



Roll Call by Clerk of Council

PRESENT: Mayor Lori A. Cockrell
Vice Mayor Amber F. Veitenthal
Councilwoman Melissa DeDomenico-Payne
Councilman Joshua L. Ingram
Councilman H. Bruce Rappaport
Councilman R. Wayne Sealock
Councilman Glenn E. Wood

OTHERS PRESENT: Town Manager Joseph W. Petty
Town Attorney George M. Sonnett, Jr.
Clerk of Council Tina L. Presley
Various members of the staff and public

Addition to the Agenda

Councilwoman DeDomenico-Payne moved seconded by Councilman Wood to add a closed meeting pertaining to the discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, more specifically, Town Attorney

Vote: Yes – Councilmembers Wood, Veitenthal, Sealock, Rappaport, Ingram, DeDomenico-Payne

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Atlantic Union Bank Presentation Pertaining to the Town's Investments – Finance Director BJ Wilson introduced representatives from Atlantic Union Bank [Michael Snow, Senior Portfolio Manager; John Ockerman, Director of Fixed Income; and Mitch York, Chief Investment Officer]. They gave a presentation regarding the Town's accounts and a new investment pool for localities that they created. Mr. Ockerman showed the Town's account balances as of March 31, 2025, including market value, total returns for the last twelve months, yield to maturity, average S&P rating and average Moody's rating. He noted that the market value of the Town's accounts had increased 3.71% in the fiscal year to date, or 4.98% on an annualized basis. He continued with the interest rate outlook noting that inflation was trending lower but still high and recession odds have increased on trade uncertainty. Mr. Ockerman explained the new municipal investment option - Virginia Municipal Investment Trust (MINT) noting that it was formed under the Joint Exercise of Powers Act (§15.2-1300 Code of VA) by Henry County and the City of Danville offering scalable pools and separate accounts for Virginia municipalities to access low cost, professional and local investment management. There was some discussion on the various Town investments. Mr. Wilson confirmed that the management fee Atlantic Union Bank charged was minimal.

FY25-26 Proposed Budget Additional Discussion – Mr. Wilson advised that staff recommended transferring \$65,820 from the proposed Tourism Department Budget for the Community Engagement position (1205) to the Town Engineer Department (1225) to allow the Town to obtain a Town Engineer. He confirmed that the engineer would be divided up among the departments. He explained that if approved, along with the FY26 Budget, staff would review options for filling the position and return to Council to discuss potential revisions to the Town Code as it related to the Town Engineer position and duties. Councilman Rappaport understood the importance of the Town Engineer but opined that Tourism was important for addressing the future and funds were needed to promote the Town. Council



agreed to advertise the FY26 Appropriation Ordinance (Budget) for public comment on May 27th with adoption of the budget on June 9th.

Mr. Wilson reviewed the ordinance amendment to Chapter 134 for an increase in sewer and water rates specifically stating that Front Royal was on the lower end compared to surrounding localities. He confirmed that the system development fees were recommended by Stantec Consulting noting that fees of the surrounding localities were considered. Council agreed to advertise the ordinance amendment for a public hearing on May 27th.

Mr. Wilson reviewed the ordinance amendment to Chapter 12-2 to increase the Septic Tank Waste fee. He advised that Warren County had been notified of the increase at the Liaison Committee Meeting. Council agreed to advertise the ordinance amendment for a public hearing on May 27th.

NEW BUSINESS

A. FY25 Budget Amendment & Transfer for Automated School Speed Camera Revenue – Mr. Wilson advised that the incorrect quote was used for tonight's work session discussion on the speed camera revenue. He explained that the Motorola Solutions quote included in the agenda reflected the amount of \$47,070 for the Police Department's in-car cameras, which was to only extend out the services of the current in-car camera equipment for three years. He advised that the Police Department would like to obtain new in-car camera equipment because replacement parts are getting harder to find for the existing equipment stating that the new quote of \$162,280.01 would cover new in-car camera equipment, warranty, training, storage, and subscription fees for a five-year period. Mr. Wilson continued by recommending the removal of \$70,000 for a new canine vehicle and \$45,000 for replacing emergency service team equipment to cover the additional cost associated with the new in-car camera equipment. He noted that the items being removed will be placed on hold for now.

Director of Energy Services Carey Saffelle confirmed the appropriation of \$107,00 for replacing school flashers, explaining that it was to replace only the ones the Town currently had, and no new flashers were being purchased. Discussion ensued about the speed readers. Council agreed to add the budget amendment and transfer to the consent agenda for May 27th.

