



TOWN COUNCIL WORK SESSION

Monday, March 18, 2019 @ 7:00 p.m.

Town Hall Council Chambers

TOWN/STAFF RELATED ITEMS

1. Request to Assist in Funding the Independence Day Celebration - 4-H Center – *Town Manager (15 m)*
2. Ordinance Amendment to Chapter 12 FEES and Chapter 175-137 FEES, CHARGES, EXPENSES – *Town Manager (15 minutes)*
3. Continued Budget Discussion – *Town Manager (30 minutes)*

COUNCIL/MAYOR RELATED ITEMS:

4. BZA Term Expires
5. Liaison Committee Meeting Items
6. Council Discussion/Goals (*time permitting*)
7. CLOSED MEETING – Consultation with Legal Counsel

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting **1)** for the purpose of consultation with legal counsel employed by Town Council regarding specific legal matters, specifically, providing municipal utilities in unincorporated areas of Warren County not currently served by municipal utilities, requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 8. of the Code of Virginia and **2)** for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters, specifically, legal mechanisms related to handling potential future debt service related to current and future budget years with respect to the former Afton Inn building, requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 8 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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Town of Front Royal, Virginia
Work Session Agenda Form

Item # 1

Date: March 18, 2019

Agenda Item: Request to Assist in Funding of the Independence Day Celebration at 4-H Center

Summary: The Town has received a request from the Northern Virginia 4-H Educational and Conference Center to provide assistance for their 2019 Front Royal/Warren County Independence Day Celebration to be held on July 5, 2019 at the 4-H Center. The amount of their request is \$1,500.

Letter of Request attached

Budget/Funding: Unfunded

Staff Recommendation: Council takes desired action

Work Session



**NORTHERN VIRGINIA
4-H EDUCATIONAL AND CONFERENCE CENTER**

600 4-H Center Drive – Front Royal, VA 22630
Phone: (540) 635-7171 – Fax: (540) 635-6876 www.nova4h.com

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

3/7/2019

Dear Joe,

The NOVA 4-H Center is pleased to again host the 2019 Front Royal/Warren County Independence Day Celebration. The 2019 event this year will be on July 5th at the 4-H Educational Center.

For the past several months, we have been working with local officials to ensure the event is well-planned and will be done in a professional manner. Our goal is to have family entertainment, including live music, food vendors, and fun activities with the capstone being a first-class, professional fireworks display with shells reaching heights of 500'!

Our budget for the event is \$10,000, which includes the fireworks vendor, parking assistance, family activities, and post-event clean-up. Our goal is to fund the event through donations, food vendor fees, and business sponsorships. We will be asking for a \$5 per vehicle voluntary donation at the entrance. The funding strategy is to share the expenses.

To this end, I respectfully request the Town of Front Royal to provide \$1,500 to assist with meeting the budgeted expenses. We are asking the County of Warren for the same amount.

Thank you so much for the assistance. We want this to be a patriotic community event that will appropriately honor our country and its citizens.

Most Sincerely,

Jeremy Stanford

Jeremy Stanford
Director, NOVA 4H Educational Center

The Northern Virginia 4-H Educational Conference Center is a 501 (c) 3 tax-exempt organization and your contribution is tax deductible to the fullest extent of the law. For your records, our tax identification # is: 54-1035176.

No goods or services were provided in exchange for your contribution.

Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer. Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Edwin J. Jones, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; M. Ray McKinnie, Administrator, 1890 Extension Program, Virginia State University, Petersburg.

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Work Session Agenda Form

Item # 2

DATE: March 18, 2019

AGENDA ITEM: Ordinance Amendment to Chapter 12 FEES and Chapter 175-137 FEES, CHARGES, EXPENSES

SUMMARY: Town Staff has determined that Fees in Chapter 12 and Chapter 175-137 shall be revised as follows:

Chapter 12 FEES. (12-2) The Town now has ability to pull data logs from radio water meters that have been installed. Data logs are a useful tool for our citizens to help figure out periods of high-water consumption and locating possible leaks. Meter readers must go to the water meter, initialize connection, and wait for the log to download each time a data log is requested. The Department of Finance is requesting to implement a fee of \$25.00 to help recover costs for the third and subsequent data logs. There are two other revisions to 12-2

- Changing "Environmental Services" to "Public Works" throughout
- Adding the words "or County" and "required" to Yard Waste Disposal, Residential under 12-2

Chapter 175-137, includes a \$25.00 application fee for all fence permit applications. This will reduce the application fee for commercial and industrial uses from \$100 to \$25, and not change the application fee for residential uses. Ultimately this would result in all uses paying the same fee for fence permit applications. Staff recommends this change because the amount of time on fence permit applications is equal regardless of the use.

