



TOWN COUNCIL WORK SESSION

Monday, May 15, 2017 @ 7:00pm

Town Hall Conference Room

Town/Staff Related Issues:

1. Continued Discussion of Shenandoah National Park Request for In-Town Water Rates –
Interim Town Manager
2. Chriskindlmrkt Front Royal Board Request for Storage Space – *Interim Town Manager*

Council/Mayor Related Items

3. Northern Shenandoah Valley Regional Commission Non-Elected Representative Term Expires
4. Council Discussion/Goals *(time permitting)*
5. CLOSED MEETING – Town Manager Applicants, Acquisition of Real Property, Investment of Public Funds and Consultation with Legal Counsel

Motion to Go Into Closed Meeting

Pursuant to Va. Code Section 2.2-3711. A .1. of the Freedom of Information Act, I move that Town Council go into closed meeting to discuss, consider, or interview prospective candidates for appointment to and employment as the position of the office of Town Manager of the Town of Front Royal. I further move that Town Council go into closed meeting for the following purposes regarding the proposed Criser Road Bridge project: **(1)** Discussion or consideration of the acquisition of real property for a public purpose, pursuant to Section 2.2- 3711. A.3., where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; **(2)** 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, **(3)** Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, 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 Town 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

1



Item No. __1__

Town of Front Royal, Virginia Work Session Agenda Form

Date: May 15, 2017

Agenda Item: Continued Discussion National Park Service request for in-town rates for water service

Summary: The Town held a meeting with the National Park Service in December 2016 to discuss numerous issues and in particular the water rates for the facilities located at the park entrance and the park housing. The Mayor instructed them to send a letter of request for Town Council to consider for in-town rates.

Council Discussion: Council is requested to consider request and determine further direction/action.

Staff Evaluation: The National Park Service is being charged appropriately for their utility services.

Budget/Funding: The Finance Director will be available

Legal Evaluation: The Town Attorney will be available to address any legal issues

Staff Recommendations: The National Park Service is being charged appropriately for their utility services.

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



United States Department of the Interior

NATIONAL PARK SERVICE

Shenandoah National Park
3655 U.S. Highway 211 East
Luray, VA 22835



IN REPLY REFER TO:

4.B.1 (4841)

March 1, 2017

Mr. Joseph E. Waltz
Interim Town Manager
Town of Front Royal
P.O. Box 1560
Front Royal, VA 22630

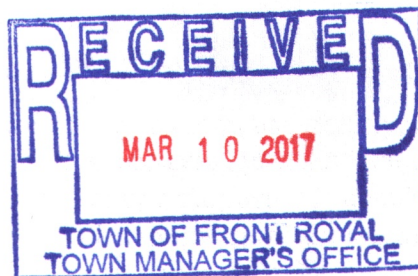
Dear Mr. Waltz:

Per our conversation, I am asking that you consider changing the water rate that Shenandoah National Park is currently being charged for our water service at the Front Royal entrance station and park housing to align with the water rates that are being charged to the Belmont Subdivision. We are currently being charged "out-of-town" rates and the Belmont Subdivision is being charged "in-town rates". However, we feel we should be charged the same "in-town" rates as the Belmont Subdivision based on the fact that the water supplied to the park comes from the same water main that serves the Belmont Subdivision and crosses park land prior to entering the subdivision.

Thank you for considering this rate change.

Sincerely,

Jennifer S. Flynn
Superintendent



2

Town of Front Royal, Virginia
Work Session Agenda Form

Date: May 15, 2017

Agenda Item: Christkindmrkt Front Royal Board Request for Storage Space

Summary: Council has received a request from the Christkindlmarkt Front Royal Board seeking storage of (2) 8' x 8' plywood buildings that are dismantled, each requiring 64 cubic feet of storage space within a Town facility. Approval for the lights on the caboose, vendor space and set up falls under the approval of the Special Event Permit that the Town Manager will review.

Council Discussion: Council takes desired action

Staff Evaluation: Staff will be in attendance

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be in attendance

Staff Recommendations: None

Town Manager Recommendation: Town Manager will be in attendance

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

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

**Bob Skillman
Steve & Maggie Sill
119 Chester ST
Front Royal, VA 22630**

14 APR 17

SUBJ: Christkindlmarkt Front Royal 2017

**Members, Town Council
P. O. Box 1560
Front Royal, VA 22630**

Dear Council Members,

Following a three-year hiatus due to health concerns, Christkindlmarkt Front Royal has a brand-new *Energized Board* ready to once again serve the Community in bringing back this heart-warming event during the coolest season of the year.

Due to the complexity & hard work involved in preparing for this premier event, members of our board make two requests:

1. Approval of days required for set – up. SUN/26 NOV (Lights on the Caboose & Mark vendor spaces). And THURS/30 NOV & FRI/01 DEC (Winter Wonderland & set-up of required tents, etc.)
2. Storage of (2) 8'x8' plywood Bldgs. (structures dismantled), each requiring 64 cubic ft. of storage space within Town storage facility.

We appreciate your consideration. Thank you!

**Bob Skillman, Chair
Steve & Maggie Sill, Event Coordinators**

CKMTownCouncilRequestLtr

Town Ltr

3



Town of Front Royal, Virginia Work Session Agenda Form

Date: May 15, 2017

Agenda Item: NSVRC Non-Elected Representative Term Expires

Summary: Director of Planning & Zoning Jeremy Camp was appointed as the Northern Shenandoah Valley Regional Commission's non-elected representative May 27, 2014 to serve for a term of three years. Mr. Camp has agreed to serve another three years if it is Council's desire.

Council Discussion: Council takes desired action. Formal appointment will be May 22, 2017

Staff Evaluation: N/A

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available

Staff Recommendations: Director of Planning and Zoning has agreed to serve

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

4

5