

- Item 2 – Town investment (Presentation by Union Bank)
- Item 3 – Encroachment for Vibe properties on Main St; schedule for next week's meeting for approval and then work on sale of slice of property
- Item 4 – Bill from Warren County of tax prep; Staff to discuss with County staff
- Item 5 – Request from WC for support on lighting the Soccer fields; Town will cover labor and overhead but the County will be required to pay all materials
- Item 6 – Request from WCSB on a parcel of land near Ressie Jeffries School; provide to return back to the County
- Item 7 – Employee residency requirements; return to Town Council in July for additional discussion
- Item 8 – Renewal of encroachment on 821 N. Commerce; put on agenda for next week's approval
- Item 9 – Renewal of encroachment on 116 & 122 E. 8th Street; put on agenda for next week's approval
- Item 10 – Library Board – no interest; Youth Advisory Board – no interest



TOWN COUNCIL WORK SESSION

Monday, June 5, 2017, 6:00pm
Town Hall Conference Room

1. CLOSED MEETING – Town Manager Interviews

Motion to Go Into Closed Meeting

Pursuant to Va. Code Section 2.2-3711. A.1. of the Freedom of Information Act, Councilman Connolly moved, seconded by Councilman Sealock, 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.

Motion to Certify Closed Meeting at its Conclusion

Councilman Connolly moved, seconded by Councilman Sealock 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.

2. Presentation of Town's Investment Portfolio – Tim Morris from Union Bank

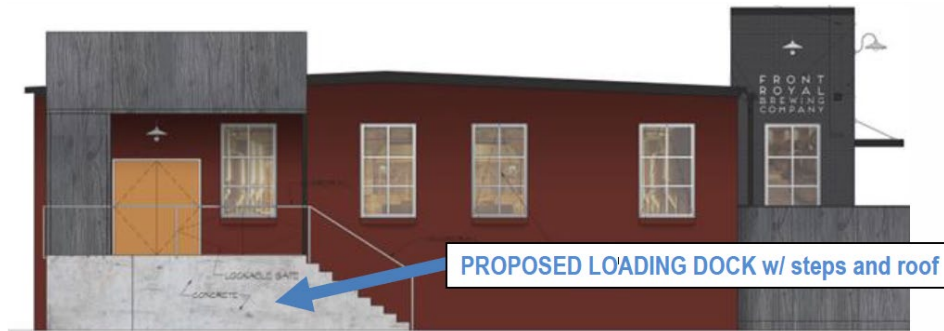
Summary: Union Bank & Trust will brief council on the status Town's current investment portfolio as well as review the investing guidelines & policies that relate to the Town of Front Royal.

Staff Evaluation: The Town is limited on investments that can be included in the Town's investment portfolio due to Commonwealth of Virginia Code & Town policies. The Town's investments are conservative minimal risk investments that provide a low yield.

Council Discussion:

3. Request from Vibe Properties for Proposed Encroachment at 120-124 E. Main St (Barnhart Bldg) – Director of Community Development/Tourism

Summary: A request was submitted by Vibe Properties for a proposed encroachment into the Peyton Street Parking Lot (public property). This encroachment is for a loading dock, including steps and a roof. The loading dock would be used by the new brewpub restaurant located within the building of 120-124 E. Main Street (Barnhart Building). More specifically, the encroachment would be located within the narrow area between the back of the parking lot curb and the applicant's wall. Based on the applicant's plans, only approximately 1 ½ feet of the loading dock would encroach into the public property.



Staff Evaluation: Staff recommends approval of the proposed loading dock encroachment.

Budget/Funding: no direct impact. Indirect costs would include moving the electrical box in the ground back away from the loading dock. In addition, it is anticipated that the dumpster pad would need to be increased in size to meet the solid waste disposal needs of the brewpub.

