

TOWN OF ORANGE



COUNCIL MEETING PACKAGE

TUESDAY, FEBRUARY 21, 2023

7:00 P.M.



**Meeting Agenda
Tuesday, February 21, 2023
Town of Orange Community Meeting Room**

7:00 p.m.

- 1. Call to order by the Mayor.**
- 2. Pledge of Allegiance.**
- 3. Roll Call – Town Council:**

Mayor Martha B. Roby
Vice-Mayor Frederick W. Sherman, Jr.
Councilmember Jason R. Cashell

Councilmember Jeremiah V. Pent
Councilmember Donna Waugh-Robinson

- 4. Adoption of Agenda**
- 5. Special Presentations.**
- 6. Public Comment - *Town Council receives public input on issues concerning our citizens. Citizens are encouraged to sign-up prior to the meeting beginning and turn in slip to the Town Clerk.***
- 7. Consideration of Town Council Meeting Minutes of January 17th and February 6th, 2023.**
- 8. Reports**
 - [A] Finance Report – Director of Finance.**
- 9. Unfinished Business:**
 - [A] Firefly Fiber Broadband Update.**
- 10. New Business:**
 - [A] Discussion of Town owned lots at Graham Cemetery.**
 - [B] Discussion of burned-out house at 129 May Fray Avenue.**
- 11. Town Council will hold a Closed Session under 2.2-3711, Subsection 8 for the purpose of consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel involving the renewal of a contract with Rapidan Service Authority.**
- 12. Town Council Adjournment.**

MINUTES

Town Council Meeting Minutes
January 17, 2023
Page One

The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr. and Councilmembers Jason R. Cashell, Jeremiah V. Pent, and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Finance Dianna Gomez, Director of Community Development John Cooley, AICP, Police Chief Kiline Madison, and Lieutenant Rebecca Tidwell.

CALL TO ORDER

The Town Manager called the meeting to order at 5:45 p.m. The Town Clerk called roll and noted that there was a quorum present.

CONSIDERATION OF PROCLAMATIONS HONORING FORMER COUNCIL MEMBERS BOSFORD AND FOX

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Sherman to adopt the Proclamations honoring former Council Members Bosford and Fox, as presented. On vote, Councilmember Cashell – aye, Councilmember Pent – aye, Councilmember Roby – aye, Councilmember Sherman – aye, and Councilmember Waugh-Robinson – aye.

RECESS

Motion was made by Councilmember Roby, seconded by Councilmember Sherman to recess the meeting until regular business would take place at 7 p.m. On vote, Councilmember Cashell – aye, Councilmember Pent – aye, Councilmember Roby – aye, Councilmember Sherman – aye, and Councilmember Waugh-Robinson – aye.

RECEPTION

A reception was held honoring former Council Members Bosford and Fox. At 6:40 p.m. Mayor Roby read the Proclamations honoring them.

At 7:00 p.m. the regular business meeting reconvened of the Orange Town Council.

PLEDGE OF ALLEGIANCE

The Town Manager led the Pledge of Allegiance.

Town Council Meeting Minutes
January 17, 2023
Page Two

ADOPTION OF AGENDA

The Town Manager recommended adding a continued discussion on the Town's Music in the Park to the end of Unfinished Business and the consideration to move the Monday, February 20th, Town Council Meeting to Tuesday, February 21st because it falls on a Town Holiday, President's Day to the end of New Business. The Town Attorney stated that she needed to report on what she had heard from the State Attorney General's Office today and could do this after the Public Hearings. Council Member Roby recommended doing this right after the adoption of the agenda.

Motion was made by Councilmember Roby, seconded by Councilmember Waugh-Robinson, to adopt the agenda, as amended. On vote, Councilmember Cashell – aye, Councilmember Pent – aye, Councilmember Roby – aye, Councilmember Sherman – aye, and Councilmember Waugh-Robinson – aye.

The Town Attorney reported that she had received a call today from the Attorney General's Office in response to a question that she had asked on behalf of Council Members regarding an update on the Town Council election. The Town Attorney reported further that the Attorney General's Office stated that the voter registrations came from the local level and should be regulated at the local level. Therefore, the Attorney General's Office would defer to the local voter registrar and Commonwealth's Attorney and take no further action. The Town Attorney stated further that the Attorney General's office stated that the Attorney General's position is that the election process has spoken, and the civil process is available if further action is needed.

ELECTION OF MAYOR

The Town Manager called for nominations for Mayor. Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to nominate Martha Roby to serve as Mayor for a term of one year (January 1, 2023 – December 31, 2023). There being no more nominations, motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Sherman, to close the nominations. On vote: Councilmember Cashell – aye, Councilmember Pent – aye, Councilmember Roby – aye, Councilmember Sherman – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

On roll call vote to appoint Martha B. Roby, Mayor for a term to expire December 31, 2023: Councilmember Sherman – aye, Councilmember Cashell – aye, Councilmember Waugh-Robinson – aye, Councilmember Pent – aye, and Councilmember Roby – aye. The motion carried unanimously.

The Mayor for FY2023 was Martha Roby. The Town Manager handed the gavel over to Mayor Roby and congratulated her. Mayor Roby thanked Town Council for their vote of confidence. Mayor Roby stated that working together is key.

Town Council Meeting Minutes
January 17, 2023
Page Three

ELECTION OF VICE-MAYOR

Mayor Roby called for nominations for Vice-Mayor. Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to nominate Frederick W. Sherman, Jr., as Vice-Mayor for a term of one year (January 1, 2023 – December 31, 2023). There being no more nominations, motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent to close the nominations. On vote, On vote: Councilmember Cashell – aye, Councilmember Pent – aye, Mayor Roby – aye, Councilmember Sherman – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

On roll call vote to appoint Frederick W. Sherman, Jr. as Vice-Mayor for a term to expire December 31, 2023: On roll call vote, Councilmember Pent – aye, Councilmember Sherman – aye, Councilmember Cashell – aye, Councilmember Waugh-Robinson aye, and Mayor Roby – aye.

PUBLIC HEARINGS – TOWN COUNCIL WILL HOLD TWO PUBLIC HEARINGS ON DECLARING TOWN OWNED LAND ON ROBINSON STREET AS SURPLUS

The Town Manager reported that there will be two separate Public Hearings for two separate Town lots on Robinson Street to consider declaring as surplus:

- A. Parcel 044A4002300070 – 0 Robinson Street (see attached map)
- B. Parcel 044A4002300080 – 0 Robinson Street (see attached map)

The Town Manager stated that a business was interested in the property for a place to store more equipment. The Town Manager stated the first step was to declare the property surplus and then negotiate with the buyer.

Mayor Roby opened the Public Hearing on Parcel 0044A4002300070 – 0 Robinson Street and called for Public Comment.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to declare Parcel 044A4002300070 on Robinson Street as surplus. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Mayor Roby opened the Public Hearing on Parcel 044A4002300080 -0 Robinson Street and called for Public Comment. The Town Manager stated that there was no interest in this property at this time.

Town Council Meeting Minutes
January 17, 2023
Page Four

Mr. Hamilton who resides on Monrovia Road inquired about the zoning of the property. The Town Manager reported that the property was Industrial Railroad property. Councilmember Cashell inquired about the acreage. The Town Manager stated that he was not sure of the exact acreage and would have to provide to Council at a later date.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to declare Parcel 044A4002300080 on Robinson Street as surplus. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

Mr. G. W. Anthony Smith-Cavodish of 212 Byrd Street appeared before Council regarding his concern of the speed limit on Byrd Street and the number of speeders.

Ms. Grayson Butterfield of 11499 Rapidan Road appeared before Council regarding her concern over the recent Council election.

Ms. Dani Rivera appeared with Just Orange members Naomi Griffin and Michael Cobb outlining their plans for the new year.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF DECEMBER 5, 2022

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of December 5, 2022, as presented. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

FINANCE REPORT

The Director of Finance reported that General Fund Tax revenues included the following significant YTD favorable variances to budget: \$67K for Meals Tax, \$31K for Personal Property tax, and \$79K for Local Sales tax. The Director of Finance reported further that we had added the second half of 2022 to our delinquent Real Estate tax collection efforts; we had collected \$51K (82%) in delinquent Real Estate taxes and there was \$12K remaining which included an account in bankruptcy of \$2K and two accounts scheduled for public auction of \$1K. The Director of Finance stated that we had collected \$97K in Personal Property tax delinquencies.

Town Council Meeting Minutes
January 17, 2023
Page Five

The Director of Finance stated that we had received a \$250K lump sum payment for the TowerCom lease that could fund needed equipment.

The Director of Finance reported that Water Sales Revenue through December was \$760,103. The Director of Finance reported further that revenue was projected to be \$22K below budget for the year due to lower water availability fees than projected.

The Director of Finance reported that Sewer Sales Revenue through December was \$985,165. The Director of Finance reported further that Sewer Revenue was projected to be \$158K unfavorable for the year due to the reduction of sewer availability fees in the forecast.

