



TOWN COUNCIL WORK SESSION

Monday, May 21, 2018 @ **6:30pm**
Town Hall Council Chambers

1. **CLOSED MEETING** – Interviews for Planning Commission Vacancy

Motion to Go into Closed Meeting

I move that Council convene and go into Closed Meeting for discussion and consideration of the assignment, appointment, promotion, or performance of specific appointees or employees of the Town, specific to the Planning Commission, pursuant to Section 2.2-3711. A.1 of the Code of Virginia.

Motions to Certify Closed Meeting

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.

TOWN/STAFF RELATED ITEMS

2. Request for Utility Donation from Warren Heritage Society – *Town Manager* (10 minutes)
3. Fifth Amendment to Lease with Comcast – *Town Attorney* (10 minutes)
4. West Main Street Connector Phase I – *Director of Finance* (15 minutes)

COUNCIL/MAYOR RELATED ITEMS:

5. Discussion of Current and Future Capital Projects – *Mayor Tharpe*
6. Council Discussion/Goals (*time permitting*)

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Work Session Agenda Form

Item #1

Date: May 21, 2018

AGENDA ITEM: CLOSED MEETING – Planning Commission Interviews

SUMMARY: Council is requested to go into closed meeting to interview candidates for the Planning Commission to fill an unexpired term expiring August 31, 2019.

BUDGET FUNDING: N/A

STAFF RECOMMENDATION: Council takes desired action

Work Session

CLOSED MEETING

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Work Session Agenda Form

Item # 2

DATE: May 21, 2018

AGENDA ITEM: Request for Utility Donation from Warren Heritage Society

SUMMARY: In 2014 Council considered a reimbursement of the expense of utility services for the Warren Heritage Society located at 101 Chester Street in the amount of \$10,000 due to *"their campus of preservation has grown significantly and their outreach into the community has extended with greater need in the area"*. In accordance with the authority granted governments by Virginia Code Section 15.2-953, Council approved the request and for the money to come from Electric, Water, Sewer and Solid Waste Fund Reserves to be used toward payment of the respective portion of the utility bills beginning July 1, 2014.

In 2015, Council approved the donation of \$15,000 (*increase of \$5,000*) beginning September 2015.

In 2016, Council approved the donation of \$15,000 to begin September 2016, **but also requested that the Warren Heritage Society make efforts to improve the efficiency of their buildings and report these efforts prior to requesting continued donations in the future.** The 2016 request was also discussed at the November 2016 Liaison Committee Meeting.

In 2017, Council approved the donation of \$15,000 to begin September 2017.

On March 1 and 2, 2018, Staff received an email and letter of request from Deborah Corey, Acting Executive Director for the Warren Heritage Society seeking a utilities waiver for all their utility expenses for all buildings (Ivy Lodge, Belle Boyd Cottage, Balthis House and the grounds) at an estimated cost of \$15,000.00 for FY2018-2019.

Minutes of August 21, 2017 Work Session and August 28, 2017 Regular Council Meeting are attached, as well as various correspondence.

BUDGET/FUNDING: Funding last year came from the Electric, Water, Sewer, and Refuse Unrecognized Revenue.

STAFF RECOMMENDATION: Council takes desired action.

Work Session

*Warren Heritage Society
101 Chester Street
Front Royal, Virginia 22630*

April 26, 2018

Mr. Joseph E. Waltz
Town Manager
102 E. Main Street
P.O. Box 1560
Front Royal, VA 22630-1560

Dear Mr. Waltz,

Per your March 12th letter, we requested funding from the County of Warren on March 12, 2018. Enclosed is a copy of their response stating they have decided to not add any outside organizations or agencies to their FY 2018-2019 budget.

As previously stated in our earlier correspondence, Warren Heritage Society would be most grateful if the Town of Front Royal would consider granting us a \$15,000.00 abeyance on utilities fees for FY 2018-2019.

