



TOWN COUNCIL WORK SESSION

Monday, May 8, 2023 @ 7:00pm in the Town Hall Conference Room

View meeting online LIVE at <https://www.frontroyalva.com/673/Town-Hall-Live>

1. Roll Call

7:00pm 2. Special Use Permit to Allow a Cemetery at 1600 John Marshall Hwy – Dynamic Life Ministries – *L Kopishke*

7:15pm 3. Items Slated for Consent Agenda on May 22nd

- A. FY23 Budget Amendment & Budget Transfer Additional Revenue for Projects – *BJ Wilson*
- B. Bid for 500kVA Three-Phased Pad-Mounted Transformer, Remanufactured – *Michelle Campbell*
- C. Bid for Substation Breakers and Voltage Regulators - *Michelle Campbell*
- D. Re-bid for Dump Bed Body - *Michelle Campbell*
- E. Proclamation to Celebrate National Public Works Week May 21-27 – *Robbie Boyer*

7:25pm 4. Utilize Asset Forfeiture Funds to Replace Current Standard Issue Firearms – *Chief of Police*

7:35pm 5. Information Pertaining to Installation of Speed Camera Enforcement in School Zones – *Chief of Police*

8:00pm 6. Maintenance for Unimproved Alleys – *Town Manager*

8:30pm 7. CLOSED MEETING



Work Session Agenda Statement

Item # 02

Meeting Date: May 8, 2023

Agenda Item: Special Use Permit to Allow a Cemetery at 1600 John Marshall Highway – Dynamic Life Ministries, Inc.

Summary: Cemeteries are only permitted in the Town's A-1 zoning district by right and in the R-3 district by Special Use permit. The applicant, Dynamic Life Ministries LLC is requesting permission for a single gravesite cemetery to be located within a churchyard. The site location meets the performance measures of 175-107.4.

Planning Commission held a work session May 3, 2023 and will hold a public hearing with Town Council May 22, 2023.

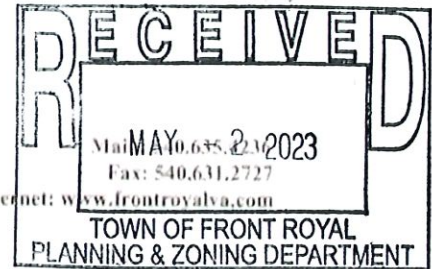
Budget/Funding: None

Staff Recommendation: Staff recommends approval of this application during a joint public hearing to be held on May 22nd.

#2300279



TOWN OF FRONT ROYAL
 DEPARTMENT OF PLANNING & ZONING
 102 EAST MAIN STREET
 P.O. BOX 1560
 FRONT ROYAL, VA 22630



Internet: www.frontroyalva.com

SUP

SPECIAL USE PERMIT REQUEST

APPLICANT Elvi Rogers
 NAME Dynamic Life Ministries, Inc. PHONE 540-636-9595
 ADDRESS 1600 John Marshall Hwy. Front Royal, VA 22630
 E-MAIL info@dynamiclifeministries.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 1600 John Marshall Hwy. Front Royal
 TAX MAP 20A20 SECTION 2 BLOCK LOT 8
 SUBDIVISION NAME ACREAGE 17

REQUEST

ZONING DISTRICT

PROPOSED USE OF PROPERTY Cemetery

SPECIFIC SPECIAL USE PERMIT REQUEST We are requesting permission to lay our Founder and Senior Pastor to rest on our church property.

ATTACHMENTS - The following must be submitted with the application. Additional information may be required depending on the nature of the request.

1. Survey/Plat of property showing all existing improvements.
(10 copies if larger than 11" X 17")
2. Site Plan Application
3. Application Fee of \$400.00 (Checks payable to the Town of Front Royal)
4. Additional information as required by the Department of Planning & Zoning

CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge and should the special use permit be granted, the project will comply with the conditions imposed upon it and will be implemented only as approved by Town Council