BUDGET/FUNDING: None

STAFF RECOMMENDATION: Staff recommends the changes as presented and to advertise for a public hearing with fees going into effect beginning July 1, 2019.

Work Session

Chapter 12

FEEES

Sections:

- 12-1 ENERGY SERVICES FEES
- 12-2 ~~ENVIRONMENTAL SERVICES~~ PUBLIC WORKS FEES
- 12-3 FINANCE FEES
- 12-4 PLANNING AND ZONING FEES
- 12-5 POLICE DEPARTMENT FEES
- 12-6 MISCELLANEOUS FEES

12-1 ENERGY SERVICES FEES

| | |
|---|--|
| Electric Meter Inspections (two within 12 mo.) | No Charge |
| Electric Meter Inspection within 12 months | \$50.00 for the 3 rd and subsequent |
| Installation of Pole for Dusk-to-Dawn Light | \$150.00 |
| Temporary Electrical Service not to exceed 100 amperes in capacity and requiring one service drop | \$65.00 |
| Temporary Electrical Service for larger residential and commercial services | See Chapter 70-23(F) in Town Code |
| Underground Utility Inspection | \$50.00 per inspection |

12-2 ~~ENVIRONMENTAL SERVICES~~ PUBLIC WORKS FEES

| | |
|--|--|
| After hours shut-off calls (water) | \$30.00 |
| Construction Specifications | \$15.00 |
| Data Log Obtained from a Water Meter within 12 months | \$25.00 for the 3rd and subsequent |
| Excavation for Sewer Clean Out Installation | \$150.00 per hour |
| Freon Removal (white goods commercial or residential) | \$15.00 |
| Grease Trap Inspection (3 rd and all subsequent) | \$50.00 per inspection |
| On-Call Refuse Collection | Can be found in §85-3(E) of the Town Code |
| Recreational Vehicle Septic Tank Dump | \$17.50 each |
| Right-of-Way Utilization Fee | \$25.00 plus bond and insurance |
| Septic Tank Waste | \$50.00 per 1,000 gallons |
| Temporary Hydrant Meter Deposit (agreement for reading of water must be signed) | \$400.00 5/8" and smaller \$2,350 greater than 5/8" |
| Tires without Rim, not to exceed 16.5 inches | \$2.00 per tire |
| Tires on Rim, not to exceed 16.5 inches | \$4.00 per tire |
| Tires over 16.5 inches with or without Rim | \$5.00 per tire |
| Water Meter Test (2 nd or subsequent test) | \$25.00 each |

| | |
|--|--|
| White Goods Disposal, Commercial | \$15.00 per item plus \$15.00 per Freon item |
| White Goods Disposal, Residential | No Charge plus \$15.00 per Freon item |
| Yard Waste Disposal, Commercial, Lg. Truck | \$50.00 |
| Yard Waste Disposal, Commercial, Pickup Tk | \$25.00 |
| Yard Waste Disposal, Residential (Town OR County Decal Required) | No Charge |

Chapter 175

ZONING

175-137 FEES, CHARGES AND EXPENSES

A. The Town Council hereby establishes the following schedule of fees, charges, and expenses for zoning permits, certificates of use, special permits, variances, appeals, amendments and other matters pertaining to this chapter.

For processing an Administrative Variance - \$100.00

For processing a Board of Architectural Review request –

- Administrative Review: \$50.00
- Board of Architectural Review: \$100.00
- Demolition of Historically Significant Structure: \$200.00

For processing a Board of Zoning Appeals application - \$400.00

For Business License Zoning Clearance - \$10.00

For issuing a Certificate of Compliance - \$25.00

For processing an application to amend the Comprehensive Plan - \$400.00

For processing an amendment to the Zoning Ordinance - \$400.00

For processing a Rezoning application –

- 1 acre or less: \$500.00
- Over 1 acre: \$500.00 + \$100.00 per acre over 1st acre
- Downzoning: \$400.00

Proffer amendment or Concept Plan/Master Land Use Plan Revision - \$400.00

For processing an application for a Sign Permit –

- Permanent: \$50.00
- Permanent (Entrance Corridor): \$75.00
- Temporary: \$25.00
- Relocation of previously approved sign: no charge for review

