

# ***TOWN OF ORANGE***



## ***COUNCIL MEETING PACKAGE***

***MONDAY, AUGUST 19, 2024***

***7:00 P.M.***



**Meeting Agenda**  
**Monday, August 19, 2024**  
**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. Public Comment - Town Council receives public input from residents and taxpayers of the Town. Citizens are encouraged to sign up prior to the meeting beginning and turn in a/their slip to the Town Clerk. Please note that Public Comment is limited to 3 minutes per individual.**
- 6. Consideration of Town Council Meeting Minutes of July 15<sup>th</sup> and August 5<sup>th</sup>, 2024.**
- 7. Reports**
  - [A] Autumn Morgante, Chairman, Orange County Office on Youth – Request to consider the adoption of an ordinance related to Virginia Code Section 15.2-912.4 granting localities authority to regulate locations of vape/tobacco retail establishments.**
  - [B] Rebbecca Wareham -Continuum of Care Coordinator for the Foothills Housing Network- 2024 Point-in-Time Count Data.**
  - [C] Finance Report – Director of Finance.**
- 8. Unfinished Business:**
  - [A] Consideration of one-way street for West Church Street. (Director of Community Development)**
- 9. New Business:**
  - [A] Consideration of Resolution (RES2025-01) carryover funds from FY24 to FY25. (Town Manager)**
  - [B] Consideration of Resolution (RES2025-02) adopting a new RSA Rate. (Director of Finance)**
  - [C] Discussion and consideration of new License Plate Readers Policy. (Chief Madison)**
  - [D] Discussion and consideration of Mutual Aid Agreement with the Orange County Sheriff's Department. (Chief Madison)**
  - [E] Consideration of cancellation of the Monday, September 2<sup>nd</sup> TC work session meeting because it falls on a Town holiday, Labor Day.**

## MINUTES

Town Council Meeting Minutes  
July 15, 2024  
Page One

The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., 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 Finance Dianna Gomez, and Police Chief Kiline Madison.

#### CALL TO ORDER

Councilmember Waugh-Robinson led everyone in the Pledge of Allegiance. The Town Clerk called roll and noted a quorum was present.

#### ADOPTION OF AGENDA

The Town Clerk stated that she had made a typo under the Public Hearing recommended motion, and she had provided Town Council with a new revised copy. A motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, 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.

#### PUBLIC HEARING

Mayor Roby called for a staff presentation. The Town Attorney reported that Orange County Broadband Authority d/b/a FiberLync had submitted a draft franchise agreement for consideration by Council. The Town Attorney stated that their proposal was an amended version of the model franchise agreement offered by the Town in its invitation for Bid for Broadband Franchise issued on April 19, 2022. The Town Attorney stated further that the proposed Ordinance was presented independently by FiberLync following negotiations regarding language amendments between legal counsel. The Town Attorney reported that the draft of the FiberLync's submitted agreement has little variation from the model agreement included by the town in the 2022 Invitation for Bids, aside from the extensive changes to the paragraphs regarding transfer of the franchise and termination of the franchise.

Mayor Roby declared the Public Hearing open and called for Public Comment.

Mr. Chris Cord, Emergency Communications Director for Orange County stated that high-speed internet was needed in Town to do business and for emergency communications.

Ms. Grayson Butterfield stated that the Town would want to know about any permitting transfer. The Town Manager stated that the Town had the right to approve who its transferred to, but shall not be unreasonably withheld.

Town Council Meeting Minutes  
July 15, 2024  
Page Two

There being no more Public Comment, Mayor Roby closed the Public Hearing. Mayor Roby called comments, questions, or motion from Town Council. After discussion, motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to move that Town

Council adopt Ordinance (ORD2024-04) granting a twenty-year non-exclusive franchise to Orange County Broadband Authority d/b/a FiberLync for a fiber infrastructure within the public rights-of-way of the Town of Orange. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Motion was then made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman to authorize the Mayor to execute the Franchise Agreement with the Orange County Broadband Authority d/b/a FiberLync for a fiber infrastructure within the public rights-of-way of the Town of Orange. On roll call vote: Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Waugh-Robinson – aye, Councilmember Pent – aye, and Mayor Roby – aye. The motion carried unanimously.

#### PUBLIC COMMENT

Ms. Kathy Judge stated that the Town had given the ODA \$30,000 and questioned what the \$30,000 was being used for.

Mayor Roby stated that the town no longer had a contract with the ODA, and Ms. Judge would need to contact them.

#### TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF JUNE 17<sup>th</sup> AND JULY 1<sup>st</sup>, 2024

A motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of June 17<sup>th</sup> and July 1<sup>st</sup>, 2024, 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

##### DIRECTOR OF FINANCE - FINANCE REPORT

The Director of Finance reported on the twelfth month for FY24.

The Director of Finance reported that the General Fund Tax revenues included one significant YTD favorable variances to budget: \$339K for Meals Tax.

The Director of Finance reported that in addition to the favorable tax revenue variances that interest income was \$206K favorable to budget due to the rate increases and timing of ARPA Fund deposits.

Town Council Meeting Minutes  
July 15, 2024  
Page Three

The Director of Finance reported that Water Sales Revenue YTD was \$1.646M and revenue was in line with the budget, excluding reserves.

The Director of Finance reported that Sewer Sales Revenue YTD was \$2.250M and revenue was in line with the budget, excluding reserves.

The Director of Finance reported that payments for the month were \$882K. \$70K was paid to Sheehy Ford for the 2<sup>nd</sup> Police Car that will be reimbursed by a grant, \$39K to James Dix for Dorsett Control upgrades at the Sewer plant, \$34K was paid to Rinker Design Associates for Water and Sewer line projects, and \$52K was paid to Atlantic Pump Company for Water and Sewer pumps. The other payments are normal course of business expenses.

The Director of Finance stated that expenditures from the \$5.3M ARPA funding are \$3.0M ITD, of which \$140K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the new SCADA system for the Sewer Plant, \$49K was used for sewer system upgrades, \$428K has gone to Standpipe Engineering services, a new generator and land, \$107K has been used for the Macon Road Mixer, \$90K covered water line engineering services, \$445K has been spent on the sewer line engineering services, \$87K covered an intake pump and pump repairs, and \$12K covered engineering services for the millimeter screen project. The Director of Finance reported that we had submitted \$1.427M to VDH for Standpipe Construction and have been reimbursed that amount. The Director of Finance reported further that we had no additional submissions for VDH at the end of the quarter.

The Director of Finance stated that we had not received the June summary from the Virginia Investment Pool yet. The Director of Finance reported that the VIP Stable Value fund yield was 5.42% for June. The Director of Finance stated the Town of Orange had \$958K invested in the fund. The Director of Finance reported the VIP High Quality Bond fund was 4.87% for June, and the Town of Orange has \$687K invested in the fund.

#### MISCELLANEOUS REPORTS

Vice-Mayor Sherman reported that the PD-9 Annual Dinner was Wednesday, September 25<sup>th</sup> in Fauquier County. Vice-Mayor Sherman reported further that the Rappahannock-Rapidan Regional Commission was currently working on SAIDS and the Town's Director of Community Development had been a big contributor to this.

#### UNFINISHED BUSINESS

None.

Town Council Meeting Minutes  
July 15, 2024  
Page Four

NEW BUSINESS

ODA REQUEST TO PLACE BENCHES ON MAIN STREET

The Town Manager stated that staff had received an email from Amy Pent, Vice-President of the ODA, requesting permission to place four benches on Main Street. The Town Manager stated that Mrs. Pent was requesting to place benches at the following locations:

- a. In front of 111 E. Main Street, (former Sean Gregg law office)
- b. In front of 104 W. Main Street, (law offices of Burnett and Williams) and
- c. In front of Orange School of Performing Arts studio

Staff informed Mrs. Pent that the Orange School of Performing Arts property was privately owned, and she would need to speak with the property owner for permission to place the benches at that location.

Mrs. Amy Pent stated that since writing the email, a bench had been placed at 111 E. Main Street by the Country Gathering. Mrs. Pent stated that she would like to put a in memory or placed by ODA plaques on the benches. A discussion was also held on new Town banners. Councilmember Waugh-Robinson stated that the Town Manager should sign-off on verbiage for plaques once decided. Mayor Roby requested that all banner guidelines be followed. It was the consensus of the Town Council that ODA's idea for new benches and banners would be a lovely addition to the Town.

REQUEST FROM JOHN REYNOLDS FOR CROSSWALK TRAVERSING N. MADISON ROAD

The Town Manager reported that staff had received a request from John Reynolds, owner of Reynolds GMC, Chevrolet, & Subaru to have a crosswalk placed in front of his business. The Town Manager reported that staff had conferred with VDOT on their requirements and thoughts, and they have requested that a traffic study be done. The Town Manager stated that this evening staff was requesting how Council wished to proceed.

After discussion, a motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman to appropriate \$11,201.40 for the study. 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  
July 15, 2024  
Page Five

TOWN COUNCIL HELD A CLOSED SESSION UNDER 2.2-3711(A), SUBSECTION 1 FOR A DISCUSSION OF PERSONNEL IN THE TOWN MANAGER'S OFFICE AND WATER TREATMENT PLANT

Motion was made by Mayor Roby, seconded by Councilmember Waugh-Robinson to move into closed session under the provisions of State Code Section 2.2-3711 (A), subsection 1 for a discussion of personnel in the Town Manager's Office and Water Treatment Plant. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

A five-minute recess was held before going into closed session.

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to leave closed session and reconvene in regular session. On roll call vote, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Waugh-Robinson, Councilmember Pent and Mayor Roby -aye. All members swore that they only discussed matters lawfully permitted under the State Code and so noted in the motion convening the Closed Session.

With no further business the meeting adjourned at 9:41 p.m.

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Wendy J. Chewning, MMC  
Town Clerk

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Martha B. Roby, Mayor

Town Council Meeting Minutes  
August 5, 2024  
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, and Police Chief Kiline Madison.

#### CALL TO ORDER

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

#### ADOPTION OF AGENDA

Councilmember Cashell recommended tabling the discussion of unified goals for Town Council indefinitely until after the upcoming Town Council election in January.

Vice-Mayor Sherman stated that he would like to make some comments and that could be done as Item No. 5.

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

#### DISCUSSION OF ONE-WAY STREET FOR WEST CHURCH STREET

The Director of Community Development stated that staff had received a request from the property owner at 141 Caroline Street to convert West Church Street to a one-way street versus the current two-way street. The Director of Community Development stated the improvements to the property would reduce the street size, impacting whether a two-way street was viable. The Director of Community Development reported that time was of the essence on this request to avoid cost and delay in the property’s improvements. The Director of Community Development reported further that the sidewalk improvements would be completed by the owner and transferred to the Town.

A discussion was held. Town Council requested that staff obtain the following information: VDOT criteria, traffic counts, and confer with St. Thomas Episcopal Church, James Madison Museum, and Paint it Orange about their thoughts of making the street one-way.

Town Council requested that a continued discussion be held at the regular August 19<sup>th</sup> Town Council meeting.

Town Council Meeting Minutes  
August 5, 2024  
Page Two

COMMENTS – VICE-MAYOR SHERMAN

Vice-Mayor Sherman stated that in the last month the Town had changed its trash process. Vice-Mayor Sherman stated further that the project had excellent planning, excellent execution, and we had excellent Town citizens who cooperated to make this project a success, and who was making this Town look great! Vice-Mayor Sherman also stated that the staff did a great job on the entire project.

Vice-Mayor Sherman also commented that Town Council and staff received a report from the Town Manager every week. Vice-Mayor Sherman stated that in this week's report, there was a thank you note from a 2024 Orange County High School Graduate who had received the Town's scholarship. The student thanked the town for the scholarship and stated that she was happy that her parents decided to move to the Town 10 years ago. The student stated that she loved growing up in the Town and being a part of the community.

TOWN COUNCIL WILL HOLD A CLOSED SESSION UNDER 2.2-3711(A), SUBSECTION 6 FOR DISCUSSION OR CONSIDERATION OF THE INVESTMENT OF PUBLIC FUNDS WHERE COMPETITION OR BARGAINING WAS INVOLVED, WHERE, IF MADE PUBLIC INITIALLY, THE FINANCIAL INTEREST OF THE GOVERNMENT UNIT WOULD BE ADVERSELY AFFECTED, RELATED TO THE CONTRACT WITH RSA

Motion was made by Mayor Roby, seconded by Councilmember Pent to move into closed session under the provisions of State Code Section 2.2-3711 (A), subsection 6 for discussion or consideration of the investment of public funds where competition or bargaining was involved, where, if made public initially, the financial interest of the government unit would be adversely affected, related to the contract with RSA. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

A five-minute recess was held before going into closed session.

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, to leave closed session and reconvene in regular session. On roll call vote, Councilmember Pent – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Waugh-Robinson and Mayor Roby -aye. All members swore that they only discussed matters lawfully permitted under the State Code and so noted in the motion convening the Closed Session.

With no further business the meeting was adjourned at 7:24 p.m.

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Wendy J. Chewning, MMC, Town Clerk

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Martha B. Roby, Mayor

## REPORTS



## REPORTS SUMMARY

August 19, 2024

*AGENDA ITEM: 7A*

**Autumn Morgante, Chairman, Orange County Office on Youth – Request to consider the adoption of an ordinance related to Virginia Code Section 15.2-912.4 granting localities authority to regulate locations of vape/tobacco retail establishments.**

### SUMMARY:

- Ms. Morgante, Chairman, Orange County Office on Youth will present documentation to Town Council to consider the adoption of an ordinance related to Virginia Code Section 15.2-912.4 granting localities authority to regulate
- Please see attached documentation.

June 24, 2024

Martha B. Roby, Mayor  
Orange Town Council  
119 Bellevue Ave  
Orange, VA 22960

Dear Mayor Roby,

My name is Autumn Morgante, Chairman of the Orange County Youth Council, and I am writing to you today on behalf of the entire Council membership to request consideration for the adoption of an ordinance related to Virginia Code §15.2-912.4 granting localities authority to regulate locations of vape/tobacco retail establishments.