Signature Elvi Rogers

Date 5/2/23

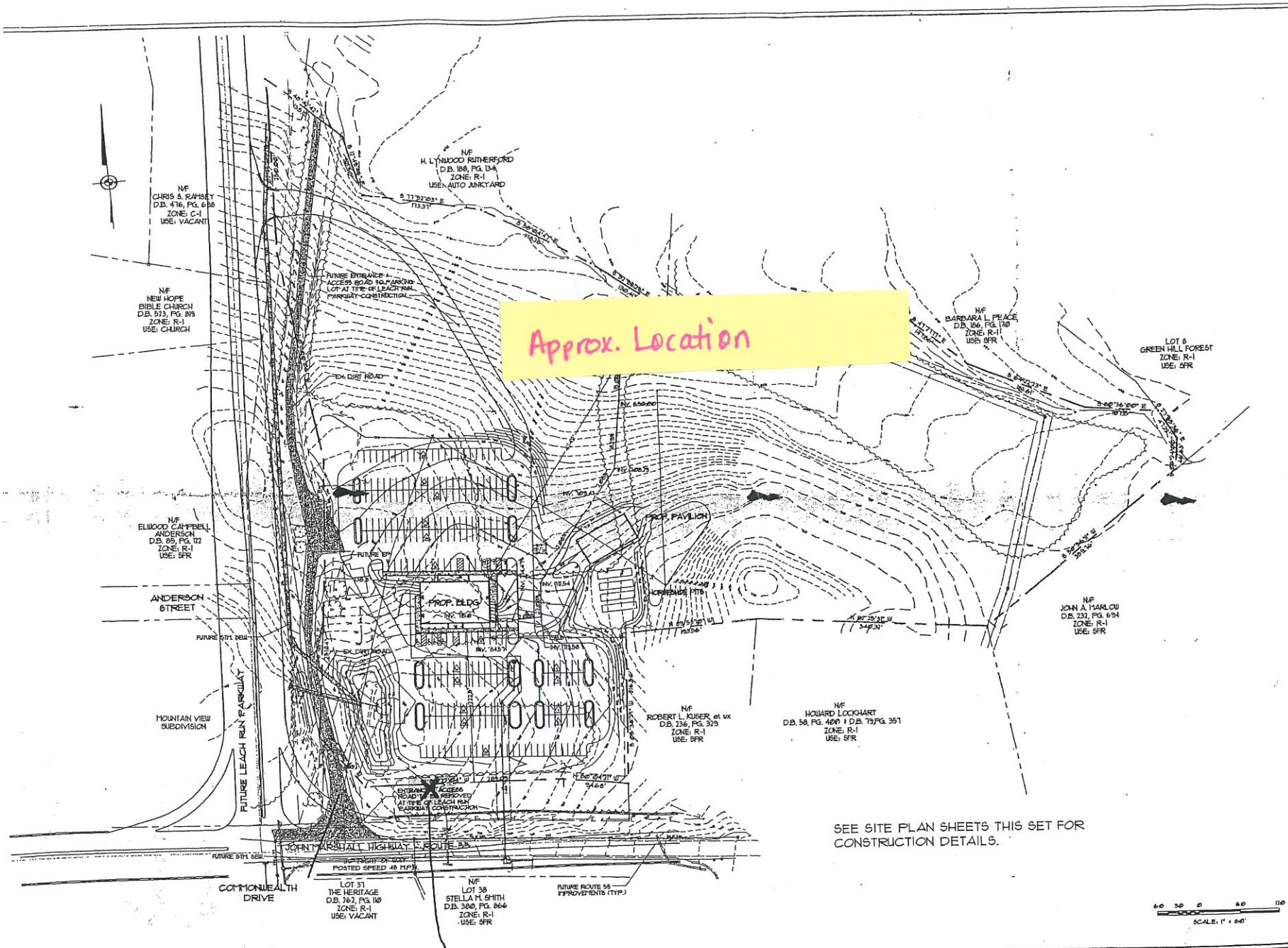
By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

Receipt #

Date Paid 5-2-23

Revised 2-15-11

Pd \$400.00 CK# 10339



GREENWAY ENGINEERING
 211 Study Hill Lane
 Millersville, Pa. 17340-1158
 TEL. 717-722-8888

Engineers
 Surveyors

Prepared in 1977

OVERALL PLAN

FRATERNAL ORDER OF EAGLES

TOWN OF FRONT ROYAL, VIRGINIA

DATE: OCT. 1999

SCALE: 1" = 60'

DESIGNED BY: MSJ

JOB NO. 2436

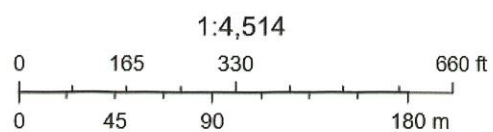
SHEET 2 OF 7

DATE	REVISION
10/99	D. M. 1 - CONTRACTOR
10/99	D. M. 2 - FIRST SUBMISSION
10/99	D. M. 3 - ACC. NOT PROCEEDING

MARK D. SMITH
No. 022937
12-00-99
PROFESSIONAL ENGINEER



May 2, 2023



LEACH RUN PARKWAY

55 ft. 55 ft. Creek

GARAGE

Cemetery

Church

Pavilion

Grave : 3' x 8', 4' deep
Excavator: Andrews Grading

Oxford Basic Vault w/liner & cap
Omps Funeral Home Winchester, VA

Granite Headstone 24x2x20
Installer: Rinker + Frye
Memorials, Mt. Jackson, VA

John Marshall Highway



Work Session Agenda Statement

Item #03A

Meeting Date: May 8, 2023

Agenda Item: FY23 Budget Amendment & Budget Transfer Additional Revenue for Projects

Summary: Council will be requested to approve a FY23 Budget Amendment in the amount of \$480,000 to account for revenues that exceeded FY23 budgeted amounts and to approve a FY23 Budget Transfer in the amount of \$248,000 from the General Fund to Street Fund.

This proposed FY23 Budget Amendment and Transfer will allocate additional funds for the Town to move forward with a transportation plan, allocate funds to be used for Criser Road Sidewalk Project, and to allocate additional funds for paving projects.

Budget/Funding: Budget Amendment

Revenues

1000-3121101	General Fund Meals Tax	\$205,0000.00
1000-3120101	Sales Tax	\$ 50,0000.00
1000-3121211	Warren County PILOT Fees	\$ 63,0000.00
1000-3120301	Business Occupational Professional Licensing	\$ 30,0000.00
4500-3240406	Street Fund Street Construction & Maintenance	\$ 132,000.00

Expenditure

9790-49006	General Fund Transfer to Street Fund	\$248,000.00
8101-43002	Planning & Zoning Professional Services	\$100,000.00
4500-47927	Street Reconstruction	\$132,000.00

Budget Transfer from General Fund to Street Fund

Revenue

4500-3240407	Transfer from General Fund to Street Fund	\$248,000.00
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Expenditure

4500-47927	Highway Maintenance Street Reconstruction	\$198,000.00
4500-47909	Highway Maintenance New Sidewalk	\$ 50,000.00

Staff Recommendation: Staff recommends approving the FY23 Budget Amendment and FY23 Budget Transfer as presented under the Consent Agenda on May 22nd.



