will reduce the amount of benefits we will pay for Covered Expenses when the total amount payable under this and all other group Long Term Care Coverage is greater than the actual Covered Expense incurred for that Covered Care. State variations may apply.</p>
Non-Duplication of Benefits	<p>Benefits will be paid only for Covered Care expenses that are in excess of the amount paid or payable under:</p> <ul style="list-style-type: none"> • Medicare (including amounts that would be reimbursable, but for the application of a deductible or coinsurance amount); and • Any other Federal, State or other governmental health care program or long term care program or law, except Medicaid. • Any State or Federal workers' compensation, employer's liability or occupational disease law • State variations may apply. Please refer to the state specific Certificate of Coverage.
Pre-Existing Conditions Limitations	<p>Genworth Life will not pay for Covered Expenses incurred for any care or confinement that is a result of a Pre-Existing Condition. A Pre-Existing condition means a condition (illness, disease, injury, or symptom) for which medical advice or treatment was recommended by, or received from, a Health Care Professional within a defined period prior to the initial Certificate Effective Date. State variations may apply.</p>

Rates

Important Information

Quotation Summary

Monthly Premium Rate Tables

Important Information

This information is for Commonwealth of Virginia use only. Not for further distribution.

Rates

Rates are for illustrative purposes only and are based on case information provided as of the date of this proposal. Any change in the case data could result in a change in rates, plan design, or inability to offer a program. Final rates to be agreed upon between Genworth Life Insurance Company and the proposed Group Policyholder.

Quotation Summary

Commonwealth of Virginia Employee Options

Effective Date	February 01, 2019
Situs State	Virginia
Partnership Qualified	Yes
Plan(s) Quoted	2 Year 3 Year 4 Year
Monthly Benefits Quoted	\$3,000 Monthly Nursing Facility Maximum \$4,500 Monthly Nursing Facility Maximum \$6,000 Monthly Nursing Facility Maximum
Nonforfeiture Benefit	The optional Nonforfeiture Benefit maintains some coverage even if the Insured stops paying premiums. This Benefit may be made available to the applicant at an additional cost of 12%.
Elimination Period	90 Calendar Days
Proposal/Offer Valid	90 days from date of proposal

Census Information Our premium quotation is based on the census received from Commonwealth of Virginia. We reserve the right to recalculate rates prior to the enrollment campaign based on changes to the census demographics or plan design.

Monthly Premium Rate Tables

Commonwealth of Virginia

Genworth Voluntary Group Long-Term Care Insurance

Monthly Premiums

Total Benefit Amount: 2 Years

Elimination Period: 90 Calendar Days

Situs State: VA

Policy Effective Date: 12/1/2019

Nonforfeiture: Not Included

50% Home Health Care Reimbursement

Informal Care: Included

Monthly Benefit:	\$3,000	\$4,500	\$6,000	\$3,000	\$4,500	\$6,000	\$3,000	\$4,500	\$6,000
Inflation:	FPO	FPO	FPO	3%C	3%C	3%C	5%C	5%C	5%C
Age									
30	30.25	45.37	60.49	66.41	99.61	132.81	106.50	159.75	213.01
31	30.40	45.60	60.79	67.04	100.56	134.08	107.59	161.39	215.19
32	30.55	45.82	61.10	67.67	101.50	135.34	108.70	163.05	217.40
33	30.71	46.07	61.43	68.31	102.47	136.63	109.79	164.68	219.58
34	30.86	46.30	61.73	68.95	103.42	137.89	110.89	166.34	221.79
35	31.02	46.52	62.03	69.58	104.37	139.15	113.03	169.54	226.05
36	31.65	47.47	63.30	71.33	106.99	142.65	115.91	173.86	231.82
37	32.28	48.42	64.56	73.08	109.61	146.15	118.80	178.21	237.61
38	32.91	49.37	65.83	74.83	112.24	149.65	121.69	182.53	243.37
39	33.55	50.32	67.09	76.58	114.86	153.15	124.58	186.87	249.17
40	33.83	50.74	67.66	78.31	117.47	156.63	127.43	191.15	254.87
41	34.20	51.29	68.39	79.46	119.19	158.92	129.32	193.98	258.65
42	34.56	51.85	69.13	80.59	120.89	161.18	131.21	196.82	262.42
43	34.92	52.38	69.84	81.73	122.60	163.47	133.09	199.63	266.18
44	35.28	52.93	70.57	82.87	124.30	165.73	134.98	202.47	269.95
45	35.65	53.48	71.30	84.80	127.20	169.61	138.12	207.18	276.24
46	37.34	56.01	74.68	86.57	129.85	173.14	141.11	211.67	282.22
47	39.03	58.54	78.05	88.33	132.50	176.67	144.10	216.15	288.20
48	40.71	61.07	81.43	90.10	135.15	180.20	147.11	220.66	294.21
49	42.40	63.60	84.80	91.87	137.80	183.73	150.10	225.14	300.19
50	44.30	66.45	88.60	96.36	144.53	192.71	158.16	237.25	316.33
51	47.17	70.76	94.34	98.23	147.34	196.46	162.16	243.24	324.32
52	50.04	75.06	100.09	100.10	150.15	200.20	166.14	249.21	332.28
53	52.90	79.35	105.80	101.99	152.98	203.97	170.14	255.21	340.28
54	55.77	83.66	111.54	103.86	155.79	207.71	174.12	261.18	348.24
55	58.53	87.79	117.06	110.09	165.14	220.19	181.28	271.92	362.57
56	63.84	95.75	127.67	118.29	177.43	236.58	187.57	281.36	375.14
57	69.16	103.74	138.32	126.48	189.73	252.97	193.86	290.79	387.72
58	74.47	111.70	148.93	134.67	202.00	269.33	200.13	300.20	400.27
59	79.79	119.68	159.58	142.86	214.29	285.72	206.42	309.63	412.84
60	85.44	128.16	170.88	149.90	224.84	299.79	214.29	321.43	428.58
61	93.37	140.06	186.75	162.15	243.23	324.30	226.01	339.02	452.03
62	101.31	151.96	202.61	174.40	261.61	348.81	237.75	356.63	475.51
63	109.24	163.86	218.48	186.65	279.97	373.29	249.48	374.22	498.96
64	117.17	175.76	234.34	198.90	298.35	397.80	261.22	391.83	522.44
65	126.26	189.39	252.53	211.71	317.57	423.43	267.09	400.63	534.18
66	140.62	210.92	281.23	225.32	337.98	450.64	282.50	423.75	565.00
67	154.97	232.45	309.94	238.92	358.38	477.84	297.93	446.89	595.86
68	169.32	253.98	338.65	252.51	378.77	505.02	313.34	470.01	626.68
69	183.68	275.51	367.35	266.12	399.17	532.23	328.77	493.15	657.54
70	198.94	298.41	397.88	278.49	417.73	556.97	341.16	511.74	682.32
71	221.68	332.52	443.36	308.37	462.55	616.73	384.92	577.38	769.84
72	244.40	366.61	488.81	338.24	507.37	676.49	428.70	643.04	857.39
73	267.15	400.72	534.29	368.14	552.20	736.27	472.46	708.68	944.91
74	289.87	434.81	579.74	398.01	597.02	796.03	516.23	774.35	1,032.46
75	315.47	473.20	630.93	423.55	635.32	847.10	554.31	831.46	1,108.61
76	362.78	544.17	725.56	478.61	717.92	957.22	620.82	931.23	1,241.64
77	410.10	615.16	820.21	533.67	800.51	1,067.35	687.34	1,031.00	1,374.67
78	457.42	686.12	914.83	588.74	883.10	1,177.47	753.87	1,130.80	1,507.73
79	504.74	757.11	1,009.48	643.80	965.70	1,287.59	820.38	1,230.57	1,640.76

Legend: Future Purchase Option, Automatic 3% Increase for Life - Compound, Automatic 5% Increase for Life - Compound.

Monthly Premium Rate Tables

Commonwealth of Virginia

Genworth Group Long-Term Care Insurance									
Monthly Premiums									
Total Benefit Amount: 3 Years							Nonforfeiture: Not Included		
Elimination Period: 90 Calendar Days							50% Home Health Care Reimbursement		
Situs State: VA							Informal Care: Included		
Policy Effective Date: 12/1/2019									
Monthly Benefit:	\$3,000	\$4,500	\$6,000	\$3,000	\$4,500	\$6,000	\$3,000	\$4,500	\$6,000
Inflation:	FPO	FPO	FPO	3%C	3%C	3%C	5%C	5%C	5%C
Age									
30	36.55	54.82	73.09	80.68	121.02	161.36	129.35	194.03	258.70
31	36.60	54.90	73.20	81.37	122.05	162.73	130.56	195.84	261.11
32	36.64	54.97	73.29	82.06	123.10	164.13	131.78	197.67	263.55
33	36.70	55.05	73.40	82.75	124.13	165.50	132.98	199.48	265.97
34	36.74	55.11	73.48	83.45	125.17	166.90	134.20	201.31	268.41
35	36.80	55.19	73.59	84.53	126.80	169.06	137.28	205.92	274.56
36	37.30	55.96	74.61	85.59	128.39	171.18	139.48	209.22	278.96
37	37.81	56.72	75.63	86.64	129.96	173.27	141.69	212.54	283.39
38	38.31	57.47	76.62	87.70	131.54	175.39	143.89	215.84	287.79
39	38.82	58.23	77.64	88.74	133.11	177.49	146.11	219.16	292.21
40	39.33	58.99	78.66	90.63	135.94	181.25	148.93	223.40	297.86
41	39.52	59.28	79.05	90.97	136.46	181.95	149.98	224.97	299.96
42	39.72	59.57	79.43	91.32	136.98	182.64	151.02	226.52	302.03
43	39.92	59.88	79.84	91.68	137.52	183.36	152.06	228.10	304.13
44	40.12	60.17	80.23	92.03	138.04	184.06	153.10	229.65	306.20
45	40.31	60.46	80.62	93.23	139.85	186.46	155.54	233.31	311.08
46	42.04	63.07	84.09	95.51	143.27	191.02	158.66	237.99	317.32
47	43.78	65.67	87.56	97.79	146.69	195.58	161.78	242.67	323.55
48	45.52	68.27	91.03	100.06	150.08	200.11	164.91	247.37	329.82
49	47.25	70.88	94.50	102.34	153.50	204.67	168.03	252.05	336.06
50	50.41	75.61	100.82	107.58	161.37	215.16	176.69	265.03	353.37
51	53.56	80.33	107.11	110.19	165.28	220.37	181.21	271.82	362.43
52	56.70	85.05	113.41	112.81	169.21	225.62	185.74	278.62	371.49
53	59.86	89.80	119.73	115.42	173.12	230.83	190.27	285.41	380.55
54	63.01	94.52	126.02	118.04	177.06	236.08	194.80	292.20	389.60
55	68.01	102.02	136.03	124.99	187.49	249.99	203.68	305.52	407.37
56	74.05	111.07	148.09	133.79	200.68	267.58	211.81	317.71	423.61
57	80.07	120.10	160.13	142.57	213.85	285.14	219.93	329.90	439.86
58	86.10	129.15	172.20	151.36	227.04	302.72	228.04	342.06	456.08
59	92.12	138.18	184.24	160.14	240.21	320.29	236.17	354.25	472.33
60	99.97	149.96	199.94	171.23	256.85	342.47	246.37	369.56	492.75
61	111.71	167.57	223.43	186.73	280.10	373.46	264.92	397.39	529.85
62	123.44	185.16	246.88	202.23	303.34	404.46	283.47	425.21	566.95
63	135.18	202.77	270.36	217.73	326.59	435.45	302.03	453.04	604.05
64	146.91	220.36	293.82	233.22	349.84	466.45	320.58	480.86	641.15
65	160.78	241.18	321.57	249.79	374.69	499.59	334.82	502.22	669.63
66	179.71	269.56	359.42	270.67	406.00	541.34	359.01	538.52	718.02
67	198.63	297.95	397.27	291.54	437.32	583.09	383.22	574.83	766.44
68	217.56	326.34	435.11	312.40	468.61	624.81	407.42	611.12	814.83
69	236.48	354.72	472.96	333.28	499.92	666.56	431.63	647.44	863.25
70	254.28	381.41	508.55	349.59	524.39	699.19	448.00	671.99	895.99
71	288.08	432.12	576.16	392.28	588.42	784.56	509.04	763.56	1,018.08
72	321.88	482.82	643.76	434.96	652.45	869.93	570.09	855.13	1,140.18
73	355.70	533.55	711.40	477.65	716.47	955.30	631.15	946.72	1,262.30
74	389.50	584.25	779.00	520.33	780.50	1,040.67	692.19	1,038.29	1,384.39
75	425.19	637.78	850.37	563.02	844.53	1,126.04	743.37	1,115.06	1,486.75
76	488.97	733.46	977.94	636.22	954.32	1,272.43	832.58	1,248.87	1,665.16
77	552.74	829.11	1,105.48	709.41	1,064.12	1,418.82	921.78	1,382.68	1,843.57
78	616.52	924.78	1,233.05	782.59	1,173.89	1,565.19	1,010.98	1,516.46	2,021.95
79	680.29	1,020.44	1,360.58	855.79	1,283.69	1,711.58	1,100.18	1,650.27	2,200.36