Felicia Hart introduced the Barnharts and noted that the packet contained photos of what the couple planned for downtown. Mrs. Barnhart noted that Vibe Properties was an LLC and they have resided in the community for three years, owning properties for five. She stated that she and her husband are retired and saw the need for certain properties in the downtown area, and they purchased the Weaver Building (old Lucky Star location); and the Old Boyd's Garage building and the attached parcel next to it. Mrs. Barnhart explained that they would like to change the energy along Main Street, as with their purchases they would have six storefronts that would change the look along those sections of the downtown area. She stated that it was their hope to change the look and feel of Main Street and set an example for Main Street as a whole. She went on to note that it would include the bakery, an art gallery, a restaurant, the Vine & Leaf, the outdoor store, and Front Royal Brewing Company.

Mrs. Barnhart also introduced Jerry Welcome, the General Manager of the Brewing Company. She explained that the lease for each property have set hours to encourage the downtown area to remain open more often; open 6 days a week for at least 8 hours per day. She noted that merchandising consulting assistance being provided to each business and their business model is different from other landlords as they are looking for long-term investments, not just rent.

Mrs. Barnhart explained that they are retrofitting the auction house and creating the Brewery and they Mr. Thompson is the Chief Engineer of the Brewing Company and he was also available to answer any questions with Mr. Welcome. She stated that they would need the loading dock area to bring in hops and other items that come in on pallets, tanks and other large things for the kitchen

and the brewery. She added that they had extended 18” over the property line and are asking for an encroachment for the loading dock.

Council Discussion: Mayor Tharpe asked how to best proceed. Mr. Napier noted that they would need to post a nominal fee. Mayor Tharpe asked Council’s desire; Vice Mayor Tewalt asked if it needed to go through Planning Commission. Mrs. Barnhart stated that it did not and the Planning Staff have recommended approval of the 18”. Mr. Tewalt voiced his support, as did Mr. Meza, adding that he would like to move forward with the property selling, rather than returning back to Council every five years. Mayor Tharpe expressed his agreement with Mr. Meza.

Mrs. Barnhart noted that progress would be seen in the next few weeks and their timeline was pressing; she expressed her thanks for Council’s support. Vice Mayor Tewalt noted that if they sold the property it would go back to the Planning Commission, so if time was of the essence it would need to move forward with the encroachment and then return at a later time with the selling of the property permanently. Ms. Hart noted that was correct, adding that Mr. Camp had recommended that this was the fastest way to not hold up the process for the businesses.

Mayor Tharpe asked that Messrs. Napier and Waltz move it forward as fast as possible and he welcomed the Barnharts to Main Street. Mr. Napier noted that the encroachment would take very little time and then the sale would take a bit longer to finalize. Council discussed the outside eating area and entrance for customers, as well as the dumpster reconfiguration. Mayor Tharpe directed Mr. Waltz that if the business needed other parking near the rear to take care of that for the Brewery.

4. Bill from Warren County for Tax Preparation and Maintenance – *Director of Finance*

Council Discussion:

5. Request from Warren County for Field Lighting/Electric Service at Soccer Plex – *Interim TM*

Council Discussion:

6. Request from School Board for Parcel of Land near Ressie Jeffries Elementary School – *Interim TM*

Summary: The Warren County School Board would like to request the parcel of land on the north side of Ressie Jeffries Elementary School be conveyed to the Warren County School Board for little or no consideration. The Warren County School Board would like to continue to use this property as a playground for Ressie Jeffries Elementary School.

In 1964 the Warren County School Board conveyed this same parcel to the Town of Front Royal. Council is requested to consider request from the Warren County School Board

Council Discussion:

Council briefly discussed the School Board’s request, noting that it was on a parcel of land near Ressie Jeffries School. They noted that the playground was already situated on the property and the

land was of no use to the Town. Council chose to move forward with providing the parcel of land back to the County.

7. Proposed Ordinance Amendment to Chapter 4-53 “Residency of Town Employees” –
Interim TM

Council Discussion:

8. Renew Encroachment License for Kim Wilson, 821 Commerce Avenue – *Town Attorney*

Council Discussion:

9. Renew Encroachment License for Brenda/John Lockhart for 116/122 E 8th St – *Town Attorney*

Council Discussion:

10. Library Board and Youth Advisory Board Vacancies

Council Discussion:

11. Council Discussion/Goals

12. CLOSED MEETING – *Town Manager Interviews*

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