Sincerely,



Deborah Corey
Acting Executive Director

Enclosed:

1. Letter from Warren County Administrator's Office
2. Letter from Town of Front Royal, Town Manager
3. Letter from Warren Heritage Society



COUNTY OF WARREN



County Administrator's Office
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630

Phone: (540) 636-4600

FAX: (540) 636-6066

Email: dstanley@warrencountyva.net

Douglas P. Stanley
County Administrator

April 20, 2018

BOARD OF SUPERVISORS

CHAIRMAN
Tony F. Carter
Happy Creek District

VICE-CHAIRMAN
Daniel J. Murray, Jr.
North River District

Archie A. Fox
Fork District

Linda P. Glavis
South River District

Thomas H. Sayre
Shenandoah District

Douglas P. Stanley
County Administrator


Deborah Corey, Acting Executive Director
Warren Heritage Society
101 Chester Street
Front Royal, Virginia 22630

RE: General Operating Expense Grant

Dear Ms. Corey:

I am writing in response to your letter dated March 21, 2018, received via email on April 12, 2018, regarding the request of the Warren Heritage Society to be considered for a general operating expense grant from the County of Warren. The County recognizes the valuable services the Society provides for the community regarding the preservation and commemoration of Warren County culture. However, for the FY 2018-2019 budget process, the Warren County Board of Supervisors decided to not add any outside organizations or agencies to the budget. We will keep the request of Warren Heritage Society for consideration during the FY 2019-2020 budget cycle.

Sincerely,



Douglas P. Stanley, AICP ICMA-CM
County Administrator

EAM

CC: Warren County Board of Supervisors
Connie Oden, Finance Administrative Assistant



TOWN OF FRONT ROYAL
TOWN MANAGERS OFFICE
102 E. MAIN STREET
PO BOX 1560
FRONT ROYAL, VIRGINIA 22630-1560
(540) 635-8007
(540) 635-7475 (Fax)

JOSEPH E. WALTZ
Town Manager
jwaltz@frontroyalva.com

March 12, 2018

Deborah Corey
Acting Executive Director
Warren Heritage Society
101 Chester Street
Front Royal, VA 22630

Dear Ms. Corey,

We have received your request for a utilities waiver for the Warren Heritage Society for FY18-19 in the amount of \$15,000.00. After discussing your request with the Mayor, he has instructed me to contact you requesting that the Warren Heritage Society request funding from Warren County before requesting any additional funds from the Town.

If you have any questions, please let me know

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Waltz". The signature is fluid and cursive, with the first name "Joe" written in a large, stylized loop and the last name "Waltz" written in a more standard cursive script.

Joseph E. Waltz
Town Manager

CC: Mayor Hollis Tharpe

Tina Presley

From: Jennifer Berry
Sent: Friday, March 2, 2018 10:25 AM
To: Joe Waltz; BJ Wilson
Cc: Hollis L. Tharpe; Tina Presley
Subject: FW: Utilities Waiver Request for Warren Heritage Society
Attachments: Utilities Waiver for WHS.doc

From: LVH Archives [mailto:whsarchives@comcast.net]
Sent: Friday, March 2, 2018 10:22 AM
To: Jennifer Berry <jberry@frontroyalva.com>
Cc: lorrainehult774@Comcast.net
Subject: Utilities Waiver Request for Warren Heritage Society

The Warren Heritage Society is requesting it be considered for a Utilities Waiver for FY18-19. The FY 17-18 **actual utility expenses** for all buildings (Ivy Lodge, Belle Boyd Cottage, Balthis House and the grounds) was **\$13,424.04**. Based on this number, our **estimated expenses** for FY 18-19 are **\$15,000.00**.

In an effort to reduce our carbon footprint we have replaced 86 florescent bulbs with LED bulbs and will continue looking for ways to lower our utility usage.

As this is the first time I, personally, have submitted this paperwork – please let me know if you need any further information and I will forward it to you as soon as possible. Attached is our formal request for a Utilities Waiver. Will your office be notifying us when we need to appear before a committee or the Town Council?