Legend: Future Purchase Option, Automatic 3% Increase for Life - Compound, Automatic 5% Increase for Life - Compound.

Monthly Premium Rate Tables

Commonwealth of Virginia

Genworth Voluntary Group Long-Term Care Insurance

Monthly Premiums

Total Benefit Amount: 4 Years

Elimination Period: 90 Calendar Days

Situs State: VA

Policy Effective Date: 12/1/2019

Nonforfeiture: Not Included
50% Home Health Care Reimbursement
Informal Care: Included

Monthly Benefit:	\$3,000	\$4,500	\$6,000	\$3,000	\$4,500	\$6,000	\$3,000	\$4,500	\$6,000
Inflation:	FPO	FPO	FPO	3%C	3%C	3%C	5%C	5%C	5%C
Age									
30	39.20	58.81	78.41	89.64	134.46	179.28	145.36	218.03	290.71
31	39.42	59.14	78.85	90.51	135.77	181.03	146.85	220.28	293.70
32	39.66	59.49	79.32	91.39	137.08	182.77	148.35	222.52	296.69
33	39.88	59.82	79.76	92.27	138.41	184.54	149.84	224.76	299.68
34	40.12	60.17	80.23	93.14	139.71	186.29	151.34	227.01	302.67
35	40.53	60.79	81.06	94.46	141.69	188.92	154.95	232.42	309.89
36	41.21	61.81	82.42	96.00	144.00	192.00	157.63	236.45	315.27
37	41.89	62.83	83.78	97.54	146.31	195.08	160.33	240.50	320.67
38	42.55	63.83	85.11	99.07	148.60	198.13	163.02	244.53	326.04
39	43.24	64.85	86.47	100.61	150.91	201.22	165.72	248.59	331.45
40	43.47	65.20	86.93	103.08	154.63	206.17	170.65	255.97	341.29
41	43.80	65.70	87.59	103.83	155.75	207.67	172.03	258.04	344.06
42	44.13	66.19	88.25	104.57	156.86	209.14	173.42	260.14	346.85
43	44.46	66.68	88.91	105.32	157.98	210.64	174.81	262.21	349.61
44	44.79	67.18	89.57	106.06	159.09	212.12	176.20	264.31	352.41
45	45.33	67.99	90.66	107.80	161.70	215.60	179.17	268.76	358.34
46	47.43	71.14	94.86	109.96	164.94	219.93	182.95	274.42	365.90
47	49.51	74.27	99.02	112.13	168.19	224.25	186.72	280.09	373.45
48	51.61	77.41	103.22	114.28	171.42	228.56	190.51	285.77	381.03
49	53.69	80.54	107.39	116.44	174.66	232.88	194.29	291.44	388.58
50	56.32	84.48	112.64	123.11	184.67	246.23	204.51	306.77	409.03
51	59.56	89.35	119.13	126.10	189.16	252.21	209.72	314.59	419.45
52	62.81	94.22	125.62	129.08	193.62	258.16	214.95	322.42	429.89
53	66.06	99.09	132.12	132.07	198.11	264.14	220.16	330.23	440.31
54	69.30	103.96	138.61	135.05	202.57	270.10	225.38	338.07	450.76
55	73.71	110.57	147.42	143.58	215.38	287.17	235.58	353.37	471.16
56	80.32	120.48	160.64	153.79	230.69	307.58	245.34	368.01	490.69
57	86.93	130.40	173.87	164.00	246.00	328.00	255.11	382.66	510.22
58	93.54	140.32	187.09	174.21	261.31	348.42	264.87	397.31	529.75
59	100.15	150.23	200.31	184.42	276.62	368.83	274.64	411.96	549.28
60	108.12	162.18	216.24	195.30	292.96	390.61	283.98	425.97	567.97
61	119.76	179.64	239.52	212.64	318.96	425.28	302.73	454.09	605.46
62	131.38	197.08	262.77	229.98	344.97	459.95	321.46	482.19	642.92
63	143.02	214.54	286.05	247.33	370.99	494.66	340.20	510.31	680.41
64	154.65	231.98	309.30	264.66	397.00	529.33	358.93	538.40	717.87
65	168.50	252.75	337.00	282.00	423.00	564.00	373.87	560.81	747.74
66	190.64	285.95	381.27	305.49	458.24	610.99	403.01	604.51	806.01
67	212.76	319.14	425.52	329.00	493.50	658.00	432.14	648.21	864.28
68	234.89	352.34	469.79	352.49	528.74	704.98	461.27	691.91	922.55
69	257.02	385.53	514.04	376.00	563.99	751.99	490.41	735.61	980.82
70	275.50	413.25	551.00	394.39	591.58	788.78	511.16	766.75	1,022.33
71	311.12	466.68	622.24	443.16	664.74	886.32	577.80	866.70	1,155.60
72	346.76	520.14	693.52	491.93	737.89	983.86	644.44	966.66	1,288.88
73	382.38	573.57	764.76	540.69	811.03	1,081.37	711.09	1,066.64	1,422.19
74	418.02	627.03	836.04	589.46	884.18	1,178.91	777.73	1,166.60	1,555.46
75	459.67	689.50	919.33	634.47	951.70	1,268.94	847.34	1,271.00	1,694.67
76	533.44	800.16	1,066.88	725.32	1,087.99	1,450.65	962.57	1,443.86	1,925.14
77	607.22	910.83	1,214.43	816.18	1,224.27	1,632.36	1,077.81	1,616.71	2,155.61
78	680.98	1,021.47	1,361.96	907.05	1,360.57	1,814.09	1,193.04	1,789.56	2,386.08
79	754.75	1,132.13	1,509.51	997.90	1,496.85	1,995.80	1,308.28	1,962.42	2,616.55

Legend: Future Purchase Option, Automatic 3% Increase for Life - Compound, Automatic 5% Increase for Life - Compound.



Town of Luray, Virginia
Council Agenda Statement

Item No: VIII - C

Meeting Date: May 13, 2019

- Agenda Item: COUNCIL CONSIDERATION
Item VIII – C – FY 2019-2020 Rates & Fees
- Summary: Council is requested to consider adoption of the FY 2019-2020 Rates & Fees Schedule.
- Council Review: N/A
- Fiscal Impact: Establish FY 2019-202 Rates & Fees Schedule
- Suggested Motion: I move that Council adopt the FY 2019-202 Rates & Fees Schedule as presented.



Town of Luray

45 East Main Street
P. O. Box 629
Luray, Virginia 22835

RESOLUTION

WHEREAS, the Town of Luray charges fees for the various services provided by the Town through our Departments to citizens and visitors; and

WHEREAS, the officers and head of departments have evaluated the appropriate fees for the services provided; and

WHEREAS, the Council of the Town of Luray, Virginia, has confirmed that these rates are appropriate for the services provided; and

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Town of Luray, Virginia does hereby adopts the FY 2019-2020 Rates and Fees Schedule attached to this Resolution for the period beginning July 1, 2019, and ending on June 30, 2020.

Adopted this 13th day of May, 2019.

Barry Presgraves, Mayor

CERTIFICATE

I certify that I am the Clerk of the Town of Luray, Virginia, and that the foregoing is a true copy of a Resolution adopted by the Council of the Town of Luray, Virginia, on May 13, 2019, upon the following vote:

NAME	AYE	NAY	ABSTAIN	ABSENT
Mayor Presgraves ¹				
Ronald "Ron" Vickers				
Jerry Dofflemyer				
Jerry Schiro				
Leroy Lancaster				
Joey Sours				
Leah Pence				

Date: May 13, 2019

[SEAL]

ATTEST: _____
Mary Broyles, Clerk of Council

¹ Votes only in the event of a tie.



TOWN OF LURAY RATE & FEE SCHEDULE July 2019 to June 2020



ZONING PERMIT & LAND USE FEES (per application)

PERMIT DESCRIPTION	RATE
Residential Dwelling Unit Zoning Permit (New Construction/Change of Use)	\$50.00 per unit
Residential Dwelling Unit Zoning Permit (Additions/Accessory Structure)	\$35.00 per structure
Sign Permit	\$35.00 per sign
Zoning Clearance	No fee
Commercial/Non-Residential/Multi-Family Structures Zoning Permit ¹	\$100.00 per structure
Sketch Plat Submission	\$50.00
Preliminary Subdivision Plan Submission – Minor (Less than 4 lots) ²	\$350.00 + \$50.00 per lot
Preliminary Subdivision Plan Submission – Major (4 lots or more) ²	\$500.00 + \$75.00 per lot
Final Subdivision Plan Submission w/ Survey Record Plats – Minor ²	\$300.00 + 25.00 per lot
Final Subdivision Plan Submission w/ Survey Record Plats – Major ²	\$300.00 + \$50.00 per lot
Boundary Line Adjustment – Survey Review & Signature ²	\$250.00 per survey plat
Developmental Site Plan Review – Residential Dwelling Unit ²	\$300.00 + \$100.00 per dwelling unit
Developmental Site Plan Review – Commercial/Non-Residential/Multi-Family Structures ² (Based on total square footage of all structures)	\$600.00 (first 1,000 sq. ft.) plus \$600.00 for each addl 2,400 sq. ft. (pro rated)
Zoning Variance ³	\$250.00 + 2 ads
Special Use Permit ^{1&3}	\$250.00 + 4 ads
Special Use Permit – Home Occupation ³	\$50.00 + 4 ads
Rezoning ^{1&3}	\$250.00 + \$100.00 per acre + 4 ads
Petition for Annexation ^{2&3}	\$1,000.00 + 1 ad
¹ May also require Site Plan Review with separate fee	
² Applicant is responsible for reimbursing the Town for the cost of all required engineering reviews	Invoiced separately during the process
³ Applicant is responsible for the cost of all advertisements	Paid in full at time of application

