

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

MONDAY, NOVEMBER 14, 2016

The Luray Town Council met in regular session on Monday, November 14, 2016 at 7:00 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were present the following:

Presiding: Mayor Barry Presgraves

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

Council Absent: *John Meaney*

Also Present:
Charlie Hoke, Town Manager
Bryan Chrisman, Assistant Town Manager
Mary Broyles, Clerk Treasurer
Danielle Babb, Deputy Clerk Treasurer
Ligon Webb, Town Planner
Chief Carl "Bow" Cook, Luray Police Department
Nancy Shifflett, Luray Downtown Initiative
Chris Slater, Page News and Courier
Lee McWhorter, Farmers Market
David Reed, Vacation of Right of Way Request

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

CONSENT AGENDA

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

Consent Agenda

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

ANNOUNCEMENTS

Mayor Presgraves congratulated the newly elected members of Council. Councilman Lancaster congratulated Mayor Presgraves on his re-election. Town Planner, Ligon Webb, informed members that he will be resigning from his position as Luray's Town Planner effective Wednesday, December 14th, 2016. Mr. Webb said he intends to continue working on a part time basis after November 28th to December 14th in order to follow through on several projects that require public hearings before the Planning Commission.

PUBLIC HEARING

Bed and Breakfast in R-2, 19 Amiss Avenue

Mr. Webb presented the public hearing for a special use permit request from Ms. Kate Anderson. Ms. Anderson is requesting to operate a bed and breakfast from an existing single-family dwelling located at 19 Amiss Avenue. He noted that the applicant intends to rent one room as a part of the proposed operation. Mr. Webb said that ample off street parking does exist and the operation may have one sign, not exceeding four square feet in area. Mr. Webb explained that the home has four bedrooms but that Ms. Anderson only intends to rent one of these rooms. Council members discussed parking and the maximum allowable rooms for rent according to the town code.

Mayor Presgraves opened the public hearing for citizen comment. With no one present to speak on the issue, the hearing was then closed.

Motion: Councilman Sours motioned to approve the request for a Bed and Breakfast operation at 19 Amiss Avenue, an R2 Zoned Parcel as presented, motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

Request to Vacate Public Right of Way

Mr. Webb presented information on the request from David and Lauren Reed to vacate a public right of way (alleyway) adjoining two parcels recently purchased by the applicants. The parcels are located at the intersection of Third Street and Seventh Avenue. Mr. Webb explained that the town would maintain utility easements and displayed a map view of the parcels.

David Reed, Applicant

Mr. Reed spoke regarding his request and distributed photos to council members displaying the alleyway. Mr. Reed explained that he recently purchased the property and simply wants to complete the yard area by obtaining the alleyway. He explained that the grade of the alley is very steep and impractical for access.

Mayor Presgraves opened the public hearing for citizen comment. With no citizens present to speak on the issue, the hearing was closed.

Motion: Councilman Lancaster motioned to approve the Vacation of Right of Way for Mr. Reed as presented, motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

DEPARTMENTAL REPORTS

Planning and Zoning

Town Planner, Ligon Webb, briefly updated members on the plans for Baker Development to donate property to Lord Fairfax Community College. Mr. Webb said he has met with Mr. Jenkins and the company would like to donate the proposed property before the end of the calendar year. Mr. Webb said he has encouraged the developer that the area is better suited as a business park than as residential. He feels that with the college as an anchor, other businesses will find the area appealing in proximity. Mr. Webb explained that the lots are currently zoned PND but can be combined into one lot with a boundary line adjustment. A text amendment would be needed to permit a school in a B-1 zoning district. In order for the college to build on the site a rezoning would be necessary. Mr. Webb said that the college has had several location offers. Mr. Webb said that hopefully we will soon know if the college plans to pursue this. Councilman Lancaster reminded members of the proffers for this site and said that staff needs to follow through on these issues. Mayor Presgraves said that having the college at the proposed location would be a tremendous anchor to that area and would be an excellent use of the property.

Police

Councilman Sours requested a previous year to current year comparison on the police reports. Chief Cook said that he plans to provide these comparisons in his end of year report.

TOWN AFFILIATED BOARDS AND COMMISSIONS

LURAY DOWNTOWN INITIATIVE

Nancy Shifflett, Luray Downtown Initiative

Ms. Shifflett began by saying that she is thrilled about the possibilities for Lord Fairfax Community College. She recalled that as a council member, this was one of the council's proudest accomplishments and that this is key to the town's future. Ms. Shifflett congratulated Mr. Webb on his new position and said she is very sorry to lose him. Ms. Shifflett thanked the Town Office for participating in the Halloween event on Main Street and added that over 300 children participated. The volunteer appreciation dinner was held on November 4th and 27 volunteers were honored for their service to LDI. LDI is in the process of decorating the windows of the Brown's building for Christmas. The concept is for businesses without store fronts on Main Street to take part in decorating the windows at Brown's. Ms. Shifflett discussed the upcoming Small Business Saturday on November 26th and encouraged downtown shopping. She also announced the purchase of a large Christmas tree to be located on the plaza at Performing Arts Luray. A tree lighting ceremony will be held on December 1st.