Work Session Agenda Statement

Item # 03B

Meeting Date: May 8, 2023

Agenda Item: Bid for 500 kVA Three-Phase Pad-Mounted Transformer, Remanufactured

Summary: Council will be requested to approve the purchase for a Remanufactured 500 kVA Three-Phase Pad-Mounted Transformer, for the Fleet Maintenance Department, at the May 22, 2023 regular meeting.

Purchasing received a request from the Department of Energy to solicit an invitation for bid and received 4 responses. Staff will be requesting to award the bid to the lowest responsive and responsible bidder, Jerry's Electric, Inc., of Colman, SD, in the amount of \$25,625.00. All guidelines as set forth in the Virginia Public Procurement Act have been followed.

Budget/Funding: Funding has been budgeted for and is available in the following line items:

1800-47010 Debt Service Fund Fleet Maintenance Building \$25,625.00

Staff Recommendation: Staff recommends approving the award of contract when presented under the consent agenda for May 22nd.

Town of Front Royal
Department of Energy Services
P.O. Box 1560
Front Royal, Virginia 22630-1560
(540) 635-3027 Fax: (540) 631-3620
"Powering the community since 1894"



Memo

To: The Purchasing Department
From: Carey Saffelle, Director of Energy Services
Date: May 3, 2023
Re: Three-Phase Pad-Mounted Transformer purchase recommendation

The Department of Energy Services received bids for the purchase of a – 500kVA, Three-Phase, Pad-Mounted Transformer. The Transformer is for our new Fleet Maintenance building. We recommend awarding the bid, totaling \$25,625.00, to Jerry's Electric Inc.

Funds for this purchase are available from 1800-47010- Debt Service Fund Fleet Maintenance Building.

Thank you,

Carey Saffelle
Director
Department of Energy Services
Town of Front Royal

VENDOR SPREAD SHEET



Town of Front Royal, VA

Bid Tabulation Summary
IFB #13-2023 500 kVA 3-PH Pad-Mounted
Transformer, Remanufactured
Bid Opening Date: 4/26/2023
Opening Time: 2:30 PM

	Jerry's Electric, Inc. Colman, SD	Ecology Mir Group Fairfax, VA	WESCO Ashland, VA	Pro-Line Procurement Services Jacksonville, FL
Description	LUMP SUM	LUMP SUM	LUMP SUM	LUMP SUM
500 kVA 3-PH Pad-Mounted Transformer, Remanufactured	\$25,625.00	\$40,000.00	\$46,265.86	\$59,895.00

The **VENDOR SPREAD SHEET** is generated from the initial, raw information collected.

No award decision has been made.

Prepared by: Michelle Campbell, Purchasing Manager

Department of Purchasing
102 E Main Street
Front Royal, VA 22630
Website: www.frontroyalva.com
Phone 540-636-6889



Work Session Agenda Statement

Item # 03C

Meeting Date: May 8, 2023

Agenda Item: Bid for Substation Breakers and Voltage Regulators

Summary: On Wednesday, April 26th, the Town held a public bid opening in accordance with the Virginia Public Procurement Act and received six (6) responses for the purchase of substation breakers and voltage regulators for the Happy Creek Substation Expansion Project. Council is requested to award the bids to the following lowest bidders at the May 22, 2023, regular meeting.

2 ea. – Outdoor Circuit Breakers to Meyers Controlled Power for \$60,336.00

6 ea. – Voltage Regulators to Siemens Energy for \$182,640.00

Please find attached the recommendation letter from the Department of Energy and the Bid Tabulation form.

Budget/Funding: Funding has been budgeted for and is available in the following line items:

9401-47929	Happy Creek Substation Expansion	\$242,976
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Staff Recommendation: Staff recommends approving the award of contract when presented under the consent agenda on May 22nd.

Town of Front Royal
Department of Energy Services
P.O. Box 1560
Front Royal, Virginia 22630-1560
(540) 635-3027 Fax: (540) 631-3620
"Powering the community since 1894"



Memo

To: The Purchasing Department
From: Carey Saffelle, Director of Energy Services
Date: May 3rd, 2023
Re: Substation Breaker and Voltage Regulator Purchase Recommendations

The Department of Energy Services received 3 bids for 2 – 15.5 KV, 1200A Outdoor Circuit Breakers ranging from \$60,336.00 to \$64,894.00 and 3 bids for 6 – 7.62 KV, 250KVA, 328A Single Phase Voltage Regulators ranging from \$182,640.00 to \$311,166.42 for the Happy Creek Substation Expansion Project.

We recommend awarding the following bids:

2 – 15.5 KV, 1200A Outdoor Circuit Breakers to Meyers Controlled Power for \$60,336.00
6 – 7.62 KV, 250KVA, 328A Single Phase Voltage Regulators to Siemens Energy for \$182,640.00

Funds for these purchases, totaling to \$242,976, are available in 9401-47929 Happy Creek Substation Expansion.