BUSINESS LICENSE

LICENSE DESCRIPTION	RATE
New Business Application Fee	\$40.00 per Business Category
Retail Merchant	\$0.12/\$100.00 of Gross Receipts
Wholesale Merchant	\$0.05/\$100.00 of Gross Receipts
Professional	\$0.25/\$100.00 of Gross Receipts
Business/Personal/Repair Service	\$0.25/\$100.00 of Gross Receipts
Contractor in Town Corporation Limits	\$0.10/\$100.00 of Gross Receipts
Contractor outside Town Corporation Limits	\$0.10/\$100.00 of Gross Receipts
Financial Services	\$0.25/\$100.00 of Gross Receipts
Gasoline & Fuel Oil Dealer	\$0.10/\$100.00 of Gross Receipts
Itinerant Merchant or Peddler	\$500.00 / Year
Real Estate Broker, Appraiser or Salesman	\$0.25/\$100.00 of Gross Receipts
Direct Seller w/ Sales greater than \$4,000.00	\$0.20/\$100.00 of Gross Receipts
Telephone/Telegraph	0.005% of Gross Receipts less Long Distance Calls
Water/Gas/Electric Companies	0.005% of Gross Receipts
Vending Machines over 9 Machines	\$0.12/\$100.00 of Gross Receipts
Beer & Wine Off Premises	\$50.00 / Year
Beer & Wine On Premises	\$50.00 / Year
Alcoholic Beverages	\$200.00 / Year
Tobacco	\$20.00 / Year



TOWN OF LURAY
RATE & FEE SCHEDULE
 July 2019 to June 2020



WATER

DESCRIPTION	RATE
Minimum Fee – Includes up to 1,000 gallons	\$25.52
1,001 to 10,000 gallons	\$5.25 per thousand
10,001 to 25,000 gallons	\$5.35 per thousand
25,001 to 50,000 gallons	\$5.45 per thousand
50,001 to 100,000 gallons	\$5.56 per thousand
100,001 gallons and up	\$5.69 per thousand
Water Rates Outside of Town Corporate Limits	Above Rates + 50%
Water Deposit	\$150.00
Utility Bill Late Payment Penalty (Water, Sewer, Garbage)	10% of Current Balance (Payment must be received on or before the 10 th of the month)
Reconnection Fee due to Non-Payment Normal Hours (Monday to Friday 8:00am to 5:00 pm)	\$30.00
Reconnection Fee due to Non-Payment After Hours, Weekends, & Holidays	\$60.00
Reconnections due to Non-Payment will be made ONLY Monday through Friday 8:00 am to 8:00 pm and Saturdays, Sundays, and Holidays 7:00 am to 12:00 pm (noon)	

SEWER

DESCRIPTION	RATE
Minimum Fee – Includes up to 1,000 gallons	\$33.63
1,001 to 10,000 gallons	\$7.04 per thousand
10,001 to 25,000 gallons	\$7.18 per thousand
25,001 to 50,000 gallons	\$7.31 per thousand
50,001 to 100,000 gallons	\$7.45 per thousand
100,001 gallons and up	\$7.61 per thousand
Water Rates Outside of Town Corporate Limits	Above Rates + 50%
Septage Disposal Fee	\$0.15/Gallon

REFUSE RATES

DESCRIPTION	RATE	
<i>Monthly – 1 Pick-up per Week</i>		
	IN TOWN	OUT OF TOWN
Residential – Base Price per House/Unit (Includes 1 Rollout Cart)	\$8.75	\$13.15
Residential – Each Extra Rollout Cart	\$5.50	\$8.25
Business – Base Price (Includes 1 Rollout Cart)	\$11.75	\$17.60
Business – Each Extra Rollout Cart	\$11.75	\$17.60



TOWN OF LURAY
RATE & FEE SCHEDULE
 July 2019 to June 2020



TAX RATES

DESCRIPTION	RATE
Personal Property Tax	\$0.62 per \$100.00 of assessed valuation
Real Estate Tax	\$0.29 per \$100.00 of assessed valuation
Mobile Home Tax	\$0.29 per \$100.00 of assessed valuation
Sales Tax	5% (1% Town & 4% State)
Meals & Beverage Tax	4%
Transient Occupancy Tax	5%
Cigarette Tax	\$0.15 per pack
<i>**Personal Property Assessed Value based on N.A.D.A Book**</i>	

PERMITS

DESCRIPTION	RATE
Yard Sale Permit – 1 st and 2 nd Sale (Per Address) <i>(No more than 2 sales per address per year)</i>	FREE
Right-of-Way Construction Permit	\$150.00 + 0.5% of Underground Construction Cost in Right-of-Way

MISCELLANEOUS

DESCRIPTION	RATE
Copy Charges (Letter, Legal, or Ledger)	\$0.15 per page (B&W); \$0.20 per page (Color) plus Staff Time at 15 minute increments
Electronic Card Payments (Real Estate Tax, Personal Property Tax, Utility Bills, Fee Payments, All Other Tax)	\$1.95 per transaction



**TOWN OF LURAY
RATE & FEE SCHEDULE
July 2019 to June 2020**



PARKS AND RECREATION

SHELTER RENTALS	RATE
Shelter Rentals are for all day of reservation date Shelter capacity in parentheses	
Modern Woodman Shelter (100)	\$45.00 / day
Ruritan Shelter (100)	\$45.00 / day
Lions Shelter (100)	\$45.00 / day
FFA/VICA Shelter (50)	\$40.00 / day
Town of Luray Shelter (50)	\$40.00 / day
Sorority Shelter (30)	\$35.00 / day
Rotary Shelter at Imagination Station (75)	\$45.00 / day
Class of '71 Shelter at Recreation Park (100)	\$45.00 / day
<i>Shelter Reservations for parties greater than 25 will require a \$100.00 refundable deposit Deposit refunded if shelter left clean and undamaged</i>	

FACILITY USAGE (Out-of-Town Organizations)	RATE
Athletic Field Usage (without lights)	\$75.00 per field per day
Athletic Field Usage (with lights)	\$100.00 per field per day
Scout Camping Area	\$50.00 per activity/event
<i>Facility Reservations will require a \$100.00 refundable deposit Deposit refunded if facility left clean and undamaged</i>	

LAKE ARROWHEAD	RATE
Swimming	Free – Ages 2 & Under \$3.00 per day – Ages 3-12 \$5.00 per day – Ages 13 & Older
Annual Lake Arrowhead Swimming Pass	\$25.00 – Single \$50.00 – Couple \$75.00 – Family
Annual Lake Arrowhead Boating Permit	\$5.00 – Resident in Town of Luray Limits \$7.00 – Non-Resident (Outside of Town Limits)
Annual Lake Arrowhead Fishing Permit	\$5.00 – Resident in Town of Luray Limits \$7.00 – Non-Resident (Outside of Town Limits)
<i>Disabled persons and persons over age 65 may obtain Town of Luray boating and fishing permits at no charge with proper identification</i>	



TOWN OF LURAY
RATE & FEE SCHEDULE
 July 2019 to June 2020



UTILITY FACILITY FEE

The Facility Fee represents the cost for new utility customers to buy into the present value of the Town’s water and sewer system. The Facility Fee also cover the Town’s anticipated capital improvements to maintain the water and sewer services. In addition to the Facility Fee, the Town will charge for time and materials to provide the water and/or sewer connection (Connection Fee). If these connections are made by a licensed contractor, the Town may waive the appropriate Connection Fee amount proposed that:

- 1) The contractor consults with appropriate Town staff prior to the connections being started, and obtains proper permits.
- 2) The contractor uses Town-approved materials and standard installation methods, and coordinates construction with Town personnel.
- 3) The inspects the entire connection, utility run, and all materials prior to backfilling by the contractor.

FACILITY FEE				
	IN-TOWN		OUT-OF-TOWN	
Meter Size	Water	Sewer	Water	Sewer
5/8”	\$3,320.00	\$5,940.00	\$6,640.00	\$11,880.00
3/4"	\$5,130.00	\$9,370.00	\$7,695.00	\$14,054.00
1”	\$6,939.00	\$12,799.00	\$10,409.00	\$19,198.00
1.5”	\$13,428.00	\$24,477.00	\$20,141.00	\$36,716.00
2”	\$20,529.00	\$36,988.00	\$30,794.00	\$55,482.00
3”	\$39,724.00	\$70,740.00	\$59,586.00	\$106,110.00
4”	\$60,734.00	\$106,896.00	\$91,101.00	\$160,343.00
5”	\$81,611.00	\$141,971.00	\$122,417.00	\$212,956.00
6”	\$101,067.00	\$173,772.00	\$151,601.00	\$260,658.00
7”	\$118,305.00	\$201,045.00	\$177,457.00	\$301,567.00
8”	\$132,888.00	\$223,201.00	\$199,332.00	\$334,801.00
9”	\$144,640.00	\$240,115.00	\$216,960.00	\$360,172.00
10”	\$153,568.00	\$251,972.00	\$230,352.00	\$377,959.00
CONNECTION FEE				
	IN-TOWN		OUT-OF-TOWN	
No Road Cut	\$1,200.00	\$1,200.00	Contractor Installation Required	
With Road Cut	\$1,800.00	\$1,800.00		



**TOWN OF LURAY
RATE & FEE SCHEDULE
July 2019 to June 2020**



**DROUGHT/LOW WATER SUPPLY RESPONSE
ORDINANCE PENALTIES & FEE SCHEDULE**

WATCH DECLARATION		
	Any Offense	Verbal Reminder for any Noted Issues
WARNING DECLARATION		
	First Offense	Verbal Warning
	Second Offense	Written Warning Notice
	Third & Subsequent Offenses	Written Penalty Notice Disconnection of Water Service Reconnection Fee of \$250.00
EMERGENCY DECLARATION		
	First Offense	Written Warning Notice
	Second Offense	Written Warning Notice Disconnection of Water Service Reconnection Fee of \$375.00
	Third & Subsequent Offenses	Written Summons Class 1 Misdemeanor Disconnection of Water Service Reconnection Fee of \$500.00

Each day of violation constitutes a separate offense.

The Luray Police Department is charged with enforcement of this Ordinance.



Town of Luray, Virginia

Council Agenda Statement

Item No: VIII - D

Meeting Date: May 13, 2019

Agenda Item: COUNCIL CONSIDERATION
Item VIII – D – Code Amendment – Chapter 38 Elections

Summary: Council is requested to consider adoption of a Code Amendment to Chapter 38 – Elections to update the Code to reflect the two election districts established by Page County for the Town. Virginia Code §25.2-306 requires public notice for such a change, but Page County provided notice to Town residents when they updated the election districts in April 2011. As such, consideration of the Code Amendment by Council has been determined to simply update our Code to correspond to the existing districts established by Page County.

Council is also requested to refer a Code Amendment to Page County to remove the reference to voting for Town Elections to be at the Circuit Court in Page County Code 12-2.A.

Council Review: N/A

Fiscal Impact: N/A

Suggested Motion: I move that Council adopt the Code Amendment to Chapter 38 – Election to reflect the election districts and polling places for elections established by Page County with such Code Amendment to become effective upon passage.

I further move to request Page County to amend Chapter 12-2.A of their Municipal Code to eliminate the Circuit Court as the polling place for Town Elections.

**AN ORDINANCE TO AMEND CHAPTER 38 OF THE CODE OF
THE TOWN OF LURAY, VIRGINIA**

WHEREAS, Page County, Virginia (the “County”), after due and proper notice, previously amended the election districts established by the County in Chapter 12 of the County Code; and

WHEREAS, the changes adopted by the County divided the Town of Luray, Virginia (the “Town”) into two election districts; and

WHEREAS, the Town transitioned to November elections in November 2016 pursuant to Virginia Code § 24.2-222.1(A) and an amendment to the Town Charter approved by the General Assembly; and

WHEREAS, the Town has utilized the election districts and polling places established by the County since transitioning to November elections as mandated by Virginia Code § 24.2-310 and in conformity with applicable law; and

WHEREAS, the Town now wishes to amend Chapter 38 of the Town Code to reflect the aforementioned changes adopted by the County, followed by the Town, and required by Virginia law; and

WHEREAS, this Ordinance does not include any new changes, but simply updates Chapter 38 so that it correctly describes the existing election districts and polling places.