The Director of Finance reported that payments for December were \$434,229. The Director of Finance reported further that the payments included \$77K to Williamson for paving, and the remaining payments were normal course of business expenses.

The Director of Finance reported that expenditures from the \$2,643,592 ARPA 1st funding amounted to \$634,898 ITD, of which \$86,750 went toward engineering services for the Liquid Feed project at the Water Plant, \$231,132 went toward the new SCADA system for the Sewer Plant, and \$317,016 went to Standpipe Engineering services. The Director of Finance stated that we had received the 2nd funding of \$2,643,592 but there had been no disbursements yet.

The Director of Finance stated that we had not received an update for the Safe Streets for All grant. The Director of Finance stated further that she and Aaron Hines were working on a Cyber Security grant application. The Director of Finance stated that she was currently completing the application for the T-Mobile Hometown grant that was recommended by John Cooley and we could receive up to \$50K for community projects from this grant if received.

UNFINISHED BUSINESS

TOWN COUNCIL CONTINUED A DISCUSSION ON THE TOWN'S MUSIC IN THE PARK

The Town Manager reported that while planning the upcoming Town's Music in the Park OEI Events had encountered businesses who were upset that the Town was holding the music event on a Friday because they too had music on Fridays, and they would be in competition with one another. After discussion, motion was made by Councilmember Pent, seconded by Councilmember Cashell to move the upcoming Town's Music in the Park series from the fourth Friday of the month to the fourth Thursday of the month. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Town Council Meeting Minutes
January 17, 2023
Page Six

NEW BUSINESS

TOWN COUNCIL CONSIDERED APPOINTMENTS TO BOARDS AND COMMISSIONS

The Town Manager stated that new appointments to Boards and Commissions normally took place at the time of the election of Mayor and Vice-Mayor annually. Mayor Roby stated that she no longer wished to serve on the Rappahannock-Rapidan Regional Commission Board. After discussion, it was the consensus of Council to table this discussion until the February 6th Town Council work session meeting to give Council Members more time to think about where they wished to serve.

TOWN COUNCIL CONSIDERED MOVING THE MONDAY, FEBRUARY 20th TOWN COUNCIL MEETING TO TUESDAY, FEBRUARY 21st BECAUSE THE MONDAY DATE FALLS ON A TOWN HOLIDAY, PRESIDENT'S DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to move the Monday, February 20th Town Council meeting to Tuesday, February 21st because the Monday date falls on a Town holiday, President's Day. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

FY-2024 DRAFT BUDGET INFORMATION

The Town Manager reported that the information that had been presented to Council for the DRAFT FY24 Budget was for information only. The Town Manager stated that there were no tax or rate increases in the FY24 proposed draft budget; there was a 5.0% COLA increase for employees (effective July 1, 2023) with additional 0.5% for under \$20/hour; and a 5% health insurance increase. The Town Manager further stated that the exact amount for the health insurance was also not known as of this time. The Town Manager stated further that LODA costs increased from \$632 to \$830 per certified police officer per VRS mandate, and donations were the same as last year. The Town Manager stated further that other considerations were significant increases to water and sewer chemicals, and an increase in vehicle fuel across the board. The Town Manager stated that also in the budget was payment of 100% of the utility costs for the Depot (This is proposed with the understanding that the County would hire a person to staff the Visitor Center).

The Town Manager reported that Capital expenditures included work to be done at the shooting range, purchasing a rear loading trash truck and trash cans for town residents and businesses, Madison/Main Traffic Light, Public Works and Police vehicles, sidewalks, paving Old Town lot, Town car, Connector of Boxley/Maddox, and a sound system for the Community Meeting Room.

Town Council Meeting Minutes
January 17, 2023
Page Seven

The Town Manager reported that a FY24 Draft Budget Work Session would be held on Monday, February 6th at 6 p.m. in the Town's Community Meeting Room.

Mayor Roby requested an update on Fiber at the February 21st regular Town Council meeting.

FOIA/COIA UPDATE

The Town Attorney stated that Freedom of Information Act (FOIA) review was to be done every two years. The Town Attorney reviewed FOIA with the Council. The Town Attorney reviewed violations under FOIA and what was considered a meeting. The Town Attorney expressed the importance of Council using their town issued email addresses.

The Town Attorney reviewed COIA with Town Council. The Town Attorney stated that COIA training was to be done every year.

ORANGE COUNTY REVIEW

Mayor Roby stated that she had received many complaints from citizens regarding the content in the Orange County Review with not a lot of local news and no editorial news. Mayor Roby stated that now the cost of the paper had gone up 200 percent from \$1.00 to \$3.00. After discussion, it was consensus of Council to have the mayor write a letter to A Lee Enterprises outlining the Town's concerns. Ms. Andri Landi stated that she was currently writing for the OC Bulletin which was a volunteer collaborative right now and currently only available online. Ms. Landi stated that the Town could send news or information to the OC Bulletin at info@theocbulletin.com.

With no further business the meeting adjourned at 8:58 p.m.

Wendy J. Chewning, MMC
Town Clerk

Martha B. Roby, Mayor

Town Council Meeting Minutes
February 6, 2023
Page One

The Orange Town Council held a work session meeting at 6:00 p.m. in the Town of Orange Community Center Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., and Councilmembers Jason Cashell, Jeremiah Pent, and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Community Development John Cooley, AICP, CZA, and Director of Finance Dianna Gomez.

CALL TO ORDER

Mayor Roby opened the meeting. The Town Clerk called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to adopt the agenda, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

CONTINUED DISCUSSION OF APPOINTMENTS TO BOARDS AND COMMITTEES

Mayor Roby stated that this was a continued discussion from the regular January Town Council meeting. Mayor Roby gave an overview of various duties on different Board and Committees, and reminded Council that their duties at these meetings was to only sit and listen and report information back to Council.

Mayor Roby stated that she had some suggestions for Board/Committee appointments to include:

Rappahannock-Rapidan Regional Commission- Councilmember Pent

Planning Commission (ex-officio) – Mayor Roby

Orange Downtown Alliance – Councilmember Waugh-Robinson would remain the representative.

Orange County Board of Supervisors – Vice-Mayor Sherman

Youth Ambassador to Just Orange – Councilmember Cashell

Orange County Economic Development Authority – Arthur Bryant

Mayor Roby stated that she had served on the PD-9 for the last 10 years and wished to do something new. The Town Manager stated that he also served as a representative on the PD-9 Board, and PD-9 members had voting rights.

Town Council Meeting Minutes
February 6, 2023
Page Two

Councilmember Pent stated that he had put a lot of time into the Orange Downtown Alliance with the negotiation team and getting a new contract signed with the Town. Councilmember Pent stated further that he had an emotional investment in ODA and would like to be involved with ODA either as the Town's representative, and if that was a conflict, perhaps serve on the ODA Design Committee. The Town Attorney stated that she didn't know if it would be a conflict with him serving as the Town's representative, but there was a concern with the appearance because he had negotiated the current contract with the Town on the behalf of the ODA. The Town Attorney stated further that it was also not a conflict for him to serve on the ODA's Design Committee, but that would have to be up to the ODA.

Councilmember Cashell stated that he would like to serve as the Town's representative to the Orange County Board of Supervisors. Vice-Mayor Sherman stated that he wanted to keep his position as the County's representative to the Board but would be willing to share the County Board of Supervisor Representative and Youth Ambassador position with Councilmember Cashell. Vice-Mayor Sherman stated that was what he and former Councilmember Fox did. After discussion, it was decided that Vice-Mayor Sherman and Councilmember Cashell would share the two positions.

FY-2024 BUDGET WORK SESSION

The Town Manager gave an overview of the DRAFT FY24 Budget to date:

The Town Manager stated that there were no tax or rate increases in the FY24 proposed draft budget; there was a 5.0% COLA increase for employees (effective July 1, 2023) with additional 0.5% for under \$20/hour; and a 5% health insurance increase. The Town Manager stated that the health insurance increase amount was also not known as of this time. The Town Manager stated further that LODA costs increased from \$632 to \$830 per certified police officer per VRS mandate, and donations were the same as last year. The Town Manager stated that other considerations were significant increases to water and sewer chemicals, and an increase in vehicle fuel across the board. The Town Manager stated further that also in the budget was payment of 100% of the utility costs for the Depot (This is proposed with the understanding that the County would hire a person to staff the Visitor Center).

The Town Manager reported that Capital expenditures included work to be done at the shooting range, purchasing a rear loading trash truck and trash cans for town residents and businesses, Madison/Main Traffic Light, Public Works and Police vehicles, sidewalks, paving Old Town lot, Town car, Connector of Boxley/Maddox, and a sound system for the Community Meeting Room.

The Town Manager stated that revenues for the DRAFT FY24 Budget included Water and Sewer availability fees for 30 homes in the Round Hill Meadows buildout with an additional 5 throughout Town, increased tax revenue by revenue increases already experiencing, and increased interest income to reflect Town funds (excluding ARPA) at today's rates. A lengthy discussion was held on revenues and taxes.