Requested Re-advertisement - \$200.00 per meeting

For processing an application for a Special Use Permit - \$400.00

For a Zoning Permit, Commercial Accessories/Additions - \$100.00

For a Zoning Permit, Residential Accessories/Additions - \$25.00

For a Zoning Permit, Multi-Family Residential Dwelling - \$50.00 per unit

For a Zoning Permit, New Commercial - \$100.00

For a Zoning Permit, New Single-Family Residential Dwelling - \$75.00

For a Zoning Permit, Portable Storage Container (Residential or Commercial) - \$25.00 each

For a Zoning Permit, Fences (for all uses) - \$25.00 each

Construction or Land Disturbance Activity without a Permit – double zoning permit regular fee

Requested Copies –

- Letter Paper Size: \$0.15 per sheet (b&w) or \$2.00 per sheet (color)
- Legal Paper Size: \$0.50 per sheet (b&w) or \$2.50 per sheet (color)
- 11" x 17" Paper Size: \$0.75 per sheet (b&w) or \$3.50 per sheet (color)
- Bond Paper for over 11" x 17" Sizes: \$0.50 per s.f. (b&w) or \$3.00 per s.f. (color)
- Copy of Zoning Ordinance: \$15.00
- Copy of the Comprehensive Plan (each): \$20.00

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Work Session Agenda Form

Item # 3

DATE: 3/18/19

AGENDA ITEM: FY20 Proposed Budget – Continued Discussion

SUMMARY: Staff presented and reviewed the FY20 Proposed Budget revenues and general fund expenditures on February 4th, 2019. The FY20 Proposed Budget Enterprise Fund expenditures were presented and reviewed on February 19th, 2019.

During the previous presentations Town Council requested to further review historic/current medical insurance expenses. Staff provided the most current and available information relating to insurance at the work session on March 4th.2019.

Staff has provided an updated sheet on healthcare costs with the two options discussed at the last work session. We have also provided a work sheet on the performance-based employee evaluation with cost estimates.

BUDGET/FUNDING: FY20 Proposed Budget

STAFF RECOMMENDATION: Staff recommends discussing any questions or concerns regarding the FY20 budget and discuss any additional information council would like to be provided prior to voting for adoption of a FY20 budget that is currently scheduled for April 22, 2019.

TOWN MANAGER RECOMMENDATION: The Town Manager recommends option 1 on healthcare insurance options through The Local Choice (TLC) for this budget cycle.

Town Manager also requests a re-evaluation on the performance-based evaluation system due to cost constraints in this budget cycle.

Work Session

Town of Front Royal
Health Insurance Options through The Local Choice

| FY20 @ Current Contributions | | | Current Annual Costs | | | Monthly Cost Comparison | | EE Impact | Monthly Premium | | |
|-------------------------------------|-----------------------|----------------------|--|-------------|-----------------|--------------------------------|-------------------|-------------------|------------------------|---|--|
| | <u>Annual Premium</u> | <u>Participation</u> | <u>Total</u> | <u>Town</u> | <u>Employee</u> | <u>Town Monthly</u> | <u>EE Monthly</u> | <u>EE Monthly</u> | | | |
| Key Advantage 250 (ER/EE%) | | | | | | | | | | | |
| Employee (95/5) | \$9,576 | 64 | \$612,864 | \$582,221 | \$30,643 | \$758 | \$40 | \$6.00 | \$798 | *As of 1/15/19 170 Eligible 87.06% Participation | |
| Employee + 1 (71/29) | \$17,712 | 27 | \$478,224 | \$339,539 | \$138,685 | \$1,048 | \$428 | \$57.00 | \$1,476 | | |
| Employee + Family (71/29) | \$25,860 | 52 | \$1,344,720 | \$954,751 | \$389,969 | \$1,530 | \$625 | \$83.00 | \$2,155 | | |
| Key Advantage 500 (ER/EE%) | | | | | | | | | | | |
| Employee (100/0) | \$8,556 | 2 | \$17,112 | \$17,112 | \$0 | \$713 | \$0 | \$0.00 | \$713 | | |
| Employee + 1 (71/29) | \$15,828 | 0 | \$0 | \$0 | \$0 | \$936 | \$383 | \$40.00 | \$1,319 | | |
| Employee + Family (71/29) | \$23,100 | 2 | \$46,200 | \$32,802 | \$13,398 | \$1,367 | \$558 | \$57.00 | \$1,925 | | |
| High Deductible (ER/EE%) | | | | | | | | | | | |
| Employee (100/0) | \$6,972 | 0 | \$0 | \$0 | \$0 | \$581 | \$0 | \$0.00 | \$581 | | |
| Employee + 1 (71/29) | \$12,900 | 1 | \$12,900 | \$9,159 | \$3,741 | \$763 | \$312 | \$44.00 | \$1,075 | | |
| Employee + Family (71/29) | \$18,828 | 0 | \$0 | \$0 | \$0 | \$1,114 | \$455 | \$64.00 | \$1,569 | | |
| TOTAL | | 148 | \$2,512,020 | \$1,935,584 | \$576,436 | | | | | | |
| | | | FY20 INCREASE \$253,446 (15.1%) | | | | | | | | |