NOW, THEREFORE, be it ordained by the Council of the Town of Luray, Virginia, as follows:

1. Chapter 38 of the Code of the Town of Luray, Virginia, shall be amended and restated as follows:

Sec. 38-1. - Election districts.

The ~~town shall be divided into~~ ~~re shall be~~ two election districts ~~in the town established~~ as follows:

- (a) Election District 1: Election District 1 is comprised of the portion of the town lying within the following description of Election District 1 adopted by Page County as Exhibit A to Sec. 12-3(A) of the Code of Page County, Virginia:

Beginning at the intersection of the counties of Shenandoah, Warren and Page; thence southeasterly with the Page-Warren County line to the Rappahannock-Page County line, thence with the Rappahannock-Page County line southerly to the point where the Rappahannock-Page County line intersects with the Appalachian Trail on the Skyline Drive, within several feet of mile post number 24 at the Elkwallow Picnic area; thence northwesterly with the centerline of the Appalachian Trail to the point it intersects with Jeremy's Run; thence in a

southwesterly direction following Jeremy's Run to the Intersection of Jeremy's Run and State Route 611; thence northwesterly along State Route 611 to its intersection with State Route 661; thence westerly along State Route 661 to an intersection with the centerline of U.S. 340; thence southerly with the centerline of U.S. 340 to the center line of Dry Run Creek; thence southeasterly with the centerline of Dry Run Creek to the centerline of State Route 718; thence southeasterly with the centerline of State Route 718 to the centerline of Collins Avenue; thence southeasterly with the centerline of Collins Avenue to the centerline of East Main Street; thence westerly with the centerline of East Main Street to the intersection of U.S. 340; thence southerly with the centerline of U.S. 340 through the Town of Luray to the intersection of State Route 639; thence northwesterly with the centerline of State Route 639 to the intersection of State Route 616; thence with the centerline of State Route 616 to the centerline of Mill Creek; thence with the centerline of Mill Creek to the centerline of U.S. Route 211; thence northeasterly with U.S. Route 211 to the intersection of State Route 766; thence westerly with the centerline of State Route 766 to the centerline of Mill Creek; thence northwesterly with said Mill Creek to the intersection of State Route 647; thence northeasterly with State Route 647 to the intersection of State Route 645; thence with the centerline of State Route 645 to the Shenandoah River; thence northwesterly a line across Shenandoah River to a drainage ditch to Markowitz Run; thence northwesterly with Markowitz Run to State Route 615; thence northeasterly with State Route 615 to the intersection of State Route 675; thence northwesterly with State Route 675 to the top of ridge of the Massanutten Mountain and the Shenandoah County Line; thence with said Shenandoah County line to the point and place of beginning.

- (b) Election District 2: Election District 2 is comprised of the portion of the town lying within the following description of Election District 2 adopted by Page County as Exhibit B to Sec. 12-3(B) of the Code of Page County, Virginia:

Beginning at a point of the intersection of U.S. 340 and State Route 661; thence northeasterly with the centerline of State Route 661 to the centerline of State Route 611; thence southerly with the centerline of State Route 611 to the point it intersects with Jeremy's Run; thence easterly with said Jeremy's Run to the intersection of the Appalachian Trail; thence southeasterly with the centerline of the Appalachian Trail to the intersection of the Page-Rappahannock County line on the Skyline Drive within several feet of mile post number 24 at the Elkwallow Picnic area; thence with the Rappahannock-Page County line southerly to the point where Crusher Ridge intersects with the Skyline Drive at a point within several feet of mile post 38 on the Skyline Drive at the Madison-Page County line; thence where Crusher Ridge intersects with the Skyline Drive at a point within several feet of mile post number 38 on the Skyline Drive at the Madison-Page County line southwesterly along the crest of Crusher Ridge through the Shenandoah National Park to a point 90 degrees north of Crusher Ridge where the head of a contributory of the Dry Run Creek intersects at the foot of Crusher Ridge; thence northwest with the centerline of a contributory of the Dry Run Creek to State Route 669 at its intersection with Dry Run Creek; thence westerly with the

centerline of State Route 669 to the centerline of State Route 611; thence northerly with the centerline of State Route 611 to the centerline of State Route 669; thence westerly with the centerline of State Route 669, intersecting the Town of Luray boundary first just prior to the intersection of Fairview Road and Charles Street; thence south with said boundary line to a corner of the Town boundary; thence west following the Town boundary in a line parallel with Fairview Road to a point in South Antioch Road just south of the South Antioch Road and Fairview Road intersection; thence southerly with the centerline of State Route 689 (South Antioch Road) to the centerline of State Route 642; thence westerly with the centerline of State Route 642 to the centerline of U.S. 340; thence northerly with the centerline of U.S. 340 to the centerline of Main Street in the Town of Luray; thence easterly with centerline of Main Street to the intersection of Collins Avenue; thence northwesterly with the centerline of Collins Avenue to the intersection of State Route 718; thence northwesterly with State Route 718 to the intersection of Dry Run Creek; thence northerly with Dry Run Creek to the intersection of U.S. 340; thence with U.S. 340 to the point and place of beginning.

Sec. 38-2. – Polling places.

- (a) The polling place for Election District 1 shall be Springfield Elementary School at 158 Big Spring Lane, Rileyville, Virginia, 22650.
- (b) The polling place for Election District 2 shall be VFW Post 621 at 218 Veterans Lane, Luray, Virginia, 22835.

(Code 1981, § 2-1; Ord. of 6-25-1975; Ord. of M-D-YEAR)

- 2. This Ordinance will take effect immediately.

Adopted: MONTH DAY, 2019

Mayor

CERTIFICATE

I certify that I am the Clerk of the Town of Luray, Virginia, and that the foregoing is a true copy of an Ordinance adopted by the Council of the Town of Luray, Virginia, on **MONTH XX**, 2019, upon the following vote:

NAME	AYE	NAY	ABSTAIN	ABSENT
Mayor Presgraves ¹				
Ronald "Ron" Vickers				
Jerry Dofflemyer				
Jerry Schiro				
Leroy Lancaster				
Joey Sours				
Leah Pence				

Date: **MONTH XX**, 2019

[SEAL]

ATTEST: _____
Clerk, Town Council of
Town of Luray, Virginia

¹ Votes only in the event of a tie.

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Chapter 12

ELECTION DISTRICTS

§ 12-1. Statutory authority; districts and polling places established; repealer.

Pursuant to authority contained in Title 24.2 of the Code of Virginia (1950), as amended, the election districts of Page County, Virginia, are hereby created and established as set forth in this chapter and to preserve magisterial districts. This chapter repeals current Chapter 12 of the Code of Page County, and reenacts Chapter 12 of the Code of Page County, in order to meet criteria established by the Bureau of the Census.¹ Polling places are established pursuant to § 24.2-307, Code of Virginia (1950), as amended.

§ 12-2. Enumeration of districts; polling places.

- A. Election District No. 1: population: 4,788; polling place: Springfield School. ~~Town of Luray elections continue at current polling place: Circuit Court, Town of Luray.~~
- B. Election District No. 2: population: 4,582; polling place: Luray VFW.
- C. Election District No. 3: population: 5,403; polling place: Stanley Fire House.
- D. Election District No. 4: population: 4,447; polling place: Stanley Elementary.
- E. Election District No. 5: population: 4,822; polling place: Shenandoah VFW.

§ 12-3. Boundaries.

The boundaries of the respective election districts are as set forth below:

- A. Election District Number 1. Attached hereto as Exhibit A.²
- B. Election District Number 2. Attached hereto as Exhibit B.³
- C. Election District Number 3. Attached hereto as Exhibit C.⁴
- D. Election District Number 4. Attached hereto as Exhibit D.⁵
- E. Election District Number 5. Attached hereto as Exhibit E.⁶

1. **Editor's Note: A copy of the map with the recommended changes to voting districts was attached to the ordinance enacting this chapter and is on file in the County offices.**

2. **Editor's Note: Said exhibit is included at the end of this chapter.**

3. **Editor's Note: Said exhibit is included at the end of this chapter.**

4. **Editor's Note: Said exhibit is included at the end of this chapter.**

5. **Editor's Note: Said exhibit is included at the end of this chapter.**

6. **Editor's Note: Said exhibit is included at the end of this chapter.**

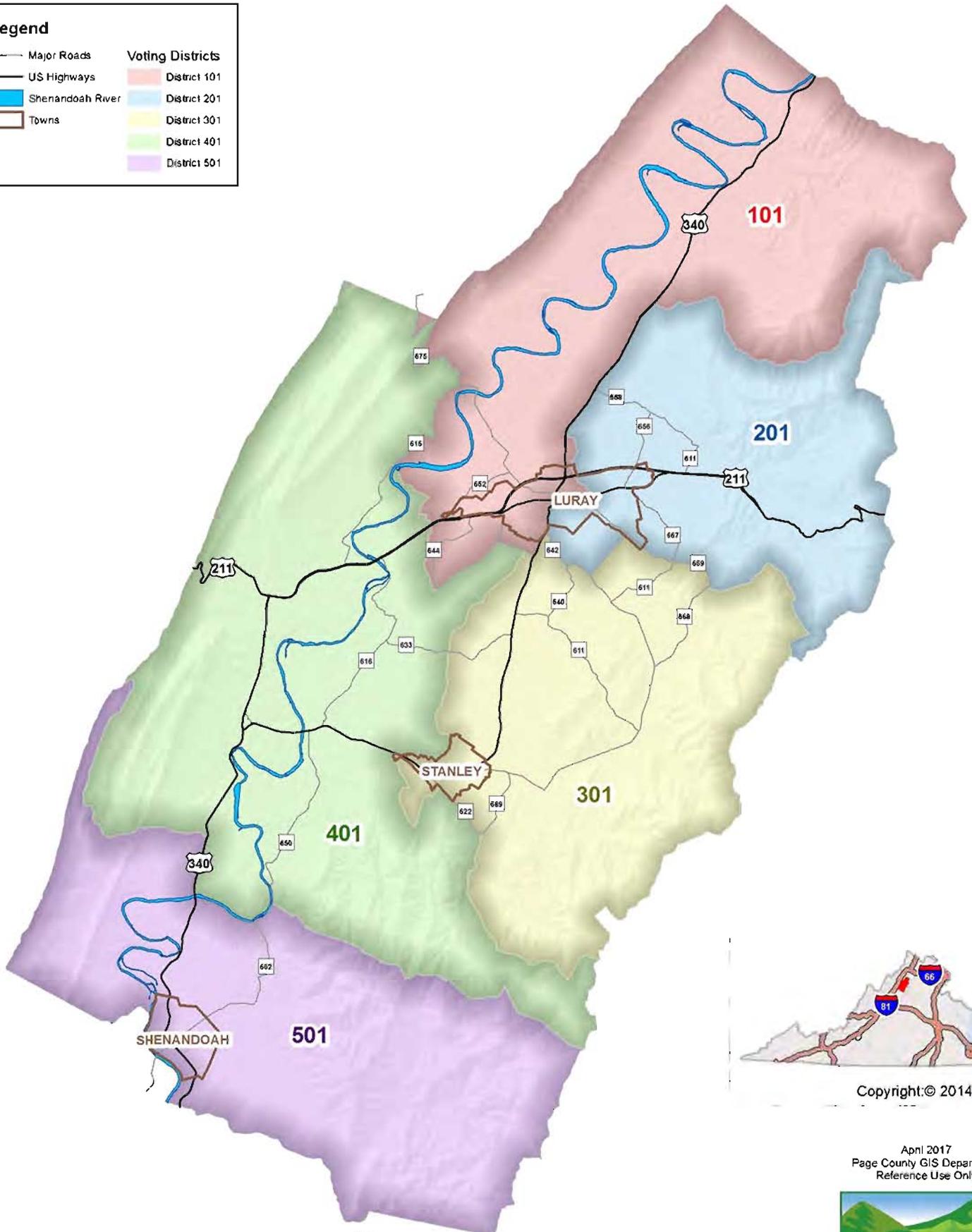


Page County

Voting Districts Overview

Legend

- | | |
|------------------|--------------|
| Major Roads | District 101 |
| US Highways | District 201 |
| Shenandoah River | District 301 |
| Towns | District 401 |
| | District 501 |



Copyright:© 2014 Esri

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April 2017
Page County GIS Department
Reference Use Only





Town of Luray, Virginia
Council Agenda Statement

Item No: VIII - E

Meeting Date: May 13, 2019

- Agenda Item: COUNCIL CONSIDERATION
Item VIII – E – FY Award of Janitorial Services Contract
- Summary: Council is requested to consider award of the contract for janitorial services to Jr’s Cleaning Service in an amount not to exceed \$15,500 for a period of two years with three optional one (1) year extensions as detailed in the RFP.
- Council Review: N/A
- Fiscal Impact: 100-43200-3820 Janitorial Services
- Suggested Motion: I move that Council award the contract for janitorial services to Jr’s Cleaning Service as presented.