Town Council Meeting Minutes
February 6, 2023
Page Three

The Town Manager presented a Debt Service Schedule pointing out that in FY25 \$330,000 in debt goes away which would then leave room to get other things done that are needed.

The Town Manager stated that the Revenue Sharing that was postponed from 2022 and 2023 were included in the budget for FY24 which would amount to \$339,000 for the Town, which was more than double the regular cost of \$150,000 annually.

Mayor Roby stated that she would like to see the Town hire their own full-time Economic Development position. The Town Manager stated that this would cost the Town approximately \$50,000 salary annually and with benefits this would come to approximately \$80,000/\$90,000 annually. Councilmember Pent stated that ODA, the Town's IDA, and the County EDA were also focused on Economic Development for the Town. A lengthy discussion was held regarding the purposes of each of these groups. After discussion, it was the consensus of Council to have the Town Manager look more into the costs of an in-house full-time Economic Development position.

Vice-Mayor Sherman stated that he thought former Councilmember Bosford was on the right track regarding sidewalks when he was on Council, and he wanted to see the sidewalk replacement plan continue. Vice-Mayor Sherman requested that the Belleview Sidewalk Project continue onto Peliso Avenue and into the new Town parking lot. Vice-Mayor Sherman also requested that the sidewalk projects be added to the Town's Capital Improvement Plan.

REGULAR FEBRUARY TOWN COUNCIL MEETING

The Town Manager reported that the regular February Council meeting would be Tuesday, February 21st at 7 p.m. due to the Monday holiday. The Town Manager stated that we would discuss Fiber and have a Closed Session at this meeting. It was a consensus of Council to hold another Budget work session meeting on Monday, March 6th at 6 p.m. in the Town's Community Meeting Room.

With no further business the meeting adjourned at 8:15 p.m.

Wendy J. Chewning, MMC, Town Clerk

Martha B. Roby, Mayor

FINANCE REPORT



Town of Orange
Director of Finance's Office

119 Belleview Avenue, Orange Virginia 22960 - 1401
Phone: (540) 672-1020 Fax: (540) 672-2821
Email - directoroffinance@townoforangeva.org

MEMORANDUM

TO: Mayor and Council Members
FROM: Dianna Gomez, Director of Finance
DATE: February 8, 2022
SUBJECT: Summary Financial Report – January 2023

The following is a summary report of the financial condition of the Town as of January 31, 2023, the seventh period of FY 2023 budget as approved and amended. This report covers 58% of the current fiscal year. Please review the attached schedules for specific category results.

General Fund

General Fund revenues are \$3,751,781 or 52.78% of the FY 2023 annual budget. Referring to our annual projections spreadsheet (attached) the current revenue position for the General Fund (excluding reserve usage) is \$691,166 higher than budget. This includes a \$250,000 lump sum rent payment from TowerCom.

Tax revenue for the month was \$236,953 of which 57.5% was derived from Meals Tax.

Motor Vehicle Rental Tax has decreased year over year. Enterprise Car Rentals was closed in Orange; they reopened three weeks ago. They are the main source of this revenue.

Year to date General Fund expenditures were \$3,260,913 or 45.87% of the amount budgeted for FY 2023. Expenditures are in line for this period.

Water Fund

Water Fund revenues are \$3,575,002 or 49.04% of the annual budget. Included in the water revenues are ARPA funds of \$2,643,592.

Year to date water fund expenditures of \$1,243,692 are 17.06% of the annual budget. Chemical pricing has increased. Equipment repair and electric are trending higher than budget. Other expenditures are in line for this period.

"A Main Street Community"
&
"A Designated Enterprise Zone"

Waste Water Fund

Sewer Fund Revenues are \$1,253,565 or 63.69% of the annual budget. Sewer revenue projections have been reduced because the availability fees expected from the Seasons at Round Hill Meadows housing development are falling behind budgeted levels. Year to date Sewer Fund expenditures of \$1,253,944 were at 63.71% of the annual budget. Chemicals, fuel, equipment repair and electric are trending higher than budget. A significant principal payment to Virginia Resource Authority (\$325,152) was made in November for the financing of the WTP upgrade in 2004. Other costs are in line for this period.

Cash Balances

The combined cash balance for the Town's Funds is \$9,265,751 with \$5,364,814 reserved for projects or dedicated to specific uses. The cash balance includes \$1,500,000 on deposit with the Virginia Investment Pool Trust Fund. Significant payments occurred in July and January for the US Bank loan and November for the Virginia Resource Authority loan.

Debt Balances

A summary of the Town's Debt as of January 31, 2023 is included with this report. The summary includes the significant debt payments .

**Town of Orange
Revenue Accounts
Month of January 2023**

Description	FY-2023 Budget	Actual Revenues			Projected		FY-2023 Variance to Budget
		Previous Months	Current Month	FY-2023 Year-To-Date	Remaining Months	FY-2023 Revenues	
General Fund							
Taxes							
Real Estate	635,000	301,676	7,578	309,254	323,535	632,789	(2,211)
Personal Property	185,000	198,531	6,947	205,478	10,500	215,978	30,978
Public Service Corp.	31,000	24,015	-	24,015	-	24,015	(6,985)
Delinquent	-	-	-	-	-	-	-
Cigarette	90,000	36,000	3,600	39,600	37,500	77,100	(12,900)
Bank Franchise	165,000	-	-	-	165,000	165,000	-
Utility Consumer	231,600	116,744	20,289	137,033	96,500	233,533	1,933
Electric Consumption	15,000	7,136	1,599	8,735	6,250	14,985	(15)
Local Sales	300,000	229,274	30,868	260,143	125,000	385,143	85,143
Motor Vehicle Registration Fees	88,000	88,469	7,177	95,647	2,500	98,147	10,147
Business & Prof. License	200	100	18	118	200	318	118
Meals	1,400,000	787,234	136,227	923,462	573,331	1,496,793	96,793
Transient/Occupancy	140,000	82,172	12,287	94,459	50,000	144,459	4,459
Communications	135,000	61,496	10,361	71,857	56,250	128,107	(6,893)
Sub-Total Taxes	3,415,800	1,932,846	236,953	2,169,799	1,446,566	3,616,365	200,565
Licenses & Permits							
Licenses & Permits	100	225	25	250	-	250	150
Sub-Total Licenses	100	225	25	250	-	250	150
Fines & Forfeitures							
Court Fines	80,000	46,811	5,624	52,435	33,331	85,766	5,766
Sub-Total Fines	80,000	46,811	5,624	52,435	33,331	85,766	5,766
Intergovernmental - State							
Skills Games Fee	3,456	-	-	-	1,440	1,440	(2,016)
Rolling Stock	6,600	6,640	-	6,640	-	6,640	40
Motor Vehicle Rental	37,000	769	3,081	3,850	6,133	9,983	(27,017)
Mobile Home (RV) Registration	-	-	-	-	-	-	-
Law Enforcement Assistance	114,584	66,787	-	66,787	57,292	124,079	9,495
PPTR Revenue	89,615	89,615	-	89,615	-	89,615	-
State Highway Maint. Fund	984,356	533,527	-	533,527	492,178	1,025,705	41,349
Misc. Grants - (DMV) Law Enf. OT	2,000	4,052	-	4,052	1,500	5,552	3,552
Litter Control Grant	2,500	-	4,490	4,490	-	4,490	1,990
Fire Programs Grant	17,094	19,579	-	19,579	-	19,579	2,485
Sub-Total Intergovernmental	1,267,205	720,969	7,571	728,540	558,543	1,287,083	29,878
Investments/Sales of Assets							
Interest Income	1,500	30,427	16,172	46,599	625	47,224	45,724
TowerCom Capital Lease	14,688	257,491	-	257,491	-	257,491	242,803
Sale of Surplus Property	-	4,010	-	4,010	-	4,010	4,010
Sales of Recycled Materials	-	368	169	537	-	537	537
Sub-Total Investments/Sales of Asset	16,188	292,296	16,341	308,637	625	309,262	293,074
User Fees							
Planning & Development Fees	2,500	3,840	250	4,090	1,250	5,340	2,840
Transit Collections	19,512	5,070	5,070	10,140	9,756	19,896	384
Porterfield Park Shelter	1,200	1,150	300	1,450	500	1,950	750
Depot Community Room	240	480	80	560	100	660	420
Public Works Community Room	3,300	1,240	925	2,165	1,375	3,540	240
Trash Collection - Commercial	50,000	27,932	4,798	32,730	20,831	53,561	3,561
Trash Collection - Residential	106,000	51,905	9,191	61,096	44,169	105,265	(735)
Taylor Park	50	-	-	-	50	50	-
Sub-Total User Fees	182,802	91,617	20,614	112,231	78,031	190,262	7,460
Miscellaneous Revenue							
Misc. General Fund Revenue	24,400	40,193	95	48,959	8,081	57,040	32,640
DMV Stop Fees	500	2,890	565	3,455	206	3,661	3,161
Administrative Fee	2,004	5,253	1,050	6,303	835	7,138	5,134
VRTA Reimbursements - TOOT	-	34,994	3,104	38,098	-	38,098	38,098
Expenditure Refunds	20,000	77,823	12,955	90,778	-	90,778	70,778
Internal Charges	376,395	192,022	32,004	224,025	156,833	380,858	4,463
ARPA - NEU FUNDS	-	-	-	-	-	-	-
Capital Fund (Real Estate Applied)	(121,337)	-	-	-	(121,337)	(121,337)	-
Add'l Transfers to Capital Fund	(1,155,463)	-	-	-	(1,155,463)	(1,155,463)	-
Reserve Fund	1,076,838	-	-	-	1,076,838	1,076,838	-
Sub-Total Miscellaneous	223,337	353,174	49,772	411,617	(34,007)	377,610	154,273
Total General Fund	5,175,432	3,437,938	336,900	3,783,509	2,083,089	5,866,598	691,166