Thank you,

Carey Saffelle
Director of Energy Services
Town of Front Royal

VENDOR SPREAD SHEET



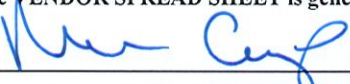
Town of Front Royal, VA

IFB #10-2023 Substation Breakers and Voltage Regulators
 Bid/Proposal Opening Date: 4/26/2023
 Bid/Proposal Opening Time: 2:00 PM

		SIEMENS ENERGY RICHLAND, MS	HOWARD INDUSTRIES LAUREL, MS	WESCO/ANIXTER ASHLAND, VA	MEYERS CONTROLLED POWER NORTH CANTON, OH	MITSUBISHI ELECTRIC WARRENDALE, PA	SIEMENS INDUSTRY WENDELL, NC
QTY	ITEM DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
2	15.5 KV, 1200A Outdoor Circuit Breakers	No Bid	No Bid	No Bid	\$30,168.00	\$32,327.00	\$32,447.00
EXTENDED AMOUNT		\$0.00	\$0.00	\$0.00	\$60,336.00	\$64,654.00	\$64,894.00
6	7.62 KV, 250 KVA, 328A Single Phase Voltage Regulators	\$30,440.00	\$34,455.00	\$51,861.07	No Bid	No Bid	No Bid
EXTENDED AMOUNT		\$182,640.00	\$206,730.00	\$311,166.42	\$0.00	\$0.00	\$0.00
Total Bid		\$182,640.00	\$206,730.00	\$311,166.42	\$60,336.00	\$64,654.00	\$64,894.00

*DENOTES NON-RESPONSIVE BID

The VENDOR SPREAD SHEET is generated from the initial, raw information collected. No award decision has been made.


 Prepared by: Michelle Campbell, Manager of Purchasing

Department of Purchasing
 102 E Main Street
 Front Royal, VA 22630
 Website: www.frontroyalva.com
 Phone 540-636-6889



Work Session Agenda Statement

Item #03D

Meeting Date: May 8, 2023

Agenda Item: Re-Bid for Dump Bed Body

Summary: Purchasing received a request from the Auto Maintenance Department to procure a stainless-steel dump bed body. The method of procurement was sealed competitive bid.

On April 26th, 2023, the Town held a public bid opening and received one response from Godwin Manufacturing Co., Inc., of Dunn, NC., in the amount of \$54,832.60. Council will be requested to approve the purchase of the dump bed body during the regular scheduled May 22, 2023, meeting.

All guidelines as set forth in the Virginia Public Procurement act will have been followed when presented to Council for approval.

Please find attached the recommendation letter and tabulation sheet.

Budget/Funding: Funding has been budgeted for and is available in the following line items:

4500-47005 Highway Maintenance Motor Vehicles

Staff Recommendation: Staff recommends approving the award of contract as presented under the consent agenda on May 22nd.

VENDOR SPREAD SHEET



Town of Front Royal, VA

Bid Tabulation Summary
IFB #11-2023 Dump Bed Body w/Hoist &
Hydraulics
Bid Opening Date: 4/26/2023
Opening Time: 1:00 PM

	GODWIN MANUFACTURING CO., INC.	NO-BID	NO-BID
Description	LUMP SUM		
Provide a Stainless Steel Dump Bed Body with Hoist and Hydraulic System	\$54,832.60		

The VENDOR SPREAD SHEET is generated from the initial, raw information collected.

No award decision has been made.

Prepared by: Michelle Campbell, Purchasing Manager

Department of Purchasing
102 E Main Street
Front Royal, VA 22630
Website: www.frontroyalva.com
Phone 540-636-6889

MEMORANDUM

TO: Michelle Campbell Purchasing Manager

FROM: Donald B McPaters, Director of Fleet Maintenance

SUBJECT: Purchase Dump body, Hoist, and Hydraulic system.

DATE: April 27, 2022

We have received on bid for the Dump body, Hoist, and Hydraulic system for the Public works dump truck. Godwin Manufacturers was the only bid we received at a price of \$54,832.60. They have met our specifications. I recommend the purchase. this bid.



Work Session Agenda Statement

Item # 03E

Meeting Date: May 8, 2023

Agenda Item: Proclamation for National Public Works Week

Summary: Staff takes this opportunity to celebrate all the hard work of the approximately 68 Public Works Employees who work hard every day during their shift and while on call 24/7 for emergency situations and being taken away from family.

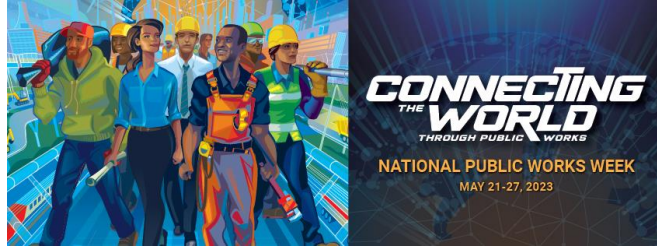
- Maintains 138.2 moving lane miles (Primary & Secondary Roads).
- Maintains 92 miles storm sewer.
- Mow, weed eat and tractor mow Town properties, Rights of way and medians.
- Plans, designs, installs, and maintains floral landscapes, hanging baskets and tree plantings.
- Collects trash, recycling, yard waste from 5,896 customers.
- Cleans/Disinfects Town Buildings and performs skilled maintenance and repairs to Town Buildings.
- Fabricates, installs, and replaces Town street signs & Maintains crosswalks.
- Performs paving, pothole and street repairs, bridge maintenance and street sweeping.
- Performs sidewalk and curb and gutter installation and repairs, storm drain installation and repairs and storm damage clean-up.
- Assists Town with community events and road closures.
- Snow Removal, Repair water breaks, Sewer back-ups
- Treats sewage from 5,980 residents and Warren County Customers
- Water-Produces 2.3 Million Gallons per Day (MGD).
- Provides water to 6,406 residents and provides sewer to 6,093 residents.
- Maintains 119 miles of waterline, 124 miles of sanitary sewer and 753 fire hydrants.
- Reviews and inspects all public improvements within Town limits and in the County where Water & Sewer are provided, for compliance with Town Standards & Specifications.