**TOWN OF LURAY
CONTRACT FOR SERVICES**

THIS CONTRACT FOR SERVICES is made and entered into this _____ day of _____, 2019, by and between

THE TOWN OF LURAY, VIRGINIA, a Municipal Corporation, whose address is 45 East Main Street, Luray, Virginia 22630 (hereinafter referred to as the “Town”), and **Jr’s Cleaning Service**, whose street address is 3097 Hobby Horse Lane, Broadway VA, 22815, and whose mailing address is same, (hereinafter called the “Service Provider”).

WITNESSETH:

That for and in consideration of the mutual promises contained herein, the Town agrees to purchase and the Service Provider agrees provide the following described services:

Weekly, monthly, quarterly, and annual cleaning and janitorial services at Town Hall and quarterly janitorial services at the Ralph Dean Park Administration Office, and twice per year janitorial services at the Ralph Dean Park Concession Stands as detailed in the attached Request for Proposals dated April 2, 2019

1. Place of Service Performance/Delivery:

Town Hall and Ralph Dean Park

2. Time of Service Delivery:

Janitorial services to be conducted on dates and times agreed to by both parties.

3. Term of Contract: This Contract shall be in effect for a term of twenty-four (24) months beginning May 20, 2019, and continuing (if not otherwise terminated pursuant to the terms of this agreement) through May 20, 2021.

4. Payment: The Town shall pay to the Service Provider the sum of for the services described in Attachment “A”. The service Provider shall monthly furnish an invoice to the Town for services rendered that month. The Town shall forward a check to the Service Provider at the mailing address indicated above within thirty (30) days of the receipt of such invoice.

5. Reports: Service Provider shall complete, maintain, and submit to the Town all records and reports and lists of services rendered when such services are rendered.

6. Services Rendered: Service Provider shall perform all services to be rendered pursuant to this Contract at the location specified above. Service Provider agrees to maintain all facilities and

equipment used by Service Provider under this Contract in clean, sanitary, and safe condition and free from defects of every kind.

7. Licenses and Permits: Service Provider agrees that it has procured all licenses, permits, or other like permission required by law to conduct or engage in the activity provided for in this Contract; that it will procure all additional licenses, permits, or like permission required by law during the term of this Contract; and that it will keep such licenses, permits, and permissions in full force and effect during the term of this Contract.

8. Independent Contractor: Service Provider understands and agrees that the relationship of service provider to the Town arising out of this Contract shall be that of independent contractor. It is understood that the Service Provider, or its staff and employees, are not employees of the Town and are, therefore, not entitled to any benefits provided employees of the Town. Service Provider shall be responsible for reporting and accounting for all State, Federal, Social Security, and local taxes where applicable.

9. Non-Discrimination: During the performance of this contract, the Service Provider agrees as follows:

a. The Service Provider will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Service Provider. The Service Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

b. The Service Provider in all solicitations or advertisements for employees placed by or on behalf of Service Provider will state that Service Provider is an equal opportunity employer. **The Town of Luray does not discriminate against faith-based organizations.**

c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

d. The Service Provider agrees to provide a drug-free workplace for the Service Provider's employees; to post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Service Provider's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and state in all solicitations or advertisements for employees placed by or on behalf of the Service Provider that the Service Provider maintains a drug-free workplace. For the purpose

of this paragraph, “drug-free workplace” means a site for the performance of work done in connection with the contract awarded to a Service Provider in accordance with this procurement transaction.

The Service Provider will include the provisions of the foregoing paragraphs a, b, c and d in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

10. Compliance with Federal Immigration Law: The Contractor does not, and shall not during the performance of the Contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

11. Compliance with State Law: The Contractor shall comply with section 2.2-4311.2 of the Code of Virginia pertaining to foreign and domestic businesses authorized to transact business in the Commonwealth.

12. Termination for Cause: This Contract may be terminated by the Town upon fifteen (15) days written notice to the Service Provider to the address first named above in the event of substantial failure or default of the Service Provider to perform in accordance with the terms hereof through no fault of the Town’s.

13. Termination for Convenience: The obligation to provide further services under this Contract may be terminated by the Town for its convenience and not for cause upon fifteen (15) days written notice. Service Provider shall be compensated for work performed through the date of termination and for termination expenses, including any expenses directly attributable to termination and for which Service Provider is not otherwise compensated. Termination expenses shall not, however, include loss profits on services not performed as a result of such termination for convenience.

14. Notice: Any notice which is required to be given, or which may be given under this Contract, shall be sent to those mailing addresses noted in the first paragraph of this Contract.

15. Non-Assignability: Service Provider understands that this Contract is a contract with the personal services of Service Provider and that it is made by the Town in reliance on Service Provider’s personal skills and knowledge in the activity to be conducted and as represented by Service Provider. Accordingly, this Contract is non-assignable by Service Provider without the express written advance permission of the Town.

16. Insurance: Service Provider shall procure and maintain the general liability insurances shown below, with the Town named as Additional Insured, for protection from claims arising out

of performance of services caused by negligent, reckless, or willful error, omission or act for which the Service Provider is legally liable. The Service Provider shall deliver to the Town, upon execution of this Agreement, certificates of such insurance. Insurance shall provide for coverage effective through the date of the end of the Project.

- Comprehensive General Liability Insurance, *naming the Town as Additional Insured*
- Automobile Liability, *naming the Town as Additional Insured*
- Worker's Compensation

17. Amount of Insurance Required:

- Comprehensive General Liability Insurance - \$1,000,000 Minimum per Incident
- Automobile Liability Insurance - \$1,000,000 bodily injury and \$1,000,000 property damage
- Worker's Compensation – As required by the Commonwealth of Virginia

18. Indemnification:

Service Provider agrees to defend, indemnify and hold harmless the Town for any and all actions, claims or disputes that may arise as a result of Service Provider's negligence, any sub-contractor's negligence and/or any joint negligence of the Town, Service Provider, or sub-contractor.

19. Entire Contract: This Contract constitutes the entire agreement between the parties pertaining to the subject matter of this Contract and supersedes all prior or contemporaneous agreements and understandings of the parties in connection with the subject matter. No modification of this Contract shall be effective unless made in writing and signed by both parties.

20. Additional Terms and Conditions: The following attachments are made a part of this Contract and are incorporated herein:

(1) Attachment "A" – Service Proposal dated November 8, 2018

21. Standard of Care: Service Provider shall perform the services herein described expeditiously

and diligently and in accordance with the standard of care and skill ordinarily exercised under similar conditions by reputable members of its profession or trade practicing in the same or similar locality within the Commonwealth of Virginia existing as of the date such services are provided and in accordance with all applicable laws, codes, and regulations in effect as of the date such services are provided.

22. Enforcement: This Contract shall be governed by the laws of the State of Virginia. Any action maintained by either party for the enforcement or interpretation of the terms of this Contract shall be filed in the courts of Page County, Virginia.

IN WITNESS WHEREOF, the undersigned parties hereto have made and executed this Contract as the day and year first above written.

TOWN OF LURAY, VIRGINIA

Attest: _____

BY: _____

Printed Name: _____

Printed Name: Steven Burke

Title: Town Manager

Date: _____

SERVICE PROVIDER:

Attest: _____

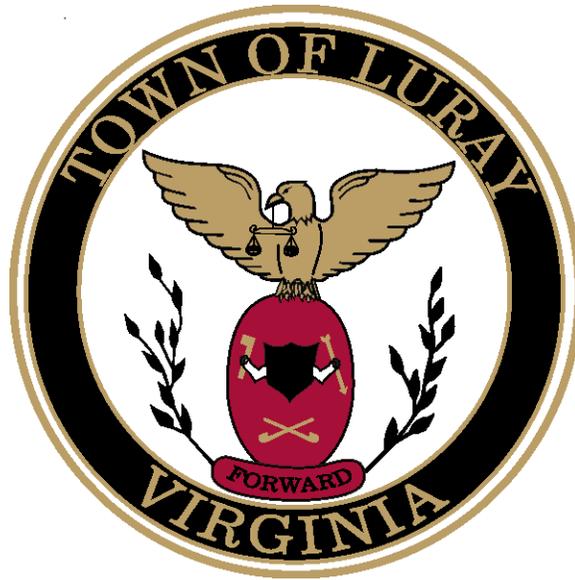
BY: _____

Printed Name: _____

Printed Name: _____

Title: _____

Date: _____



**TOWN OF LURAY
VIRGINIA**

REQUEST FOR PROPOSALS

Pursuant to

TOWN BUILDING JANITORIAL SERVICES

For the

**TOWN HALL
DEAN PARK PRESS BOXES & CONCESSION STANDS
PARKS & RECREATION ADMIN OFFICE (DEAN PARK)**

Issued
April 2, 2019

RFP No. : 19-001

INTRODUCTION

The Town of Luray is soliciting proposals for a two (2) year contract with three (3) one (1) year options for janitorial service for three Town buildings.

Offerors are required to submit a written proposal that presents the offeror's qualifications, staffing, and understanding of the work to be performed. The proposal should be prepared simply and provide all the information pertinent to the work identified in this Request for Proposals.

Sealed proposal will be received at Town Hall, 45 East Main Street until 3:00 pm on Friday, April 26, 2019, at which time and place the proposals will be opened and the names of the offerors will be read aloud. No disclosure of the contents of any proposals will be made during the evaluation process. Any proposals received after the announced date and time will not be considered.

Proposals are to be mailed to the Town of Luray, Attn: Bryan Chrisman, PO Box 629, Luray VA, 22835. Proposals may also be hand delivered until the scheduled date and time shown above. The outermost envelope for which a proposal is contained must be clearly marked "TOWN BUILDING JANITORIAL SERVICES". The Town of Luray is not responsible for delays in the delivery of the mail by the US Postal Service or private couriers. It is the sole responsibility of the offeror to ensure that their proposal reach the Town of Luray by the designated day and time. Any electronic submittals (fax, email, etc.) will not be considered.