**Town of Orange
Revenue Accounts
Month of January 2023**

Description	FY-2023 Budget	Actual Revenues			Projected		FY-2023 Variance to Budget
		Previous Months	Current Month	FY-2023 Year-To-Date	Remaining Months	FY-2023 Revenues	
Capital Fund							
Byrd Street Project	-	-	-	-	-	-	-
VDOT - Paving Reimbursement	666,000	-	-	-	666,000	666,000	-
ISTEA Mainstreet Project	-	-	-	-	-	-	-
ISTEA Railroad Avenue	-	-	-	-	-	-	-
General Fund Capital Proceeds	121,337	-	-	-	121,337	121,337	-
Add'l Transfers from General Fund	1,145,663	-	-	-	1,145,663	1,145,663	-
Loan Proceeds	-	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	-	-	-	-
Total Capital Fund	1,933,000	-	-	-	1,933,000	1,933,000	-
Net General Fund	7,108,432	3,437,938	336,900	3,783,509	4,016,089	7,799,698	691,166
Water Fund							
Investments/Sales of Assets							
Interest Income	5,000	6,693	1,775	8,468	2,081	10,549	5,549
Sale of Surplus Property	-	-	-	-	-	-	-
Sub-Total Investments/Asset Sales	5,000	6,693	1,775	8,468	2,081	10,549	5,549
Utility Revenues							
Water Sales	1,345,255	706,353	124,833	831,186	560,520	1,391,706	46,451
Water Availability	156,000	42,000	-	42,000	40,000	82,000	(74,000)
Water Reconnection Fees	20,000	11,750	1,550	13,300	8,331	21,631	1,631
Sub-Total Utility	1,521,255	760,103	126,383	886,486	608,851	1,495,337	(25,918)
Miscellaneous Revenue							
Miscellaneous Revenues	41,500	35,251	1,248	36,500	5,500	42,000	500
Expenditure Refunds	-	-	-	-	-	-	-
Water Fund Grant	3,043,592	2,643,643	-	2,643,643	400,000	3,043,643	51
Reserve Fund	2,678,810	-	-	-	2,678,810	2,678,810	-
Sub-Total Miscellaneous	5,763,902	2,678,894	1,248	2,680,143	3,084,310	5,764,453	551
Total Water Fund	7,290,157	3,445,690	129,407	3,575,097	3,695,242	7,270,339	(19,818)
Sewer Fund							
Investments/Sales of Assets							
Interest Income	-	-	-	-	-	-	-
Sub-Total Interest	-	-	-	-	-	-	-
Utility Revenues							
Sewer Sales	1,583,518	815,281	143,547	958,828	659,798	1,618,626	35,108
Sewer Availability	641,160	135,630	-	135,630	219,850	355,480	(285,680)
Sewer Sales - Sludge	60,000	34,253	1,962	36,215	25,000	61,215	1,215
Sub-Total Utility	2,284,678	985,165	145,509	1,130,674	904,648	2,035,322	(249,356)
Miscellaneous Revenue							
Miscellaneous Revenues	2,000	3	-	3	2,000	2,003	3
Nutrient Credit Exchange	4,500	8,519	815	9,335	-	9,335	4,835
Leachate Sales	100,000	98,354	65	98,418	50,002	148,420	48,420
Septic Hauling	52,000	13,260	1,875	15,135	21,669	36,804	(15,196)
Expenditure Refunds	-	-	-	-	-	-	-
Reserve Fund	(474,845)	-	-	-	(474,845)	(474,845)	-
Sub-Total Miscellaneous	(316,345)	120,136	2,755	122,891	(401,174)	(278,283)	38,062
Total Sewer Fund	1,968,333	1,105,301	148,264	1,253,565	503,474	1,757,039	(211,294)
Total Revenues	16,366,922	7,988,929	614,671	8,612,171	8,214,805	16,826,976	460,054

TOWN OF ORANGE

Fund Balances

The following numbers represent our best estimates of
unencumbered fund balances (cash) as of January 31, 2023:

	Cash Balance	Encumbered	Unencumbered Balance
General Fund	\$ 7,564,222	\$ -	\$ 7,564,222
Capital Improvement Fund	(2,315,086)	892,182	(3,207,268)
Water Fund	4,990,167	4,300,213	689,954
Sewer Fund	(1,143,865)	-	(1,143,865)
Water Deposit Fund	99,127	99,127	-
Taylor Park Fund	73,292	73,292	-
Grant Fund	(2,106)	-	(2,106)
Totals	<u>\$ 9,265,751</u>	<u>\$ 5,364,814</u>	<u>\$ 3,900,937</u>

Town Debt Service
As of January 31, 2023

	Original Debt	Principal @ 06/30/2022	FY - 2022 Principal & Interest			Principal Remaining
			Budgeted	Paid	Remaining	
General Fund						
Route 20 Expansion	\$ 1,372,000	\$ 271,600	\$ 94,250	\$ 94,250	\$ -	\$ 182,000
Public Works Center	\$ 931,000	\$ 184,300	\$ 63,955	\$ 63,955	\$ -	\$ 123,500
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service Activity	\$ 2,303,000	\$ 455,900	\$ 158,205	\$ 158,205	\$ -	\$ 305,500
Water Fund						
Macon Road Tank	\$ 392,000	\$ 77,600	\$ 26,928	\$ 26,928	\$ -	\$ 52,000
Raw Water Storage Basin	\$ 2,196,000	\$ 1,228,800	\$ 137,906	\$ 137,906	\$ -	\$ 1,126,000
Debt Service Activity	\$ 2,588,000	\$ 1,306,400	\$ 164,834	\$ 164,835	\$ -	\$ 1,178,000
Sewer Fund						
Wastewater Treatment Plant Upgrade	\$ 2,009,000	\$ 397,700	\$ 138,008	\$ 138,008	\$ -	\$ 266,500
New WWTP - Total /Cumulative Debt	\$ 15,882,032	\$ 8,779,111	\$ 650,304	\$ 325,152	\$ 325,152	\$ 8,453,959
Debt Service Activity	\$ 17,891,032	\$ 9,176,811	\$ 788,312	\$ 463,161	\$ 325,152	\$ 8,720,459
Total Debt Service	\$ 22,782,032	\$ 10,939,111	\$ 1,111,351	\$ 786,200	\$ 325,152	\$ 10,203,959

Town of Orange
 ARPA Funds
 As of January 31, 2023

<u>1st Tranche</u>	<u>Funds Received</u>	<u>Funds Spent</u>	<u>Remaining Funds</u>
Standpipe	1,977,459.57	(319,089.19)	1,658,370.38
Fiber Optics Grant	350,000.00	-	350,000.00
Liquid Feed System	85,000.00	(86,750.00)	(1,750.00)
Scada System	231,132.43	(231,132.43)	-
Total	2,643,592.00	(636,971.62)	2,006,620.38

<u>2nd Tranche</u>	<u>Funds Received</u>	<u>Funds Spent</u>	<u>Remaining Funds</u>
Standpipe	2,643,592.00	-	2,643,592.00
Fiber Optics Grant			
Liquid Feed System			
Scada System			
Total	2,643,592.00	-	2,643,592.00

FINANCIAL STATEMENT ENDING

January, 2022

**Town of Orange
Financial Statement
January 2023
58.33% of Budget Year
Fund Summaries**

REVENUES

FUND	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	4,985,033.00	190,400.00	333,770.41	3,751,781.30	52.78%	1,423,651.70
GF-CAP IMPROVEMENTS	505,000.00	1,428,000.00	-	-		2,224,673.62
WATER	5,418,157.00	1,872,000.00	129,372.23	3,575,001.77	49.04%	3,715,155.23
SEWER	1,958,532.00	9,800.00	148,264.32	1,253,565.05	63.69%	714,766.95
GRANTS/SPECIAL REVENUE	-	-	3,103.87	43,964.40	0.00%	-
WATER DEPOSIT	-	-	34.63	172.73	0.00%	-
TAYLOR PARK	-	-	25.75	114.03	0.00%	-
TOTAL	\$ 12,866,722.00	\$ 3,500,200.00	\$ 614,571.21	\$ 8,624,599.28	N/A	\$ 8,078,247.50

Note: A () in Remaining Balance means that we have collected more than anticipated.

