

**MINUTES OF A TOWN COUNCIL  
WORK SESSION MEETING  
TOWN OF LURAY, VIRGINIA  
Tuesday, March 26, 2019  
5:30pm**

The Luray Town Council met in a Work Session Meeting on Tuesday, March 26, 2019 at 5:30 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were the following present:

Presiding: Mayor Presgraves

Council Present: Jerry Dofflemyer  
Jerry Schiro  
Leroy Lancaster  
Joseph Sours

Council Absent: Ron Vickers  
Leah Pence

Others Present: Steven Burke, Town Manager  
Mary Broyles, Treasurer  
Chief C.S. "Bow" Cook  
Danielle Babb, Deputy Clerk Treasurer

Mayor Presgraves led members in the United States Pledge of Allegiance.

**UPDATES & DISCUSSION ITEMS**

**FY 2019-2020 BUDGET PRESENTATION**

Town Manager, Steve Burke, provided a power point presentation on the proposed 2019-2020 Budget. Mr. Burke highlighted the anticipated revenues for the Town and noted no increase in tax rates. Revenues for the enterprise funds do include a 1% increase in water and sewer rates. In reviewing expenditures, Mr. Burke noted that capital projects are the largest share of town spending. Capital projects include; the West Main Street Bridge, Roundabout, Luray Meadows Apartments, and Memorial Drive Phase 2. Mr. Burke provided 2 options for the Public Hearing Process; an early date of May 13<sup>th</sup> and late date of June 10<sup>th</sup>. Council members discussed if there had been any change in Real Estate assessment values from Page County. Mr. Burke advised that he would contact Page County to determine if there were any major changes. Mr. Burke provided members with the Budget Letter, Schedule, Overview by Department, and Capital Improvement Plan. Councilman Schiro and Sours complemented the budget presentation.

Mr. Burke reviewed the proposed Rate Schedule with the increased water and sewer rates. The schedule also includes slight increases in swim, boat, and fishing fees for Parks and Recreation services. Mr. Burke presented the 2019-2020 Salary Plan which closely models the Springsted Study with some minor adjustments. Council members were also provided with the budget detail worksheets, and Mr. Burke reviewed the proposed contributions. Mr. Burke noted that nothing has been received to date from the Farmer's Market. Ms. Lewis, Page County EDA, is pursuing other options to assist the Farmer's Market. Mr. Burke also provided Council with a letter from Robinson, Farmer, Cox Associates regarding policy requirements for federal awards. Councilman Dofflemyer inquired about factors that assisted in balancing the draft budget. Mr. Burke noted that a lack of rate increase in health insurance and retirement rates, and modest departmental expenses were major contributors. Councilman Schiro inquired about new staffing. Mr. Burke noted that the only staffing change was for some additional part time hours in Parks and Recreation in order to provide for expanded summer programs. Mr. Burke said there was a request from the Police Department for a new narcotics officer; which he would endorse long term, but couldn't be funded currently. Councilman Sours inquired about the anticipated facility fee revenue from the Luray Meadows project. Councilman Schiro asked about the budgetary impact on the Police Department's request. Mr. Burke said that approximately \$80,000 would be needed to accommodate the proposal, which would equate to about a 2 cent Real Estate Tax increase. Councilman Schiro felt that the request deserves consideration but is not ready to seek a tax increase. Council members agreed that they would like to see some options possible to fund the request.

#### **PPEA GUIDELINES**

Mr. Burke advised Council members that Mr. Botkins has provided guidelines that the Town needs to adopt to consider and solicit Public Private Partnerships. The guidelines must be made available to the public through the Town's website and a copy available at Town Hall. Mr. Burke said that the item will be included on the April 8<sup>th</sup> Agenda for adoption.

#### **SEWER CONNECTION RELIEF- 630 WEST MAIN ST**

Town Manager, Steve Burke, stated that the Council heard a request at the March Council meeting regarding a Sewer Connection relief request. Mr. Audre King requested relief regarding the sanitary sewer connection at the newly renovated Community Center at 630 West Main. The facility fee for a sewer connection at this location will cost approximately \$5,940. Mr. Burke offered Council several options which included a payment plan and a contribution toward part or all of the fee. Council members felt it would set an unfair precedent to waive the fee, and the Town is not permitted to waive fees entirely. Council members liked the idea of offering a payment plan over a five year period. Mr. Burke said that he will discuss this option with Mr. King.

#### **HAWKSBILL GREENWAY FOUNDATION LIAISON**

Mr. Burke stated that he has received a letter of request from the Hawksbill Greenway Foundation asking to appoint Ms. Dakota Baker, Parks and Recreation Superintendent, as the Town's Liaison to the Foundation. Council members agreed to do so and Mr. Burke will notify the Foundation of the approval.

Councilman Lancaster noted that Ms. Baker’s involvement would be good, but her attendance at all foundation meetings shouldn’t be mandatory.

**Announcements and Adjourn**

Councilman Dofflemyer inquired about progress on Main Street Bridge. Mr. Burke said that the steel mattress is in place and ready for concrete. The concrete abutments have been poured. Chief Cook noted that more concrete work is planned for next week.

With no further business, Mayor Presgraves adjourned the Work Session Meeting of the Luray Town Council at approximately 6:07 p.m.

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Mayor, Barry Presgraves

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Deputy Clerk, Danielle Babb