Budget/Funding: None

Staff Recommendation: Staff recommends approving the proclamation on May 22nd.

PROCLAMATION



WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Town of Front Royal; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Town of Front Royal to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

NOW THEREFORE BE IT RESOLVED, that the Mayor and Town Council do hereby designate the week of May 21–27, 2023 as **National Public Works Week** and urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

We take this opportunity to celebrate all the hard work of the approximately 68 Public Works Employees who work hard every day during their shift and while on call 24/7 for emergency situations and being taken away from family.

- Maintains 138.2 moving lane miles (Primary & Secondary Roads).
- Maintains 92 miles storm sewer.
- Mow, weed eat and tractor mow Town properties, Rights of way and medians.
- Plans, designs, installs, and maintains floral landscapes, hanging baskets and tree plantings.
- Collects trash, recycling, yard waste from 5,896 customers.
- Cleans/Disinfects Town buildings and performs skilled maintenance and repairs to Town buildings.
- Fabricates, installs, and replaces Town street signs & maintains crosswalks.
- Performs paving, pothole and street repairs, bridge maintenance and street sweeping.
- Performs sidewalk/curb/gutter installation and repairs, storm drain installation/repairs & storm damage clean-up.
- Assists Town with community events and road closures.
- Snow Removal, Repair water breaks, Sewer back-ups
- Treats sewage from 5,980 residents and Warren County Customers
- Water-Produces 2.3 million gallons per day (MGD).
- Provides water to 6,406 residents and provides sewer to 6,093 residents.
- Maintains 119 miles of waterline, 124 miles of sanitary sewer and 753 fire hydrants.
- Reviews and inspects all public improvements within Town limits and in the County where Water & Sewer are provided, for compliance with Town Standards & Specifications.

APPROVED:

Lori A. Cockrell, Mayor

ATTEST:

Tina L. Presley, Clerk of Council

This proclamation was adopted by the Town Council of the Town of Front Royal, VA on May 22, 2023



Work Session Agenda Statement

Item #04

Meeting Date: May 8, 2023

Agenda Item: Utilize Asset Forfeiture Funds to Replace Current Standard Issue Firearms

Summary: The Police Department seeks approval to utilize asset forfeiture funds to replace its current standard issue firearm. Current issued weapons are 10 years old. The previous decade has seen a tremendous rise in available technology and ammunition development to provide officers with enhanced abilities for training and firing accuracy. The department has used Glock 21 (.45cal) as its standard issue for 20 years. The department intends to stay with Glock as it's standard firearm; however, the transition would be to the 9mm caliber of ammunition as well as the enhanced optics of an RMR sighting system along with its standard sights. This transition would be in line with 21st Century Policing Topics (Pillar 3: Technology and Pillar 5: Training). With the new weapon platform, additional equipment such as holsters and weapon lighting systems will also need to be obtained and trained on. The department has secured training for its 6 firearms instructors to be able to learn the new system and instruct all officers to DCJS training standards. The department has received quotes from several vendors in relation to firearm trades and equipment procurement with Atlantic Tactical being the only single vendor that could source the entire package (firearms and associated equipment).

Budget/Funding: The department requests approval for the use of asset forfeiture funds in the amount of \$36,000.00 to complete the entire transition to the new weapon platform. Use of these funds would not affect any budgetary issues to the Town's current or proposed fiscal budgets.

Staff Recommendation: Staff recommends approval under the consent agenda at the May 22nd Regular Meeting



Work Session Agenda Statement

Item #05

Meeting Date: May 8, 2023

Agenda Item: Information Pertaining to Speed Camera Enforcement in School Zones

Summary: The Front Royal Police Department has been assessing the viability of Speed Camera enforcement in some school zones. This technology is a “force multiplier” which will help serve as a traffic calming measure in school zones. We are looking at four zones for the initial project:

- Luray Avenue – Skyline Middle
- Criser Road – Ressie Jeffries
- Leach Run Parkway – Warren Co. Middle
- Strasburg Road – A.S. Rhodes

The information from these cameras identifies vehicles violating the speed limits in the school zones. The citations are then reviewed by an FRPD Officer and the citations for civil penalties are issued through the mail. The goal of this project is to maintain safety and reduce traffic incidents in the school zones.

Budget/Funding: N/A

Staff Recommendation: Secure an agreement with a speed camera vendor that requires no/minimal expense to the Town by way of cost offset by fines, provides for recommendations and implementation to bring school zone signage into compliance, and maximizes pedestrian safety in school zones.