EXPENDITURES

FUND	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	4,985,264.25	190,400.00	369,836.15	2,988,031.09	45.87%	2,187,633.16
GF-CAP IMPROVEMENTS	505,000.00	1,428,000.00	9,872.19	272,881.97		1,660,118.03
WATER	5,418,157.00	1,872,000.00	150,404.41	1,243,692.34	17.06%	6,046,464.66
SEWER	1,958,532.00	9,800.00	102,583.07	1,253,943.65	63.71%	714,388.35
GRANTS/SPECIAL REVENUE	-	-	3,103.87	26,523.52	0.00%	-
WATER DEPOSIT	-	-	-	-	0.00%	-
TAYLOR PARK	-	-	-	-	0.00%	-
TOTAL	\$ 12,866,953.25	\$ 3,500,200.00	\$ 635,799.69	\$ 5,785,072.57	N/A	\$ 10,608,604.20

NOTE: A () in Remaining Balance means we have spent more than what we planned

**Town of Orange
Financial Statement
January, 2023
58.33% of Budget Year
General Fund**

REVENUES

DESCRIPTION	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LOCAL TAXES	3,415,800.00	-	236,952.86	2,169,094.19	63.50%	1,246,705.81
LICENSES & PERMITS	100.00	-	25.00	350.00	350.00%	(250.00)
FINES	80,000.00	-	5,623.73	52,434.63	65.54%	27,565.37
STATE FUNDS	1,257,205.00	-	7,570.63	727,792.90	57.89%	529,412.10
INV / SALE OF ASSETS	-	-	-	-	0.00%	0.00
USER FEES	182,802.00	-	20,614.38	112,321.39	61.44%	70,480.61
MISCELLANEOUS	424,800.00	-	62,983.81	432,297.31	101.76%	(7,497.31)
TOWERCOM LEASE	14,688.00	-	-	257,490.88	1753.07%	(242,802.88)
ARPA - NEU FUNDS	-	-	-	-	0.00%	0.00
RESERVE FUND	114,638.00	962,200.00	-	-	0.00%	1,076,838.00
TRANSF TO CAP. IMPROVEM.	(505,000.00)	(771,800.00)	-	-	0.00%	(1,276,800.00)
TOTAL	\$ 4,985,033.00	\$ 190,400.00	\$ 333,770.41	\$ 3,751,781.30	72.49%	\$ 1,423,651.70

Note: A () in Remaining Balance means that we have collected more than anticipated.

EXPENDITURES

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LEGISLATIVE	123,131.00	-	2,225.06	23,436.38	19.03%	99,694.62
TOWN MANAGER	338,229.00	8,800.00	28,432.09	207,398.51	59.76%	139,630.49
TOWN ATTORNEY	38,500.00	-	3,000.00	22,395.17	58.17%	16,104.83
FINANCE DEPARTMENT	395,625.00	-	47,364.97	252,255.17	63.76%	143,369.83
ELECTIONS	3,500.00	-	-	-	0.00%	3,500.00
POLICE DEPARTMENT	1,635,945.00	-	118,880.75	971,495.13	59.38%	664,449.87
FIRE AND RESCUE	56,341.00	-	-	59,579.00	105.75%	(3,238.00)
PUBLIC WORKS	1,411,562.25	181,600.00	104,942.24	752,878.97	47.26%	840,283.28
TRASH COLLECTION	233,663.00	-	27,107.66	145,994.88	62.48%	87,668.12
MUNICIPAL BUILDING	48,415.00	-	3,235.11	35,561.81	73.45%	12,853.19
DEPOT	16,000.00	-	1,489.84	7,655.85	47.85%	8,344.15
TRANSPORTATION SYSTEM	102,594.00	-	-	56,513.00	55.08%	46,081.00
PARKS AND GROUNDS	27,000.00	-	1,286.64	11,829.72	43.81%	15,170.28
COMMUNITY DEVELOPMENT	261,427.00	-	28,042.35	114,840.78	43.93%	146,586.22
NON-DEPT - DEBT & OTHER	293,332.00	-	3,829.44	326,196.72	111.20%	(32,864.72)
NON-DEPT - DONATIONS	-	-	-	-	0.00%	0.00
NON-DEPT - CAPITAL	-	-	-	-	0.00%	0.00
TOTAL	\$ 4,985,264.25	\$ 190,400.00	\$ 369,836.15	\$ 2,988,031.09	57.73%	\$ 2,187,633.16

NOTE: A () in Remaining Balance means we have spent more than what we planned

**Financial Statement
January, 2023
58.33% of Budget Year
Water Fund**

REVENUES

DESCRIPTION	FY-2023 BUDGET		SALES MTD	SALES YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	-	-	-	-	0.00%	-
INV/ SALE OF ASSETS	5,000.00	-	-	-	0.00%	5,000.00
WATER SALES	1,345,255.00	-	124,833.05	831,186.17	61.79%	514,068.83
WATER AVAILABILITY	156,000.00	-	-	42,000.00	26.92%	114,000.00
WATER RECONNECTIONS	20,000.00	-	1,550.00	13,300.00	66.50%	6,700.00
EXPENDITURE REFUNDS	-	-	-	-	0.00%	-
MISCELLANEOUS	41,500.00	-	2,989.18	44,923.60	108.25%	(3,423.60)
ARPA - NEU FUNDS	3,043,592.00	-	-	2,643,592.00	86.86%	400,000.00
RESERVE FUND	806,810.00	1,872,000.00	-	-	0.00%	2,678,810.00
TOTAL	\$ 5,418,157.00	\$ 1,872,000.00	\$ 129,372.23	\$ 3,575,001.77	49.04%	\$3,715,155.23

Note: A () in Remaining Balance means that we have collected more than anticipated.

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
STANDPIPE REPLACEMENT PROJECT		1,804,000.00	2,074.04	209,770.19	11.63%	1,594,229.81
WATER/SEWER LINE PROJ.		-	-	-	-	-
WATER TREATMENT	948,769.00	-	62,958.19	654,427.02	68.98%	294,341.98
WATER DISTRIBUTION	304,515.00	68,000.00	22,683.93	212,911.28	57.16%	159,603.72
NON-DEPT - DEBT & OTHER	4,164,873.00	-	62,688.25	166,583.85	4.00%	3,998,289.15
TOTAL	\$ 5,418,157.00	\$ 1,872,000.00	\$150,404.41	\$ 1,243,692.34	17.06%	\$ 6,046,464.66

**Town of Orange
Financial Statement
January, 2023
58.33% of Budget Year
Sewer Fund**

REVENUES

DESCRIPTION	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LICENSES & PERMITS	-	-	-	-	0.00%	-
TRANSFER FROM GENERAL	-	9,800.00	-	-	0.00%	9,800.00
SEWER SALES	1,583,518.00	-	143,547.19	958,828.43	60.55%	624,689.57
SEWER AVAILABILITY FEES	641,160.00	-	-	135,630.00	21.15%	505,530.00
SEWER SALES - SLUDGE	60,000.00	-	1,962.03	36,215.33	60.36%	23,784.67
NUTRIENT CREDIT	4,500.00	-	815.37	9,334.52	207.43%	(4,834.52)
LEACHATE	100,000.00	-	64.58	98,418.13	98.42%	1,581.87
SEPTIC HAULING	52,000.00	-	1,875.15	15,135.34	29.11%	36,864.66
MISCELLANEOUS	2,000.00	-	-	3.30	0.17%	1,996.70
RESERVE FUND	(484,646.00)	-	-	-	0.00%	(484,646.00)
TOTAL	\$ 1,958,532.00	\$ 9,800.00	\$ 148,264.32	\$ 1,253,565.05	63.69%	\$ 714,766.95

Note: A () in Remaining Balance means that we have collected more than anticipated.