Appreciate all your support.

Sincerely,

Deborah Corey
Acting Executive Officer
Warren Heritage Society
(540) 636-1446 Ext 2

*Warren Heritage Society
101 Chester Street
Front Royal, Virginia 22630*

March 1, 2018

To: Honorable Hollis Tharpe, Mayor, Town of Front Royal & Members of Town Council, Town of Front Royal

From: Deborah Corey Acting Executive Director, Warren Heritage Society

Re: Cooperation between the Town of Front Royal and the Warren Heritage Society

Mayor Tharpe and Members of the Front Royal Town Council

It is an honor to be able to correspond with you again this year concerning the cooperative relationship enjoyed between the Town of Front Royal and the Warren Heritage Society. It is our mission but also our pleasure at the Warren Heritage Society to work with the staff and officials of the Town of Front Royal to advance the Front Royal and its rich history and heritage in the minds of the visiting public and for the benefit of our own local population. To that end, the Warren Heritage Society would like to respectfully request that the Town of Front Royal extend to the Warren Heritage Society the abeyance on utilities fees initially put in place by Council. This service by the Town to the Society is of immense importance to our ability to maintain financial solvency and health, as well as our ability to continue providing the programming and services that we offer. I would like, then, to take this opportunity to enumerate some of the ways in which our public-private partnership benefits the Town of Front Royal.

Preservation: Since 1979 the Warren Heritage Society has engaged in the preservation of historic structures such as the Ivy Lodge, Belle Boyd Cottage, Balthis House and Fairview. The Society also provides materials from its Archives in assistance to property owners preserving their own structures.

Programming: Programming for all ages is available throughout the year for free or for a minimal fee to the public, and the staff of the Society is constantly engaged in public outreach to other entities, including and especially to schools.

Festival of Leaves: Our annual festival attracts over 20,000 visitors to downtown Front Royal every second Saturday in October, and has been regularly held and growing since 1971.

Archives: The Laura Virginia Hale Archives is the only official repository of historical records for the Town and for Warren County, and research is open to the public 12 months out of the year from Monday through Friday in a modern, fully staffed facility.

Materials Collection: The Society maintains a collection of artifacts from the Town and County's past, allowing for state-of-the-art exhibits. The Society mounts exhibits annually, and mounts special exhibits in cooperation with other institutions such as the Town, for which we have two case exhibits currently mounted (one in the new Town Administration Building and one in the Visitor Center).

Museums: The Society provides three museums which are open to the public year-round on Chester Street, allowing for destination tourism and adding to the amenities and open sites to which the Town's staff at the Front Royal Visitor Center may direct travelers.

Commemorative Events: The Society is always prepared to cooperate with the Town, County and State on commemorative activities. In 2007 we cooperated with the state's 400th Jamestown anniversary, in 2011 we cooperated with the County on Warren's 175th anniversary, in 2013 we cooperated with the Town on Front Royal's 225th anniversary, and for the past two years we have helped plan the Battle of Front Royal Commemorative Reenactment. Cooperation takes many forms, including research, event planning, historic trail and marker design, and much more.

Battlefield Tours: The Society provides battlefield tours for Civil War battles which raged through Front Royal and Warren County. Of the five major engagements which took place in Warren County during the war, three took place in part through the Town: The Battle of Front Royal, the Battle of Wapping Heights/Manassas Gap, and the Battle of Guard Hill.

We would hope that the Town of Front Royal would see these activities of the Warren Heritage Society as assisting the Town and providing valuable services that the Town is not currently equipped to provide, and maintaining those services and programs as readily available to the public. In an effort to reduce our carbon footprint we have replaced 86 florescent bulbs with LED bulbs and will continue looking for ways to lower our utility usage.

Please do not hesitate to contact me at any time concerning these services or this request, and as always I am grateful for the opportunity to work with the Town in order to achieve our common goals. Thank you so much for your time and consideration.