On April 5<sup>th</sup>, 2024, Governor Youngkin signed into legislation HB 947, a bill that allows localities to develop local ordinances that limits the retail sale location for new tobacco, nicotine vapor, alternative nicotine, and/or hemp products intended for smoking. (Please see the attached document for the full text of the bill.) The passing of this bill was very exciting for our group as we have been seeking support for a similar bill by our state representatives to be presented to limit the locations of retail establishments. The alternative request was for their support of a bill that was sponsored by another legislator that limits the locations in proximity to schools. (Please see attached letter that was sent to Delegate Scott which is exactly the same as the letters to Delegate Freitas and Senator Reeves.)

As each of you are aware, this is a major issue across our region. This prompted us to look deeper into the local issue, looking at the Orange Youth Risk Behavior survey results from 2017 and 2019 as they were the most recent survey results available to us. Since we did not have results post-covid for Orange, we also looked at Culpeper's results for 2022 as a neighboring county. The results, once compared between the two counties, were staggeringly similar regarding youth tobacco/vape use. We also looked at the proximity of current vape/tobacco shops to our schools, and many had a retail location within 1000 feet of the school property. This makes these products easily accessible to our youth and enhances the problems we see in our schools daily with tobacco/vape usage.

With all of this being said, we respectfully request to be placed on your August 5<sup>th</sup> agenda so that we can present further information to support our request for your consideration of a town ordinance. We will be sending a similar letter to the Town Council of Gordonsville and the Orange County Board of Supervisors for consideration of town and county ordinances as well. If all three bodies enact an ordinance as allowed by state code, the entirety of Orange County would be protected from new tobacco/vape retail establishments.

Members of our committee spearheading this project will be reaching out to Council members to emphasize our investment in this project and encourage support for our cause. Please notify me with any questions you may have and let me know if we will be allowed to be present at the August 5<sup>th</sup> board meeting. I can be reached at (512) 557-5811 or via email at [autumnmorgante@gmail.com](mailto:autumnmorgante@gmail.com).

We sincerely thank you for your time and consideration of our requests.

Respectfully,



Autumn Morgante, Chairman  
*On behalf of the Orange County Youth Council*

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11/21/2023

The Honorable Delegate Phillip Scott  
Virginia House of Delegates  
PO Box 406  
Room 902  
Richmond, VA 23218-0406

Dear Delegate Scott,

We, the members of the Orange County Youth Council, a group of students in grades 6th through 12th that are appointed by the Board of Supervisors, and students within the Orange County Public Schools, are writing to you today to address concerns regarding the lack of regulation around vaping and the distribution of vape products to underage buyers.

We have noticed a significant increase in vaping levels throughout our school system, so we decided to research local data that supports our observations. When examining a local survey, the Orange County 2019 Youth Risk Behavior Survey, we found that 27.3% of 8th graders surveyed admitted to using e-cigarettes within the 30 days prior to taking the survey. In 2017, the survey reported 8.3% of 8th grade students who completed the survey admitted to the same activities, which demonstrates a 228.9% increase from 2017 to 2019. This more than confirmed our initial suspicions.

Unfortunately, this issue does not stop at the middle school level but continues into the high school grade level. As determined in the same 2019 survey, 35.6% of the high school population who completed the survey admitted to using e-cigarettes within the 30 days prior to the survey being conducted. This percentage increased by 135.8% since the survey was conducted in 2017, where 15.1% of students in the same grades admitted to the smoking of e-cigarettes. Our county is not the only one struggling with this issue. In surrounding counties there has also been a significant increase in the number of students who vape. In Culpeper County's Youth Risk Behavior Survey for 2022, 27.6% of students have reported trying a vapor product, with 13.5% of students currently using vapor products daily.

We feel that one of the main reasons for the increase in the use of vapor products is the distribution of products to underaged individuals. Our research shows a common trend that these products are quite easy for students to obtain. Vape shops have made themselves prevalent next to public schools in Orange County. Out of the organizations that sell vape and tobacco products in Orange County, one of the shops is located right across the street from Prospect Heights Middle School, and another is across from Gordon-Barbour Elementary School. City Vape of Orange is a half of a mile away from Prospect Middle School, while Neo Tobacco and Vape is within 700 feet of the Gordon-Barbour Elementary campus. Additionally, on the eastern end of the county, there is a gas station which sells vape and tobacco products that the Orange County Public Schools system uses as a bus stop for all grade levels, including elementary. We found the same trend in surrounding

counties, such as Culpeper. This is especially concerning because the busiest times of the day for local vape shops are between 3:00 p.m. and 6:00 p.m., which is right after school is released. These concerning trends and statistics lead us to assume that minors have easy access to obtain vapor products in and around our county. Therefore, we propose that all local vape shops should not be within one mile of the school's campuses. This would apply to all existing and future establishments.

Another area of concern for us is the current legislation in place to prevent the underage buying of vapor products. It is not as strict as the current legislation put in place for the underage buying of alcohol. According to Virginia Code §4.1-304(A)(i) the underage selling of alcohol is considered a Class 1 Misdemeanor, with a penalty of up to 12 months in jail and a \$2500 fine, whereas the underage selling of vapor products is only considered to be a Class 4 Misdemeanor with a fine of up to \$100 and no jail time. Each of these consequences are only for first time offenses, and while there is a steady increase in severity for repeat offenses, only the sale of alcohol to underage customers could result in jail time for the seller.

In addition, while stores are required to obtain a license from the Virginia Alcoholic Beverage Authority in order to sell alcohol products, they are not required to obtain a license to sell tobacco products. Therefore, we propose that stores should be required to obtain a license through the Virginia ABC, or other designated entity, in order to sell tobacco products, and the penalties for selling tobacco products to underage individuals should be equal to the penalties for selling alcohol to underage individuals. This would require bringing the Class 4 Misdemeanor of selling vapor products to minors up to a Class 1 as well as increasing the fine to \$2500, rather than the current \$100. This would hopefully deter people from selling these products to underage individuals.

We give you this information in hopes of the proposal of a bill, or the support of any proposed legislation during the 2024, or future General Assembly sessions. We hope to see stricter punishments on the buying and selling of vapor products to underage individuals as well as requiring sellers to obtain the proper licenses. This can only be done with your support. If at any time you would like to speak with us regarding our concerns and requests, please reach out to our advisor, the Orange County Office on Youth Director, Alisha Vines, at (540) 661-5465 or via email at [avines@orangecountyva.gov](mailto:avines@orangecountyva.gov).

We sincerely thank you for your time and consideration of our requests.

Respectfully,

Autumn Morgante, Chairman

Jude Melton, Vice-Chairman

*On behalf of the Orange County Youth Council*

# VIRGINIA ACTS OF ASSEMBLY -- 2024 SESSION

## CHAPTER 536

*An Act to amend the Code of Virginia by adding a section numbered 15.2-912.4, relating to local government powers; regulation of tobacco, nicotine, and hemp product retail sale locations.*

[H 947]

Approved April 5, 2024

**Be it enacted by the General Assembly of Virginia:**

- 1. That the Code of Virginia is amended by adding a section numbered 15.2-912.4 as follows:**

***§ 15.2-912.4. Regulation of tobacco, nicotine, and hemp product retail sale locations.***

*Any locality may by ordinance regulate the retail sale locations of tobacco products, nicotine vapor products, alternative nicotine products, as such terms are defined in § 18.2-371.2, or hemp products intended for smoking, as such term is defined in § 3.2-4112, for any such retail sale location and may prohibit a retail sale location on property within 1,000 linear feet of a child day center as defined in § 22.1-289.02 or a public, private, or parochial school. An ordinance adopted pursuant to this section shall not affect (i) a licensee holding a valid license under § 4.1-206.3 or (ii) any retail sale location of tobacco products, nicotine vapor products, alternative nicotine products, or hemp products intended for smoking operating before July 1, 2024.*



**REPORTS SUMMARY**

**August 19, 2024**

*AGENDA ITEM: 7B*

**Rebecca Wareham – Continuum of Care Coordinator for the Foothills Housing  
Network – 2024 Point-in-Time Count Data**

SUMMARY:

- Ms. Wareham will present the 2024 Point-in-Time Count Data.

# 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.gov](mailto:directoroffinance@townoforangeva.gov)

**MEMORANDUM**

**TO:** Mayor and Council Members  
**FROM:** Dianna Gomez, Director of Finance  
**DATE:** August 8, 2024  
**SUBJECT:** Summary Financial Report – July 2024

The following is a summary report of the financial condition of the Town as of July 31, 2024, the first period of FY 2025 budget as approved. This report covers 8.33% of the current fiscal year. Please review the attached schedules for specific category results.

**General Fund**

General Fund revenues year to date were \$369,012 or 5.94% of the FY 2024 annual budget. Referring to our annual projections spreadsheet (attached), the revenue position for the Net General Fund (**excluding reserve usage**) is \$71,300 higher than the budget.

Tax revenue for the month was \$262,105 of which 63% was derived from Meals Tax.

Year to date Tax revenue was \$43,889 higher than budget. This was driven by Meals Tax.

Year to date Interest Income was \$10,120 favorable to budget due to timing of ARPA spending.

Year to date General Fund expenditures were \$739,114 or 11.89% of the amount budgeted for FY 2024. Expenditures are in line for this period considering the timing of the debt payments (\$246,243).

**Water Fund**

Water Fund revenues year to date were \$142,352 or 8.89% of the annual budget. Year to date revenue (**excluding reserve usage**) was \$19,452 higher than the budget driven by Water Sales and Interest Income.

Year to date Water Fund expenditures of \$191,600 were 11.97% of the annual budget. Received VDH reimbursement of \$1,425,128 inception to date. Costs are in line with the budget for the period considering the timing of the debt payments (\$99,903).

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

**Waste Water Fund**

Sewer Fund Revenues year to date were \$149,059 or 6.95% of the annual budget. Year to date revenue **(excluding reserve usage)** was \$3,559 higher than budget driven by Sludge.

Year to date Sewer Fund expenditures of \$219,833 were 10.25% of the annual budget. Costs are in line for this period considering the timing of the debt payments (\$136,687).

**Cash Balances**

The combined cash balance for the Town's Funds as of July 31, 2024 was \$8,381,206 with \$4,228,166 reserved for projects or dedicated to specific uses. The cash balance includes \$1,655,418 on deposit with the Virginia Investment Pool Trust Fund. Significant payments occurred in July for the US Bank loan.

**Debt Balances**

A summary of the Town's Debt as of July 31, 2024 is included with this report. The summary includes the significant debt payments and PAYOFFS.