EXPENDITURES

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
SEWER TREATMENT	978,677.00	-	80,795.00	677,754.56	69.25%	300,922.44
SEWER COLLECTION	191,452.00	9,800.00	19,056.45	111,828.86	55.57%	89,423.14
NON-DEPT - DEBT & OTHER	788,403.00	-	2,731.62	464,360.23	58.90%	324,042.77
TOTAL	\$ 1,958,532.00	\$ 9,800.00	\$ 102,583.07	\$ 1,253,943.65	63.71%	\$ 714,388.35

NOTE: A () in Remaining Balance means we have spent more than what we planned

BILLS AND CLAIMS

For the month January, 2022

**TOWN OF ORANGE
CHECK REGISTER**

JANUARY 1 - 31, 2023

Check #	Check Date	Vendor Name	PO #	Net Amount
33311	1/3/2023	ACCESS TELECOM INC	23-00805	\$ 7,400.00
33312	1/3/2023	ADT SECURITY SERVICES	23-00835	171.93
33313	1/3/2023	BF LEVY LLC	23-00806	22.13
33314	1/3/2023	CCLS INCORPORATED	23-00827	49.99
33315	1/3/2023	CENTRAL VIRGINIA ELECTRIC COOP	23-00807	417.76
33316	1/3/2023	CHEMUNG CONTRACTING CORP	23-00828	198.25
33317	1/3/2023	AT&T MOBILITY	23-00836	1,440.47
33318	1/3/2023	CINTAS	23-00829	127.66
33319	1/3/2023	CIVICPLUS	23-00830	2,674.09
33320	1/3/2023	COECO OF CHARLOTTESVILLE	23-00837	717.99
33321	1/3/2023	COMCAST	23-00808	752.41
33322	1/3/2023	COMCAST	23-00809	272.17
33323	1/3/2023	CRYSTAL SPRINGS	23-00810	7.50
33324	1/3/2023	DOMINION ENERGY VIRGINIA	23-00811	1,543.20
33325	1/3/2023	JSL LABS, LLC dba	23-00812	641.00
33326	1/3/2023	ENVIRONMENTAL SYSTEMS SERVICE	23-00813	150.00
33327	1/3/2023	CORE & MAIN	23-00831	6,550.00
33328	1/3/2023	HOLTZMAN OIL CORP	23-00832	283.57
33329	1/3/2023	HYRE, CHARLES BRANDON	23-00814	61.10
33330	1/3/2023	IDEXX DISTRIBUTION, INC	23-00816	643.97
33331	1/3/2023	JP MORGAN CHASE BANK NA	23-00815	91.07
33332	1/3/2023	MINNESOTA LIFE INSURANCE CO	23-00817	1,512.29
33333	1/3/2023	ORANGE COUNTY SHERIFF'S OFFICE	23-00822	500.00
33334	1/3/2023	ORANGE TIRE INC	23-00818	430.00
33335	1/3/2023	SHEENA PAYETTE	23-00819	42.01
33336	1/3/2023	PURCHASE POWER	23-00833	13.84
33337	1/3/2023	REXEL	23-00834	206.05
33338	1/3/2023	RAPIDAN SERVICE AUTHORITY	23-00820	34.56
33339	1/3/2023	SHUMAKE, FREDDIE LEE	23-00821	-
33340	1/3/2023	TOWN OF ORANGE	23-00801	82.42
33341	1/3/2023	TRANSAMERICA EMPLOYEE BENEFITS	23-00823	1,383.62
33342	1/3/2023	LITTLE, TIFFANY	23-00802	6.71
33343	1/3/2023	UNIVAR SOLUTIONS	23-00824	3,151.80
33344	1/3/2023	USABLUBOOK	23-00825	875.09
33345	1/3/2023	NEW VIRGINIA TRACTOR	23-00838	347.64
33346	1/3/2023	CHEWNING, WENDY	23-00826	90.00
33347	1/10/2023	ADT SECURITY SERVICES	23-00843	35.04
33348	1/10/2023	AMAZON CAPITAL SERVICES	23-00839	1,096.19
33349	1/10/2023	AMOS APPAREL	23-00844	1,500.95

33350	1/10/2023	BAILEY, JAMES E & ANITA S	23-00846	52.54
33351	1/10/2023	BAKER, DWIGHT	23-00845	32.31
33352	1/10/2023	TRUIST	23-00871	3,473.80
33353	1/10/2023	BMS DIRECT	23-00847	871.05
33354	1/10/2023	CINTAS CORPORATION #385	23-00848	2,716.77
33355	1/10/2023	COMCAST	23-00849	712.96
33356	1/10/2023	DMV	23-00840	600.00
33357	1/10/2023	DODSON, KENNETH	23-00851	124.00
33358	1/10/2023	DORSETT TECHNOLOGIES, INC	23-00852	144.00
33359	1/10/2023	DIX, JR JAMES A	23-00850	302.18
33360	1/10/2023	JSL LABS, LLC dba	23-00853	470.00
33361	1/10/2023	FAYE'S OFFICE SUPPLY	23-00854	10,558.91
33362	1/10/2023	FISHER AUTO PARTS	23-00855	1,592.17
33363	1/10/2023	GALLS, LLC	23-00856	193.96
33364	1/10/2023	GRELEN NURSERY	23-00857	600.00
33365	1/10/2023	MICROSOFT	23-00858	457.07
33366	1/10/2023	MORTON SALT, INC	23-00859	2,149.12
33367	1/10/2023	ORANGE DOWNTOWN ALLIANCE	23-00860	15,000.00
33368	1/10/2023	PITNEY BOWES GLOBAL FINANCIAL	23-00861	152.22
33369	1/10/2023	SCHAEFFER MFG. COMPANY	23-00862	1,745.40
33370	1/10/2023	SHUMAKE, FREDDIE LEE	23-00841	30.72
33371	1/10/2023	STEROBEN ASSOCIATES	23-00863	3,750.00
33372	1/10/2023	TOWN OF ORANGE	23-00842	16.93
33372	1/10/2023	TOWN OF ORANGE	23-00864	3,174.77
33373	1/10/2023	TUCKER, JOSH	23-00803	93.18
33374	1/10/2023	USABUEBOOK	23-00865	663.88
33375	1/10/2023	VACORP	23-00868	175.03
33376	1/10/2023	VERIZON	23-00866	1,470.20
33377	1/10/2023	VUPS	23-00867	47.33
33378	1/10/2023	WAYNE OXYGEN & WELDING SUPPLY	23-00869	29.76
33379	1/10/2023	WW ASSOCIATES, INC	23-00870	1,500.00
33380	1/17/2023	ADT SECURITY SERVICES	23-00876	52.99
33381	1/17/2023	BEGGARS BANQUET	23-00877	26.00
33382	1/17/2023	DOMINION ENERGY VIRGINIA	23-00878	8,438.34
33383	1/17/2023	GFL ENVIRONMENTAL	23-00879	2,000.00
33384	1/17/2023	IACP	23-00880	190.00
33385	1/17/2023	DAVID KERR	23-00881	124.00
33386	1/17/2023	CATHERINE B. LEA	23-00882	3,000.00
33387	1/17/2023	ORANGE COUNTY LANDFILL	23-00883	5,554.12
33388	1/17/2023	ORANGE MOTOR SPECIALTY	23-00884	222.20
33389	1/17/2023	RENTEQUIP	23-00885	104.00
33390	1/17/2023	SEDWICK	23-00886	753.56
33391	1/17/2023	TOWN OF ORANGE	23-00874	8.33
33392	1/17/2023	TRACTOR SUPPLY CREDIT PLAN	23-00887	411.33
33393	1/17/2023	CRUZ, MIRNA	23-00872	119.82
33394	1/17/2023	BREEDEN, JOHN & AMY	23-00873	96.47
33395	1/17/2023	BOYD, STEVEN	23-00875	19.20

33396	1/17/2023	US BANK CHARLOTTE	23-00888	68,551.25
33397	1/17/2023	UNIVERSITY OF VIRGINIA	23-00889	375.00
33398	1/24/2023	ADT SECURITY SERVICES	23-00891	124.77
33399	1/24/2023	AFLAC	23-00890	1,459.48
33400	1/24/2023	CHEMUNG CONTRACTING CORP	23-00894	922.35
33401	1/24/2023	AT&T MOBILITY	23-00892	815.59
33402	1/24/2023	COMCAST	23-00895	766.11
33403	1/24/2023	COMCAST	23-00896	422.15
33404	1/24/2023	COMMONWEALTH ENGINEERING &	23-00897	209.44
33405	1/24/2023	COPY RIGHT, INC	23-00924	74.04
33406	1/24/2023	DOMINION ENERGY VIRGINIA	23-00925	5,390.78
33407	1/24/2023	DIX, JR JAMES A	23-00898	2,227.50
33408	1/24/2023	ENNIS INC	23-00899	212.68
33409	1/24/2023	JSL LABS, LLC dba	23-00900	1,410.00
33410	1/24/2023	FIDELITY POWER SYSTEMS	23-00901	751.00
33411	1/24/2023	FORTILINE INC	23-00902	2,348.77
33412	1/24/2023	GALLS, LLC	23-00903	255.00
33413	1/24/2023	GREGORY MARSHALL	23-00904	1,700.00
33414	1/24/2023	HENSLEY'S RADIATOR SERVICE, IN	23-00905	3,393.00
33415	1/24/2023	JAMES RIVER EQUIPMENT-FISHERSV	23-00906	102.05
33416	1/24/2023	MADISON FORD	23-00908	98.47
33417	1/24/2023	MADISON COMPANION ANIMAL HOSPI	23-00907	1,192.70
33418	1/24/2023	OCCASIONS	23-00911	125.00
33419	1/24/2023	ORANGE COUNTY REVIEW	23-00912	70.00
33420	1/24/2023	SHEENA PAYETTE	23-00926	42.05
33421	1/24/2023	PIEDMONT DOOR SERVICE, LLC	23-00909	1,390.45
33422	1/24/2023	BEALE, ADRIENNE S	23-00893	115.81
33423	1/24/2023	PRO COLLISION CENTER	23-00910	460.00
33424	1/24/2023	RAPPAHANOCK REGIONAL CRIMINAL	23-00914	450.00
33425	1/24/2023	RED BUD SUPPLY, INC	23-00915	1,000.78
33426	1/24/2023	RENTEQUIP	23-00916	2,734.00
33427	1/24/2023	REXEL	23-00917	401.46
33428	1/24/2023	ROBINSON FARMER COX ASS. PLLC	23-00927	20,400.00
33429	1/24/2023	ROXXON	23-00918	166.94
33430	1/24/2023	RAPIDAN SERVICE AUTHORITY	23-00913	17.68
33431	1/24/2023	SOUTHERN STATES	23-00919	15,278.66
33432	1/24/2023	THE DAILY PROGRESS	23-00920	1,012.35
33433	1/24/2023	UNIVAR SOLUTIONS	23-00921	26,272.09
33434	1/24/2023	USABUEBOOK	23-00922	807.72
33435	1/24/2023	VIRGINIA BUSINESS SYSTEMS	23-00923	165.79
1116	1/25/2023	REAL FOOD, LLC	23-00935	787.80
1123	1/25/2023	ANTHEM BLUE CROSS & BLUE SHIEL	23-00928	59,581.00
1223	1/25/2023	TREASURER OF VIRGINIA	23-00929	51,241.23
1323	1/25/2023	EMPOWER RETIREMENT	23-00930	1,000.00
1423	1/25/2023	M&T BANK	23-00931	504.55
1523	1/25/2023	M&T BANK	23-00932	504.25
1623	1/25/2023	ICMA	23-00933	504.55