B. Stafford One Investments Request for Water and Sewer in Rt 522 Corridor for Industrial Use – Director of Public Works Robbie Boyer advised that the request related to the property located across from the RSW Regional Jail and the connection would require crossing 522N. Council voiced concern that since there was no site plan or rezoning approval by the County, the water/sewer needs could change after Council's approval. Town Manager Joe Petty recapped the four requests that Council approved in 2024. Council agreed to continue discussion at their May 12th Work Session.

C. Special Use Permit Submitted by Warren Coalition for a Lodging House at 506 N. Royal Avenue – Director of Planning Lauren Kopishke advised that this use (lodging house) was permitted in the C-1 District with approval of a special use permit. The Planning Commission approved the application with one condition: *the applicant shall install six permanent parking spaces and associated parking lot built to Town Standards on the property prior to commencement of the use*. Council agreed to advertise for a public hearing on May 27th.

D. Special Use Permit Submitted by Divinum Auxilium Academy for a Private School at 16 N. Royal Avenue – Ms. Kopishke advised that this use (private school) was permitted in the C-2 District with approval of a special use permit. She explained that it would be an all-boys school featuring (25) students aged 13 – 18 comprising of 7th through 12th grades. The applicant gave three scenarios for drop-off and pick-up detailing each one in tonight's packet. The Planning Commission approved the application with one condition: *the provision of off-street parking area, which*



shall be oriented to the building they are serving and within three hundred (300) feet walking distance, with a written agreement thereto assuring their retention for such purposes shall be properly drawn and executed by the parties concerned and approved as to form by the Town Attorney prior to the commencement of the use and a valid written off-site parking agreement shall remain in effect for the duration of the Special Use Permit. Discussion ensued regarding the drop-off and pick-up scenarios and the concern with the traffic already existing on Union Street and the surrounding area. Council asked for the speed trailer to be placed in the area to record the traffic traveling on Union Street specifically. The biggest concern opined by Council was safety for the children walking across Union Street. Council agreed to continue discussion on this issue at the May 12th Work Session.

E. Ordinance Amendment to Chapters 175-37 and 148-1100 Pertaining to Fees, Charges, Expenses – Ms. Kopishke advised that some of the fees were changed in 2020, but most had not been changed since 2012. She advised that the fees included stipends paid to the board members and staff time completing applications. She explained that short-term rentals were more expensive than special use permits due to the various inspections needed for compliance. It was noted that the increase in fees did not affect all taxpayers with some fees currently not being collected on some of the services the Planning/Zoning Department performed. She advised that compared with other localities Front Royal was still coming in low. Council agreed to advertise for a public hearing on May 27th.

F. Proposed Text Amendment to Permit Lodging Houses in the R-1 Zoning District by Special Use Permit – Ms. Kopishke advised that the text amendment was submitted to permit lodging houses by special use permit in R-1 Zoning Districts. The Planning Commission recommended denial of the request due to the application being too general in nature for R-1 districts. Council agreed to advertise for a public hearing on May 27th.

UNFINISHED BUSINESS

A. Request for an Easement on Town Property from Donald Stallings near Duck Street – Town Manager Joe Petty advised that this request had come before Council before and staff was looking for guidance from Council to allow permission for Mr. Stallings to reach his property that is currently land locked. It was noted that while VDOT did not give Mr. Stallings a permit they did give him oral permission through an email to access their property to get to his. There were various discussions about the locks on the gate, the ability to go around the gate with an ATV, maintenance of the pathway, keeping the area clean and mowed, and liability. Council agreed to not move forward with this request unless they receive new information.

ADDITION TO THE ADDITION - CLOSED MEETING

Councilman Ingram moved seconded by Vice Mayor Veitenthal 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 §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, more specifically, Town Attorney.

Vote: Yes – Councilmembers Wood, Veitenthal, Sealock, Rappaport, Ingram, DeDomenico-Payne

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL



The following minutes are a summary of items on the agenda. This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com for a limited time.

Councilwoman DeDomenico-Payne moved seconded by Councilman Wood 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.

Vote: Yes – Councilmembers Wood, Veitenthal, Sealock, Rappaport, Ingram, DeDomenico-Payne

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Adjourned approximately 9:27pm.

Approved by Town Council

Date: 5/27/25