



TOWN COUNCIL WORK SESSION

April 4, 2016 @ 7:00pm
Front Royal Administration Building

Town/Staff Related Issues:

1. Continued Discussion to Waive Curb/Gutter Installation at Pullen/Cable Streets – *Vice Mayor Thorpe*
2. Budget Presentation by Staff – General Fund
(*will follow budget book*)

Council/Mayor Related Items

3. 2016 VML Policy Committee Nominations
4. Resolution to “Support Local Workforce” – *Mayor Darr*
5. BZA Term Expires May 1, 2016
6. Council Discussion/Goals (*time permitting*)
7. CLOSED MEETING – Personnel Matter

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of a public body, pursuant to Section 2.2 3711. A. 1. 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 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.

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Item No. __1__

Town of Front Royal, Virginia Work Session Agenda Form

Date: April 4, 2016

Agenda Item: Continued Discussion to Waive Curb/Gutter Installation at Pullen and Cable Streets

Summary: Council deleted this item from the regular meeting of March 28, 2016 to discuss the request from Ms. Glenda Mikulak (Glennjamin, LLC) of a waiver of curb and gutter installation at Pullen and Cable Streets.

Council Discussion: Council takes desired action

Staff Evaluation: None

Budget/Funding: None

Legal Evaluation: Town Attorney will be available

Staff Recommendations: Staff will be available

Town Manager Recommendation: Town Manager will be available

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action
Consensus Poll on Action: ____ (Aye) ____ (Nay)

Work Session

13 February 2016

TO: Mr. Jeremy Camp, Director
Town of Front Royal Department of Planning & Zoning

FROM: Glennjamin, LLC (Ms. Glenda Mikulak)
1084 Fox Drive
Front Royal, VA 22630

RE: Curb & Gutter Waiver Request

Glennjamin, LLC, is the owner of 4 lots located at the southwest corner of Cable Street and Front Street in the Town of Front Royal. They are Lots 1, 2, 3 and 4, Block 3, Byrd Fletcher Subdivision. The property is shown as Tax Map 20A8 19 3 1 and is zoned R-3.

The existing dilapidated structure was recently razed and it is our desire to build two new residential dwellings on the consolidated lots.

As per the attached sketch, curb & gutter will be placed along the lot frontages on Front Street.

However, Glennjamin, LLC, does request a waiver for placement of curb & gutter along the south side of Cable Street, a side street, and the east side of Pullen Street, in accordance with the provisions of Town Code Section 148-850-C-2.

The majority of the lots within this block do not have curb & gutter and placement of same would not be required to handle surface drainage. Also, there are multiple Elm street trees, ranging in size from 13 inches to 26 inches in diameter, located between the existing edge of pavement of Cable Street and Pullen Street and the Glennjamin, LLC, property line.

Placement of curb & gutter in this area would require removal of said trees, which are located within the Town right-of-way.

Therefore, we ask that this waiver be granted.

Thank You.
Glennjamin, LLC.

1-A
8,328 SQ. FT.
PROPOSED 2-STY 2-FAMILY HOUSE
FF=580.0
42.0'

4-A
6,300 SQ. FT.
PROPOSED 2-STY 2-FAMILY HOUSE
FF=580.0
42.0'

PROPOSED CURB&GUTTER WAIVER AREA

Cable St. 45'

Front St. 40'

Pullen St. 26'

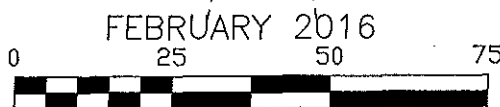
PROPOSED CURB&GUTTER WAIVER AREA

100-YR. FLOODPLAIN
BFE = 577'

FEBRUARY 2016

0 25 50 75

(PRISM, 2020)
EXIST. MH
TOP = 578.95
INV. = 574.59



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Town of Front Royal, Virginia Work Session Agenda Form

Date: April 4, 2016

Agenda Item: 2016 Virginia Municipal League (VML) Policy Committee Nominees

Summary: Attached is information pertaining to the policy committee process for the 2016 Virginia Municipal League (VML) Policy Committees. The nomination form is due to VML April 15, 2016; therefore, Council will vote on the nominations at the next regular meeting. All terms are for May 2016 – December 2016 and no individual may serve on more than one committee. Below are the Policy Committee members voted by Council at the March 23, 2015 Council meeting and whose terms expired December 2015.