1723	1/25/2023	M&T BANK	23-00934	504.21
33436	1/31/2023	BROWN, AMBER ELIZABETH	23-00938	45.52
33437	1/31/2023	AT&T MOBILITY	23-00936	1,441.31
33438	1/31/2023	COATES HAY & STRAW	23-00939	682.50
33439	1/31/2023	COECO OF CHARLOTTESVILLE	23-00940	640.32
33440	1/31/2023	COMCAST	23-00941	985.61
33441	1/31/2023	COMPANION LIFE INSURANCE	23-00942	345.75
33442	1/31/2023	DODSON PEST CONTROL	23-00943	370.50
33443	1/31/2023	DOMINION ENERGY VIRGINIA	23-00944	1,757.45
33444	1/31/2023	ECIVIS, INC.	23-00945	4,000.00
33445	1/31/2023	JSL LABS, LLC dba	23-00946	470.00
33446	1/31/2023	ENVIRONMENTAL SYSTEMS SERVICE	23-00947	150.00
33447	1/31/2023	GALLS, LLC	23-00948	427.91
33448	1/31/2023	GFL ENVIRONMENTAL	23-00949	3,690.00
33449	1/31/2023	HIGHWAY MOTORS	23-00950	170.04
33450	1/31/2023	LEADING BLUE	23-00951	198.00
33451	1/31/2023	MADISON FORD	23-00952	612.98
33452	1/31/2023	MCMASTER-CARR SUPPLY CO.	23-00953	582.19
33453	1/31/2023	MINNESOTA LIFE INSURANCE CO	23-00954	1,527.61
33454	1/31/2023	ORANGE COUNTY	23-00960	500.00
33455	1/31/2023	BEALE, ADRIENNE S	23-00937	4.02
33456	1/31/2023	TRANSAMERICA EMPLOYEE BENEFITS	23-00956	1,383.62
33457	1/31/2023	UNIVAR SOLUTIONS	23-00957	3,403.80
33458	1/31/2023	USABUEBOOK	23-00958	159.17
33459	1/31/2023	VACORP	23-00959	175.03
33460	1/31/2023	CHEWNING, WENDY	23-00961	90.00
33461	1/31/2023	S.L. WILLIAMSON COMPANY, INC	23-00955	396.40

\$ 412,095.32

UNFINISHED BUSINESS



UNFINISHED BUSINESS

February 21, 2023

AGENDA ITEM: 9A

Update on Firefly Fiber Broadband

SUMMARY:

- Please see attached memorandum and information from the Director of Community Development.



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

Phone: (540) 672-6917 Fax: (540) 672-4435

Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members

FROM: John G. Cooley, Director of Community Development

DATE: 2-13-2023

SUBJECT: Firefly Fiber Broadband Update

Below please see a letter from Dennis Reece, General Manager of Firefly Fiber Broadband, regarding the fiber broadband project within the Town. This memo documents the “fiber ring” plan as well as provides a cost to construct both the fiber ring and connect to Firefly’s communication hut located in the Lee Industrial park.

The biggest obstacle to making this project a reality is funding. The Town of Orange, according to the FCC Broadband Availability maps is 100% served and therefore we do not qualify for the available State nor Federal funding grants. The one grant we may qualify to obtain is a Community Connect grant which is funded through the United States Department of Agriculture (USDA). The grant application window is expected to open in “Early 2023.”

Regarding other fiber broadband providers and their ability to serve the Town. Another provider, such as FiberLync, could install infrastructure within the Town’s rights of way and serve residents and businesses within the Town once they have entered into a franchise agreement with the Town. Staff would be able to support/recommend approval of any proposed franchise agreement containing terms comparable to those held by other town franchisees.

The Town’s franchising authority comes from Virginia Code 15.2, Chapters 20 and 21, the Virginia Constitution Article VII, and Title 47 of the US Code, as well as other case law and judicial opinions and is tied to the sovereignty and police power afforded a municipality, along with that government’s responsibility to its citizens.



Town of Orange
Attn: John Cooley
Director of Community Development
119 Belleview Avenue
Orange, VA 22960
540-972-6917

Dear Mr. Cooley,

Firefly Fiber Broadband continues to search for funding opportunities to support the FTTH/FTTP (Fiber to the Home/Fiber to the Premise) build within the town limits. In our proposal, we detailed the funding needs for this project in the Project Financing section on page 8.

In 2022, we explored VATI (Virginia Telecommunications Initiative) 2023 grant funding; however, based on their definition of “underserved” locations as speeds below 100/20Mbps, this project did not qualify. Also, we had discussions with Dominion Energy about their Grid Transformation Project in the county and town as well as their Rural Broadband program that could potentially go through the edge to town to reach unserved locations in the surrounding area.

We continue to track the NTIA (National Telecommunications & Information Administration) BEAD (Broadband Equity, Access, and Deployment) Program which is a potential funding source as well as VATI 2024. We started discussions with RUS (Rural Utility Service) regarding the Community Connect Program which should be opening any time now with their latest guidelines.

We designed a fiber ring around the town with a cost estimate of the ring and connect back to our communications hut in the industrial park. See attachments. Since the funding source may determine how and where we build, the “last mile” design is on pause.

We look forward to making this project a reality.