**Town of Orange  
Revenue Accounts  
Month of July 2024**

| Description                                  | FY-2025<br>Budget | Actual Revenues    |                  |                         | Projected           |                     | FY-2024<br>Variance<br>to Budget |
|----------------------------------------------|-------------------|--------------------|------------------|-------------------------|---------------------|---------------------|----------------------------------|
|                                              |                   | Previous<br>Months | Current<br>Month | FY-2025<br>Year-To-Date | Remaining<br>Months | FY-2025<br>Revenues |                                  |
| <b>General Fund</b>                          |                   |                    |                  |                         |                     |                     |                                  |
| <b>Taxes</b>                                 |                   |                    |                  |                         |                     |                     |                                  |
| Real Estate                                  | 640,000           | -                  | 8,829            | 8,829                   | 640,000             | 648,829             | 8,829                            |
| Personal Property                            | 215,000           | -                  | 1,672            | 1,672                   | 215,000             | 216,672             | 1,672                            |
| Public Service Corp.                         | 28,000            | -                  | -                | -                       | 28,000              | 28,000              | -                                |
| Delinquent                                   | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Cigarette                                    | 66,000            | -                  | 1,800            | 1,800                   | 60,500              | 62,300              | (3,700)                          |
| Bank Franchise                               | 150,000           | -                  | -                | -                       | 150,000             | 150,000             | -                                |
| Utility Consumer                             | 231,600           | -                  | 18,025           | 18,025                  | 212,300             | 230,325             | (1,275)                          |
| Electric Consumption                         | 15,000            | -                  | 1,042            | 1,042                   | 13,750              | 14,792              | (208)                            |
| Local Sales                                  | 370,000           | -                  | 30,610           | 30,610                  | 339,167             | 369,777             | (223)                            |
| Motor Vehicle Registration Fees              | 95,000            | -                  | 1,752            | 1,752                   | 94,500              | 96,252              | 1,252                            |
| Business & Prof. License                     | 200               | -                  | -                | -                       | 200                 | 200                 | -                                |
| Meals                                        | 1,650,000         | -                  | 165,538          | 165,538                 | 1,512,500           | 1,678,038           | 28,038                           |
| Transient/Occupancy                          | 160,000           | -                  | 23,223           | 23,223                  | 146,667             | 169,890             | 9,890                            |
| Communications                               | 120,000           | -                  | 9,614            | 9,614                   | 110,000             | 119,614             | (386)                            |
| <b>Sub-Total Taxes</b>                       | <b>3,740,800</b>  | <b>-</b>           | <b>262,105</b>   | <b>262,105</b>          | <b>3,522,584</b>    | <b>3,784,689</b>    | <b>43,889</b>                    |
| <b>Licenses &amp; Permits</b>                |                   |                    |                  |                         |                     |                     |                                  |
| Licenses & Permits                           | 100               | -                  | -                | -                       | 100                 | 100                 | -                                |
| <b>Sub-Total Licenses</b>                    | <b>100</b>        | <b>-</b>           | <b>-</b>         | <b>-</b>                | <b>100</b>          | <b>100</b>          | <b>-</b>                         |
| <b>Fines &amp; Forfeitures</b>               |                   |                    |                  |                         |                     |                     |                                  |
| Court Fines                                  | 90,000            | -                  | 11,241           | 11,241                  | 82,500              | 93,741              | 3,741                            |
| <b>Sub-Total Fines</b>                       | <b>90,000</b>     | <b>-</b>           | <b>11,241</b>    | <b>11,241</b>           | <b>82,500</b>       | <b>93,741</b>       | <b>3,741</b>                     |
| <b>Intergovernmental - State</b>             |                   |                    |                  |                         |                     |                     |                                  |
| Skills Games Fee                             | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Rolling Stock                                | 6,600             | -                  | 8,110            | 8,110                   | -                   | 8,110               | 1,510                            |
| Motor Vehicle Rental                         | 30,000            | -                  | 4,541            | 4,541                   | 27,500              | 32,041              | 2,041                            |
| Mobile Home (RV) Registration                | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Law Enforcement Assistance                   | 132,504           | -                  | -                | -                       | 132,504             | 132,504             | -                                |
| PPTR Revenue                                 | 89,615            | -                  | -                | -                       | 89,615              | 89,615              | -                                |
| State Highway Maint. Fund                    | 1,261,800         | -                  | -                | -                       | 1,261,800           | 1,261,800           | -                                |
| Misc. Grants - (DMV) Law Enf. OT             | 2,000             | -                  | -                | -                       | 2,000               | 2,000               | -                                |
| Litter Control Grant                         | 3,745             | -                  | -                | -                       | 3,745               | 3,745               | -                                |
| Fire Programs Grant                          | 19,108            | -                  | -                | -                       | 19,108              | 19,108              | -                                |
| <b>Sub-Total Intergovernmental</b>           | <b>1,545,372</b>  | <b>-</b>           | <b>12,651</b>    | <b>12,651</b>           | <b>1,536,272</b>    | <b>1,548,923</b>    | <b>3,651</b>                     |
| <b>Investments/Sales of Assets</b>           |                   |                    |                  |                         |                     |                     |                                  |
| Interest Income                              | 150,000           | -                  | 22,620           | 22,620                  | 137,500             | 160,120             | 10,120                           |
| TowerCom Capital Lease                       | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Sale of Surplus Property                     | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Sales of Recycled Materials                  | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| <b>Sub-Total Investments/Sales of Asset:</b> | <b>150,000</b>    | <b>-</b>           | <b>22,620</b>    | <b>22,620</b>           | <b>137,500</b>      | <b>160,120</b>      | <b>10,120</b>                    |
| <b>User Fees</b>                             |                   |                    |                  |                         |                     |                     |                                  |
| Planning & Development Fees                  | 2,500             | -                  | 400              | 400                     | 2,500               | 2,900               | 400                              |
| Transit Collections                          | 22,776            | -                  | 5,421            | 5,421                   | 17,082              | 22,503              | (273)                            |
| Porterfield Park Shelter                     | 3,000             | -                  | 100              | 100                     | 2,750               | 2,850               | (150)                            |
| Depot Community Room                         | 300               | -                  | 65               | 65                      | 275                 | 340                 | 40                               |
| Public Works Community Room                  | 2,800             | -                  | 400              | 400                     | 2,567               | 2,967               | 167                              |
| Trash Collection - Commercial                | 50,000            | -                  | 2,636            | 2,636                   | 45,833              | 48,469              | (1,531)                          |
| Trash Collection - Residential               | 106,000           | -                  | 10,988           | 10,988                  | 97,167              | 108,155             | 2,155                            |
| Taylor Park                                  | 100               | -                  | 100              | 100                     | 100                 | 200                 | 100                              |
| <b>Sub-Total User Fees</b>                   | <b>187,476</b>    | <b>-</b>           | <b>20,110</b>    | <b>20,110</b>           | <b>168,274</b>      | <b>188,384</b>      | <b>908</b>                       |
| <b>Miscellaneous Revenue</b>                 |                   |                    |                  |                         |                     |                     |                                  |
| Misc. General Fund Revenue                   | 10,000            | -                  | 3,076            | 3,076                   | 9,167               | 12,243              | 2,243                            |
| DMV Stop Fees                                | 1,200             | -                  | 125              | 125                     | 1,100               | 1,225               | 25                               |
| Administrative Fee                           | 2,000             | -                  | 180              | 180                     | 1,833               | 2,013               | 13                               |
| VRTA Reimbursements - TOOT                   | -                 | -                  | 6,810            | 6,810                   | -                   | 6,810               | 6,810                            |
| Expenditure Refunds                          | 20,000            | -                  | -                | -                       | 20,000              | 20,000              | -                                |
| Internal Charges                             | 443,412           | -                  | 36,951           | 36,951                  | 406,461             | 443,412             | -                                |
| ARPA - NEU FUNDS                             | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Capital Fund (Real Estate Applied)           | (122,292)         | -                  | -                | -                       | (122,292)           | (122,292)           | -                                |
| Add'l Transfers to Capital Fund              | (402,708)         | -                  | -                | -                       | (402,708)           | (402,708)           | -                                |
| Reserve Fund                                 | 24,271            | -                  | -                | -                       | 24,271              | 24,271              | -                                |
| <b>Sub-Total Miscellaneous</b>               | <b>(24,117)</b>   | <b>-</b>           | <b>47,142</b>    | <b>47,142</b>           | <b>(62,168)</b>     | <b>(15,026)</b>     | <b>9,091</b>                     |
| <b>Total General Fund</b>                    | <b>5,689,631</b>  | <b>-</b>           | <b>375,869</b>   | <b>375,869</b>          | <b>5,385,062</b>    | <b>5,760,931</b>    | <b>71,300</b>                    |

5-9

**Town of Orange  
Revenue Accounts  
Month of July 2024**

| Description                              | FY-2025<br>Budget | Actual Revenues    |                  |                         | Projected           |                     | FY-2024<br>Variance<br>to Budget |
|------------------------------------------|-------------------|--------------------|------------------|-------------------------|---------------------|---------------------|----------------------------------|
|                                          |                   | Previous<br>Months | Current<br>Month | FY-2025<br>Year-To-Date | Remaining<br>Months | FY-2025<br>Revenues |                                  |
| <b>Capital Fund</b>                      |                   |                    |                  |                         |                     |                     |                                  |
| Byrd Street Project                      | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| VDOT - Paving Reimbursement              | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| ISTEA Mainstreet Project                 | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| ISTEA Railroad Avenue                    | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| General Fund Capital Proceeds            | 122,292           | -                  | -                | -                       | 122,292             | 122,292             | -                                |
| Add'l Transfers from General Fund        | 402,708           | -                  | -                | -                       | 402,708             | 402,708             | -                                |
| Loan Proceeds                            | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Capital Reserve Fund                     | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| <b>Total Capital Fund</b>                | <b>525,000</b>    | -                  | -                | -                       | <b>525,000</b>      | <b>525,000</b>      | -                                |
| <b>Net General Fund</b>                  | <b>6,214,631</b>  | -                  | <b>375,869</b>   | <b>375,869</b>          | <b>6,910,062</b>    | <b>6,285,931</b>    | <b>71,300</b>                    |
| <b>Water Fund</b>                        |                   |                    |                  |                         |                     |                     |                                  |
| <b>Investments/Sales of Assets</b>       |                   |                    |                  |                         |                     |                     |                                  |
| Interest Income                          | 36,000            | -                  | 11,546           | 11,546                  | 33,000              | 44,546              | 8,546                            |
| Sale of Surplus Property                 | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| <b>Sub-Total Investments/Asset Sales</b> | <b>36,000</b>     | -                  | <b>11,546</b>    | <b>11,546</b>           | <b>33,000</b>       | <b>44,546</b>       | <b>8,546</b>                     |
| <b>Utility Revenues</b>                  |                   |                    |                  |                         |                     |                     |                                  |
| Water Sales                              | 1,411,000         | -                  | 129,366          | 129,366                 | 1,293,417           | 1,422,783           | 11,783                           |
| Water Availability                       | 75,000            | -                  | -                | -                       | 75,000              | 75,000              | -                                |
| Water Reconnection Fees                  | 20,000            | -                  | 600              | 600                     | 18,333              | 18,933              | (1,067)                          |
| <b>Sub-Total Utility</b>                 | <b>1,506,000</b>  | -                  | <b>129,966</b>   | <b>129,966</b>          | <b>1,386,750</b>    | <b>1,516,716</b>    | <b>10,716</b>                    |
| <b>Miscellaneous Revenue</b>             |                   |                    |                  |                         |                     |                     |                                  |
| Miscellaneous Revenues                   | 41,400            | -                  | 890              | 890                     | 40,700              | 41,590              | 190                              |
| Expenditure Refunds                      | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Water Fund Grant                         | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Reserve Fund                             | 17,906            | -                  | -                | -                       | 17,906              | 17,906              | -                                |
| <b>Sub-Total Miscellaneous</b>           | <b>59,306</b>     | -                  | <b>890</b>       | <b>890</b>              | <b>58,606</b>       | <b>59,496</b>       | <b>190</b>                       |
| <b>Total Water Fund</b>                  | <b>1,601,306</b>  | -                  | <b>142,402</b>   | <b>142,402</b>          | <b>1,478,356</b>    | <b>1,620,758</b>    | <b>19,452</b>                    |
| <b>Sewer Fund</b>                        |                   |                    |                  |                         |                     |                     |                                  |
| <b>Investments/Sales of Assets</b>       |                   |                    |                  |                         |                     |                     |                                  |
| Interest Income                          | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| <b>Sub-Total Interest</b>                | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| <b>Utility Revenues</b>                  |                   |                    |                  |                         |                     |                     |                                  |
| Sewer Sales                              | 1,630,000         | -                  | 135,121          | 135,121                 | 1,494,167           | 1,629,288           | (712)                            |
| Sewer Availability                       | 308,250           | -                  | -                | -                       | 308,250             | 308,250             | -                                |
| Sewer Sales - Sludge                     | 60,000            | -                  | 9,482            | 9,482                   | 55,000              | 64,482              | 4,482                            |
| <b>Sub-Total Utility</b>                 | <b>1,998,250</b>  | -                  | <b>144,604</b>   | <b>144,604</b>          | <b>1,857,417</b>    | <b>2,002,021</b>    | <b>3,771</b>                     |
| <b>Miscellaneous Revenue</b>             |                   |                    |                  |                         |                     |                     |                                  |
| Miscellaneous Revenues                   | 2,000             | -                  | 1                | 1                       | 2,000               | 2,001               | 1                                |
| Nutrient Credit Exchange                 | 5,000             | -                  | -                | -                       | 5,000               | 5,000               | -                                |
| Leachate Sales                           | 130,000           | -                  | -                | -                       | 130,000             | 130,000             | -                                |
| Septic Hauling                           | 56,000            | -                  | 4,454            | 4,454                   | 51,333              | 55,787              | (213)                            |
| Expenditure Refunds                      | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Transfers                                | -                 | -                  | -                | -                       | -                   | -                   | -                                |
| Reserve Fund                             | (45,943)          | -                  | -                | -                       | (45,943)            | (45,943)            | -                                |
| <b>Sub-Total Miscellaneous</b>           | <b>147,057</b>    | -                  | <b>4,455</b>     | <b>4,455</b>            | <b>142,390</b>      | <b>146,845</b>      | <b>(212)</b>                     |
| <b>Total Sewer Fund</b>                  | <b>2,145,307</b>  | -                  | <b>149,059</b>   | <b>149,059</b>          | <b>1,999,807</b>    | <b>2,148,866</b>    | <b>3,559</b>                     |
| <b>Total Revenues</b>                    | <b>9,961,244</b>  | -                  | <b>667,329</b>   | <b>667,329</b>          | <b>9,388,225</b>    | <b>10,055,554</b>   | <b>94,310</b>                    |

TOWN OF ORANGE

Fund Balances

The following numbers represent our best estimates of  
unencumbered fund balances (cash) as of July 31, 2024:

|                          | Cash<br>Balance     | Encumbered          | Unencumbered<br>Balance |
|--------------------------|---------------------|---------------------|-------------------------|
| General Fund             | \$ 9,106,862        | \$ -                | \$ 9,106,862            |
| Capital Improvement Fund | (3,549,710)         | 350,000             | (3,899,710)             |
| Water Fund               | 4,425,279           | 2,838,380           | 1,586,899               |
| Sewer Fund               | (1,793,020)         | 847,992             | (2,641,012)             |
| Water Deposit Fund       | 99,888              | 99,888              | -                       |
| Taylor Park Fund         | 73,856              | 73,856              | -                       |
| Grant Fund               | 18,051              | 18,051              | -                       |
| Totals                   | <u>\$ 8,381,206</u> | <u>\$ 4,228,166</u> | <u>\$ 4,153,040</u>     |

**Town Debt Service**  
**As of July 31, 2024**

|                                    | Original<br>Debt     | Principal @<br>06/30/2024 | FY - 2025 Principal & Interest |                   |                   | Principal<br>Remaining |
|------------------------------------|----------------------|---------------------------|--------------------------------|-------------------|-------------------|------------------------|
|                                    |                      |                           | Budgeted                       | Paid              | Remaining         |                        |
| <b>General Fund</b>                |                      |                           |                                |                   |                   |                        |
| Route 20 Expansion                 | \$ 1,372,000         | \$ 92,400                 | \$ 93,347                      | \$ 93,347         | \$ -              | \$ -                   |
| Public Works Center                | \$ 931,000           | \$ 62,700                 | \$ 63,343                      | \$ 63,343         | \$ -              | \$ -                   |
| <b>Debt Service Activity</b>       | <u>\$ 2,303,000</u>  | <u>\$ 155,100</u>         | <u>\$ 156,690</u>              | <u>\$ 156,690</u> | <u>\$ -</u>       | <u>\$ -</u>            |
| <b>Water Fund</b>                  |                      |                           |                                |                   |                   |                        |
| Macon Road Tank                    | \$ 392,000           | \$ 26,400                 | \$ 26,671                      | \$ 26,671         | \$ -              | \$ -                   |
| Raw Water Storage Basin            | \$ 2,196,000         | \$ 1,023,200              | \$ 132,467                     | \$ 73,233         | \$ 59,234         | \$ 965,000             |
| <b>Debt Service Activity</b>       | <u>\$ 2,588,000</u>  | <u>\$ 1,049,600</u>       | <u>\$ 159,137</u>              | <u>\$ 99,903</u>  | <u>\$ 59,234</u>  | <u>\$ 965,000</u>      |
| <b>Sewer Fund</b>                  |                      |                           |                                |                   |                   |                        |
| Wastewater Treatment Plant Upgrade | \$ 2,009,000         | \$ 135,300                | \$ 136,687                     | \$ 136,687        | \$ -              | \$ -                   |
| New WWTP - Total /Cumulative Debt  | \$ 15,882,032        | \$ 7,478,503              | \$ 650,304                     | \$ -              | \$ 650,304        | \$ 7,478,503           |
| <b>Debt Service Activity</b>       | <u>\$ 17,891,032</u> | <u>\$ 7,613,803</u>       | <u>\$ 786,991</u>              | <u>\$ 136,687</u> | <u>\$ 650,304</u> | <u>\$ 7,478,503</u>    |
| <b>Total Debt Service</b>          | <u>\$ 22,782,032</u> | <u>\$ 8,818,503</u>       | <u>\$ 1,102,818</u>            | <u>\$ 393,280</u> | <u>\$ 709,538</u> | <u>\$ 8,443,503</u>    |