The Town will conduct a Pre-Proposal Meeting to allow site inspection of the buildings on Wednesday April 17th at 10:00 am in Town Hall.

Any questions regarding this Request for Proposals shall be submitted at least seven (7) days before the designated day and time for proposal submission and shall be directed to:

Bryan Chrisman
Assistant Town Manager
PO Box 629
Luray VA 22835
(540) 743-5511 (O)
bchrisman@townofluray.com

Awarding of this contract is subject to annual appropriations by the Town of Luray Town Council. Should funds for the contract no be appropriated, the contract will be terminated when funds are exhausted.

The Town of Luray reserves the right to accept or reject any and all proposals; to waive informalities; to negotiate with the lowest qualified and responsive offeror in order to stay within available budget funding; and to award the project as deemed in its judgement to be in the best interest of the Town of Luray.

All offerors shall abide by all applicable State and Federal laws.

The Town of Luray does not discriminate against small and minority businesses.

Bid Proposal Format

All bids shall list the individual buildings with prices for the weekly, monthly, twice-a-year, quarterly, and annual services.

SCOPE OF SERVICES

Building List

Town Hall – 45 East Main Street

Two (2) Story – 3,740 sf per floor

Includes lobby, hallways, offices, restrooms, meeting rooms, non-public elevator, kitchen, and garage bay

Dean Park Press Boxes & Concession Stands– 625 Sixth Street

Two (2) Press Boxes – 400 sf per box

Two (2) Concession Stands – 1,000 sf per stand

Parks & Recreation Administrative Office – 625 Sixth Street

One (1) Office – 400 sf

Responsibilities

The following cleaning instructions are outlined by building, cleaning location within the building, and cleaning frequency.

Town Hall

Weekly

1. Empty all trash receptacles; replace liners as needed; and remove trash to a collection point.
2. Vacuum all carpets
3. Wet mop all vinyl floors
4. Squeegee both sides of glass doors removing prints and smudges; wipe frames.
5. Dust all furniture, fixtures, and mouldings.
6. Refill hand towels, hand soap, and toilet paper in kitchens and restrooms as needed
7. Clean sinks, mirrors, toilets, and urinals in kitchens and restrooms

Monthly

1. Clean windows inside and outside
2. Clean elevator cabin and doors
3. Add ½ gallon bleach water (1/2 cup bleach + 1 gal water) to each floor drain
4. Clean restroom stall panels
5. Clean under locker room lockers
6. Wax and buff lobby floor and stair landings

Every 6 Months

1. Sweep/vacuum garage bay
2. Dust garage bay windows

Quarterly

1. Sweep, clean, and power wash outside landings, stairs, lights, doors, windows, and sills

Annually

1. Clean top portions of interior windows, frames, and blinds
2. Vacuum, spot removal cleaning, steam or wet clean, and Scotchguard all carpets and rugs
3. Strip, wax, buff/polish all vinyl floors (No wax on steps or cove mouldings) (3 coats of wax + 2 coats sealer)

Dean Park Press Boxes & Concession Stands

Twice a Year (April & October)

1. Vacuum, spot removal cleaning, steam or wet clean, and Scotchguard all carpets and rugs
2. Strip, wax, buff/polish all vinyl floors (No wax on steps or cove mouldings) (3 coats of wax + 2 coats sealer)
3. Squeegee both sides of windows removing prints and smudges; wipe frames.
4. Dust all furniture, fixtures, mouldings, interior windows, frames, and blinds
5. Clean sinks in concession stands
6. Add ½ gallon bleach water (1/2 cup bleach + 1 gal water) to each floor drain

Parks & Recreation Administrative Office

Quarterly

1. Squeegee both sides of windows removing prints and smudges; wipe frames.
2. Dust all furniture, fixtures, mouldings, interior windows, frames, and blinds

Basis of Payment

Payment will be made to the contractor monthly after receipt and review of monthly invoice from service provider. Invoices shall state the date, services performed, and invoice amount for each building. Approved additional services will be specifically cited in an invoice.



Town of Luray, Virginia
Council Agenda Statement

Item No: VIII - F

Meeting Date: May 13, 2019

- Agenda Item: COUNCIL CONSIDERATION
Item VIII – F – Personal Property Tax Relief Act Resolution
- Summary: Council is requested to consider adoption of a Resolution establishing the criteria for qualifying personal use vehicles to qualify for tax relief in conformance with the Personal Property Tax Relief Act.
- Council Review: N/A
- Fiscal Impact: N/A
- Suggested Motion: I move that Council adopt the Resolution establishing the criteria for tax relief for qualifying personal use vehicles in conformance with the Personal Property Tax Relief Act for the tax year of 2019 as presented.

Council Resolution Number –
Amendment to the Personal Property Tax Relief

WHEREAS the Personal Property Tax Relief Act of 1998, Va. Code §§ 58.1-3523 et seq. (“PPTRA”), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions to the 2004-06 Appropriations Act, hereinafter cited as the “2005 Appropriations Act”); and

WHEREAS these legislative enactments require the Town of Luray to take affirmative steps to implement these changes, and to provide for the computation and allocation of relief provided pursuant to the Personal Property Tax Relief Act as revised; and

WHEREAS these legislative enactments provide for the appropriation to the Town of Luray, of a fixed sum to be used exclusively for the provision of the tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax on such vehicles.

NOW THEREFORE BE IT RESOLVED by the Luray Town Council that:

Qualifying vehicles within the Town of Luray during the tax year of 2019, shall receive personal property tax relief in the following manner:

Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;

Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 57.5% tax relief;
Personal use vehicles valued at \$20,001 or more shall only receive 57.5% tax relief on the first \$20,000 of value; and

All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use, motor homes, etc) will not be eligible for any form of tax relief under this program.

Adopted by the Luray Town Council, this 13th day of May 2019.

Attest:

Mary Broyles, Clerk-Treasurer

Barry A. Presgraves, Mayor



Town of Luray, Virginia
Council Agenda Statement

Item No: VIII - G

Meeting Date: May 13, 2019

- Agenda Item: COUNCIL CONSIDERATION
Item VIII – G – Code Amendment – Chapter 2 Administration
- Summary: Council is requested to consider adoption of a Code Amendment to Chapter 2 – Administration to better correlate to the Charter Amendment that takes effect July 1, 2019 and to remove outdated requirements for meetings and administration.
- Council Review: N/A
- Fiscal Impact: N/A
- Suggested Motion: I move that Council adopt the Code Amendment to Chapter 2 – Administration as presented with such Code Amendment to become effective July 1, 2019.

Chapter 2 ~~—~~ ADMINISTRATION^[1]

Footnotes:

~~--- (1) ---~~

Extensively amended and reenacted effective July 1, 2019

ARTICLE I. - IN GENERAL

Sec. 2-1. - Rescue squad and fire department recognized as part of official safety program.

In accordance with Code of Virginia, §§ 9.1-400—9.1-406, the Luray Volunteer Rescue Squad and the Luray Fire Department are hereby recognized by the town council as an integral part of the official safety program of the town.

(Code 1981, § 2-3; Ord. of 2-12-1973)

Secs. 2-2—2-30. - Reserved.

ARTICLE II. - TOWN COUNCIL^[H]

Footnotes:

~~—(1)—~~

~~Charter reference—Council generally, § 23 et seq.; election and terms of councilmen, § 5.~~

DIVISION 1. - GENERALLY

Sec. 2-31. - Exercise of corporate powers.

All corporate powers of the town shall be exercised by the council or under its authority or direction.

~~(Code 1965, § 2-3; Code 1981, § 2-20)~~

~~Charter reference—Government vested in mayor and council, § 3.~~

Sec. 2-32. - Date and time of regular meetings.

The council shall hold its regular meetings in the council chamber on a date and at a time determined by the council.

Secs. 2-33—2-50. - Reserved.

~~(Code 1965, § 2-1; Code 1981, § 2-21)~~

~~**Charter reference**— Stated meetings to be held at least once a month at time fixed by ordinance, § 24; call of special council meetings, § 21.~~

~~Sec. 2-33.— Expiration of term of officers and employees appointed by council.~~

~~The terms of office of officers or employees appointed by the town council automatically expire with the term of office of the council which appoints them.~~

~~(Code 1965, § 2-31; Code 1981, § 2-22)~~

~~**Charter reference**— Authority of council to appoint officers and employees, § 28; term of office, § 7.~~

~~Sec. 2-34.— Annual account, estimate or budget of charges to be paid.~~

~~The council shall cause to be annually made up and entered upon its journal an account, estimate or budget of all sums which are or may become lawful charges against the town and which should be paid within one year.~~

~~(Code 1965, § 9-1; Code 1981, § 2-23)~~

~~**State Law reference**— Budgets, Code of Virginia, § 15.2-2500 et seq.~~

~~Sec. 2-35.— Attendance of witnesses and production of evidence at council investigations.~~

~~(a) — The council, or any committee thereof when especially authorized, may require the attendance at an investigation of any person as a witness and the production thereof by any person of all proper books and papers when, in the opinion of such body, such attendance or such production is necessary and proper. Summons to attend as a witness or to produce books or papers shall be in writing, signed by the presiding officer of the council or committee thereof, and shall be served by the chief of police in the same manner as a process to commence an action at law.~~

~~(b) — Witnesses whose attendance is required as provided in this section shall be sworn by the officer presiding at the investigation.~~

~~(c) — Any person failing, neglecting or refusing to attend as a witness or to produce books or papers pursuant to a summons issued as provided in this section shall be guilty of a Class 1 misdemeanor.~~

~~(Code 1965, §§ 2-20—2-22; Code 1981, § 2-24)~~

~~Secs. 2-36—2-50.— Reserved.~~

DIVISION 2. - RULES OF ORDER AND PROCEDURE

Sec. 2-51. - Generally.

~~The rules of order and procedure of the council shall be as provided in this division.~~

~~(Code 1965, § 2-5; Code 1981, § 2-36)~~

~~**Charter reference**—Authority of council to adopt rules for regulation of its proceedings, § 28.~~

~~Sec. 2-52.—Application of rules of procedure of state house of delegates.~~

The proceedings of the council, except as ~~council's own rules of order and procedure~~ may otherwise provide, shall be governed by the rules of procedure ~~which are~~ used by the Virginia House of Delegates of the state.

~~(Code 1965, § 2-6; Code 1981, § 2-37)~~

Sec. 2-5~~2~~3. - Enforcement of rules and preservation of order.

The presiding officer~~mayor~~ shall enforce the rules of order and procedure and preserve order and decorum.

~~(Code 1965, § 2-7; Code 1981, § 2-38)~~

~~**Charter reference**—Mayor to preside at council meetings and vote only in case of tie, § 13.~~

Sec. 2-5~~3~~4. - Suspension of rules.

No rule of order and procedure adopted by the council shall be suspended without the concurrence of two-thirds of the members elected to the council.

~~(Code 1965, § 2-4; Code 1981, § 2-39)~~

Sec. 2-5~~4~~5. - Order of business.

(a) —At every regular meeting of the council, the order of business shall be as follows:

- (1) Call of roll.
- (2) Consent agenda. ~~Reading of minutes.~~
- (3) General citizen comments. ~~Petitions and communications, to be referred without debate to the appropriate committees, after their purpose has been briefly stated by the member offering the same.~~
- (4) Reports ~~and—communications—~~from town departments, boards, and commissions.~~officers.~~
- (5) Action and discussion items.~~Reports of committees.~~
- (6) Old business.~~Unfinished business.~~
- (7) Town Attorney's report.~~New business.~~

(8) Mayor's announcements.

- (b) ~~There shall be no departure from the order of business referred to in this section specified above may be amended with, except by~~ the consent of **two-thirds** of the members of the council present.