Most sincerely,



Deborah Corey
Acting Executive Director, Warren Heritage Society
101 Chester Street Front Royal, VA 22630
whsarchives@comcast.net; (540) 636-1446, ext 2

Minutes of Work Session August 21, 2017

Council Discussion: Mr. Farris thanked Council for the consideration of the request and noted that the first year the request was \$10,000 and the second year the request was \$15,000. He noted that the Foundation had freed up the funds to work on the Battle of Front Royal project and they have garnered the attention of many re-enactors and tourists. He stated that by freeing up the funding they have been putting more resources towards the Festival of Leaves and other events. Mr. Farris noted that the funds from the County were not granted from around 2007 and beyond though they have done other in-kind partnerships with Warren County as well as grants, such as the Civil War brochure. Mr. Farris noted that they are requesting the continued support of the utility assistance for the advance on the account for Warren Heritage Society. Mr. Santmyers, Warren Heritage Society Board Member, added that they draw many tourists to the community which assists greatly with overall tourism to the community. He noted that the lighting has been upgraded to LED bulbs and they do not have a huge electricity demand. Mr. Farris noted that Rappahanock Electric Co-Op gave recommendations and Warren Heritage Society followed through with appropriate changes. Mr. Wilson the Town's Finance Director, noted that the bill at the organization has been coming down for the last three years. Mr. Waltz described the minutes on record. Mr. Farris noted that he did not request funding during certain times, as it was obvious that the funding would be turned down. He added that the request would greatly assist the Heritage Society.

Councilman Tewalt questioned Council about where the funding would come from at this point. Then he noted that it would come from unbudgeted funds. Councilman Meza asked about what was different about Warren Heritage Society to other organizations who may request funding from the Town. Mr. Farris noted that they generate income and draw individuals to the community and they work in concert with the Town with tourist opportunities and send them to the Town's Visitor's Center. He added that the Heritage Society stays open 12 months per year to protect and preserve the Town's history and assist with other options and museums downtown. Mr. Farris stated that their work is greatly beneficial to the Town and the area economy.

Councilman Connolly noted that in the past the Town has considered that if the Heritage Society did not provide these (certain archival) services then the Town would have to cover portions of the historical services for the community and it would be a Town expense. Council and Staff discussed the fact that the revenue would not be recognized as income from the enterprise fund. Mr. Farris noted that they continue to strive to reduce their utility use.

Councilman Tewalt asked that it placed on the agenda for a vote. Mayor Tharpe noted that it would move forward for vote.

Minutes of August 28, 2017

COUNCIL APPROVAL – Request from Warren Heritage Society Pertaining to Utilities

Summary: The Executive Director of the Warren Heritage Society has requested an in-kind donation from the Town to offset utility expenses incurred by the Society in the amount of \$15,000 for services at 101 Chester Street for FY2017-2018.

Budget/Funding:

ESTIMATED FOR FY17-18 ACTUAL EXPENSE FY16-17

Electric Unrecognized Revenue:	\$12,252.68	\$10,647.72
Water Unrecognized Revenue:	\$ 979.06	\$ 850.81
Sewer Unrecognized Revenue:	\$ 1,599.06	\$ 1,389.61
Refuse Unrecognized Revenue:	\$ 169.20	\$ 169.20
	\$15,000.00	\$13,057.34

In accordance with the authority granted local governments by Virginia Code Section 15.2-953, Councilman Connolly moved, seconded by Councilman Sealock that Council make an in-kind donation of \$15,000 from the FY2017-2018 Budget, to be used toward payment of the utility bills beginning September 2017 of the Warren Heritage Society, Inc., a Virginia non-profit organization in the Town of Front Royal that is engaged in commemorating historical events, located at 101 Chester Street.

Councilman Connolly noted that this is credited to their utility bill annually. He described the annual services that the Heritage Society provides to the Town residents and visitors annually. He added that the Town couldn't possibly provide such services and he was pleased to assist the Heritage Society with this issue.