**Town of Orange**  
**ARPA Funds (Including VDH ARPA Funds)**  
**As of July 31, 2024**

|                                  |                          | <u>Funds Received</u> | <u>Funds Spent</u>    | <u>Remaining Funds</u> |
|----------------------------------|--------------------------|-----------------------|-----------------------|------------------------|
| <b>Standpipe -</b>               | Engineering              | 342,000.00            | (347,439.00)          | (5,439.00)             |
|                                  | Generator                | 61,057.00             | (61,057.00)           | -                      |
|                                  | Construction             | 1,864,914.00          | (1,447,580.23)        | 417,333.77             |
|                                  | Construction Contingency | 466,229.00            |                       | 466,229.00             |
|                                  | <b>Sub-Total</b>         | <b>2,734,200.00</b>   | <b>(1,856,076.23)</b> | <b>878,123.77</b>      |
| <b>Standpipe -</b>               | Reservoir                | 259,739.44            | -                     | 259,739.44             |
|                                  | Pump Station             | 75,000.00             | -                     | 75,000.00              |
|                                  | Reservoir Mixer          | 65,000.00             | -                     | 65,000.00              |
| <b>Macon Road Mixer</b>          |                          | 107,383.38            | (107,383.38)          | -                      |
| <b>Water Line (NS Railroad)</b>  |                          | 90,260.56             | (90,260.56)           | -                      |
| <b>Waste Water Plant -</b>       | Sludge Truck             | 126,000.00            | -                     | 126,000.00             |
|                                  | System Upgrades          | 300,000.00            | (49,334.50)           | 250,665.50             |
|                                  | Scada System             | 231,132.00            | (231,132.00)          | -                      |
| <b>Liquid Feed System -</b>      | Engineering              | 79,500.00             | (79,500.00)           | -                      |
|                                  | Emergency System         | 22,194.00             | (22,194.00)           | -                      |
|                                  | Building                 | 38,593.18             | (38,593.18)           | -                      |
| <b>Sewer Lines Engineering -</b> | Greenfields              | 479,375.00            | (251,308.89)          | 228,066.11             |
|                                  | Houseworth               | 165,575.00            | (70,764.11)           | 94,810.89              |
|                                  | Brizzolara               | 271,710.00            | (123,260.60)          | 148,449.40             |
| <b>Water Plant -</b>             | Millimeter Screen        | 961,406.82            | (18,750.00)           | 942,656.82             |
|                                  | 125 HP Intake Pump       | 87,383.12             | (87,383.12)           | -                      |
| <b>Water Meter Replacement -</b> |                          | 1,523,874.50          |                       | 1,523,874.50           |
|                                  | <b>Total</b>             | <b>7,618,327.00</b>   | <b>(3,025,940.57)</b> | <b>4,592,386.43</b>    |

# **FINANCIAL STATEMENT ENDING**

**July, 2024**

**Town of Orange**  
**Financial Statement**  
**June, 2024**  
**8.33% of Budget Year**  
**Fund Summaries**

**REVENUES**

| FUND                   | FY-2024 BUDGET         |             | COLLECTED<br>MTD     | COLLECTED<br>YTD     | PERCENT<br>COLLECTED | REMAINING<br>BALANCE   |
|------------------------|------------------------|-------------|----------------------|----------------------|----------------------|------------------------|
|                        | ORIGINAL               | CHANGES     |                      |                      |                      |                        |
| GENERAL                | 5,689,631.00           | -           | 369,012.42           | 369,012.42           | 5.94%                | 5,320,618.58           |
| GF-CAP IMPROVEMENTS    | 525,000.00             | -           | -                    | -                    |                      | 525,000.00             |
| WATER                  | 1,601,306.00           | -           | 142,351.77           | 142,351.77           | 8.89%                | 1,458,954.23           |
| SEWER                  | 2,145,307.00           | -           | 149,058.56           | 149,058.56           | 6.95%                | 1,996,248.44           |
| GRANTS/SPECIAL REVENUE | -                      | -           | 6,819.36             | 6,819.36             | 0.00%                | (6,819.36)             |
| WATER DEPOSIT          | -                      | -           | 49.92                | 49.92                | 0.00%                | (49.92)                |
| TAYLOR PARK            | -                      | -           | 36.94                | 36.94                | 0.00%                | (36.94)                |
| <b>TOTAL</b>           | <b>\$ 9,961,244.00</b> | <b>\$ -</b> | <b>\$ 667,328.97</b> | <b>\$ 667,328.97</b> | <b>N/A</b>           | <b>\$ 9,293,915.03</b> |

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

**EXPENDITURES**

| FUND                   | FY-2024 BUDGET         |             | EXPENSED<br>MTD        | EXPENSED<br>YTD        | PERCENT<br>EXPENSED | REMAINING<br>BALANCE   |
|------------------------|------------------------|-------------|------------------------|------------------------|---------------------|------------------------|
|                        | ORIGINAL               | CHANGES     |                        |                        |                     |                        |
| GENERAL                | 5,689,631.00           | -           | 734,155.18             | 734,155.18             | 11.89%              | 4,955,475.82           |
| GF-CAP IMPROVEMENTS    | 525,000.00             | -           | 4,958.90               | 4,958.90               |                     | 520,041.10             |
| WATER                  | 1,601,306.00           | -           | 191,599.95             | 191,599.95             | 11.97%              | 1,409,706.05           |
| SEWER                  | 2,145,307.00           | -           | 219,833.22             | 219,833.22             | 10.25%              | 1,925,473.78           |
| GRANTS/SPECIAL REVENUE | -                      | -           | -                      | -                      | 0.00%               | -                      |
| WATER DEPOSIT          | -                      | -           | -                      | -                      | 0.00%               | -                      |
| TAYLOR PARK            | -                      | -           | -                      | -                      | 0.00%               | -                      |
| <b>TOTAL</b>           | <b>\$ 9,961,244.00</b> | <b>\$ -</b> | <b>\$ 1,150,547.25</b> | <b>\$ 1,150,547.25</b> | <b>N/A</b>          | <b>\$ 8,810,696.75</b> |

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

**Town of Orange**  
**Financial Statement**  
**July, 2024**  
**8.33% of Budget Year**  
**General Fund**

**REVENUES**

| DESCRIPTION              | FY-2024 BUDGET         |             | COLLECTED<br>MTD     | COLLECTED<br>YTD     | PERCENT<br>COLLECTED | REMAINING<br>BALANCE   |
|--------------------------|------------------------|-------------|----------------------|----------------------|----------------------|------------------------|
|                          | ORIGINAL               | CHANGES     |                      |                      |                      |                        |
| LOCAL TAXES              | 3,740,800.00           | -           | 262,105.11           | 262,105.11           | 7.01%                | 3,478,694.89           |
| LICENSES & PERMITS       | 100.00                 | -           | 50.00                | 50.00                | 50.00%               | 50.00                  |
| FINES                    | 90,000.00              | -           | 11,240.69            | 11,240.69            | 12.49%               | 78,759.31              |
| STATE FUNDS              | 1,538,772.00           | -           | 12,650.52            | 12,650.52            | 0.82%                | 1,526,121.48           |
| INV / SALE OF ASSETS     | -                      | -           | -                    | -                    | 0.00%                | 0.00                   |
| USER FEES                | 187,476.00             | -           | 20,060.24            | 20,060.24            | 10.70%               | 167,415.76             |
| MISCELLANEOUS            | 650,883.00             | -           | 62,905.86            | 62,905.86            | 9.66%                | 587,977.14             |
| ARPA - NEU FUNDS         | -                      | -           | -                    | -                    | 0.00%                | 0.00                   |
| RESERVE FUND             | 6,600.00               | -           | -                    | -                    | 0.00%                | 6,600.00               |
| TRANSF TO CAP. IMPROVEM. | (525,000.00)           | -           | -                    | -                    | 0.00%                | (525,000.00)           |
| <b>TOTAL</b>             | <b>\$ 5,689,631.00</b> | <b>\$ -</b> | <b>\$ 369,012.42</b> | <b>\$ 369,012.42</b> | <b>6.49%</b>         | <b>\$ 5,320,618.58</b> |

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

**EXPENDITURES**

| DEPARTMENT              | FY-2024 BUDGET         |             | EXPENSED<br>MTD      | EXPENSED<br>YTD      | PERCENT<br>EXPENSED | REMAINING<br>BALANCE   |
|-------------------------|------------------------|-------------|----------------------|----------------------|---------------------|------------------------|
|                         | ORIGINAL               | CHANGES     |                      |                      |                     |                        |
| LEGISLATIVE             | 142,334.00             | -           | 79,269.23            | 79,269.23            | 55.69%              | 63,064.77              |
| TOWN MANAGER            | 471,486.00             | -           | 29,758.63            | 29,758.63            | 6.31%               | 441,727.37             |
| TOWN ATTORNEY           | 38,500.00              | -           | -                    | -                    | 0.00%               | 38,500.00              |
| FINANCE DEPARTMENT      | 430,037.00             | -           | 31,324.14            | 31,324.14            | 7.28%               | 398,712.86             |
| ELECTIONS               | 2,500.00               | -           | -                    | -                    | 0.00%               | 2,500.00               |
| POLICE DEPARTMENT       | 1,894,764.00           | -           | 169,713.33           | 169,713.33           | 8.96%               | 1,725,050.67           |
| FIRE AND RESCUE         | 59,500.00              | -           | 40,000.00            | 40,000.00            | 67.23%              | 19,500.00              |
| PUBLIC WORKS            | 1,613,810.00           | -           | 103,256.04           | 103,256.04           | 6.40%               | 1,510,553.96           |
| TRASH COLLECTION        | 203,676.00             | -           | 16,903.19            | 16,903.19            | 8.30%               | 186,772.81             |
| MUNICIPAL BUILDING      | 49,145.00              | -           | 3,293.86             | 3,293.86             | 6.70%               | 45,851.14              |
| DEPOT                   | 16,000.00              | -           | 3,168.53             | 3,168.53             | 19.80%              | 12,831.47              |
| TRANSPORTATION SYSTEM   | 126,936.00             | -           | -                    | -                    | 0.00%               | 126,936.00             |
| PARKS AND GROUNDS       | 29,700.00              | -           | 32.99                | 32.99                | 0.11%               | 29,667.01              |
| COMMUNITY DEVELOPMENT   | 200,016.00             | -           | 11,192.61            | 11,192.61            | 5.60%               | 188,823.39             |
| NON-DEPT - DEBT & OTHER | 411,227.00             | -           | 246,242.63           | 246,242.63           | 59.88%              | 164,984.37             |
| NON-DEPT - DONATIONS    | -                      | -           | -                    | -                    | 0.00%               | 0.00                   |
| NON-DEPT - CAPITAL      | -                      | -           | -                    | -                    | 0.00%               | 0.00                   |
| <b>TOTAL</b>            | <b>\$ 5,689,631.00</b> | <b>\$ -</b> | <b>\$ 734,155.18</b> | <b>\$ 734,155.18</b> | <b>12.90%</b>       | <b>\$ 4,955,475.82</b> |

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

**Town of Orange**  
**Financial Statement**  
**July, 2024**  
**8.33% of Budget Year**  
**General Fund - Capital Improvements**

**REVENUES**

| DESCRIPTION                      | FY-2024 BUDGET       |             | COLLECTED<br>MTD | COLLECTED<br>YTD | PERCENT<br>COLLECTED | REMAINING<br>BALANCE |
|----------------------------------|----------------------|-------------|------------------|------------------|----------------------|----------------------|
|                                  | ORIGINAL             | CHANGES     |                  |                  |                      |                      |
| TRANSFER FROM GENERAL            | 525,000.00           | -           | -                | -                | 0.00%                | 525,000.00           |
| STATE/FEDERAL FUNDS              | -                    | -           | -                | -                | 0.00%                | 0.00                 |
| MISCELLANEOUS                    | -                    | -           | -                | -                | 0.00%                | 0.00                 |
| MADISON/MAIN STREET SIGNAL LIGHT | -                    | -           | -                | -                | 0.00%                | 0.00                 |
| <b>TOTAL</b>                     | <b>\$ 525,000.00</b> | <b>\$ -</b> | <b>\$ -</b>      | <b>\$ -</b>      | <b>0.00%</b>         | <b>\$ 525,000.00</b> |

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

**EXPENDITURES**

| DEPARTMENT                       | FY-2024 BUDGET       |             | EXPENSED<br>MTD    | EXPENSED<br>YTD    | PERCENT<br>EXPENSED | REMAINING<br>BALANCE |
|----------------------------------|----------------------|-------------|--------------------|--------------------|---------------------|----------------------|
|                                  | ORIGINAL             | CHANGES     |                    |                    |                     |                      |
| ROAD PROJECTS                    | 345,000.00           | -           | 4,699.93           | 4,699.93           | 1.36%               | 340,300.07           |
| MACHINERY & EQUIPMENT            | 125,000.00           | -           | -                  | -                  | 0.00%               | 125,000.00           |
| MADISON/MAIN STREET SIGNAL LIGHT | -                    | -           | -                  | -                  | 0.00%               | 0.00                 |
| COMPUTERS                        | 30,000.00            | -           | 258.97             | 258.97             | 0.86%               | 29,741.03            |
| FIBER OPTICS BACKBONE (ARPA)     | -                    | -           | -                  | -                  | 0.00%               | 0.00                 |
| CELL TOWER                       | -                    | -           | -                  | -                  | 0.00%               | 0.00                 |
| COMMUNITY ROOM SOUND SYSTEM      | 25,000.00            | -           | -                  | -                  | 0.00%               | 25,000.00            |
| CAP. OUTLAYS - WATER/SEWER LINE  | -                    | -           | -                  | -                  | 0.00%               | 0.00                 |
| <b>TOTAL</b>                     | <b>\$ 525,000.00</b> | <b>\$ -</b> | <b>\$ 4,958.90</b> | <b>\$ 4,958.90</b> | <b>\$ 0.02</b>      | <b>\$ 520,041.10</b> |