~~(Code 1965, §§ 2-15, 2-16; Code 1981, § 2-40)~~

~~Sec. 2-56. Communications to be in writing.~~

~~No communication to the council shall be entertained, unless such communication shall be in writing.~~

~~(Code 1965, § 2-13; Code 1981, § 2-41)~~

~~Sec. 2-557. Leaving Permission required for member to leave meeting prior to adjournment.~~

~~After a member of the council, at any meeting of the council, has been recorded as present at any council meeting may not, he shall not, without permission of the mayor, leave the absent himself from such meeting prior to until its adjournment without first being excused by the presiding officer.~~

~~(Code 1965, § 2-10; Code 1981, § 2-42)~~

~~Sec. 2-58. Motions generally.~~

~~Every motion or proposition, except such as is subsidiary or incidental, shall be in writing. When a motion is made and seconded, it shall be stated by the presiding officer before being debated. A motion or proposition may be withdrawn by the mover at any time before it is decided, amended or otherwise acted upon.~~

~~(Code 1965, § 2-14; Code 1981, § 2-43)~~

~~Sec. 2-569. - Priority in speaking.~~

~~At a meeting of the council, the member first to rise and address the chair shall speak first. When two or more members speak rise at the same time, the presiding officer shall name the one to speak first if no member will yield.~~

~~(Code 1965, § 2-12; Code 1981, § 2-44)~~

~~Sec. 2-5760. - Conduct of members in addressing council; interrupting another.~~

~~In addressing the council, each member shall rise and address the presiding officer before speaking, confine himself their comments to the question before the council, and avoid all personal or indecorous language and resume his seat when he has finished. No member shall interrupt~~

another while speaking, except to briefly raise to a point of order, ~~the point to be briefly stated~~ to the presiding officer.

~~(Code 1965, § 2-11; Code 1981, § 2-45)~~

~~Charter reference—Power of council to punish members for disorderly behavior, § 28.~~

Sec. 2-~~586~~1. - Decision on questions of order.

The ~~mayor presiding officer~~ shall decide questions of order and may, without vacating the chair, give ~~his~~ reasons for ~~the~~his decision. From any decision of the chair relative to a question of order, an appeal may be made to the council in session, the question being "Shall the decision of the chair be sustained?" Upon such appeal, no debate shall be allowed, if it refers to a question of decorum, but if it relates to the priority of business or to the relevancy or applicability of propositions, the appeal may be debated.

~~(Code 1965, § 2-8; Code 1981, § 2-46)~~

~~Sec. 2-62.—Statement of question and declaration of result of vote.~~

The ~~presiding officer~~ ~~mayor~~ shall state the question and shall declare the result of the vote.

~~(Code 1965, § 2-9; Code 1981, § 2-47)~~

Secs. 2-~~596~~3—2-80. - Reserved.

DIVISION 3. - COMMITTEES

Sec. 2-81. - Appointment.

The mayor, with the approval of the council, shall appoint all committees of the council.

~~(Code 1965, § 2-17; Code 1981, § 2-59)~~

~~Charter reference—Appointment of committees, § 7.~~

Sec. 2-82. - Meetings; chairman; quorum.

The members of a committee of the council shall meet on the call of the chairman, who shall be the person first named to the committee. A majority of the committee shall constitute a quorum to do business.

~~(Code 1965, § 2-18; Code 1981, § 2-60)~~

Sec. 2-83. - Reports.

(a)—Every committee of the council shall, unless otherwise directed, report at the next ~~succeeding~~ regular meeting of council upon the subject matter referred to it, ~~or shall show good~~

~~cause why such report is not made. Any committee of the council shall have authority to report and on any other matters proper for its consideration, though not specially referred to it.~~

~~(b) Reports of committees of the council shall be in writing and shall be signed by a majority of its members. Papers referred to in a report of a committee, as well as all written opinions in reference thereto obtained from the town attorney, shall be returned with the report.~~

~~(Code 1965, § 2-19; Code 1981, § 2-61)~~

Secs. 2-84—2-100. - Reserved.

DIVISION 4. - ORDINANCES¹²¹

Footnotes:

~~(2)~~

~~Charter reference—General authority to enact ordinances, § 43.~~

Sec. 2-101. - To be in writing.

Every proposed ordinance shall be in writing.

~~(Code 1965, § 2-23; Code 1981, § 2-73)~~

Sec. 2-102. - Required vote when money appropriated or debt or liability contracted.

No ordinance by which money is appropriated, or by which a debt or liability is contracted, shall be adopted, except by the concurrence of at least four members of the council or three members and the mayor. Such vote shall be by ayes and nays and entered on the record journal.

~~(Code 1965, §§ 2-26, 2-27; Code 1981, § 2-74)~~

Sec. 2-103. - Numbering.

All ordinances of the town shall, as enacted, be consecutively numbered in annual series, the number of a particular ordinance to consist of the year in which passed and the consecutive number of the ordinance.

~~(Code 1965, § 2-30; Code 1981, § 2-75)~~

Sec. 2-104. - Amendment, suspension or repeal generally.

No ordinance shall be amended, suspended or repealed, except by an ordinance regularly introduced in writing and passed, nor shall any section of any ordinance be amended, unless the whole section or subsection be reenacted.

~~(Code 1965, § 2-24; Code 1981, § 2-76)~~

Sec. 2-105. - Repeal not to revive former ordinances.

When an ordinance which has repealed another shall itself be repealed, the previous ordinance shall not be revived, without express words to that effect.

~~(Code 1965, § 2-25; Code 1981, § 2-77)~~

State Law reference— Similar provisions applicable to statutes, Code of Virginia, § 1-17.

Sec. 2-106. - Ordinance book.

(a) —The town clerk shall enter in a book copies of all ordinances passed by the town council. The book in which ordinances are thus entered shall be known as the "Ordinances at Large of the Town of Luray, Virginia" and shall be indexed.

(b) —The town clerk shall write on the first page of every ordinance entered in the book required by this section, if the same has been amended or repealed, as the case may be, the words "amended" or "repealed," with a reference to the page of the ordinance book where the amending or repealing ordinance can be found.

~~(Code 1965, §§ 2-28, 2-29; Code 1981, § 2-78)~~

Secs. 2-107—2-130. - Reserved.

ARTICLE III. - OFFICERS AND EMPLOYEES

DIVISION 1. ~~—GENERALLY~~

~~Secs. 2-131—2-150. —Reserved.~~

~~DIVISION 2. —~~ MAYOR^[3]

Footnotes:

~~—(3)—~~

~~**Charter reference**— Mayor generally, § 12 et seq.; election and term of mayor, § 5.~~

Sec. 2-13~~5~~1. - General powers and duties.

In addition to the duties and powers provided for in the Charter and in this Code and the other ordinances of the town, the mayor shall perform any other duties and have any other powers which may be conferred ~~on him~~ by the council and which are not inconsistent with the charter and constitution of the state.

~~(Code 1965, § 2-33; Code 1981, § 2-95)~~

Sec. 2-1~~3252~~. - Limitation on contracting debt or liability for town.

~~The mayor shall not at any time, of his own motion, except in the appointment of special police officers, contract any debt or liability for the town; provided, however, that the mayor may, as agent of the town, contract debt or liability as an agent of the town~~ after being duly authorized by ~~the a~~ recorded vote of the ~~majority of the~~ council at any regular or ~~special~~ called meeting; ~~contract such debt or liability.~~

~~(Code 1965, § 2-32; Code 1981, § 2-96)~~

Secs. 2-1~~353~~—2-1~~570~~. - Reserved.

DIVISION ~~23~~. - TOWN MANAGER

Sec. 2-1~~571~~. - Appointment and term.

The town council may appoint a town manager ~~to a term for a term and such compensation as council may determinenot to exceed two years.~~

~~(Code 1965, § 2-34; Code 1981, § 2-113; Ord. of 9-13-2010(1), § 1; Ord. of 9-11-2017(1), § 1)~~

State Law reference— Authority to appoint town manager, Code of Virginia, § 15.2-1540.

Sec. 2-1~~572~~. - General powers and duties.

- (a) ~~_~~—The town manager shall have general supervisory powers with respect to the construction, maintenance, operation and repair of the town water system, the sewerage system, streets, sidewalks and any other work directed to be done by the council. The town manager shall have such general powers as are necessary and proper to carry out the work within the contemplation of this section.
- (b) ~~—~~The town manager shall employ such labor and hire such equipment and vehicles and purchase such material and tools for the use on the streets, water supply and sewers of the town as he or she may deem proper, when so authorized by the council.
- (c) ~~_~~—In addition to the duties specified in this division, the town manager shall perform any and all other duties ~~requested which may be placed upon him~~ from time to time by the town council.

~~(Code 1965, §§ 2-35, 2-36, 2-41; Code 1981, § 2-114)~~

Sec. 2-1~~573~~. - Responsibilities relative to tools, machinery and materials.

The town manager shall at all times preserve and be responsible for the tools, machinery and materials belonging to the town and used in the various departments of the town government in connection with work being done by the town.

~~(Code 1965, § 2-37; Code 1981, § 2-115)~~

Sec. 2-1574. - Departmental accounts and monthly reports.

The town manager shall keep accounts for the several departments of the town government under his or her control, management and supervision and shall submit to the council monthly a written itemized report covering the expenditures in each of the several departments for the month.

~~(Code 1965, § 2-38; Code 1981, § 2-116)~~

~~Sec. 2-175.— Statement of amounts due town for work done.~~

~~The town manager shall deliver, each day, to the treasurer a statement showing all amounts due the town for all work performed in connection with those departments of the town government under his control, management and supervision and properly chargeable against individuals.~~

~~(Code 1965, § 2-39; Code 1981, § 2-117)~~

Sec. 2-1576. - Attendance at council meetings.

The town manager shall attend all meetings of the council.

~~(Code 1965, § 2-40; Code 1981, § 2-118)~~

Sec. 2-15767. - Social media.

The town manager shall be responsible for the proper administration of the town's communication through the format commonly referred to as "social media". The town currently utilizes Facebook, Instagram, and LinkedIn as social media communication tools.

This section shall provide guidance and policy to the administration of the current and all future social media outlets. This section shall not address the personal and private use of social media by town employees.

- (1) A social media presence should be second priority to the town website. Posts should be brief and wherever possible have links that direct users back to the town's official website for information, forms, documents, or online services necessary to conduct business with the Town of Luray. Posts should avoid jargon and terminology used by city employees unless explained in the post.
- (2) General guidance. Social media posts or reposting of other social media posts by the town shall not contain any of the following:
 - a. Anything which a person of reasonable sensitivities may find to be offensive.
 - b. Non-public information of any kind.
 - c. Solicitation of private business.
 - d. Comments supporting/opposing political campaigns/ballot questions.

- e. Information that might compromise the safety or security of public buildings or activities.
 - f. Disparaging/threatening comments about or related to anyone.
 - g. Matters in litigation or otherwise in dispute, or that could be in the future.
 - h. Personnel matters.
 - i. Personal, sensitive, or confidential information of any kind.
- (3) Public comments. The comments expressed on the town social media accounts, other than authorized posts by the Town of Luray, do not reflect the opinions and positions of the town or its officers and employees. The town encourages the use of social media to further the goals of citizen engagement and education where appropriate. The town strives to respond to comments containing questions or inquiries within 24 hours during normal business hours.
- (4) The town does not intentionally share information gathered through "social media" with third parties for promotional purposes.
- (5) The town may monitor content on town social media sites to ensure adherence with the guidelines and policies in this section.
- (6) The town makes no express or implied warranties of any kind regarding the content of its social media and shall not be liable for any losses caused by the use of or reliance upon such content.