Vote: Yes – Connolly, Gillispie, Meza, Morrison, Sealock and Tewart

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Tharpe did not vote as there was no tie to require his vote)

(By Roll Call)

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Work Session Agenda Form

Item # 3

DATE: May 21, 2018

AGENDA ITEM: **Fifth Amendment To Lease** with Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC for lease of a portion of 15 North Royal Avenue.

SUMMARY: Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC, dba "Comcast", currently under lease with the Town for the use of a portion of the Town's real property located at 15 North Royal Avenue, wishes to extend the lease on a month-to-month basis, with monthly rent of \$986.93, payable monthly, as consideration. Under the terms of Comcast's cable franchise agreement with the Town, Comcast is required to maintain a customer service office within the Town of Front Royal. The Town is beginning negotiations with Comcast for a new, non-exclusive, cable franchise.

Town Council is asked to consider approving an amendment to the Comcast office lease of Town property located at 15 North Royal Avenue.

BUDGET/FUNDING: N/A

STAFF RECOMMENDATION: The Town Manager recommends approval of the *Fifth Amendment to Lease* with Comcast. The amendment provides for continuing customer service and for revenue from the subject property while the Town negotiates a new, non-exclusive, cable franchise agreement with Comcast.

Work Session

FIFTH AMENDMENT TO LEASE

THIS FIFTH AMENDMENT TO LEASE entered into this _____ day of May, 2018, but effective as of May 12, 2018, by and between Town of Front Royal (“Landlord”) and Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC (“Tenant”).

WHEREAS, Tenant is tenant and Landlord is landlord under a certain business premises lease originally between Town of Front Royal and Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC, dated July 25, 2005, as amended by the Amendment to Lease dated August 10, 2009, by the Second Amendment to Lease dated June 25, 2013, by the Third Amendment to Lease dated June 6, 2016, and by the Fourth Amendment to Lease dated May 24, 2017 (collectively, the “Lease”) respecting certain real property located at 15 North Royal Ave, Front Royal Virginia and

WHEREAS, the Term of the Lease will expire on May 11, 2018, and both parties wish to extend the Term thereafter on a month to month basis.

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant hereby AMEND the Lease as follows:

1. The Term of the Lease shall continue on a month-to-month basis effective May 12, 2018. Either party may terminate this Lease by giving the other party 30 days’ notice.
2. The Rent for the month-to-month Term shall be payable in monthly installments of \$ 986.93.
3. All other terms and conditions of the Lease shall remain in full force and effect.

IN WITNESS WHEREOF, Landlord and Tenant caused this Fifth Amendment to Lease to be duly executed as of the date first written.

Town of Front Royal

By: _____

Name:

Title:

Comcast of California/Maryland/
Pennsylvania/Virginia/West Virginia, LLC

By: _____

Name: Scott Knaub

Title: VP- Finance

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Work Session Agenda Form

Item # 4

DATE: 5/21/18

AGENDA ITEM: West Main Street Connector Phase I

SUMMARY: Council is requested to approve a budget amendment and awarding a bid for construction on the West Main Street Connector Phase I Project. The Town received four bids on the construction of the West Main Connector Phase I. The lowest bid was from G.B. Foltz Contracting Inc. in the amount of \$1,082,975.58.

The Town will receive \$650,000.00 from the Economic Development Access Program which will require a budget amendment to accept the funds into the Town's budget. Staff is working with the E.D.A. regarding the possibility of additional funding. The remaining balance of Phase I could be funded using the New Market Tax Program or council may elect to use funds that have been carrying forward. Currently, the Town has \$440,681.39 in funds that have been set aside for the West Main Connector Project.

FY18 BUDGET AMENDMENT: Economic Development Access Program

9130-3410209	Special Projects – Reimbursement	\$650,000.00
9130-47982	Special Projects – Local Connector Road	\$650,000.00

BUDGET/FUNDING: Project Expense \$1,082,975.58

New Market Tax Credit Program or 9130-47982 Special Project Local Connector Rd

STAFF RECOMMENDATION:

Staff recommends to use funds carried forward from previous years to fund Phase 1 of the W Main Connector Project and allow Phase 2 to be funded by the New Market Tax Credit Program. This will allow the Town to avoid incurring interest payments until W Main Connector Phase 2 begins. The FY19 budget includes enough funding to cover interest payments if the Town were to begin Phase 2 after July 1, 2018.

Work Session



Town of Front Royal

Engineering

MEMORANDUM

TO: BJ Wilson, Finance Director

FROM: Robert Brown, Town Engineer

DATE: May 16, 2018

SUBJECT: Recommendation of Award for IFB #12 West Main
Extension - Phase 1

I have reviewed the bid documents submitted for this IFB from each bidder and I recommend that we move forward with awarding the contract to the low bidder, G B Foltz at the cost of \$1,082,975.58, pending approval by Town Council and appropriation of additional funding.

If you have any questions or need any further information, please let me know.

Thank you,
Robert Brown

TOWN OF FRONT ROYAL, VIRGINIA

Quotation Tabulation

Item: West Main Street Extension Phase 1

Quotation #12

Date: Ay 15, 2018

Mailed : 33

Replied 4

Vendor Quotation

	G B Foltz Contracting Inc	Lantz Construcion Company of Winchester Inc	Kee Construction Services Inc	General Excavaction Inc
	Mt. Jackson, Va.	Winchester, Va.	Winchester, Va.	Warrenton, Va.
QUANTITY				
1 West Main Street Extension Phase 1 Construction	\$ 1,082,975.58	\$ 1,252,500.00	\$ 1,384,861.20	\$ 1,537,247.00
TOTAL QUOTATION	\$ 1,082,975.58	\$ 1,252,500.00	\$ 1,384,861.20	\$ 1,537,247.00

The above proposals verified to specifications and compliance with terms and conditions.

Witness

Witness

Purchasing Agent

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Work Session Agenda Form

Item # 5

DATE: 5/21/18

AGENDA ITEM: Capital Projects

SUMMARY: Council will discuss major capital projects and future funding needs.

BUDGET/FUNDING: New Market Tax Credit Program and revenue received from real estate taxes.

STAFF RECOMMENDATION: Staff recommends to review possible future funding needs and raise real estate taxes in 2019 by \$0.01 per \$100 and then by \$0.05 per \$100 each year from 2021-2024 to help generate funds to cover major capital projects. Possible increases would need to be reviewed annually during the budget cycle based on revised estimated, actual costs, and reassessments of real estate values.

Work Session

Project	Estimated Town	70% Refinance	Annual 1.5% Interest	Annual Payment on 30 Year Term for 70% of Project			Annual Payment on 20 Year Term for 70% of Project			100% Debt Service @ 3.65%	
	Expense for Project	After 7 Years Interest	Only Payment	2.65% Rate	3.65% Rate	4.65% Rate	3.65% Rate	4.65% Rate	5.65% Rate	30 Years	20 Years
Police Dept Estimated Debt	\$ 11,000,000.00	\$ 7,700,000.00	\$ 165,000.00	\$ 375,285.04	\$ 426,564.12	\$ 481,091.15	\$ 549,159.70	\$ 599,665.14	\$ 652,373.19	\$ 609,377.31	\$ 784,513.86
Happy Creek Phase II Estimated Debt	\$ 2,500,000.00	\$ 1,750,000.00	\$ 37,500.00	\$ 85,292.05	\$ 96,946.39	\$ 109,338.90	\$ 124,809.02	\$ 136,287.53	\$ 148,266.64	\$ 138,494.84	\$ 178,298.61
Extension of West Main Estimated Debt	\$ 2,500,000.00	\$ 1,750,000.00	\$ 37,500.00	\$ 85,292.05	\$ 96,946.39	\$ 109,338.90	\$ 124,809.02	\$ 136,287.53	\$ 148,266.64	\$ 138,494.84	\$ 178,298.61
West Main Sidewalk Extensions Estimated Debt	\$ 350,000.00	\$ 245,000.00	\$ 5,250.00	\$ 11,940.89	\$ 13,572.49	\$ 15,307.45	\$ 17,473.26	\$ 19,080.25	\$ 20,757.33	\$ 19,389.28	\$ 24,961.80
Leach Run Parkway Refinance Land/Engineering Estimated Debt	\$ 2,500,000.00	\$ 1,750,000.00	\$ 37,500.00	\$ 85,292.05	\$ 96,946.39	\$ 109,338.90	\$ 124,809.02	\$ 136,287.53	\$ 148,266.64	\$ 138,494.84	\$ 178,298.61
Leach Run Parkway Refinance Estimated Construction Debt	\$ 3,000,000.00	\$ 2,100,000.00	\$ 45,000.00	\$ 102,350.47	\$ 116,335.67	\$ 131,206.68	\$ 149,770.83	\$ 163,545.04	\$ 177,919.96	\$ 166,193.81	\$ 213,958.33
Total	\$ 21,850,000.00	\$ 15,295,000.00	\$ 327,750.00	\$ 745,452.55	\$ 847,311.45	\$ 955,621.98	\$ 1,090,830.85	\$ 1,191,153.02	\$ 1,295,850.40	\$ 1,210,444.92	\$ 1,558,329.82