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

**Financial Statement**  
**July, 2024**  
**8.33% of Budget Year**  
**Water Fund**

**REVENUES**

| DESCRIPTION           | FY-2024 BUDGET         |             | SALES<br>MTD         | SALES<br>YTD         | PERCENT<br>COLLECTED | REMAINING<br>BALANCE  |
|-----------------------|------------------------|-------------|----------------------|----------------------|----------------------|-----------------------|
|                       | ORIGINAL               | CHANGES     |                      |                      |                      |                       |
| TRANSFER FROM GENERAL | -                      | -           | -                    | -                    | 0.00%                | -                     |
| INV/ SALE OF ASSETS   | -                      | -           | -                    | -                    | 0.00%                | -                     |
| WATER SALES           | 1,411,000.00           | -           | 129,365.61           | 129,365.61           | 9.17%                | 1,281,634.39          |
| WATER AVAILABILITY    | 75,000.00              | -           | -                    | -                    | 0.00%                | 75,000.00             |
| WATER RECONNECTIONS   | 20,000.00              | -           | 600.00               | 600.00               | 3.00%                | 19,400.00             |
| EXPENDITURE REFUNDS   | -                      | -           | -                    | -                    | 0.00%                | -                     |
| MISCELLANEOUS         | 77,400.00              | -           | 12,386.16            | 12,386.16            | 16.00%               | 65,013.84             |
| ARPA - NEU FUNDS      | -                      | -           | -                    | -                    | 0.00%                | -                     |
| RESERVE FUND          | 17,906.00              | -           | -                    | -                    | 0.00%                | 17,906.00             |
| <b>TOTAL</b>          | <b>\$ 1,601,306.00</b> | <b>\$ -</b> | <b>\$ 142,351.77</b> | <b>\$ 142,351.77</b> | <b>8.89%</b>         | <b>\$1,458,954.23</b> |

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

| DEPARTMENT              | FY-2024 BUDGET         |             | EXPENSED<br>MTD      | EXPENSED<br>YTD      | PERCENT<br>EXPENSED | REMAINING<br>BALANCE   |
|-------------------------|------------------------|-------------|----------------------|----------------------|---------------------|------------------------|
|                         | ORIGINAL               | CHANGES     |                      |                      |                     |                        |
| WATER/SEWER LINE PROJ.  | -                      | -           | 9,750.00             | 9,750.00             | 0.00%               | (9,750.00)             |
| WATER TREATMENT         | 1,156,139.00           | -           | 66,797.53            | 66,797.53            | 5.78%               | 1,089,341.47           |
| WATER DISTRIBUTION      | 285,989.00             | -           | 15,149.02            | 15,149.02            | 5.30%               | 270,839.98             |
| NON-DEPT - DEBT & OTHER | 159,178.00             | -           | 99,903.40            | 99,903.40            | 62.76%              | 59,274.60              |
| <b>TOTAL</b>            | <b>\$ 1,601,306.00</b> | <b>\$ -</b> | <b>\$ 191,599.95</b> | <b>\$ 191,599.95</b> | <b>\$ 0.74</b>      | <b>\$ 1,409,706.05</b> |

**Town of Orange  
Financial Statement  
July, 2024  
8.33% of Budget Year  
Sewer Fund**

**REVENUES**

| DESCRIPTION             | FY-2024 BUDGET         |             | COLLECTED<br>MTD     | COLLECTED<br>YTD     | PERCENT<br>COLLECTED | REMAINING<br>BALANCE   |
|-------------------------|------------------------|-------------|----------------------|----------------------|----------------------|------------------------|
|                         | ORIGINAL               | CHANGES     |                      |                      |                      |                        |
| LICENSES & PERMITS      | -                      | -           | -                    | -                    | 0.00%                | -                      |
| TRANSFER FROM GENERAL   | -                      | -           | -                    | -                    | 0.00%                | -                      |
| SEWER SALES             | 1,630,000.00           | -           | 135,121.23           | 135,121.23           | 8.29%                | 1,494,878.77           |
| SEWER AVAILABILITY FEES | 308,250.00             | -           | -                    | -                    | 0.00%                | 308,250.00             |
| SEWER SALES - SLUDGE    | 60,000.00              | -           | 9,482.48             | 9,482.48             | 15.80%               | 50,517.52              |
| NUTRIENT CREDIT         | 5,000.00               | -           | -                    | -                    | 0.00%                | 5,000.00               |
| LEACHATE                | 130,000.00             | -           | -                    | -                    | 0.00%                | 130,000.00             |
| SEPTIC HAULING          | 56,000.00              | -           | 4,454.30             | 4,454.30             | 7.95%                | 51,545.70              |
| MISCELLANEOUS           | 2,000.00               | -           | 0.55                 | 0.55                 | 0.03%                | 1,999.45               |
| RESERVE FUND            | (45,943.00)            | -           | -                    | -                    | 0.00%                | (45,943.00)            |
| TRANSFER FROM GENERAL   | -                      | -           | -                    | -                    | -                    | -                      |
| <b>TOTAL</b>            | <b>\$ 2,145,307.00</b> | <b>\$ -</b> | <b>\$ 149,058.56</b> | <b>\$ 149,058.56</b> | <b>6.95%</b>         | <b>\$ 1,996,248.44</b> |

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

**EXPENDITURES**

| DEPARTMENT              | FY-2024 BUDGET         |             | EXPENSED<br>MTD      | EXPENSED<br>YTD      | PERCENT<br>EXPENSED | REMAINING<br>BALANCE   |
|-------------------------|------------------------|-------------|----------------------|----------------------|---------------------|------------------------|
|                         | ORIGINAL               | CHANGES     |                      |                      |                     |                        |
| SEWER TREATMENT         | 1,134,292.00           | -           | 66,143.03            | 66,143.03            | 5.83%               | 1,068,148.97           |
| SEWER COLLECTION        | 223,935.00             | -           | 17,003.37            | 17,003.37            | 7.59%               | 206,931.63             |
| NON-DEPT - DEBT & OTHER | 787,080.00             | -           | 136,686.82           | 136,686.82           | 17.37%              | 650,393.18             |
| CAPITAL OUTLAYS - ARPA  | -                      | -           | -                    | -                    | 0.00%               | -                      |
| <b>TOTAL</b>            | <b>\$ 2,145,307.00</b> | <b>\$ -</b> | <b>\$ 219,833.22</b> | <b>\$ 219,833.22</b> | <b>10.25%</b>       | <b>\$ 1,925,473.78</b> |

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

# **BILLS AND CLAIMS**

**For the month July, 2024**

**TOWN OF ORANGE  
CHECK REGISTER**

**JULY 1 - 31, 2024**

| Check # | Check Date | Vendor Name                       | Net Amount  |
|---------|------------|-----------------------------------|-------------|
| 1300    | 7/25/2024  | OEI EVENTS                        | \$ 5,250.00 |
| 1305    | 7/25/2024  | TOWN OF ORANGE                    | 75,000.00   |
| 7124    | 7/25/2024  | ANTHEM BLUE CROSS & BLUE SHIELD   | 66,792.00   |
| 7224    | 7/25/2024  | TREASURER OF VIRGINIA             | 53,318.17   |
| 7324    | 7/25/2024  | EMPOWER                           | 2,200.00    |
| 7424    | 7/25/2024  | MISSIONSQUARE RETIREMENT          | 776.22      |
| 7524    | 7/25/2024  | MISSIONSQUARE RETIREMENT          | 560.73      |
| 7624    | 7/25/2024  | MISSIONSQUARE RETIREMENT          | 776.22      |
| 7724    | 7/25/2024  | MISSIONSQUARE RETIREMENT          | 560.73      |
| 35810   | 7/9/2024   | ADT SECURITY SERVICES             | 290.54      |
| 35811   | 7/9/2024   | ARTS CENTER OF ORANGE             | 5,500.00    |
| 35812   | 7/9/2024   | BLUE RIDGE NARCOTICS AND          | 11,138.00   |
| 35813   | 7/9/2024   | BOY SCOUT TROOP 14                | 1,000.00    |
| 35814   | 7/9/2024   | CIVICPLUS                         | 3,575.12    |
| 35815   | 7/9/2024   | COMCAST                           | 823.27      |
| 35816   | 7/9/2024   | COMPANION LIFE INSURANCE          | 327.00      |
| 35817   | 7/9/2024   | HAZEL SEDWICK PARK                | 2,500.00    |
| 35818   | 7/9/2024   | HUTH, LESLIE                      | 126.14      |
| 35819   | 7/9/2024   | JAMES MADISON MEMORIAL FOUNDATION | 2,500.00    |
| 35820   | 7/9/2024   | LOVE OUTREACH FOOD PANTRY         | 750.00      |
| 35821   | 7/9/2024   | MINNESOTA LIFE INSURANCE CO       | 1,861.46    |
| 35822   | 7/9/2024   | OCPR FOUNDATION                   | 1,500.00    |
| 35823   | 7/9/2024   | ORANGE DOWNTOWN ALLIANCE          | 30,000.00   |
| 35824   | 7/9/2024   | ORANGE VOLUNTEER FIRE CO., INC    | 40,000.00   |
| 35825   | 7/9/2024   | ORANGE SENIOR CENTER              | 250.00      |
| 35826   | 7/9/2024   | ORANGE COUNTY FREE CLINC          | 30,000.00   |
| 35827   | 7/9/2024   | ORANGE CO. HISTORICAL SOCIETY     | 1,500.00    |
| 35828   | 7/9/2024   | PACE ANALYTICAL SERVICES, INC     | 188.00      |
| 35829   | 7/9/2024   | PIEDMONT REGIONAL DENTAL CLINIC   | 2,500.00    |
| 35830   | 7/9/2024   | PITNEY BOWES GLOBAL FINANCIAL     | 53.94       |
| 35831   | 7/9/2024   | RAPPAHANNOCK REGIONAL CRIMINAL    | 6,782.58    |
| 35832   | 7/9/2024   | VOID                              | -           |
| 35833   | 7/9/2024   | RAPPAHANNOCK-RAPIDAN MEDICAL      | 500.00      |
| 35834   | 7/9/2024   | RAPPAHANNOCK-RAPIDAN REGIONAL     | 953.64      |
| 35835   | 7/9/2024   | SAFE                              | 500.00      |
| 35836   | 7/9/2024   | STEROBEN ASSOCIATES               | 4,090.00    |
| 35837   | 7/9/2024   | TRIAD OF ORANGE COUNTY            | 500.00      |

5-19

|       |           |                            |            |
|-------|-----------|----------------------------|------------|
| 35838 | 7/9/2024  | SHELTON, TYESHIA           | 46.90      |
| 35839 | 7/9/2024  | HITT, MARGARITE ELIZA      | 22.94      |
| 35840 | 7/9/2024  | CABALLERO, ROSA            | 94.94      |
| 35841 | 7/9/2024  | MADISON, MELIQUE           | 36.07      |
| 35842 | 7/9/2024  | SEAY, BARBARA              | 46.18      |
| 35843 | 7/9/2024  | ZOLLINGER, ERIKA           | 26.79      |
| 35844 | 7/9/2024  | SHAW, REITA                | 56.95      |
| 35845 | 7/9/2024  | BRODY, ANNA                | 80.64      |
| 35846 | 7/9/2024  | PRIEST, MATTHEW            | 122.53     |
| 35847 | 7/9/2024  | UNIVAR USA INC             | 6,444.00   |
| 35848 | 7/9/2024  | VIRGINIA BUSINESS SYSTEMS  | 91.04      |
| 35849 | 7/9/2024  | VMCA                       | 60.00      |
| 35850 | 7/9/2024  | VRSA                       | 19,464.00  |
| 35851 | 7/10/2024 | BOONE, JERRY               | 87.13      |
| 35852 | 7/10/2024 | HUTH, LESLIE               | 89.58      |
| 35853 | 7/12/2024 | ADVANCE AUTO PARTS         | 149.59     |
| 35854 | 7/12/2024 | AMAZON CAPITAL SERVICES    | 404.82     |
| 35855 | 7/12/2024 | TRUIST                     | 123.32     |
| 35856 | 7/12/2024 | CAPITAL ONE TRADE CREDIT   | 39.99      |
| 35857 | 7/12/2024 | BRIZZOLARA PLUMBING, INC   | 625.00     |
| 35858 | 7/12/2024 | CHEMUNG CONTRACTING CORP   | 415,957.61 |
| 35859 | 7/12/2024 | CINTAS CORPORATION #385    | 870.42     |
| 35860 | 7/12/2024 | DEBORAH MARLENE WAREHAM    | 50.00      |
| 35861 | 7/12/2024 | DMV                        | 475.00     |
| 35862 | 7/12/2024 | ELECTRICAL & MECHANICAL    | 3,672.92   |
| 35863 | 7/12/2024 | FAYE'S OFFICE SUPPLY       | 752.58     |
| 35864 | 7/12/2024 | FISHER AUTO PARTS          | 1,626.55   |
| 35865 | 7/12/2024 | GRELEN NURSERY             | 1,200.00   |
| 35866 | 7/12/2024 | CATHERINE B. LEA           | 6,000.00   |
| 35867 | 7/12/2024 | MICROSOFT                  | 488.80     |
| 35868 | 7/12/2024 | MULLEN'S MARKINGS INC      | 26,917.84  |
| 35869 | 7/12/2024 | ORANGE MOTOR SPECIALTY     | 170.12     |
| 35870 | 7/12/2024 | ORANGE COUNTY TREASURER    | 7,441.20   |
| 35871 | 7/12/2024 | PRO COLLISION CENTER       | 375.00     |
| 35872 | 7/12/2024 | SOUTHERN STATES            | 9,937.31   |
| 35873 | 7/12/2024 | KIM STRAWSER               | 30.94      |
| 35874 | 7/12/2024 | THE DAILY PROGRESS         | 596.78     |
| 35875 | 7/12/2024 | TRACTOR SUPPLY CREDIT PLAN | 686.43     |
| 35876 | 7/12/2024 | USABUEBOOK                 | 876.23     |
| 35877 | 7/12/2024 | VERIZON                    | 451.64     |
| 35878 | 7/12/2024 | VUPS                       | 74.00      |
| 35879 | 7/16/2024 | CHAMPIONSHIP POOL & SPAS   | 32.99      |
| 35880 | 7/16/2024 | AT&T MOBILITY              | 493.92     |
| 35881 | 7/16/2024 | GALLS, LLC                 | 201.44     |