~~(Ord. of 8-13-2018)~~

Secs. 2-1~~5778~~—2-1~~8090~~. - Reserved.

DIVISION ~~34~~. - TOWN CLERK^[4]

Footnotes:

~~—(4)—~~

~~Charter reference—Appointment, term, etc., of town clerk, § 7; duties of clerk, § 50.~~

Sec. 2-1~~891~~. - To be clerk of council.

The town clerk shall be the clerk of the council.

~~(Code 1965, § 2-53; Code 1981, § 2-135)~~

~~Charter reference—Duties of clerk of the council, § 30.~~

Sec. 2-1~~892~~. - Preservation and indexing of records.

The town clerk shall have charge of and preserve the records of the town and promptly and accurately index such records.

~~(Code 1965, § 2-54; Code 1981, § 2-136)~~

Sec. 2-1~~8~~93. - Books to be open for inspection.

The books kept by the town clerk shall be subject to inspection at any time by the council or any member thereof.

~~(Code 1965, § 2-55; Code 1981, § 2-137)~~

Sec. 2-1~~8~~94. - Affixing corporate seal to papers.

The town clerk shall affix the corporate seal to any papers ~~to which he may beas~~ required ~~to so affix it~~ by any ordinance or resolution of the council or order of the mayor.

~~(Code 1965, § 2-56; Code 1981, § 2-138)~~

~~Charter reference—Clerk designated as custodian of town seal, § 50.~~

~~Sec. 2-195.— Annual report as to town water system.~~

~~The town clerk shall annually prepare and submit to the council, at its September meeting, a detailed report showing the total receipts and expenditures of the town water system for the year preceding. Such report shall further show the approximate value of the plant and the condition of the same. The general object of such report shall be to inform the council as to the net profits derived from the plant during such period.~~

~~(Code 1965, § 2-57; Code 1981, § 2-139)~~

Secs. 2-1~~8~~9~~5~~6—2-~~1~~99210. - Reserved.

DIVISION ~~4~~5. - TOWN TREASURER^[5]

Footnotes:

~~—(5)—~~

~~Charter reference—Treasurer generally, § 44 et seq.; appointment, term, etc., of treasurer, § 7.~~

~~Sec. 2-211.—Deputies.~~

~~The treasurer may appoint, subject to confirmation by the council, one or more deputy treasurers to assist him in the discharge of the duties of his office and, upon the confirmation of such appointment by the council, each such deputy shall have all the powers for the collection of~~

~~taxes and other revenues as is given to the treasurer by the Charter and by this Code and other ordinances of the town. Any such deputy shall be subject to the same penalties and liabilities as the treasurer, but the treasurer and his sureties shall, under no circumstances, be released from liability for the faithful collection and disbursement of the entire revenues of the town.~~

~~(Code 1965, § 9-15; Code 1981, § 2-156)~~

Sec. 2-20012. - ~~Receipt and e~~Collection and receipt of revenue.

~~(a) — The treasurer shall receive all taxes, license taxes and other revenues and money belonging to the town.~~

~~(b) —~~The treasurer shall collect and receive allthe taxes, including those for licenses, and other income and revenue of the town and shall account for the same.

~~(Code 1965, §§ 9-3, 9-9; Code 1981, § 2-157)~~

~~**Charter reference** — Collection of taxes, etc., by treasurer, § 46.~~

Sec. 2-20113. - Custody of bonds, notes, etc.

The town treasurer shall be the custodian of all bonds, notes, choses in action and other like assets of the town.

~~(Code 1965, § 9-7; Code 1981, § 2-158)~~

Sec. 2-20214. - Method of keeping books.

The treasurer shall so keep the town'shis books that all receipts and disbursements and the source and character of the same may appear. Such books shall show the accounts between the town and each officer whose duty it is to receive or collect any money therefor, the condition of the sinking or other funds of the town, the condition and amounts of the floating debt of the town and all other accounts and statements necessary to a true and accurate understanding of the financial affairs of the town.

~~(Code 1965, § 9-4; Code 1981, § 2-159)~~

~~**Charter reference** — Treasurer to keep books and accounts in such manner as council may prescribe, § 44.~~

Sec. 2-20315. - Annual audit of books.

An audit of the books and accounts of the treasurer shall be made each year at such time and by such person as may be designated by the council for such purpose, assisted by the treasurer. A report of such audit shall be made to the council. Such report shall also show the amount of uncollected assets of the town in the hands of the treasurer for collection.

~~(Code 1965, § 9-10; Code 1981, § 2-160)~~

Sec. 2-20416. - Deposit of funds.

The funds of the town shall be deposited by the treasurer in the bank or banks designated by the council as depositories, ~~as provided in section 2-331, to his credit as treasurer.~~

~~(Code 1965, § 9-5; Code 1981, § 2-161)~~

Charter reference—~~Similar provisions, § 47.~~

Sec. 2-20517. - Preservation of vouchers, checks and warrants.

The town treasurer shall preserve all vouchers, checks and warrants.

~~(Code 1965, § 9-8; Code 1981, § 2-162)~~

Sec. 2-20718. - Monthly statements of collections and disbursements.

At the regular meeting of the council in each month, the treasurer shall submit to the council a statement of collections and disbursements for the preceding month, ~~together with vouchers sustaining all disbursements.~~

~~(Code 1965, § 9-13; Code 1981, § 2-163)~~

Charter reference—~~Financial reports at stated meetings of council, § 48.~~

Sec. 2-219. - Annual financial statement.

The treasurer shall, annually, within 20 days after the close of the fiscal year, submit to the council a statement containing a full and detailed summary of all receipts and disbursements during the preceding year, which summary shall show also the balance at the beginning and ending of the year and all facts and information necessary to a clear and accurate knowledge of the financial condition of the town.

~~(Code 1965, § 9-11; Code 1981, § 2-164)~~

Charter reference—~~Publication of annual financial statement, § 48.~~

Sec. 2-20820. - Annual report of revenue collected and uncollected taxes.

The treasurer shall make an annual report to the council of all taxes and other revenues collected, together with a list of ~~such uncollected taxes as he shall have been unable to collect, verified by his oath that he has used due diligence to collect such taxes.~~ Such report shall be made at a regular meeting of the council.

~~(Code 1965, § 9-12; Code 1981, § 2-165)~~

~~Sec. 2-221. — Liability for fines, penalties and forfeitures for failure or dereliction in office.~~

~~The treasurer and his sureties shall be liable to all fines, penalties and forfeitures that a county treasurer is legally liable to, for any failure or dereliction in his office. Such fines, penalties and forfeitures may be recovered in the same manner and before the same courts that the same are recoverable against the county treasurer.~~

~~(Code 1965, § 9-14; Code 1981, § 2-166)~~

Secs. 2-~~20922~~—2-240. - Reserved.

DIVISION ~~56~~. - TOWN ATTORNEY

Sec. 2-241. — Appointment ~~and term~~; qualifications.

~~If it deems necessary, t~~The town council may appoint a town attorney for a term and such compensation as council may determine biennially, at the first regular meeting in September, or as soon thereafter as practicable, for a term of two years. The town attorney ~~so appointed~~ must shall have been licensed admitted to practice law in Virginia~~the courts of the state.~~

~~(Code 1965, § 2-42; Code 1981, § 2-183)~~

Sec. 2-242. - ~~Compensation.~~

~~The salary of the town attorney shall be as designated by the council at the regular meeting in September, payable monthly, and shall be in full compensation for all services rendered the town; provided, however, that nothing contained in this section shall be construed to prohibit the council from paying the town attorney extra compensation for extra or unanticipated services. When the duties of his office require his presence out of town, his reasonable expenses shall be allowed him.~~

~~(Code 1965, § 2-43; Code 1981, § 2-184)~~

~~Sec. 2-243. — General powers and duties.~~

(a) _—The town attorney ~~shall have charge, management and control of the law business of the town and, in regard to all municipal affairs,~~ shall be the legal advisor of the mayor and of the council or any committee thereof and of the several officers of the town. When requested, the town attorney shall furnish written or verbal opinions upon subjects involving questions of law in which the town is interested.

(b) _—The town attorney shall perform, in addition to the duties imposed ~~upon him~~ by this division, such other duties as may be required ~~of him for by~~ the town ~~by any provision of this Code or other ordinance of the town or by any resolution of the council.~~

~~(Code 1965, §§ 2-44, 2-52; Code 1981, § 2-185)~~

Sec. 2-24~~3~~⁴. - Drafting bonds, deeds and other instruments.

The town attorney shall draft bonds, deeds, obligations, contracts, leases, conveyances, agreements and other legal instruments, of whatever nature, required ~~of him~~ by any provision of this Code or other ordinance of the town or order of the council or which, by law, usage or agreement, should be drawn by the town.

~~(Code 1965, § 2-45; Code 1981, § 2-186)~~

Sec. 2-24~~4~~⁵. - General duties with respect to legal proceedings.

~~(a) — The town attorney shall appear, defend and advocate, in any suit or prosecution, the rights and interest of the town, or of any officer of the town for any act in the discharge of official duties, wherein any estate, right, privilege, ordinance or act of the town or of the town government may be brought in question.~~

~~(b) — The town attorney shall appear before the general district court of the county and prosecute, on behalf of the town, any person charged with a violation of any provision of this Code or other ordinance of the town, when requested so to do by the mayor. He shall also prosecute, or assist in the prosecution of, all appeals of criminal cases, involving any provision of this Code or other ordinance of the town, from the general district court of the county to the circuit court of the county.~~

~~(Code 1965, § 2-46, 2-47; Code 1981, § 2-187)~~

~~Sec. 2-246. — Prosecution of violations of Code or ordinances.~~

~~The town attorney shall appear before the general district court of the county and prosecute, on behalf of the town, any person charged with a violation of any provision of this Code or other ordinance of the town, when requested so to do by the mayor. He shall also prosecute, or assist in the prosecution of, all appeals of criminal cases, involving any provision of this Code or other ordinance of the town, from the general district court of the county to the circuit court of the county.~~

~~(Code 1965, § 2-49; Code 1981, § 2-188)~~

Sec. 2-24~~5~~⁷. - Report as to status of legal proceedings~~cases handled and pending~~.

Whenever requested by the council, the town attorney shall prepare and deliver to the council a report showing the status of all cases~~legal proceedings involving the town handled by him and the status of all cases pending in which the town is interested.~~

~~(Code 1965, § 2-48; Code 1981, § 2-189)~~

~~Sec. 2-248. — Accounting for town money collected or received.~~

~~The town attorney shall promptly account for and pay over to the town treasurer all money belonging to the town collected or received by him, together with an itemized statement showing from whom received and for what accounts such money was received.~~

~~(Code 1965, § 2-50; Code 1981, § 2-190)~~

Sec. 2-24~~69~~. - Attendance at council meetings.

The town attorney shall attend such meetings of the council as he or she may be requested to attend.

~~(Code 1965, § 2-51; Code 1981, § 2-191)~~

Secs. 2-2~~4750~~—2-280. - Reserved.

ARTICLE IV. - BOARDS AND COMMISSIONS

Secs. 2-281—2-330. - Reserved.

ARTICLE V. - FINANCE

DIVISION 1. - GENERALLY

~~Sec. 2-331. — Depositories designated.~~

~~Pursuant to section 47 of the Charter, the council shall determine the depositories or places of deposit for town money and funds.~~

~~(Code 1965, § 9-2; Code 1981, § 2-2; Amend. of 10-8-1990)~~

~~Charter reference — Depositories for town money, § 47.~~

Secs. 2-33~~12~~—2-350. — Reserved.