Lastly, Ms. Shifflett requested to begin the Christmas Parade route at the old Tastee Freeze building. She added that the route is crowded and this would lengthen the parade and spread out spectators. Mayor Presgraves said that the parade route has already been established to begin at the traffic light. He said that the route has already been advertised and cannot be changed for this year. He added that the request could be revisited for next year's parade.

UPDATES AND DISCUSSION ITEMS

FARMERS MARKET

Mr. Lee McWhorter spoke on behalf of the Farmers Market as the market manager. He thanked the town for their help over the last ten years. He acknowledged the town's help with mowing, electricity, tents, etc. He said that things with the market were a bit rocky over the summer but did recover after issues with the trading company. He said that the market was set up for 22 weeks this season and the market's produce sold out weekly despite only a handful of vendors. He recognized the importance of buyers to the market who were shopping locally rather than the chain stores. Mr. McWhorter explained that the market began the year with about \$1,200 in the market's account and \$3,000 in support from County TOT funds. Mr. McWhorter said that despite this funding, the market still needs the town's support. He requested that the Council consider a monetary contribution before next May. Mayor Presgraves said that the town could review that request in the next budget cycle. Mr. McWhorter also discussed plans for next year's market, including extending the market hours.

ITEMS FOR COUNCIL ACTION

RE-DESIGNATION AND RE-ALLOCATION OF TRANSPORTATION FUNDS

Assistant Town Manager, Bryan Chrisman, presented Council members with information regarding submittal requirements from VDOT in support of funding applications. Localities are required to show within their approved budgets certain specific items. These items include general ledger line item designations that are project-specific. Prior to these changes, generic general ledger description were allowable. Mr. Chrisman said that he would also suggest altering the budget allocation amounts to match our funding submittals. Mr. Chrisman showed a copy of the budget line items and the proposed changes in description and allocation. Mr. Chrisman asked that council authorize the Treasurer to make these changes as presented.

Motion: Councilman Sours motioned to approve the reallocation and re-designation of transportation funds as presented, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

TRAFFIC PATTERN CHANGE

Police Chief, Bow Cook, presented information on the traffic pattern change in the area of Luray Elementary School and Luray Avenue. He said that these efforts are to alleviate the back up of traffic on Luray Avenue as a result of parents picking up their students at Luray Elementary. Chief Cook said that staff began by putting together some statistics and utilized a trial run of the new traffic pattern. He noted that some parents are lining up for pick-up as early as 1:30pm, with school dismissal not until 3:15pm. The back log of traffic is causing problems at the intersection of Luray Avenue and First Street. Chief Cook explained that this intersection is already very busy requiring a traffic officer, bus traffic, and walker students.

Chief Cook and Assistant Manager, Bryan Chrisman, have researched the options and feel the best solution is to restrict traffic to one-way on a portion of Second Street. This allows for two lanes of traffic on Second Street and alleviates the back-up on Luray Avenue. Cars then proceed through the circle for pick-up and exit out Third or Fourth Street. A trial run was held on October 19th and the study went very well. Chief Cook said there were no complaints from bus drivers or School Superintendent, Donna Smith.

Mr. Hoke added that property owners in this area of Second Street were notified and there have been no issues. Staff explained that the area would maintain accessible for emergency vehicles. Mayor Presgraves asked if the

change would require adding additional pavement. Mr. Chrisman said that sufficient lane width exists and no additional paving is needed. Councilman Dofflemyer suggested a moveable barricade to restrict the traffic. Staff and Council agreed to proceed with the change and see how things improve.

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

EXECUTIVE SESSION

Personnel, Section 2.2-3711.A.1

Mayor Presgraves requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.1.

Motion: Councilman Schiro motioned to recess the regular session and to convene in executive session; Councilman Sours seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

Motion: Councilman Lancaster motioned to adjourn the closed session and to reconvene in open session; Councilman Schiro seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

Mayor Presgraves asked members of Council to certify that to the best of their knowledge only matters covered under Section 2.2-3711.A.1 were heard, discussed, or considered during the closed session. **The roll was called with all members certifying “Yes”.**

ADJOURN

With no further business, the meeting was adjourned at 8:33pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer