



**TOWN OF FRONT ROYAL, VIRGINIA
TOWN COUNCIL MEETING
Monday, September 9, 2013 @ 7:00 p.m.
Warren County Government Center**

1. Pledge of Allegiance
 2. Moment of Silence
 3. Roll Call
 4. Approval of the Regular Council Meeting minutes of August 26, 2013.
 5. Receipt of Petitions and/or Correspondence from the Public
 6. Reports:
 - a. Report of special committees or Town officials and Town Manager.
 - * Report from NSVRC – Martha Shickle
 - * Report from Kim Gilkey-Breeden, Director of Finance
 - * Envision Presentation from Jeremy Camp, Director of Planning/Zoning
 - b. Requests and inquiries of Council members.
 - c. Report of the Mayor
 - d. Proposals for addition/deletion of items to the Agenda.
 - *7. **CONSENT AGENDA ITEMS** – (ROLL CALL VOTE REQUIRED) – N/A
 - A. COUNCIL APPROVAL – Proclamation for Red Ribbon Week
 - B. COUNCIL APPROVAL – Proclamation for Patriotism Week
 - C. COUNCIL APPROVAL – Liaison Committee Meeting Items
- *The nature of a consent agenda is such that discussion of individual items does not occur.*
8. **COUNCIL REAPPOINTMENT** – Planning Commission
 9. **COUNCIL APPROVAL/AUTHORIZATION** – Request to Warren County Board of Supervisors for Use of Former Warren County Sheriff's Department
 10. **CLOSED MEETING** – Investment of Public Funds and Consultation with Legal Counsel



Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 7(A)

Meeting Date: September 9, 2013

Agenda Item: COUNCIL APPROVAL – Proclamation – “Red Ribbon Week”

Summary: Council has received a request from James Villatoro requesting that Council consider approving a Proclamation proclaiming October 23 – 31, 2013 as “Red Ribbon Week” in the Town of Front Royal.

Budget/Funding: None

Attachments: E-mail from Mr. Villatoro and Proclamation

Meetings: None

Staff Recommendation: Approval ✓ Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve a Proclamation proclaiming October 23 – 31, 2013 as “Red Ribbon Week” in the Town of Front Royal.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: JB

Tina Presley

From: Jennifer Berry
Sent: Friday, August 09, 2013 9:53 AM
To: Tina Presley
Subject: FW: Red Ribbon Week Proclamation
Attachments: Red Ribbon Week Proclamation.docx

Tina,
For an upcoming agenda:

From: Kristine Villatoro [<mailto:kvillato5@yahoo.com>]
Sent: Monday, August 05, 2013 1:30 PM
To: Jennifer Berry
Subject: Red Ribbon Week Proclamation

Good Afternoon Ms. Berry,

I will be an 8th grader at Warren County Highschool this year and as I am trying out for the football team, and will be busy the rest of the summer and fall with football and young marines, I wanted to get an early start and send in my proclamation for Red Ribbon Week in hopes that the town council will approve at the september meeting. As apart of my earning the DEA device for the young marines, I have to give 4 DDR talks to different organizations, if possiable I would like to address the council and talk about the importance of Celebrating Red Ribbon Week during the September meeting. My talk will be less than 5 minutes.

Thank you

Young Marine LCPL James Villatoro
Col. Wesley Fox Young Marines.

PROCLAMATION
RED RIBBON WEEK

WHEREAS, cities across America have been plagued by the numerous problems associated with alcohol, tobacco, and other drug use; and

WHEREAS, there is hope in winning the War on Drugs, and the hope lies in the hard work and determination of our communities to create a drug free environment; and

WHEREAS, local leaders, in government and in the community, know that the support of the people in the neighborhoods is the most effective tool they can have in their efforts to reduce use of alcohol, tobacco, and other drugs by Texans; and

WHEREAS, success will not occur overnight, our patience and continued commitment to drug education and prevention are imperative; and

WHEREAS, the red ribbon was chosen as a symbol commemorating the work of Enrique "Kiki" Camarena, a Drug Enforcement Administration agent, who was murdered in the line of duty and has come to represent the belief that one person CAN make a difference; and

WHEREAS, the Red Ribbon Campaign was established by Congress in 1988 to promote this belief and encourage a drug-free lifestyle and involvement in drug prevention efforts; and;

WHEREAS October 23 - 31, 2013 , has been designated National Red Ribbon Week calling on all Americans to show their support for a drug-free state by wearing a red ribbon and participating in drug-free activities during that week:

NOW THEREFORE BE IT RESOLVED that Mayor **Timothy W. Darr and Members of the Town Council of the Town of Front Royal**, do hereby proclaim October 23 - 31, 2013, as Red Ribbon Week in the Town of Front Royal and encourage all citizens, businesses, public and private agencies, media, religious and educational institutions to wear and display red ribbons and participate in drug-free activities throughout that week, joining the rest of the state in promoting the Red Ribbon Celebration and a drug-free America.

APPROVED:

Timothy W. Darr
Mayor

ATTEST:

Jennifer E. Berry
Clerk of Council

This proclamation was adopted by the Town Council of the Town of Front Royal, Virginia on _____.



**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 7(B)

Meeting Date: September 9, 2013

Agenda Item: COUNCIL APPROVAL – Proclamation – “*National Patriotism Week*” and “*Patriot Day*”

Summary: Council has received a request from Jane Wine, Lodge Secretary of The Benevolent and Protective Order of Elks requesting that Council consider approving September 9 – 15, 2013 as “*National Patriotism Week*” and September 11, 2013 as “*Patriot Day*” in the Town of Front Royal.

Budget/Funding: None

Attachments: Proclamation and Request from Ms. Wine

Meetings: None

Staff Recommendation: Approval ✓ Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve a Proclamation proclaiming September 9 – 15, 2013 as “*National Patriotism Week*” and September 11, 2013 as “*Patriot Day*” in the Town of Front Royal.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JB

Please have Mayor Darr sign and return a copy of each proclamation to the Elks Lodge or call me to pick up.

Thanks,

Jane Wine, Lodge Secretary
540-631-4143 (cell)

AUG 26 2013

PATRIOT DAY PROCLAMATION

WHEREAS, The Benevolent and Protective Order of Elks, through its Constitution, is a Patriotic Order; and

WHEREAS, The Order promotes the ideals that the citizens of this nation live in freedom, won through the great sacrifices and many tribulations which have provided the foundation for a free, prosperous and independent life, and

WHEREAS, We realize that each generation must work to maintain this freedom, otherwise, through carelessness or indifference, the rights and liberties enjoyed may vanish; and

WHEREAS, It is fitting and proper to recognize this freedom and to honor the nation, which provides it.

NOW THEREFORE, I, Timothy M. Darr, Mayor of this Town of Front Royal, do hereby proclaim September 11, 2013, as PATRIOT DAY, and call upon officials of all units of government to join with the Benevolent and Protective Order of Elks and direct that the flag be flown at half-staff on Patriot day. I also call upon the people of Front Royal to observe Patriot Day with appropriate ceremonies, activities, and remembrance services, to display the flag at half-staff from their homes on that day, and to observe a moment of silence beginning at 8:46 a.m. to honor the innocent Americans and people from around the world who lost there lives as a result of the terrorist attacks of September 11, 2001.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Front Royal to be affixed this thirtieth day of August 2013

Mayor of Front Royal

SEAL

PATRIOTISM WEEK PROCLAMATION

WHEREAS: *The Benevolent and Protective Order of Elks, through its Constitution, is a Patriotic Order, and*

WHEREAS: *The Order promotes the ideals that the citizens of this nation live in freedom, won through the great sacrifices and many tribulations which have provided the foundation for a free, prosperous and independent life, and*

WHEREAS: *We realize that each generation must work to maintain this freedom, otherwise, through carelessness or indifference, the rights and liberties enjoyed may vanish, and*

WHEREAS: *It is fitting and proper to recognize this freedom and to honor the nation, which provides it, now*

THEREFORE: *I, Timothy M. Darr Mayor of this Town of Front Royal do hereby proclaim September 9-15, 2013, as NATIONAL PATRIOTISM WEEK, and during this event, urge all citizens to join with the Benevolent and Protective Order of Elks in expressing gratitude for the privilege of American Citizenship with appropriate celebrations and observances.*