Work Session Agenda Statement

Item # 6

Meeting Date: May 8, 2023

Agenda Item: Maintenance for Unimproved Alleys

Summary: Town Council fielded a complaint about the condition of unimproved alleys in Town and requested staff to investigate. During this process, staff reviewed the code, and internal procedures to address these issues. As part of the evaluation, staff completed an inventory of 52 unimproved alleys in Town. As for the code, Chapter 156-4B addresses trees and vegetation in public alleys:

Chapter 156-4B Planting, Maintenance and Protection of Trees on Public Property

6. The Town is not required to cut and/or remove weeds, brush, plants, grass, or other vegetation growing in the public alleys, unimproved streets, and other unimproved rights-of-way except as provided in Section 170-2 of the Town Code. Any adjacent property owner, tenant, or citizen, at their own expense, may cut and/or remove any weeds, brush, plants, grass, or other vegetation, except trees in excess of three (3) inches (3") caliber measured twelve (12") from the ground, growing in the public alleys, unimproved streets and other unimproved rights-of-way and in the unimproved portion of the public right-of-way lying between any public property and private property lines.

7. If any tree growing in a public alley, unimproved street or other unimproved right-of-way is dead or growing in such a manner that the branches, limbs or other parts of the tree extend or protrude onto private property in a manner that constitutes a danger to citizens or property, the Town will cut and remove or prune such tree once it has been notified of the condition of the tree. It shall be the responsibility of the adjoining property owner or tenant to notify the Town when a tree is growing in such a manner that it needs to be cut and removed or pruned.

During this evaluation, staff recognized that the Town should be more proactive with our unimproved alleys and the need to create an inspection program. I have instructed staff to implement an annual inspection of all unimproved alleys effective immediately. The Annual inspection would look for illegal dumping, dead trees, damage from vehicle traffic, and obstacles placed in the unimproved alleys. The interval of inspections can be adjusted after our first review of inspections and issues identified. Staff will be available to ask any questions.

Budget/Funding: N/A

Staff Recommendation: Staff is implementing an inspection program on all unimproved Town alleyway to be conducted annually.

TOWN OF FRONT ROYAL: UNIMPROVED ALLEYS

PUBLIC WORKS

5-8-2023



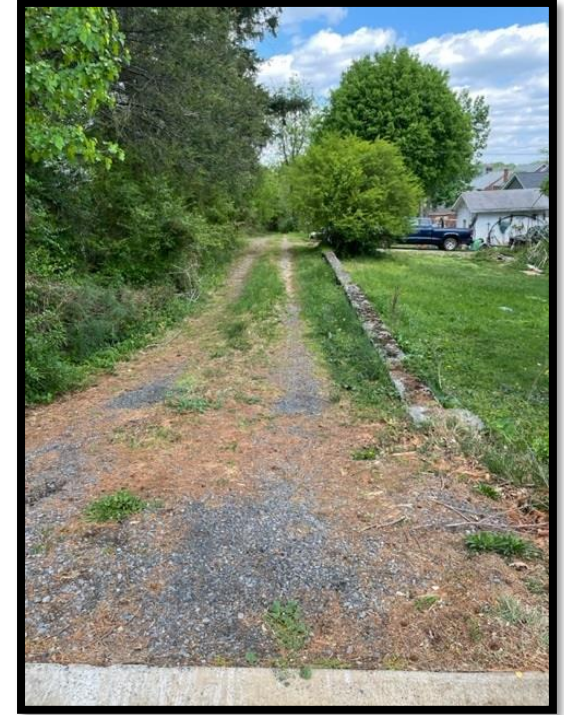
102 E. Main Street | Front Royal, VA 22630 | frontroyalva.com

52 Unimproved Alleys

- 12th & W 11th and Virginia Avenue
- Beeden Lane & Acton Street
- Duck Street
- E 6th & E 5th St and Warren Avenue
- E 13th & Warren Avenue
- E 13th Street Extended
- E 14th & 13th Street
- E 16th & 15th Street
- E 17th & Belmont Avenue
- E 17th & 16th and George Banks Boulevard
- E 17th & 16th St and Edgemont Avenue
- E 18th & E 17th and Edgemont Avenue
- E 18th & E 17th and George Banks Boulevard
- E 19th & Belmont Avenue
- Edgemont Avenue & Crestview Drive
- Edgemont Ave and George Banks Boulevard
- E 18th & E 17th and Belmont Avenue
- E 18th & E 17th and George Banks
- Fairview Avenue Extended
- Fairview Avenue to Hometown Way
- Grand & Salem and Cypress Street
- Grand Ave & Salem Avenue
- Grand Avenue
- Hometown Way Extended
- Orchard St & Grand Avenue
- Skyline Place & Grand Avenue
- Steele Ave & Acton Street
- Viscose Ave & Grand Avenue
- Viscose & Orchard St and Grand Avenue
- W 8th & Virginia Avenue
- W 9th & 8th Street
- W 9th & 11th Street
- W 9th Street
- W 11th & W 12th and N. Royal Avenue
- W 11th Street
- W 12th & W 13th and N. Royal Avenue
- W 13th & W 12th and Virginia Avenue
- W 13th & W 14th and N. Royal Avenue
- 14th & Academy Dr and Virginia Avenue
- W 14th & W 15th and Virginia Avenue
- W 15th & W 14th and N Royal Avenue
- W 17th & W 18th Street
- W Main St & Orchard Street
- Anderson Extended
- Jamestown Rd & Richmond Rd
- N. Shenandoah Ave & Kendrick Lane
- S. Lake Avenue
- The Hill Extended-Bee Street
- The Hill Extended- N. Marshall St
- Turners Lane Extended- Pinecrest (2)
- W 16th Extended