| FY20 - Option 1 | | | Current Annual Costs | | | Monthly Cost Comparison | | EE Impact | Monthly Premium | |
|---|-----------------------|----------------------|---------------------------------------|-------------|-----------------|--------------------------------|-------------------|-------------------|------------------------|--|
| | <u>Annual Premium</u> | <u>Participation</u> | <u>Total</u> | <u>Town</u> | <u>Employee</u> | <u>Town Monthly</u> | <u>EE Monthly</u> | <u>EE Monthly</u> | | |
| Town Mgr Recommendation | | | | | | | | | | |
| Key Advantage 250 (ER/EE%) | | | | | | | | | | |
| Employee (90/10) | \$9,576 | 33 | \$316,008 | \$284,407 | \$31,601 | \$718 | \$80 | \$46.00 | \$798 | |
| Employee + 1 (68/32) | \$17,712 | 13 | \$230,256 | \$156,574 | \$73,682 | \$1,004 | \$472 | \$101.00 | \$1,476 | |
| Employee + Family (68/32) | \$25,860 | 27 | \$698,220 | \$474,790 | \$223,430 | \$1,465 | \$690 | \$148.00 | \$2,155 | |
| Key Advantage 500 (ER/EE%) | | | | | | | | | | |
| Employee (95/5) | \$8,556 | 33 | \$282,348 | \$268,231 | \$14,117 | \$677 | \$36 | \$36.00 | \$713 | |
| Employee + 1 (71/29) | \$15,828 | 14 | \$221,592 | \$157,330 | \$64,262 | \$936 | \$383 | \$40.00 | \$1,319 | |
| Employee + Family (71/29) | \$23,100 | 27 | \$623,700 | \$442,827 | \$180,873 | \$1,367 | \$558 | \$57.00 | \$1,925 | |
| High Deductible (ER/EE%) | | | | | | | | | | |
| Employee (100/0) | \$6,972 | 0 | \$0 | \$0 | \$0 | \$581 | \$0 | \$0.00 | \$581 | |
| Employee + 1 (75/25) | \$12,900 | 1 | \$12,900 | \$9,675 | \$3,225 | \$806 | \$269 | \$1.00 | \$1,075 | |
| Employee + Family (75/25) | \$18,828 | 0 | \$0 | \$0 | \$0 | \$1,177 | \$392 | \$1.00 | \$1,569 | |
| TOTAL | | 148 | \$2,385,024 | \$1,793,834 | \$591,190 | | | | | |
| Savings to Town \$141,750 (Dependent on Participation) | | | FY20 INCREASE \$111,696 (6.5%) | | | | | | | |