IN WITNESS WHEREOF, *I have hereunto set my hand and caused the seal of the Town of Front Royal to be affixed this thirtieth day of August 2013*

Mayor of Front Royal

SEAL



**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 7(C)

Meeting Date: September 9, 2013

Agenda Item: COUNCIL APPROVAL – Liaison Committee Meeting Agenda Items

Summary: Council is requested to approve the following items to be included on the September 19, 2013 Liaison Committee Agenda:

- 1) Catlett Mountain Landfill Improvements
- 2) Building Inspections Software
- 3) Leach Run Parkway Project
- 4) Waste Water Treatment Plant/Septage Receiving Facility
- 5) South Fork Bridge Lighting – Agreement for Installation/Maintenance
- 6) Blue Ridge Shadows Proffer Amendment Request
- 7) Comcast Channel 16
- 8) Route 340/522 Corridor
- 9) FRLP
- 10) Proposed Park-N-Ride Location
- 11) Riverton Substation (Warren County Plan Review Update)

Budget/Funding: None

Attachments: None

Meetings: Work Session held September 3, 2013

Staff

Recommendation: Approval ✓ Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve the following items to be included on the September 19, 2013 Liaison Committee Agenda: 1) Catlett Mountain Landfill Improvements; 2) Building Inspections Software; 3) Leach Run Parkway Project; 4) Waste Water Treatment Plant/Septage Receiving Facility; 5) South Fork Bridge Lighting – Agreement for Installation/Maintenance; 6) Blue Ridge Shadows Proffer Amendment Request; 7) Comcast Channel 16; 8) Route 340/522 Corridor; 9) FRLP; 10) Proposed Park-N-Ride Location; 11) Riverton Substation (Warren County Plan Review Update)

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: JB



**Town of Front Royal, Virgi
Council Agenda Statement**

Council

1
8

Meeting Date: September 9, 2013

Agenda Item: COUNCIL RE-APPOINTMENT -- Planning Commission

Summary: Council is requested to re-appoint a member to the Front Royal Planning Commission to fill a 4-year term, said term to expire August 31, 2017.

Budget/Funding: None

Attachments: None

Meetings: August 6, 2012

**Staff
Recommendation:** Approval ☒ Denial ☐

Proposed Motion: I move that Council re-appoint _____ to the Front Royal Planning Commission to a 4-year term, said term to expire August 31, 2017.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JB



**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 9

Meeting Date: September 9, 2013

Agenda Item: COUNCIL APPROVAL/AUTHORIZATION – Request to Warren County Board of Supervisors for Use of Former Warren County Sheriff's Department

Summary: Council is requested to approve a formal request to the Warren County Board of Supervisors to consider the temporary use of the former Warren County Sheriff's Department Building located at 23 E. Jackson Street by the Front Royal Police Department and to authorize the Chief of Police to conduct negotiations with the County of Warren's staff for its use.

Budget/Funding: None

Attachments: None

Meetings: Work Session held September 3, 2013

Staff Recommendation: Approval ✓ Denial

Proposed Motion: I move that Council approve a formal request to the Warren County Board of Supervisors to consider the temporary use of the former Warren County Sheriff's Department Building located at 23 E. Jackson Street by the Front Royal Police Department. I further move that Council authorize the Chief of Police to conduct negotiations with the County of Warren's staff for its use.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: JB



**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 10

Meeting Date: September 9, 2013

Agenda Item: CLOSED MEETING – 1) Investment of Public Funds and 2) Consultation with Legal Counsel

Summary: Council is requested to convene and go into Closed Meeting for the purpose of 1) discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected, pursuant to Section 2.2-3711. A. 6. of the Code of Virginia; and 2) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically annexation, pursuant to Section 2.2-3711.A.7. of the Code of Virginia.

Budget/Funding: None

Meetings: None

Staff

Recommendation: Approval ☒ Denial ☐

Proposed Motion:

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the purpose of 1) discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected, pursuant to Section 2.2-3711. A. 6. of the Code of Virginia; and 2) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically annexation, pursuant to Section 2.2-3711.A.7. of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion *[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]*

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Action as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: JB