Unimproved Alleys: Pictures





Unimproved Alleys: Pictures



102 E. Main Street | Front Royal, VA 22630 | frontroyalva.com

Town Code Chapter 156-4B:

PLANTING, MAINTENANCE AND PROTECTION OF TREES ON PUBLIC PROPERTY

- 6.- The Town is not required to cut and/or remove weeds, brush, plants, grass, or other vegetation growing in the public alleys, unimproved streets, and other unimproved rights-of-way except as provided in Section 170-2 of the Town Code. Any adjacent property owner, tenant, or citizen, at their own expense, may cut and/or remove any weeds, brush, plants, grass, or other vegetation, except trees in excess of three (3) inches (3") caliber measured twelve (12") from the ground, growing in the public alleys, unimproved streets and other unimproved rights-of-way and in the unimproved portion of the public right-of-way lying between any public property and private property lines
- 7.- If any tree growing in a public alley, unimproved street or other unimproved right-of-way is dead or growing in such a manner that the branches, limbs or other parts of the tree extend or protrude onto private property in a manner that constitutes a danger to citizens or property, the Town will cut and remove or prune such tree once it has been notified of the condition of the tree. It shall be the responsibility of the adjoining property owner or tenant to notify the Town when a tree is growing in such a manner that it needs to be cut and removed or pruned

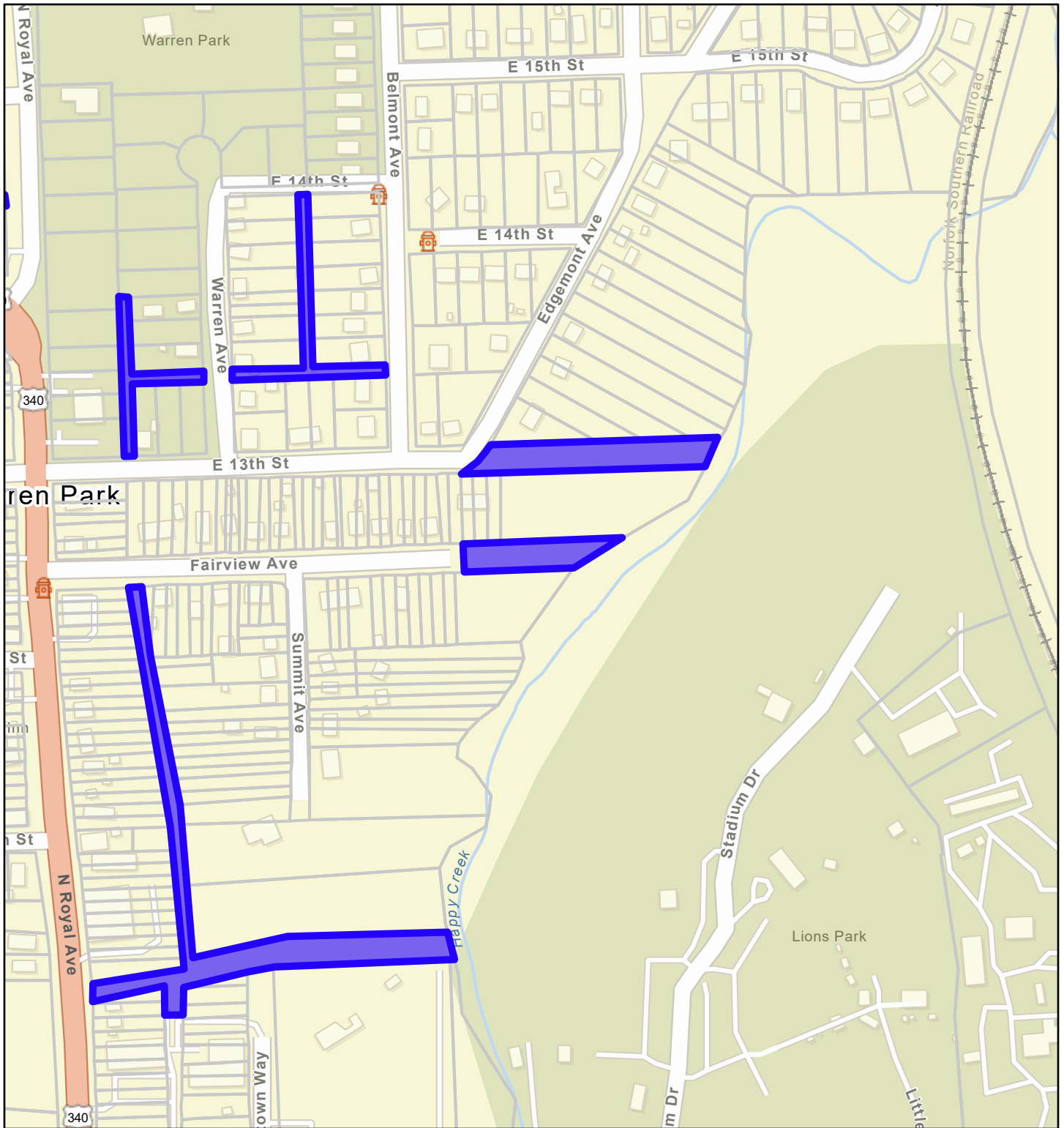


STAFF RECOMMENDATIONS

- Implement an inspection program where all 52 unimproved Town alleyways will be inspected annually
- Annual Inspection would look for any issues such as:
 - illegal dumping
 - dead tree(s) that could possibly damage private property
 - damage from vehicle traffic
 - obstacles placed in the unimproved alleyway
- This inspection program will also assess if signage is needed based on the findings of the inspection to prevent future issues