Community & Economic Development Committee – Councilmen Hrbek and Egger

Environmental Quality Committee – Town Manager Steven Burke

Finance Committee – Councilman Connolly and Finance Director Kim Gilkey-Breeden

General Laws Committee – former Councilman Funk and Town Attorney Doug Napier

Transportation Committee – Mayor Darr and Vice Mayor Tharpe

Council Discussion: Council takes desired action at the next Regular Meeting

Staff Evaluation: None

Budget/Funding: None

Legal Evaluation: Town Attorney will be available

Staff Recommendations: None

Town Manager Recommendation: Town Manager will be available

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)



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RON RORDAM
BLACKSBURG MAYOR

PRESIDENT-ELECT

ROBERT K. COINER
GORDONSVILLE MAYOR

VICE PRESIDENT

KATIE SHELTON HAMMLER
LEESBURG COUNCIL MEMBER

IMMEDIATE PAST PRESIDENT

WILLIAM D. EUILLE
ALEXANDRIA MAYOR

EXECUTIVE DIRECTOR

KIMBERLY A. WINN

MAGAZINE

VIRGINIA TOWN & CITY

March 15, 2016

To: Key Officials of Full Member Local Governments
Council and Board Clerks of Full Member Local Governments

From: Kim Winn, Executive Director

Subject: 2016 VML Policy Committee Nominations

The Virginia Municipal League is now accepting nominations for its 2016 policy committees. Accompanying this document is a description of the policy committee process, along with a nomination form. Please complete the nominations form and return it to VML by April 15. If your community has an election in May, please return this form by the requested date even if you must revise it later.

Please observe the following guidelines when making your policy nominations:

- Only full-member local governments may participate.
- You may nominate two individuals to a committee; if two are nominated, at least one nominee must be a governing body member.
- Only governing body members and appointed officials (i.e., employees of the local government) are eligible to serve.
- Individuals may serve on only one committee a year.
- The chief administrative officer or mayor/board chairman must sign the nomination form.
- Please return nomination forms by April 15.

We will forward information about policy committee meeting times and location as soon as they are confirmed. Policy committee recommendations that emerge from the July meeting will be forwarded to the Legislative Committee for consideration at its September meeting.

Please call/email Janet Areson (804/523-8522, jareson@vml.org) if you have any questions about the appointment process.

Attachments

P.O. Box 12164
RICHMOND, VIRGINIA 23241

13 EAST FRANKLIN STREET
RICHMOND, VIRGINIA 23219

804/649-8471
FAX 804/343-3758
e-mail@vml.org
www.vml.org

VML 2016 Policy Committee Nominations

Please return this form by **April 15** to Joni Terry at VML, P.O. Box 12164, Richmond, VA 23241; Fax 804/343-3758; email: jterry@vml.org

Community & Economic Development

Name & Title: _____

Name & Title: _____

Environmental Quality

Name & Title: _____

Name & Title: _____

Finance

Name & Title: _____

Name & Title: _____

General Laws

Name & Title: _____

Name & Title: _____

Human Development & Education

Name & Title: _____

Name & Title: _____

Transportation

Name & Title: _____

Name & Title: _____

Signed: _____ **Locality:** _____
(Mayor/Chair, or Manager/Administrator)

VML's Legislative and Policy Committee Process

Each year the Virginia Municipal League develops two separate documents -- a legislative program and a compilation of policy statements -- through a process that involves the Legislative Committee and six separate policy committees. The Legislative Committee is responsible for developing the legislative program, but it may also rely on input from the policy committees to do so. The policy committees develop broad policy statements, in addition to submitting specific legislative recommendations for consideration by the Legislative Committee.

Legislative Committee

What is the role of the Legislative Committee?