5-20

|       |           |                                |            |
|-------|-----------|--------------------------------|------------|
| 35882 | 7/16/2024 | RINKER DESIGN ASSOCIATES, P.C. | 5,731.88   |
| 35883 | 7/16/2024 | SOUTHERN STATES                | 1,125.10   |
| 35884 | 7/16/2024 | TIMMONS GROUP                  | 2,550.00   |
| 35885 | 7/22/2024 | ADT SECURITY SERVICES          | 435.08     |
| 35886 | 7/22/2024 | AMERICAN GREEN                 | 79.00      |
| 35887 | 7/22/2024 | CCLS INCORPORATED              | 235.35     |
| 35888 | 7/22/2024 | COMMONWEALTH ENGINEERING & SAL | 3,050.55   |
| 35889 | 7/22/2024 | CHAMPIONSHIP POOL & SPAS       | 32.99      |
| 35890 | 7/22/2024 | COMCAST                        | 852.43     |
| 35891 | 7/22/2024 | CRYSTAL SPRINGS                | 9.00       |
| 35892 | 7/22/2024 | DEBORAH MARLENE WAREHAM        | 50.00      |
| 35893 | 7/22/2024 | DODSON PEST CONTROL            | 543.40     |
| 35894 | 7/22/2024 | ENVIRONMENTAL SYSTEMS SERVICE  | 180.00     |
| 35895 | 7/22/2024 | EXCELLENT EXTERIORS LLC        | 2,943.53   |
| 35896 | 7/22/2024 | EZ PERFORMANCE CENTER          | 47.48      |
| 35897 | 7/22/2024 | FEDEX                          | 129.28     |
| 35898 | 7/22/2024 | GRAINGER                       | 93.98      |
| 35899 | 7/22/2024 | HACH COMPANY                   | 1,441.00   |
| 35900 | 7/22/2024 | HIGHWAY MOTORS                 | 119.84     |
| 35901 | 7/22/2024 | H.M.S. FIRE EXTINGUISHERS, INC | 1,262.00   |
| 35902 | 7/22/2024 | ID NETWORKS                    | 600.00     |
| 35903 | 7/22/2024 | LEXISNEXIS MATTHEW BENDER      | 661.07     |
| 35904 | 7/22/2024 | MAVERICK CONSTRUCTION LLC      | 4,937.31   |
| 35905 | 7/22/2024 | MID-ATLANTIC WASTE SYSTEMS     | 133,687.50 |
| 35906 | 7/22/2024 | MULLEN'S MARKINGS INC          | 6,979.28   |
| 35907 | 7/22/2024 | NIBBLINS CLEANING SERVICE      | 855.00     |
| 35908 | 7/22/2024 | ORANGE CO EDUCATION FOUNDATION | 4,000.00   |
| 35909 | 7/22/2024 | ORANGE CO CHAMBER OF COMMERCE  | 450.00     |
| 35910 | 7/22/2024 | PACE ANALYTICAL SERVICES, INC  | 784.90     |
| 35911 | 7/22/2024 | PAINT 'N' PAPER                | 249.97     |
| 35912 | 7/22/2024 | SHEENA PAYETTE                 | 78.08      |
| 35913 | 7/22/2024 | PITNEY BOWES GLOBAL FINANCIAL  | 172.11     |
| 35914 | 7/22/2024 | PRO COLLISION CENTER           | 295.00     |
| 35915 | 7/22/2024 | RINKER DESIGN ASSOCIATES, P.C. | 12,997.30  |
| 35916 | 7/22/2024 | RENTEQUIP                      | 1,425.00   |
| 35917 | 7/22/2024 | TIMMONS GROUP                  | 48.75      |
| 35918 | 7/22/2024 | TREASURER OF VIRGINIA-VRS      | 14,210.00  |
| 35919 | 7/22/2024 | OMAR, INNER                    | 92.71      |
| 35920 | 7/22/2024 | US BANK CHARLOTTE              | 393,280.00 |
| 35921 | 7/22/2024 | VDH-WATERWORKS TECHNICAL ASS   | 6,600.00   |
| 35922 | 7/22/2024 | VIRGINIA BUSINESS SYSTEMS      | 524.71     |
| 35923 | 7/22/2024 | VLGMA                          | 346.47     |
| 35924 | 7/22/2024 | WW ASSOCIATES, INC             | 9,750.00   |

**\$ 1,476,372.94**

5-21

## UNFINISHED BUSINESS



## UNFINISHED BUSINESS SUMMARY

August 19, 2024

*AGENDA ITEM: 8A*

**Town Council will consider a one-way street for West Church Street.  
(Town Manager)**

### SUMMARY:

- This is a continued discussion from the August work session meeting.
- Please see attached memo from the Town Manager.

### MOTION FOR CONSIDERATION:

“I move that Town Council make West Church Street a one-way street going to Caroline Street as indicated on the proposed map.”



**Town of Orange  
Town Manager's Office**

119 Bellevue Avenue, Orange, Virginia 22960 - 1401  
Phone: (540)672-5005 Fax: (540) 672-4435  
Email –townmanager@townoforangeva.gov

## **MEMORANDUM**

**TO:** Council Members  
**FROM:**  Greg Woods, Town Manager  
**DATE:** August 14, 2024  
**SUBJECT:** Changing West Church Street to a One-Way

The discussion of changing West Church Street to a one-way street is proceeding. VDOT has informed staff that the decision is up to the Town as it is not contiguous to any VDOT street or roads. We have and are proceeding with getting input from the neighboring businesses and non-profits. We will have those results to report at the meeting.

We have also put up our speed light and counter to determine the volume of traffic going down West Church from Caroline Street. The results of which will not be available by the Council Meeting due to the Bluetooth module in the equipment going bad and will have to be replaced. Traffic going from Caroline Street to the Bypass is minimal and should not have any great impact.

A drawing of the one-way proposal is being prepared and will be available at the 09/17/2024 meeting. This request is from the owner of the previous site of Earl's Glass who is proposing to provide a sidewalk in the Town's right of way and donate to the Town. This improvement will cause West Church at the Caroline Street end to be too narrow for two way traffic. West Church at the Bypass end should be fine for two way traffic where the Episcopal Church ingresses and egresses.

**Cc:** Larry Bond, Director of Public Works  
John Cooley, Director of Community Development

## NEW BUSINESS



## NEW BUSINESS

*AGENDA ITEM: 9A*

**Town Council will consider Resolution (RES2025-01) carrying over funds from FY2024 to FY2024. ( Director of Finance)**

### SUMMARY:

- Please see attached memorandum from the Director of Finance.
- Please see attached Resolution (RES2025-01) before Council for consideration.

### MOTION:

“I move that Town Council adopt Resolution (RES2025-01) carrying over funds from FY24 to FY25, as presented.”



**Town of Orange  
Director of Finance Office**

119 Belleview Avenue, Orange, Virginia 22960 - 1401  
Phone: (540) 672-1020 Fax: (540) 672-2821  
Email – [directoroffinance@townoforangeva.gov](mailto:directoroffinance@townoforangeva.gov)

## MEMORANDUM

**TO:** Mayor and Council Members

**FROM:** Dianna Gomez, Director of Finance

**DATE:** August 13, 2024

**SUBJECT:** FY-2025 Carryovers

Carryovers for FY-2025 from FY-2024 include maintenance items that are in progress as well as specific normal capital projects and ARPA funded expenditures.

Funding for the normal maintenance items includes \$19,000 for sidewalk, curb, and gutter repairs, \$9,000 for repairs to the Public Works pole barn, and \$152,000 for striping.

Funding for the normal capital projects includes the following:

1. \$616,000 Madison/Main Street signal light reimbursed by VDOT.
2. \$117,000 for police vehicles.
3. \$83,000 for the Gardener property
4. \$222,000 for the Hilltop Road construction.
5. \$140,000 paving/engineering for the Old Town lot.
6. \$86,000 for the New Sidewalk - Various

ARPA Funding has been allocated as follows:

1. Standpipe replacement continues to be funded by the VDH grant with an additional \$59,739 for Phase 2 from ARPA
2. \$250,666 for Waste Water Plant System Upgrades
3. \$126,000 for Waste Water Sludge Truck
4. \$471,326 for Sewer Lines Engineering (Greenfields, Houseworth, Glebe)
5. \$950,157 for Millimeter Screen
6. \$1,524,625 for the Water line meters replacement

Funding for Community Room Sound System is \$24,000.

Funding for Water Line Projects is \$11,000.

Funding for Employee Relations is \$3,000.



## RESOLUTION – RES2025-01

**BE IT RESOLVED**, by the Town Council of the Town of Orange, that the following items be carried forward from budget year FY2024 to budget year FY2025:

### EXPENSES

#### GENERAL FUND – FUND 10

|                                |               |              |
|--------------------------------|---------------|--------------|
| • HW Sidewalk, Curb, Gutter    | 10-4110-57041 | \$ 19,000    |
| • Buildings/Ground Maintenance | 10-4110-56007 | \$ 9,000     |
| • Misc Contractual             | 10-4110-57319 | \$ 152,000   |
| • Employee Relations           | 10-1110-56603 | \$ 3,000     |
| • Reserve Fund                 | 10-0000-32505 | \$ (183,000) |

#### CAPITAL FUND – FUND 20

|                                    |               |              |
|------------------------------------|---------------|--------------|
| • VDOT Paving Reimbursement        | 20-0000-33145 | \$ (616,000) |
| • Madison/Main Street Signal Light | 20-9400-57308 | \$ 616,000   |
| • Motor Vehicles and Equipment     | 20-9400-58205 | \$ 117,000   |
| • Hilltop Road partial completion  | 20-9400-59837 | \$ 222,000   |
| • Old Town Lot                     | 20-9400-59839 | \$ 140,000   |
| • New Sidewalk                     | 20-9400-59848 | \$ 86,000    |
| • Gardener Property                | 10-7120-53312 | \$ 83,000    |
| • Community Room                   | 20-9400-59846 | \$ 24,000    |
| • Transfer from General Fund       | 20-0000-99999 | \$ (672,000) |
| • Transfer to General Fund         | 10-0000-99999 | \$ 672,000   |
| • Reserve Fund                     | 10-0000-32505 | \$ (672,000) |

#### WATER FUND – FUND 30

|                                 |               |                 |
|---------------------------------|---------------|-----------------|
| • Water Line Projects           | 30-6380-56540 | \$ 11,000       |
| • Standpipe                     | 30-9400-59850 | \$ 1,288,120    |
| • VDH Funding -Standpipe        | 30-0000-33500 | \$ ( 1,288,120) |
| • Standpipe (ARPA)              | 30-9400-59850 | \$ 59,739       |
| • Millimeter Screen             | 30-9400-59849 | \$ 950,157      |
| • Water Line meters replacement | 30-9400-59849 | \$ 1,524,625    |
| • Reserve Fund                  | 30-0000-32505 | \$ ( 2,545,521) |

SEWER FUND – FUND 40

|                                     |               |    |           |
|-------------------------------------|---------------|----|-----------|
| • Waste Water Sludge Truck          | 40-9400-59849 | \$ | 126,000   |
| • Sewer Lines Engineering           | 40-9400-59851 | \$ | 471,326   |
| • Waste Water Plant System Upgrades | 40-9400-59854 | \$ | 250,666   |
| • Transfer from General Fund        | 40-0000-99999 | \$ | (847,992) |
| • Transfer to General Fund          | 10-0000-99999 | \$ | 847,992   |
| • Reserve Fund                      | 10-0000-32505 | \$ | (847,992) |

Given this under my hand, after necessary approval of the Town Council,  
this 19<sup>th</sup> day of August, 2024.

\_\_\_\_\_  
Martha B. Roby, Mayor

ATTEST:

\_\_\_\_\_  
Wendy J. Chewning, MMC, Town Clerk



**NEW BUSINESS**

*AGENDA ITEM: 9B*

**Town Council will consider Resolution (RES2025-02) adopting a new RSA Rate.**

**( Director of Finance)**

**SUMMARY:**

- Please see attached memorandum from the Director of Finance.
- Please see attached Resolution (RES2025-02) before Council for consideration with supporting documentation.

**MOTION:**

“I move that Town Council adopt Resolution (RES2025-02) adopting the new RSA Rate at \$4.713 per 1,000 gallons of water beginning October 1, 2024.”



**Town of Orange**  
**Director of Finance's Office**

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

## **MEMORANDUM**

**TO:** Mayor and Council Members  
**FROM:** Dianna Gomez, Director of Finance  
**DATE:** August 7, 2024  
**SUBJECT:** RSA Rate effective October 1, 2024

On September 1<sup>st</sup> of each year, we must send RSA the proposed water rate for the year beginning October 1<sup>st</sup>.

Attached is the data used to establish the new rate of \$4.713 per 1,000 gallons of water, for the year beginning October 1, 2024. The formula used to calculate this rate is contained in the water sale agreement with RSA. This year the rate increased by \$0.498 (from \$4.215 to \$4.713) due to several factors. Our overall cost increased by \$78,382 which increased the administrative and unit cost by \$22,734, while the Finished Water decreased by 13,186,000 gallons.

The main reasons for the cost variance between FY 2023 and FY 2024 are as follows:

- Salaries: Increased cost of \$24,762. We adjusted some pay within grades to be competitive with RSA and the Greene County Water Authority. Our regular salary increase was 5% and we had two employees who passed testing that increased their license class which comes with an automatic 5% pay increase. The salary impact amounted to \$0.133 per 1,000 gallons.
- Health Insurance: Increased cost of \$11,024 due mainly to a 10% increase across the board.
- Repairs/Maintenance: Machinery /Equipment: Increased cost of \$33,429 were driven by repairs of the raw water intake pumps including rental of a pump while the replacement pump was being manufactured. The impact amounted to \$0.111 per 1,000 gallons.
- There are other costs that increased, while some decreased, but these have the most significant impact.

Enclosed is also a Resolution for your consideration.

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

7-7



## **RESOLUTION – RES2025-02**

**BE IT RESOLVED**, by the Town Council of the Town of Orange, that the water rate to be charged to the Rapidan Service Authority for water purchased for the year beginning October 1, 2024 and ending September 30, 2025, shall be \$4.713 per 1,000 gallons.

Given this under my hand, after necessary approval of the Town Council, this the 19th day of August, 2024.