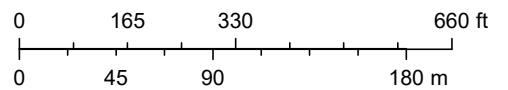


E 14th & Hometown Way



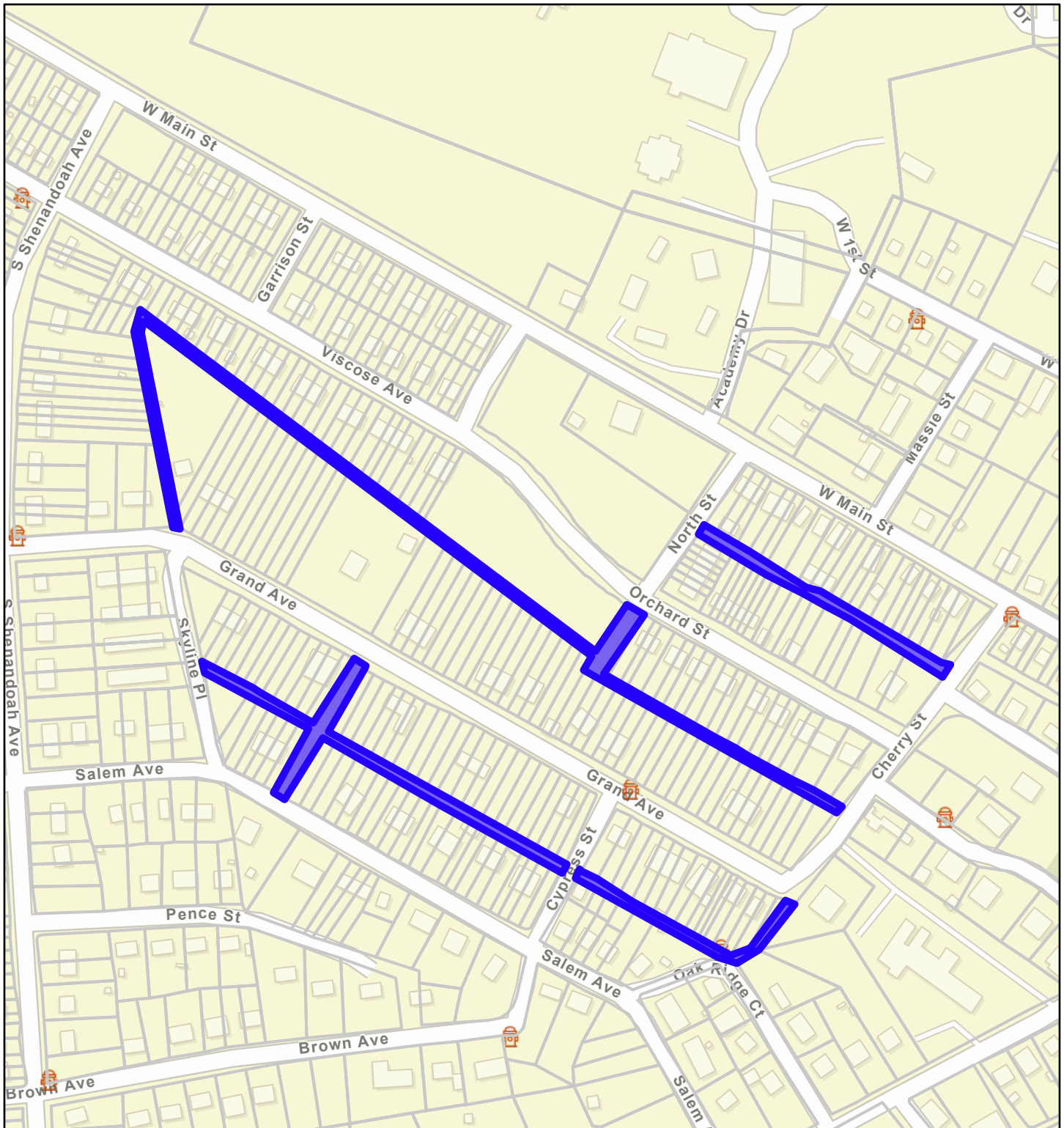
April 27, 2023

1:4,514



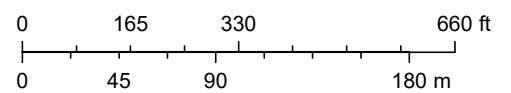
Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Salem Ave & W Main Street



April 27, 2023

1:4,514



Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Work Session Agenda Statement

Item # 07

Meeting Date: May 8, 2023

CLOSED MEETING

Motion to go into Closed Meeting

[to be approved by affirmative recorded vote, with motion set forth in detail in the minutes]

I move that Town Council convene a closed meeting, pursuant to Sections 2.2-3711 and 2.2-3712 of the Code of Virginia, for the following purpose:

- 1) pursuant to Section 2.2-3711(A)(8) of the Code of Virginia, for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, more specifically, proposed tourism agreements with Discover Front Royal, Inc. and Warren County.

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 Act 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.