| FY20 - Option 2 | | | Current Annual Costs | | | Monthly Cost Comparison | | EE Impact | Monthly Premium | |
|---|-----------------------|----------------------|------------------------------------|-------------|-----------------|--------------------------------|-------------------|-------------------|------------------------|--|
| | <u>Annual Premium</u> | <u>Participation</u> | <u>Total</u> | <u>Town</u> | <u>Employee</u> | <u>Town Monthly</u> | <u>EE Monthly</u> | <u>EE Monthly</u> | | |
| Similar to Warren County | | | | | | | | | | |
| Key Advantage 250 (ER/EE%) | | | | | | | | | | |
| Employee (85/15) | \$9,576 | 33 | \$316,008 | \$268,607 | \$47,401 | \$678 | \$120 | \$86.00 | \$798 | |
| Employee + 1 (72/28) | \$17,712 | 13 | \$230,256 | \$165,784 | \$64,472 | \$1,063 | \$413 | \$42.00 | \$1,476 | |
| Employee + Family (57/43) | \$25,860 | 3 | \$77,580 | \$44,221 | \$33,359 | \$1,228 | \$927 | \$385.00 | \$2,155 | |
| Key Advantage 500 (ER/EE%) | | | | | | | | | | |
| Employee (98/2) | \$8,556 | 33 | \$282,348 | \$276,701 | \$5,647 | \$699 | \$14 | \$14.00 | \$713 | |
| Employee + 1 (83/17) | \$15,828 | 14 | \$221,592 | \$183,921 | \$37,671 | \$1,095 | \$224 | (\$119.00) | \$1,319 | |
| Employee + Family (65/35) | \$23,100 | 51 | \$1,178,100 | \$765,765 | \$412,335 | \$1,251 | \$674 | \$173.00 | \$1,925 | |
| High Deductible (ER/EE%) | | | | | | | | | | |
| Employee (100/0) | \$6,972 | 0 | \$0 | \$0 | \$0 | \$581 | \$0 | \$0.00 | \$581 | |
| Employee + 1 (85/15) | \$12,900 | 1 | \$12,900 | \$10,965 | \$1,935 | \$914 | \$161 | (\$107.00) | \$1,075 | |
| Employee + Family (75/25) | \$18,828 | 0 | \$0 | \$0 | \$0 | \$1,177 | \$392 | \$1.00 | \$1,569 | |
| TOTAL | | 148 | \$2,318,784 | \$1,715,964 | \$602,820 | | | | | |
| Savings to Town \$219,620 (Dependent on Participation) | | | FY20 INCREASE \$33,826 (2%) | | | | | | | |

| Grade | Starting Hourly Rate | Who? | Average Net Pay Monthly | Net Pay w/ Family Plan OPTION 1 | Percent of Pay | Net Pay w/ Family Plan OPTION 2 | Percent of Pay |
|-----------------|-----------------------------|--|--------------------------------|--|----------------------------|--|----------------------------|
| G01 [13.07%] | \$11.78 | Solid Waste Workers Finance Cust. Service Operator Trainee (both plants) | \$1,382.54 | KA250 692.54 KA500 824.54 HDHP 990.54 | 49.91% 40.36% 28.35% | 455.54 708.54 990.54 | 67.05% 48.75% 28.35% |
| G02 [6.82%] | \$12.66 | Maint. Workers (Streets, Horticulture) Meter Readers | \$1,487.56 | KA250 797.56 KA500 929.56 HDHP 1095.56 | 46.38% 37.51% 26.35% | 560.56 813.56 1095.56 | 62.32% 45.31% 26.35% |
| G03 [6.82%] | \$13.61 | Communications Trainee | \$1,600.94 | KA250 910.94 KA500 1042.94 HDHP 1208.94 | 43.10% 34.85% 24.49% | 673.94 926.94 1208.94 | 57.90% 42.10% 24.49% |
| G04 [5.68%] | \$14.63 | Water/Sewer Automotive Elec. Lineman Trainee | \$1,722.72 | KA250 1032.72 KA500 1164.72 HDHP 1330.72 | 40.05% 32.39% 22.75% | 795.72 1048.72 1330.72 | 53.81% 39.12% 22.75% |
| G05 [12.5 %] | \$15.73 | Admin. Asst. Electric Equip. Operators | \$1,854.00 | KA250 1164.00 KA500 1296.00 HDHP 1462.00 | 37.22% 30.10% 21.14% | 927.00 1180.00 1462.00 | 50.00% 36.35% 21.14% |

Represents 45% of workforce

PERFORMANCE BASED EMPLOYEE EVALUATION COST ESTIMATES

Scenario 1

| PERFORMANCE BASED INCREASES | | | | | |
|-----------------------------|----------|---------|---------|---------|---------|
| | Employee | 34% | 39% | 17% | 10% |
| Ratings | % | Level 1 | Level 2 | Level 3 | Level 4 |
| 5 | 15% | 5 | 4 | 3 | 2 |
| 4 | 40% | 4 | 3 | 2 | 1 |
| 3 | 35% | 3 | 2.5 | 2 | 1.5 |
| 2 | 10% | 2 | 1 | 0.5 | 0 |
| 1 | 0% | 0 | 0 | 0 | 0 |