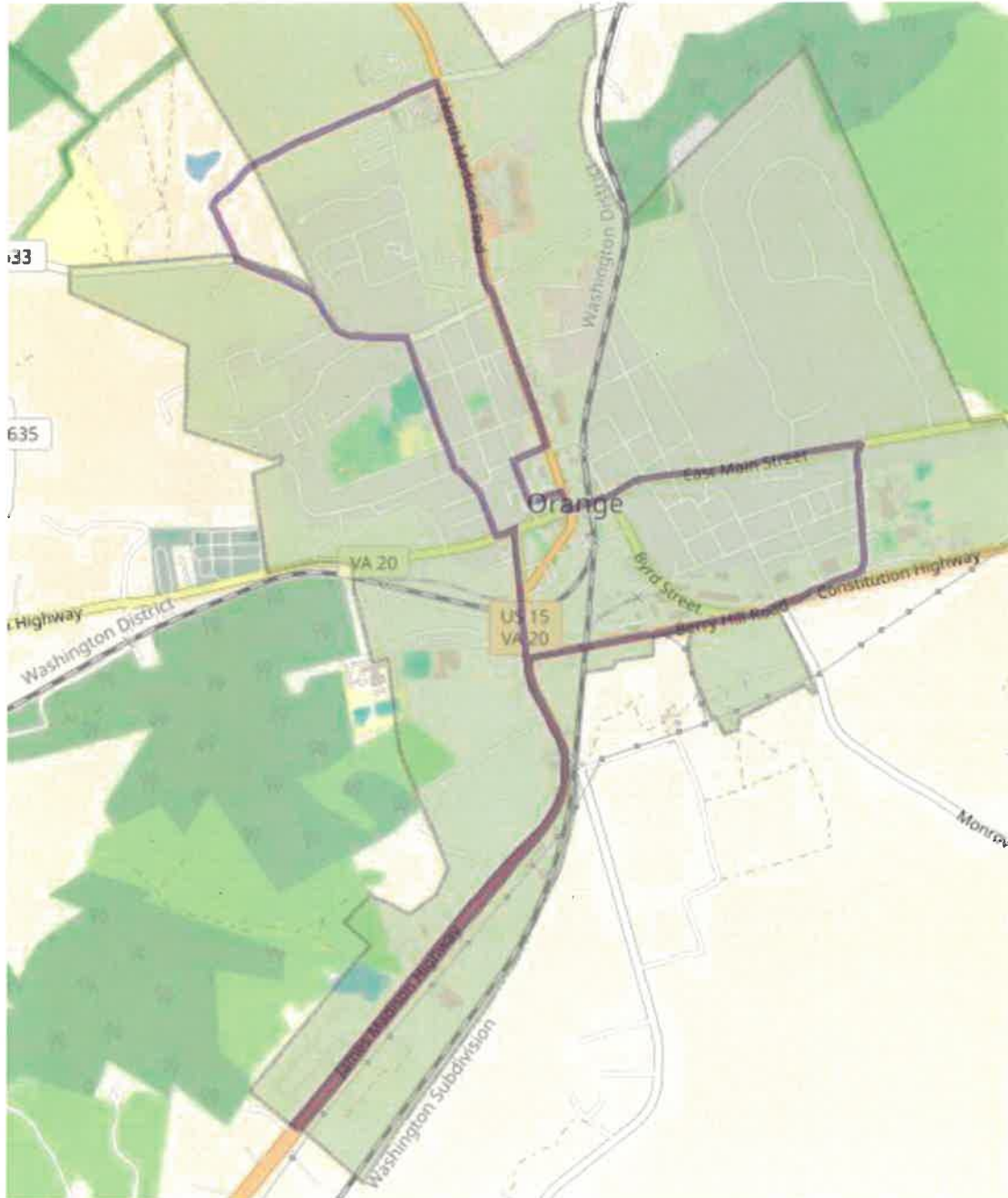
Best Regards,

Dennis Reece
General Manager



Attachment A

Fiber Ring Design





Attachment B

Fiber Ring Design Estimate

Construction labor and splicing	\$ 2,322,634.09	
Material	\$ 304,427.49	
Design and Permit App	\$ 18,500.00	
Permit Fee	\$ 55,200.00	Railroad x 3
VDOT permit fee	\$ 2,200.00	
Total	\$ 2,700,761.58	

NEW BUSINESS



NEW BUSINESS SUMMARY
February 21, 2023

AGENDA ITEM: 10A

Discussion of Town owned lots at Graham Cemetery.

SUMMARY:

- Please see attached memorandum and information from the Director of Community.



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

Phone: (540) 672-6917 Fax: (540) 672-4435

Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members

FROM: John G. Cooley, Director of Community Development

DATE: 1-9-2023

SUBJECT: Town Owned Gravesites in Graham Cemetery

Town staff was made aware of several gravesites located in Graham Cemetery which are owned by the Town of Orange. The Town purchased 13 gravesites, 11 of which currently house the remains of people who had been buried in a family graveyard which was located behind the former Leggett's Department store in Downtown Orange. There are currently two gravesites not being used. Town staff is interested in discussing the disposition of the gravesites with Town Council.

Attached is an email from May Saxton, Secretary to the Graham Cemetery Association Board of Trustees, detailing the location of the 13 gravesites and who is buried in each grave.

In discussions with Graham Cemetery personnel, I believe that Town Council has three options regarding the 2 empty graves:

1. Keep them
2. Sell them
3. Donate them to Graham Cemetery for use in indigent burials

After talking with cemetery personnel, the cemetery is selling their available gravesites for approximately \$1,175.00 each.

John Cooley

From: May Saxton <grahamcemetery@gmail.com>
Sent: Thursday, September 08, 2022 1:05 PM
To: John Cooley
Cc: Tom Landis; May Saxton
Subject: Fwd: Graham graves
Attachments: Map of Graham Cemetery - Section, Division and Range--September 2022.pdf

Mr. Cooley,

Please find below a copy of our records pertaining to the Town of Orange gravesites at Graham Cemetery. As you can see, 13 gravesites were purchased. 11 are occupied with 2 of those 11 being unmarked (UM in the record below). There are two empty graves, shown by the status of UU.

I have copied Tom Landis, one of our other Trustees, on this email. Mr. Landis is especially knowledgeable about the history of the cemetery and the locations of graves in the cemetery.

Please find attached a map of the cemetery. The Town of Orange gravesites below are located to the east of the Caretaker's house in the southwesternmost part of West Annex--Southcentral, Range 12.

Please let us know of any other questions that you might have.

Best regards,
May Saxton
Secretary, Graham Cemetery Association Board of Trustees

GRAHAM										
OWNER	OCCUPANT	AGE	DEATH_DATE	LOCATION	DIVISION	RANGE	LOT	GRAVE	STATUS	NOTES
Town of Orange				West Annex	8	12	16	04	UU	
Town of Orange				West Annex	8	12	16	05	UU	
Town of Orange	Ballard, Garland	52	06-25-1851	West Annex	8	12	07	02	O	Moved to Graham
Town of Orange	Ballard, Georgiana	82	04-18-1883	West Annex	8	12	07	03	O	Moved to Graham
Town of Orange	Ballard, Georgiana B.	9	10-21-1847	West Annex	8	12	07	01	O	Moved to Graham
Town of Orange	Blair, Helen	46	06-10-1817	West Annex	8	12	16	07A	O	UM - Moved to Graham
Town of Orange	Clark, Helen M.		07-05-18--	West Annex	8	12	07	09	O	Moved to Graham
Town of Orange	Clark, Kennie	3	10-01-1855	West Annex	8	12	07	08	O	Moved to Graham
Town of Orange	Robinson, Helen B.	12	07-05-1854	West Annex	8	12	16	09	O	Moved to Graham
Town of Orange	Robinson, James S.	26	04-21-1861	West Annex	8	12	16	08	O	Moved to Graham

GRAHAM										
OWNER	OCCUPANT	AGE	DEATH_DATE	LOCATION	DIVISION	RANGE	LOT	GRAVE	STATUS	NOTES
Town of Orange	Robinson, Maria L.	37	02-15-1850	West Annex	8	12	16	10	O	Moved to Graham
Town of Orange	Shephard, James	52	08-21-1842	West Annex	8	12	07	07	O	Moved to Graham
Town of Orange	Tuning, Mary			West Annex	8	12	16	07	O	UM

Graham Cemetery Section-Division-Range Map

Division By Section Below												Divisions Numbered West to East									
												1	2	3	4	5	Main	6	7	8	
1	West Annex (Division 8) Northcentral Border												North Annex Northeast Border								1 Private Property
	Spruce Lane																				Carter Family
2	West Annex Northcentral (Division 8)												North Annex Northeast								2
3																					3
4																					4
	Holly Lane												Holly Lane								
5	West Annex Northwest (Division 9)												Original Cemetery East								1 East Annex
6																					2
7																					3
	Holly Lane																				
9	West Annex Southwest (Division 8)												Oak Lane								4 East Border
10													Oak Lane								5 (Division 1)
11													Oak Lane								6
													Oak Lane								7
12													Oak Lane								8

Range – N to S

Range – N to S

Section Name Key
Official Name
Location Name

John Cooley

From: Mike and May Saxton <grahamcemetery@gmail.com>
Sent: Monday, January 09, 2023 3:38 PM
To: John Cooley
Cc: Tom Landis
Subject: RE: Town of Orange owned grave sites

Mr. Cooley,

The gravesites in that section of the cemetery sell for \$1,175 each.

Let us know of any other information that we can supply.

Best regards,
May Saxton
Secretary
Graham Cemetery Association Board of Trustees

From: [John Cooley](#)
Sent: Monday, January 9, 2023 11:18 AM
To: [May Saxton](#)
Subject: Town of Orange owned grave sites

Good morning Ms. Saxton,
I am preparing a document detailing the options the Town has regarding the two remaining grave sites the Town owns. I remember talking to Tommy Landis about the value of the lots but I cannot remember what he said the Cemetery Association sold the lots for. Would you please let me know what that price is.
I sincerely appreciate any information you are able to provide.

Regards,
John G. Cooley AICP, CZA
Office: (540) 672-6917
townplanner@townoforangeva.org

This correspondence is intended to provide information only and does not constitute a decision or determination pursuant to Section 15.2-2311 of the Code of Virginia.



NEW BUSINESS SUMMARY
February 21, 2023

AGENDA ITEM: 10B

Discussion of burned-out house at 129 May Fray Avenue.

SUMMARY:

- Please see attached memorandum from the Director of Community Development.
- This item has been placed on the agenda for discussion.



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

Phone: (540) 672-6917 Fax: (540) 672-4435

Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members
FROM: John G. Cooley, Director of Community Development
DATE: 2-13-2023
SUBJECT: 129 May Fray Avenue

129 May Fray Avenue caught fire and burned in December 2021 and nothing has been done to repair the house since. The owner, Chris Martyn, was contacted in January in order to determine what actions were being taken to bring the house into compliance with Town code and the building ordinance. The owner stated that he had finalized a settlement with the insurance company and was looking at his options. On 2-13-2023 Mr. Martyn was contacted regarding the property and he disclosed that he has a contract with an investor and the sale closes on March 10th.