FY19 Funding	
Police Dept Estimated Debt	\$ 242,500.00 (Allocated by tax rate ordinance)
Happy Creek Phase II Estimated Debt	\$ -
Extension of West Main Estimated Debt	\$ 75,000.00 (Allocated by tax rate ordinance)
West Main Sidewalk Extensions Estimated Debt	\$ -
Leach Run Parkway Refinance Land/Engineering Estimated Debt	\$ 105,925.00 (\$75,000 allocated by tax rate ordinance)
Leach Run Parkway Refinance Estimated Construction Debt	\$ 148,700.00
Total FY19 Funding Allocated toward projects	\$ 572,125.00

Additional Funding that could be allocated in future

Debt Service Paid to EDA Ending 2021	\$ 141,390.00 (Could be allocated in 2022)
Repayment of Loan for Town Hall Building Ending 2022	\$ 150,000.00 (Could be allocated in 2023)

Total FY19 Allocation & Additional Future Fund Allocation **\$ 863,515.00**

Recommended R/E Tax Increase effective March 2019 \$0.01 for projects	\$ 110,000.00 (Funding will be needed to cover interest only at least until 2022)
Recommended R/E Tax Increase effective March 2021 \$0.005 per \$100	\$ 55,000.00
Recommended R/E Tax Increase effective March 2022 \$0.005 per \$100	\$ 55,000.00
Recommended R/E Tax Increase effective March 2023 \$0.005 per \$100	\$ 55,000.00
Recommended R/E Tax Increase effective March 2024 \$0.005 per \$100	\$ 55,000.00

Total Allocation Including R/E Tax Rate Increases & Reallocation of Debt Service **\$ 1,193,515.00**

NOTES:

1. The Town will begin incurring interest once first draw is taken to pay for the project
2. Interest only must be paid for seven years following completion of project for the NMTC Program
3. Currently no funding has been set aside for Happy Creek Phase II or West Main Sidewalk
4. Debt service could be incurred as early as year 2025
5. Ordinance allocating to specific projects should be revisited and generalized to incorporate all projects listed giving more flexibility for budgeting
6. Tax increases are based on current values and will need to be readdressed as assessments change
7. VML Anticipates that 30 year term financing will no longer be an option in the future, 20 year terms are becoming a standard
8. Total recommended tax increase is \$0.03 and will provide enough funding for 70% of projects at a 20 year term at 4.65% based on current estimates
9. Additional funding that is carried forward through the years can be applied toward paying down the principal balance for a lower debt service
10. If the Town were to incur full debt service the Town would be in a better financial position

Updated 5/16/18