| COST ESTIMATE FOR PERFORMANCE BASED INCREASES | | | | | | |
|---|----------|---------|---------|---------|---------|------------|
| | Employee | 34% | 39% | 17% | 10% | |
| Ratings | % | Level 1 | Level 2 | Level 3 | Level 4 | Total |
| 5 | 15% | 0.255 | 0.234 | 0.0765 | 0.03 | 0.5955 |
| 4 | 40% | 0.544 | 0.468 | 0.136 | 0.04 | 1.188 |
| 3 | 35% | 0.357 | 0.34125 | 0.119 | 0.0525 | 0.86975 |
| 2 | 10% | 0.068 | 0.039 | 0.0085 | 0 | 0.1155 |
| 1 | 0% | 0 | 0 | 0 | 0 | 0 |
| Overall Merit Increase (%) | | | | | | 2.8 |

Scenario 2

| PERFORMANCE BASED INCREASES | | | | | |
|-----------------------------|----------|---------|---------|---------|---------|
| | Employee | 34% | 39% | 17% | 10% |
| Ratings | % | Level 1 | Level 2 | Level 3 | Level 4 |
| 5 | 15% | 4 | 3.5 | 3 | 2.5 |
| 4 | 40% | 3.5 | 3 | 2.5 | 2 |
| 3 | 35% | 3 | 2.5 | 2 | 1.5 |
| 2 | 10% | 2.5 | 2 | 1 | 0 |
| 1 | 0% | 0 | 0 | 0 | 0 |

| COST ESTIMATE FOR PERFORMANCE BASED INCREASES | | | | | | |
|---|----------|---------|---------|---------|---------|------------|
| | Employee | 34% | 39% | 17% | 10% | |
| Ratings | % | Level 1 | Level 2 | Level 3 | Level 4 | Total |
| 5 | 15% | 0.204 | 0.20475 | 0.0765 | 0.0375 | 0.52275 |
| 4 | 40% | 0.476 | 0.468 | 0.17 | 0.08 | 1.194 |
| 3 | 35% | 0.357 | 0.34125 | 0.119 | 0.0525 | 0.86975 |
| 2 | 10% | 0.085 | 0.078 | 0.017 | 0 | 0.18 |
| 1 | 0% | 0 | 0 | 0 | 0 | 0 |
| Overall Merit Increase (%) | | | | | | 2.8 |

SITUATION:

The FY20 Budget included a 2% merit increase to establish a performance based employee evaluation system. As you review the two scenario's, we will need another 1% to fully fund this type of program.

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Work Session Agenda Form

Item # 4

DATE: March 18, 2019

AGENDA ITEM: Board of Zoning Appeals (BZA) Term Expires

SUMMARY: David Gedney's term on the Board of Zoning Appeals (BZA) expires on May 1, 2019. Mr. Gedney has been contacted and would like to be considered for recommendation for appointment to the BZA. Since the Judge of the Warren County Circuit Court appoints members to the (BZA) Council would only give their recommendation. BZA terms are for five years. Mr. Gedney was first appointed in 2009.

BUDGET/FUNDING: None

STAFF RECOMMENDATION: Council takes desired action.

Work Session

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Work Session Agenda Form

Item # 5

DATE: March 18, 2019

AGENDA ITEM: Liaison Committee Agenda Items

SUMMARY: Council is requested to add items to the Liaison Committee Agenda for April 18, 2019.

The January 17, 2019 Agenda is attached

BUDGET/FUNDING: N/A

STAFF RECOMMENDATION: Council takes desired action

Work Session



TOWN/COUNTY LIAISON COMMITTEE MEETING AGENDA



Town Hall Conference Chambers
102 E. Main Street
Thursday, January 31, 2019
6:00 p.m.

Call to Order – Hollis L. Tharpe, Mayor, Front Royal Town Council

- 1) IT Federal Main Street Project – Joe Waltz
- 2) Route 522 Corridor Water Upgrade Project – Joe Waltz
- 3) Phase II Happy Creek Road Project Update – Joe Waltz
- 4) Town Building Maintenance Code Enforcement Update – Joe Waltz
- 5) Septage Receiving Facility Issues Update – Joe Waltz
- 6) Development Review Committee – Doug Stanley
- 7) Building Inspections Software – Doug Stanley
- 8) Warren County's In-Town Projects – Doug Stanley
- 9) Joint Towing Board – Joe Waltz / Doug Stanley

Adjournment