---

Martha B. Roby, Mayor

ATTEST:

---

Wendy J. Chewning, MMC, Town Clerk

TOWN OF ORANGE  
CALCULATION OF RSA RATE  
EFFECTIVE as of October 1, 2024

|                                             |                                                                 |
|---------------------------------------------|-----------------------------------------------------------------|
| Water Treatment                             |                                                                 |
| Salaries                                    | 297,450.07                                                      |
| Overtime                                    | 5,272.79                                                        |
| FICA/Medicare                               | 22,890.17                                                       |
| Retirement                                  | 50,767.43                                                       |
| Health Insurance                            | 81,271.05                                                       |
| Life Insurance                              | 3,519.99                                                        |
| Hybrid Disability                           | 492.06                                                          |
| Workers' Compensation                       | 8,029.05                                                        |
| Professional Services - Medical             | 80.00                                                           |
| Professional Services                       | 3,522.06                                                        |
| VPDES Permit Fees                           | -                                                               |
| Repair/Maintenance - Computer Equipment     | -                                                               |
| Repair/Maintenance - Machinery/Equipment    | 69,725.92                                                       |
| Repair/Maintenance - Buildings/Grounds      | 5,061.02                                                        |
| Repair/Maintenance - Vehicles               | -                                                               |
| Misc. Contractual Services                  | 20.00                                                           |
| RWSB Inspection & Maintenance               | 52.99                                                           |
| Maintenance Service Contracts - Calibration | 1,850.00                                                        |
| Advertising                                 | 1,696.81                                                        |
| VDH - Waterworks Tech Ass't                 | 6,600.00                                                        |
| Electric Service                            | 143,536.15                                                      |
| Heating Fuel, Fuel Oil                      | 11,508.25                                                       |
| Backwash Sludge Treatment                   | 83,016.00                                                       |
| Backwash Sludge Adjustment                  | (16,603.20)                                                     |
| Postage, Federal Express                    | 436.76                                                          |
| Telephones, Cell Phones, Paging             | 3,247.63                                                        |
| Internet Services                           | 2,791.46                                                        |
| Travel, Conventions, Meetings               | 1,199.01                                                        |
| Dues & Memberships                          | 583.00                                                          |
| Office Supplies                             | 619.39                                                          |
| Safety Equipment                            | 80.76                                                           |
| Lab Supplies                                | 9,488.05                                                        |
| Janitorial Supplies                         | 3,716.62                                                        |
| Building Grounds Maintenance (By Town)      | 492.20                                                          |
| Vehicle, Equipment Fuel                     | 9,394.29                                                        |
| Uniforms, Shop Rages, Towels                | 6,371.96                                                        |
| Operating Supplies                          | 3,186.93                                                        |
| Repair/Maint. Vehicles (By Town)            | -                                                               |
| Repair/Maint. Mach/Equip (By Town)          | 8,993.03                                                        |
| Tools                                       | -                                                               |
| Chemicals                                   | 214,375.54                                                      |
| Vehicle Insurance                           | -                                                               |
| Property/Liability Insurance                | -                                                               |
| Automation/Computer/Software                | 1,052.00                                                        |
| Machinery & Equipment - Non-Capital         | 1,165.39                                                        |
| Office Furniture, Fixtures - Non-Capital    | -                                                               |
| Miscellaneous                               | -                                                               |
|                                             | <hr/>                                                           |
| 100% O/M                                    | 1,046,952.63                                                    |
| 18% Administrative cost                     | 188,451.47                                                      |
| Depreciation                                | <hr/> 112,681.59                                                |
| Unit cost                                   | 1,348,085.69                                                    |
| 10.00%                                      | <hr/> 134,808.57                                                |
| 110% O/M                                    | <hr/> 1,482,894.26                                              |
| Total gallons - finished water pumped       | 314,666,000                                                     |
| Cost per 1,000 gallons                      | <div style="border: 1px solid black; padding: 2px;">4.713</div> |
| Rate 2024 - \$ 4.713                        |                                                                 |
| Rate 2023 - \$ 4.215                        |                                                                 |
| Rate 2022 - \$ 3.817                        |                                                                 |
| Rate 2021 - \$ 3.412                        |                                                                 |
| Rate 2020 - \$ 3.584                        |                                                                 |
| Rate 2019 - \$ 3.376                        |                                                                 |
| Rate 2018 - \$ 3.331                        |                                                                 |
| Rate 2017 - \$ 3.413                        |                                                                 |
| Rate 2016 - \$ 3.022                        |                                                                 |
| Rate 2015 - \$ 3.033                        |                                                                 |
| Rate 2014 - \$ 3.192                        |                                                                 |

# DEPRECIATION SCHEDULE WATER TREATMENT

IRSA CONTRACT FY-2022 - DEPRECIATION

| Description                         | Cost                | Contributions<br>In Aid | Credit - 50%      | Net Cost            | Estimated<br>Life | Annual<br>Depreciation | FY2020<br>Accum<br>Depreciation | Current<br>Depreciation | Balance             | 2022<br>Accum<br>Depreciation | 2023<br>Accum<br>Depreciation | 2024<br>Accum<br>Depreciation | Fully<br>Depr? |
|-------------------------------------|---------------------|-------------------------|-------------------|---------------------|-------------------|------------------------|---------------------------------|-------------------------|---------------------|-------------------------------|-------------------------------|-------------------------------|----------------|
| <b>Raw Water Pump Station</b>       |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| Source of water structures          | 80,006.90           | 36,409.49               | 11,798.71         | 11,798.70           | 50                | 235.97                 | 5,191.36                        | 235.97                  | 6,371.37            | 5,663.30                      | 5,899.27                      | 6,135.24                      | N              |
| General structures and improvements | 296,600.00          | 173,645.26              | 61,477.27         | 61,477.47           | 50                | 1,229.55               | 27,050.10                       | 1,229.55                | 33,197.82           | 29,509.20                     | 30,738.75                     | 31,968.30                     | N              |
| Pumping equipment                   |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| Pumps and variable frequency drive  | 72,045.33           | 40,010.25               | 16,017.44         | 16,017.64           | 10                | -                      | 16,017.64                       | -                       | -                   | 16,017.64                     | 16,017.64                     | 16,017.64                     | Y              |
| Electrical                          | 51,966.59           | 30,008.00               | 10,979.40         | 10,979.19           | 10                | -                      | 10,979.19                       | -                       | -                   | 10,979.19                     | 10,979.19                     | 10,979.19                     | Y              |
| <b>Totals</b>                       | <b>480,618.82</b>   | <b>280,073.00</b>       | <b>100,272.82</b> | <b>100,273.00</b>   |                   | <b>1,465.52</b>        | <b>58,238.29</b>                | <b>1,465.52</b>         | <b>39,569.19</b>    | <b>62,169.33</b>              | <b>63,634.85</b>              | <b>65,100.37</b>              |                |
| <b>Backwash Basin</b>               |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date June 17, 1989)     |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| Water treatment building            | 183,848.36          | -                       | -                 | 183,848.36          | 50                | 3,676.97               | 77,216.35                       | 3,676.97                | 102,955.04          | 84,570.29                     | 88,247.26                     | 91,924.23                     | N              |
| General structures                  | 623,636.66          | -                       | -                 | 623,636.66          | 50                | 12,472.73              | 261,927.35                      | 12,472.73               | 349,236.58          | 286,872.81                    | 299,345.54                    | 311,818.27                    | N              |
| Pumping equipment                   | 110,596.19          | -                       | -                 | 110,596.19          | 10                | -                      | 110,596.19                      | -                       | -                   | 110,596.19                    | 110,596.19                    | 110,596.19                    | Y              |
| Transmission mains and accessories  | 111,421.02          | -                       | -                 | 111,421.02          | 40                | 2,785.53               | 58,496.11                       | 2,785.53                | 50,139.38           | 64,987.17                     | 66,852.70                     | 69,638.23                     | N              |
| Water treatment plant               | 273,282.63          | -                       | -                 | 273,282.63          | 20                | -                      | 273,282.63                      | -                       | -                   | 273,282.63                    | 273,282.63                    | 273,282.63                    | Y              |
| <b>Totals</b>                       | <b>1,302,784.86</b> | <b>-</b>                | <b>-</b>          | <b>1,302,784.86</b> |                   | <b>18,935.23</b>       | <b>781,518.63</b>               | <b>18,935.23</b>        | <b>502,331.00</b>   | <b>819,389.09</b>             | <b>838,324.32</b>             | <b>857,259.55</b>             |                |
| <b>Generator</b>                    |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date August, 2001)      |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 30,862.43           | -                       | -                 | 30,862.43           | 10                | -                      | 30,862.43                       | -                       | -                   | 30,862.43                     | 30,862.43                     | 30,862.43                     | Y              |
| <b>Diversion Barrier - Dam</b>      |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date September 2003)    |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 348,944.41          | -                       | -                 | 348,944.41          | 50                | 6,978.89               | 116,896.37                      | 6,978.89                | 225,069.15          | 130,854.15                    | 137,833.04                    | 144,811.93                    | N              |
| <b>Roof Replacement</b>             |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date September 2003)    |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 30,282.00           | -                       | -                 | 30,282.00           | 20                | 1,514.10               | 25,361.22                       | 1,514.10                | 3,028.20            | 28,389.42                     | 30,282.00                     | 30,282.00                     | Y              |
| <b>Raw Water Storage Basin</b>      |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date June 15, 2005)     |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| Source of supply structures         | 2,154,340.68        | 894,266.00              | -                 | 1,260,074.68        | 50                | 25,201.49              | 378,072.45                      | 25,201.49               | 855,800.74          | 429,475.44                    | 454,676.93                    | 479,878.43                    | N              |
| Pumping equipment                   | 99,936.00           | -                       | -                 | 99,936.00           | 10                | -                      | 99,936.00                       | -                       | -                   | 99,936.00                     | 99,936.00                     | 99,936.00                     | Y              |
| Water treatment plant               | 771,797.00          | -                       | -                 | 771,797.00          | 20                | 38,589.85              | 580,455.66                      | 38,589.85               | 152,751.49          | 657,635.36                    | 696,225.21                    | 734,815.06                    | N              |
| Transmission mains and accessories  | 119,747.00          | -                       | -                 | 119,747.00          | 40                | 2,993.68               | 46,029.89                       | 2,993.68                | 71,723.44           | 51,017.24                     | 54,010.91                     | 57,004.59                     | N              |
| <b>Totals</b>                       | <b>3,145,820.68</b> | <b>894,266.00</b>       | <b>-</b>          | <b>2,251,554.68</b> |                   | <b>66,785.02</b>       | <b>1,104,494.00</b>             | <b>66,785.02</b>        | <b>1,080,275.67</b> | <b>1,238,064.03</b>           | <b>1,304,849.05</b>           | <b>1,371,634.07</b>           |                |
| <b>BackWash Pump</b>                |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date August 2011)       |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 118,669.48          | -                       | -                 | 118,669.48          | 20                | 5,933.47               | 52,677.55                       | 5,933.47                | 60,058.47           | 64,544.49                     | 70,477.96                     | 76,411.43                     | N              |
| <b>Finish Water Pump</b>            |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In Service Date February 2012)     |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 15,763.00           | -                       | -                 | 15,763.00           | 10                | 1,576.30               | 13,267.19                       | 1,576.30                | 919.51              | 15,763.00                     | 15,763.00                     | 15,763.00                     | Y              |
| <b>#3 Filter Valve Project</b>      |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In service Date March 13, 2013)    |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 87,344.00           | -                       | -                 | 87,344.00           | 20                | 1,091.80               | 8,734.40                        | 1,091.80                | 77,517.80           | 10,818.00                     | 12,009.80                     | 13,101.80                     | N              |
| <b>Heat Pump Unit</b>               |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In service Date 9/25/2012)         |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 8,325.00            | -                       | -                 | 8,325.00            | 10                | 832.50                 | 5,619.38                        | 832.50                  | 1,665.00            | 7,284.38                      | 8,325.00                      | 8,325.00                      | Y              |
| <b>2014 Ford F150 Pickup</b>        |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In service Date 10/01/2014)        |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 21,839.40           | -                       | -                 | 21,839.40           | 5                 | -                      | 20,747.43                       | -                       | W/O                 | 21,839.40                     | 21,839.40                     | 21,839.40                     | Y              |
| <b>2019 Ford F150 Pickup</b>        |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In service Date 09/01/2019)        |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 27,030.80           | -                       | -                 | 27,030.80           | 5                 | 5,406.16               | -                               | 5,406.16                | 21,624.64           | 10,812.32                     | 16,218.48                     | 21,624.64                     | N              |
| <b>2023 Sydnor Hydro Pump</b>       |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
| (In service Date 09/31/2023)        |                     |                         |                   |                     |                   |                        |                                 |                         |                     |                               |                               |                               |                |
|                                     | 60,855.00           | -                       | -                 | 60,855.00           | 10                | 6,085.50               | -                               | 6,085.50                | 54,769.50           | -                             | -                             | 6,085.50                      | N              |
| <b>Total Depreciation FY 2020</b>   | <b>5,618,284.89</b> | <b>1,174,339.00</b>     | <b>100,272.82</b> | <b>4,316,642.27</b> |                   | <b>110,518.99</b>      | <b>2,219,416.88</b>             | <b>110,518.99</b>       | <b>2,012,058.63</b> | <b>2,440,890.04</b>           | <b>2,550,419.33</b>           | <b>2,683,100.92</b>           |                |
|                                     |                     |                         |                   |                     |                   |                        |                                 |                         |                     | <b>\$110,954.17</b>           | <b>\$108,528.29</b>           | <b>\$112,681.59</b>           |                |



**Town of Orange  
Finance Office**

---

119 Bellevue Avenue, Orange, Virginia 22960 - 1401

Phone: (540) 672-1020 Fax: (540) 672-2821

Email – [directoroffinance@townoforangeva.gov](mailto:directoroffinance@townoforangeva.gov)

August 7, 2024

Mr. Tim Clemons:

Enclosed please find our calculations and supporting depreciation schedule for the new RSA contract rate, covering the period October 1, 2024 through September 30, 2025.

The new rate is \$4.713 per 1,000 gallons.

Please feel free to contact us if there are any questions.

Sincerely,

Dianna Gomez  
Director of Finance

Enclosures



**NEW BUSINESS**

*AGENDA ITEM: 9C*

**Town Council will discuss and consider a new License Plate Readers Policy.**

**( Chief Madison)**

**SUMMARY:**

- Please see attached memorandum from Chief Madison.
- Please also find attached new Use of License Plate Readers Policy.

**MOTION:**

“I move that Town Council authorize the adoption of a License Plate Readers Policy, as presented.”