The Legislative Committee is responsible for considering and developing positions on existing or proposed state and federal legislation or regulations, and urging the enactment or amendment of, or opposition to, such legislation or regulations.

How is the Legislative Committee appointed?

VML's Constitution spells out the composition of the Legislative Committee. The committee consists of 24 individuals holding local elective or appointed positions, all appointed by VML's President. Of the 24 members, 12 must be representatives of cities and urban counties with populations in excess of 35,000, six must be representatives of cities and urban counties with populations of 35,000 or less, and six must represent towns.

What is included in VML's Legislative Program?

The legislative program adopted by the Legislative Committee reflects specific legislative objectives that VML hopes to achieve during the upcoming legislative session. It is subject to the approval of VML's membership at the annual conference.

What is the relationship between the legislative committee and VML's policy committees?

The Legislative Committee meets prior to the policy committees to identify issues that it would like the committees to consider for potential inclusion in the league's legislative program. It meets again after the policy committees have met to consider their recommendations.

Policy Committees

What is the role of the policy committees?

Policy committees receive briefings on select statewide issues, consider possible changes to the policy statement, and develop legislative recommendations for the Legislative Committee to consider.

How are policy committees appointed?

Policy committee membership consists of elected and appointed officials of full-member local governments. Nomination information is sent in the spring to each locality, and each local government determines which of its officials will be nominated for each of the six policy committees. Each local government may nominate up to two people per policy committee, at least one of whom must be an elected official.

What are the benefits of serving on a policy committee?

VML policy committees offer members an opportunity to learn about current and emerging statewide issues that affect local governments, to develop through policy statements the broad philosophical framework that guides the league, and to network with local officials with similar policy interests.

How many policy committees are there?

There are six policy committees: community and economic development, environmental quality, finance, general laws, human development and education, and transportation.

What issues does each policy committee cover?

- **Community & Economic Development:** Authority, administration, and funding of local governments to manage a full range of community and economic development issues, including business development and retention, international competitiveness, infrastructure development and investment, planning, land use and zoning, blight, enterprise zones, housing, workforce development and historic preservation.
- **Environmental Quality:** Natural resources and the authority of local governments to manage the environment, including water resources and quality, solid and hazardous waste management, air quality and the Chesapeake Bay.
- **Finance:** Powers, organization and administration of local government financing, including taxing authority, debt financing, state aid to local governments and federal policies affecting local finance issues.
- **General Laws:** Powers, duties, responsibilities, organization and administration of local governments, including state-local and inter-local relations, conflicts-of-interest, freedom-of-information, information management and personnel, telecommunications, utilities and law enforcement, jails and courts issues.
- **Human Development and Education:** Management and funding of social services, prek-12 education, health, behavioral health, juvenile justice, recreation, rehabilitation and aging.
- **Transportation:** Development, maintenance, and funding of a comprehensive land, sea and air transportation system for the Commonwealth, and federal, state and local roles in the provision and regulation of transportation.

What is a policy statement?

Each policy committee develops a policy statement that covers issues in its respective area. The policy statement expresses the agreement of VML's membership on matters of interest to local governments. The statement generally addresses broad, long-term, philosophical positions. The VML membership approves the policy statements at its annual meeting.

How do policy statements differ from VML's legislative program?

Policy statements are general in nature. They reflect local governments' positions on a range of issues. The Legislative Program is more specific and immediate. It is limited to legislative positions that VML expects to lobby on during the upcoming legislative session.

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Town of Front Royal, Virginia Work Session Agenda Form

Date: April 4, 2016

Agenda Item: Board of Zoning Appeals Members Term Expires

Summary: Wayne Shipman's term on the Board of Zoning Appeals (BZA) term expires May 1, 2016. Mr. Shipman has noted that he would like for Council to consider recommending him to the Judge of the Warren County Circuit Court for re-appointment.

Council Discussion: Council takes desired action

Staff Evaluation: None

Budget/Funding: None

Legal Evaluation: Town Attorney will be available

Staff Recommendations: Staff will be available

Town Manager Recommendation: Town Manager will be available

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)

Work Session

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