



TOWN COUNCIL WORK SESSION

Monday, May 20, 2019 @ 7:00 p.m
Town Hall Council Chambers

1. Update on Community Development Block Grant (CDBG) – Director of Planning/Zoning

Summary: Town Staff will provide a brief presentation on May 20th to update Town Council on the Community Development Block Grant (CDBG) Envision 2.0.

Budget/Funding: No change

Staff Recommendation: No action required by Town Council

Jeremy Camp presented the following to Council:

Community Development Block Grant **Front Royal Downtown Revitalization: Envision 2.0**

Components of Envision 2.0

- Façade Improvement Program = \$672,500
- Outdoor Gathering Space at Town Commons = \$219,680
- Streetscape Improvement Plan = \$28,500
- Parking & Alley Improvement Plan & Refurbishing = \$56,500
- Royal Shenandoah Greenway (completed) = \$400,000
- Signage = \$162,000
- Branding/Marketing = \$44,400
- Administration = 10%

TOTAL PROJECT VALUE \$1,661,730

Façade Improvement Program

- Work Write-Ups and Architectural drawings completed for 15 building façade projects.
- Approved by Façade Advisory Board(March2019)
- Approved by BAR(March2019)
- Reviewed completed by Preservation Virginia (March–April2019)
- Review by partially completed by DHR(April–May2019)
- Revisions by Architect(Current)
- Next Steps:Bids to be advertised–Meeting(s) with owners-Award of Bids by owners and Façade Advisory Board – Contracts with owners-Permits and Construction to commence.

Outdoor Gathering Space at Town Commons

- Frazier & Associates to prepare plans by 12/15/19 to include bathrooms and pavilion structure to be used for events.
- Construction targeted to begin March 29,2020.

Streetscape & Parking Improvement Plans

- ▮ Draft Update of the Downtown Parking Study completed by the NSVRC on May 8th Scheduled for review by the Planning Commission and Project Management Team at their next meeting
- ▮ Targeted completion date for Streetscape and Parking Improvement Plans is Spring 2020



Signage

- Contract with Frazier Associated executed and design work is underway Work being done in coordination with Warren County
- Target date for design completion is December 2019 Drafts expected this summer
- Target for construction completion is August 2020

Branding & Marketing

- New Tourism website created and is scheduled to go live in a week
- Branding complete
- Marketing documents complete
- Visitor Center interior renovations to be completed soon
- Social Media other digital ads to be completed after website goes live

Council Discussion:

Councilman Sealock noted that the Town had \$900,000 and the amount needed was \$1.6 million. Mr. Waltz stated that the Town has an internal document which captures all of the in-kind labor and other work at the gazebo area, etc. Mr. Camp stated that there was an internal review by the State that looked over the Town's time schedule, and the Town passed that review.

2. Discussion of Land Exchange Agreement pertaining to former Town Hall – Town Manager

SUMMARY: On February 10, 2014 Council approved a Resolution and Memorandum of Agreement (MOA) with the Economic Development Authority (EDA) that incorporates a Land Exchange Agreement between the EDA and Afton Inn, LLC specific to the Afton Inn (2 E Main St) and the former Town Hall (16 N Royal Avenue). Per the Resolution, “the Town Council found that the economic development of the Town and County and the public benefit and common good would be more timely and accurately served by allowing the EDA to select the ultimate owner and user of the Afton Inn property; and by gifting and donating the former Town Hall property to the EDA”

In June 2014 the MOA and the Land Exchange Agreement were signed, including the seven (7) Restrictive Covenants, acknowledged by Afton Inn, LLC and shall pass with the title and run with the land. Of particular interest tonight is #2. Exchange Terms (e) the Five (5) Year Right of First Refusal which expires from the date of closing (Deed was recorded June 24, 2014) Attached are the minutes of February 10, 2014, Resolution, MOA, Deed, Land Exchange Agreement and Real Estate Listing

Council Discussion: Mr. Waltz stated that the five year window for first right to refusal expires in June. In response to Mr. Tewalt’s question, Mr. Napier stated that it would be a joint agreement with the current owner.

<https://www.youtube.com/watch?v=6DTuYoaQUqI>

3. Council Discussion/Goals

4. CLOSED MEETING – 1) Expansion of Existing Business, 2) Sale of Public Property and 3) Council Vacancy

Motion to Go Into Closed Meeting

Councilman Gillispie moved, seconded by Councilman Holloway that Town Council go into Closed Meeting for the following purposes:

1) a. The discussion or consideration of the possible disposition of the Town of Front Royal’s publicly held real property, 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 Town; b. Discussion concerning the expansion of an existing business or industry where no previous announcement has been made of the business or industry expanding its facilities in the community, pursuant to Section 2.2-3711. A. 5. of the Code of Virginia; and c. Consultation with legal counsel employed or retained by the Town regarding specific legal matters, specifically, a possible award of a franchise agreement with a company or its wholly owned subsidiaries, requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 8. of the Code of Virginia.

2) a. The discussion or consideration of the disposition of publicly held real property, specifically, the consideration of bids for the purchase from the Town of 179 square feet, more or less, located behind the Front Royal Brewing Company, pursuant to Virginia Code 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; and, b. Consultation with legal counsel

employed or retained by the Town regarding specific legal matters requiring the provision of legal advice by such counsel, specifically the same matter as above, pursuant to Section 2.2- 3711. A. 8. of the Code of Virginia.

3) a. *The possible appointment of a specific public appointee of Town Council, namely, a citizen of Front Royal or a sitting Town Council Member, to fill the seat vacated by the resignation of former Mayor Hollis L. Tharpe, pursuant to Section 2.2 3711. A. 1. of the Code of Virginia; b.* *the possible appointment of a specific public appointee of Town Council, namely, a citizen of Front Royal, to fill a seat vacated by the possible appointment of a Town Council Member, should a sitting Member of Town Council be appointed to fill the seat of Interim Mayor, due to the resignation of former Mayor Hollis L. Tharpe, pursuant to Section 2.2 3711. A. 1. of the Code of Virginia; and, c.* *for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically, the law regarding filling vacancies on positions of the governing body of the Town, pursuant to Section 2.2-3711. A. 8. of the Code of Virginia.*

Vote: Yes – Gillispie, Holloway, Meza, Sealock, Tewalt and Thompson
No – N/A
Abstain – N/A
Absent – N/A

(By Roll Call)

Motion to Certify Closed Meeting at its Conclusion

Councilman Gillispie moved, seconded by Councilman Holloway, 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 – Gillispie, Holloway, Meza, Sealock, Tewalt and Thompson
No – N/A
Abstain – N/A
Absent – N/A

(By Roll Call)

PRESENT: Councilman Tewalt, Councilman Gillispie, Councilman Holloway, Councilman Meza, Councilman Thompson, Vice Mayor Sealock, Town Manager Waltz, Town Attorney Napier, Director of Planning Camp, Director of Finance Wilson, Director of Energy Services Jenkins, Police Chief Magalis, Director of Environmental Services Boyer, Community Development Director Hart, IT Director Jones, members of the public and members of the press.

ABSENT: Clerk of Council Berry