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Town of Orange Police Department  
Kiline D. Madison, Chief of Police  
249 Blue Ridge Drive  
Orange, VA 22960-1616  
Phone: (540) 672-1491 Fax (540) 672-0162  
Email: Kmadison@townoforangeva.org

**LEADERSHIP INTEGRITY SERVICE TEAMWORK**

August 9, 2024

Members of the Town of Orange Council,

I am addressing you today asking for approval of the new policy for license plate readers. These readers have been secured by the town on grant, thanks to our wonderful financial director, and will be costing the town 100.00 US currency upon the reimbursement from the state. These readers will be monitoring the intersection of Caroline and Berry Hill and North Madison RD at CVS. The information captured by the camera will be passing vehicle plates and that data is stored in a database by the contracted company, FLOCK INC. When needed a trained and certified officer may extract information from this database for law enforcement purposes. Examples of this may include missing/abducted persons, suspects in violent crimes fleeing felons and other law enforcement calls that would require quick knowledge of where a suspect vehicle went. The information would only be accessed by authorized individuals and will be held in secured locations that currently house sensitive information such as criminal history and driver transcript. Citizens of our town do not need to feel uneasy about the usage of this system as it can be narrowed down in search substantially to vehicles in very specific time frames, body styles and make/model. This system has been implemented currently in the Town of Culpeper and after speaking with the Chief there it has been highly successful in solving cases that would likely never be capable of producing viable suspects. I ask that the council approve the new policy so that the cameras can be attached to town owned light poles in the areas described above. Thank you for your time and attention in this matter.

Sincerely,

Kiline D. Madison  
Chief of Police  
249 Blue Ridge DR  
Orange VA 22960  
540-672-1491

**ORANGE COUNTY, VIRGINIA  
HOME OF JAMES MADISON, FATHER OF THE UNITED STATES CONSTITUTION  
AND CHAMPION OF THE BILL OF RIGHTS**

|                                              |                                                                           |
|----------------------------------------------|---------------------------------------------------------------------------|
| <b>TOWN OF ORANGE POLICE DEPT</b>            | <b>GENERAL ORDERS</b>                                                     |
| <b>SUBJECT: USE OF LICENSE PLATE READERS</b> | <b>NUMBER: 2-56</b>                                                       |
| <b>EFFECTIVE DATE: 7 AUG 2024</b>            | <b>REVIEW DATE: ANNUALLY 3/14/2024</b>                                    |
|                                              | <b>APPROVED: <i>Chief Kiline D. Madison</i></b><br><b>Chief of Police</b> |
| <b>VLEPSC STANDARDS:</b>                     |                                                                           |

**NOTE:** This directive is for internal use only, and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department, and then only in a non-judicial administrative setting.

### **1.0 Purpose**

**The purpose of this policy is to provide Town of Orange Police Department (OPD) members guidance on the application and use of license plate readers (LPR), management of LPR data, and maintenance of LPR equipment.**

### **2.0 Policy**

**License plate readers have enhanced law enforcement's ability to detect violations of law, recover stolen property, apprehend fugitives and assist in investigations. OPD members will use LPRs in accordance with the procedures and guidelines set forth. Data captured from LPRs will be used properly and responsibly as defined herein.**

### **3.0 Procedure**

**3.1 LPRs will only be used by commissioned OPD members who have been properly trained in the use of the LPR. Any commissioned officer may be trained in the use of LPR with approval from the Chief of Police.**

**3.2 Any officer may request the assistance of a trained LPR Officer. A trained LPR Officer may respond along with a LPR-equipped vehicle if available.**

**3.3 LPR data will only be accessed by trained officers for a legitimate law enforcement purpose.**

**3.4 LPR Hot Lists and data gathered by OPD LPRs will be maintained securely. Requests for searches/inquiries may be made by any commissioned OPD member subject to the provisions of this policy.**

**3.5 All database searches shall include a legitimate law enforcement purpose in the 'Reason' search box. When the associated police case number is available, officers shall use the case number in the 'Reason' search box. If a case number is not available at the time of search, officers shall validate their search by entering the type of crime and location in the 'Reason' search box.**

**3.6 Requests for LPR data by members of outside agencies shall be directed to the Chief of Police or Deputy Chief of police by phone or via e-mail, where consideration will be taken into the exigency and totality of each request.**

**3.7 LPR data will be stored in the OPD department for a period of 30 days except in the following circumstances:**

- a. LPR records associated with an ongoing criminal or administrative investigation will be maintained until a final disposition has been reached in the particular case.**
- b. LPR alerts associated with an arrest will be maintained in the criminal case file and retained for the maximum period of time associated with such record.**
- c. LPR alerts associated with felony investigations will be maintained in the criminal case file and retained for the maximum period associated with such record.**
- d. LPR audit logs will be maintained and stored by OPD for a period of three (3) years and FLOCK indefinitely. All access to the system will be logged. OPD and FLOCK will maintain an audit trail of requested and accessed information, including the purpose of the query. Periodic, random audits will be conducted by LPR Administrators to ensure and evaluate compliance with system requirements and with the provisions of this policy and applicable law.**
- e. Whenever directed by a supervisor.**

#### **4.0 Operation**

**4.1 When crimes occur, the OPD may solicit assistance from other agencies with LPR equipped cars and positioned cameras for assistance in identifying a vehicle or to gather license plate data in a particular area. Requests for assistance from outside agencies shall be approved by a supervisor. Similarly, other departments may request assistance from the OPD in the event of the same. Any requests from outside agencies for LPR-equipped vehicle or mounted camera assistance will be directed through the Chief of Police or Deputy Chief.**

#### **5.0 LPR data limitations:**

**5.1 Direct access to LPR data shall be granted by the LPR Administrator and limited to trained crime analysts and commissioned officers and records staff support.**

**5.2 Supervisors entering data into a Hot List on behalf of another OPD employee or an outside agency must make a notation in the notes section regarding the requestor's name and agency name if applicable along with other pertinent details of the request.**

**5.3 Officers shall not disclose their FLOCK password or share account access with anyone. Doing so may result in disciplinary action and/or revocation of access to LPR data and equipment.**

**5.4 The OPD does not share LPR data with any contracted, commercial, or private entity other than for the purpose of storing and securely maintaining such data in compliance with accepted data security standards.**

**5.5 LPR data collected or retained by the WPD will not be:**

- a. Sold, published, exchanged, or disclosed for commercial purposes.**
- b. Disclosed or published without authorization.**
- c. Disseminated to persons not authorized to access or use the information.**

**5.6 The OPD shall not confirm the existence or non-existence of information to any person or agency not eligible to receive the information unless otherwise required by law.**

**5.7 LPR Data shall not be used for any non-work-related purpose, and all uses shall take into consideration the privacy, civil rights, and civil liberties of individuals.**

## **6 Field Protocols**

**6.1 When the LPR indicates an alert, prior to making a stop or taking enforcement action, officers shall:**

- a. Verify the captured plate image matches the plate number of the vehicle and verify the captured plate to the Hot List state entry.**
- b. Confirm the alert is accurate through dispatch or CAD.**

**6.2 An officer may not stop or detain an individual solely based on an alert from the LPR system unless specified to do so as part of the alert by an authorizing supervisor. Each incident should be weighed according to the totality of circumstances presented therein. The following are general guidelines only, but should assist an officer in determining when reasonable suspicion exists concerning various types of LPR alerts:**

- a. Stolen Vehicles and Stolen License Plates – Requires confirmation.**

- b. **Wanted Persons – Must have a reasonable belief the person sought is in the vehicle and the warrant or pick-up is valid.**
- c. **BOLO Only – This alert is information only for officers, and reasonable suspicion may or may not exist based on the alert alone. The narrative of the alert will assist officers in determining the level of reasonable suspicion. Independent reasonable suspicion may or may not be required in order to detain.**
- d. **Officer Safety, Suspected Gang Member, Sexual Offender, Past Offender, Associate Only, and Information Only – These alerts are information only for officers. Reasonable suspicion should be obtained in order to detain.**

**6.3 The proactive entry of data or access to LPR records must be for a legitimate law enforcement purpose by authorized personnel as defined in OPD Policy. This applies to data uploaded prior to the deployment of the LPR as well as data which may be uploaded by a Commissioned Supervisor during a tour of duty. Proactive/manual entry into an LPR Hot List in the field is permitted in the following circumstances, however no personally identifiable information (PII) will be entered, uploaded and/or transmitted FLOCK.**

- a. **Dispatch reports of crimes, BOLOs, alerts in which a license plate number is part of the broadcast**
- b. **An officer queries the OPD or FLOCK system to ascertain if there is a prior read of the license plate which is the subject of the particular alert, bulletin or alarm.**
- c. **An authorized user contacts any Commissioned Supervisor to request certain license plate characters, complete or partial be entered into the OPD's Hotlist. Examples of entries include Gang members/associates, Sex offenders, Crime suspects, Fugitives and Search warrant targets.**
- d. **In order to enter a license plate into the OPD or FLOCK Hotlist, a supervisor should have reasonable suspicion to believe the vehicle is directly associated with:**
  - 1. **The person sought (owner, regular driver or passenger or**
  - 2. **Criminal activity**
- e. **All Hotlist entries shall be limited to a maximum of 7 days upon initial entry.**
- f. **As soon as practicable, when the entering supervisor is made aware the alert is no longer valid, the supervisor should immediately remove the alert from the system.**

**6.4 Proactive/manual entry into a LPR Hot List in the field is required for AMBER Alerts, Silver Alerts or Missing Child bulletins. Additionally, officers must query their LPR to ascertain if there is a prior read of the license plate which is the subject of the alert.**

**6.5 Officers shall make an entry in the LPR Tracking Log whenever a LPR alert results in an investigatory stop, citation, or arrest.**

**a. For tracking purposes, only one entry needs to be made per incident. If a stop involves an arrest and a citation, an officer should select 'LPR Arrest' in the LPR Tracking Log**

**b. In the notes sections of the LPR Tracking Log, officers should provide a short summary of the stop to include the location of the alert, any charges, types and amounts of illegal drugs located, firearms seized, warrants cleared, and any other significant information**

**c. Officers will ensure entries are timely and complete**

**d. When enforcement action, an investigation or prosecution results from an LPR alert, officers shall preserve the alert via exportation to a PDF document and submission into the appropriate record file under the appropriate case number.**

## **7 LPR Maintenance**

**7.1 Mobile LPR camera lenses may be cleaned with glass cleaner sprayed on a soft cloth.**

**7.2 Any damage shall be reported immediately to a supervisor who shall in turn contact the LPR Administrator.**

**7.3 Any hardware or software issues related to LPR equipped vehicles or mounted cameras can be reported to the Chief of Police. Any hardware or software issues related to FLOCK LPR's can be directed to the LPR Administrator or an e-mail may be sent to [support@flocksafety.com](mailto:support@flocksafety.com)**



**NEW BUSINESS**

*AGENDA ITEM: 9D*

**Town Council will discuss and consider the Mutual Aid Agreement with the Orange County Sheriff's Department.**

**( Chief Madison)**

SUMMARY:

- Please see attached memorandum from Chief Madison.
- Please also find the attached Law Enforcement Mutual Aid Agreement before Council for consideration.

MOTION:

"I move that Town Council authorize the Town Manager to execute the Law Enforcement Mutual Aid Agreement with the Orange County Sheriff's Department, as presented."



Town of Orange Police Department  
Kiline D. Madison, Chief of Police  
249 Blue Ridge Drive  
Orange, VA 22960-1616  
Phone: (540) 672-1491 Fax (540) 672-0162  
Email: Kmadison@townoforangeva.org

**LEADERSHIP   INTEGRITY   SERVICE   TEAMWORK**

August 9, 2024

Members of the Town of Orange Council,

I am addressing you today asking for a renewal of the mutual aid agreement between our agency and the Orange County Sheriff's Department. This agreement has existed for years in the past to assist in our two agencies working closely together and offering aid to one another. This agreement allows our departments to work more efficiently and with better perimeters. I would ask that this agreement be adopted with the new Sheriff, Jason Smith, as the old agreement expired with the exit of Sheriff Mark Amos. Thank you for your time and attention in this matter.

Sincerely,

Kiline D. Madison  
Chief of Police  
249 Blue Ridge DR  
Orange VA 22960  
540-672-1491



## **LAW ENFORCEMENT MUTUAL AID AGREEMENT**

THIS AGREEMENT, made as of this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (the "Effective Date"), by and between JASON SMITH, SHERIFF COUNTY OF ORANGE, hereinafter referred to as "Orange County", the TOWN COUNCIL of THE TOWN OF ORANGE, a municipal corporation of the Commonwealth of Virginia, hereinafter referred to as "Town of Orange" (collectively, "the Parties")

WHEREAS, it is the desire of the parties hereto to enter into a Mutual Aid Agreement in accordance with the provisions of §15.2-1736, and any successor statute, of the Code of Virginia; and

WHEREAS, Virginia code §15.2-1736 authorizes such Mutual Aid agreements; and

WHEREAS, the Sheriff and local government who are parties to this Agreement, have determined that the provision of police aid across jurisdictional lines, and the ability of police officers and sheriff's and their deputies to make arrests across jurisdictional lines, will increase their ability to maintain peace and good order throughout the entire area; and

WHEREAS, it is deemed to be mutually beneficial to the parties hereto to enter into an agreement concerning mutual aid with regard to law enforcement; and

WHEREAS, the parties desire that the terms and conditions of any such Law Agreement concerning mutual aid and cooperation and with regard to law enforcement; and;

NOW THEREFORE

### **WITNESSETH**

That for and in consideration of the mutual benefits to be obtained herein, Orange County and the Town of Orange agree, each with the other, as follows:

1. Each party will endeavor to provide law enforcement support to the other within the capabilities available at the time the request for such support is made and within the terms of this Agreement. The terms "law enforcement support" or "support" include, without limitation, any law-enforcement activity undertaken by a responding party pursuant to the Agreement.
2. The terms "law enforcement support" or "support" shall include, without limitation, any law enforcement activity undertaken by a responding party pursuant to the Agreement.
3. Nothing contained in this Agreement should in any manner be construed to compel any of the parties hereto to respond to a request for law enforcement support when the law enforcement personnel of the jurisdiction to whom the request is made are,

in the opinion of the requested jurisdiction, needed within the boundaries of that jurisdiction, nor shall any such request compel the requested jurisdiction or sheriff to continue to provide law enforcement support in another jurisdiction when its law enforcement personnel or equipment, in the opinion of the requested jurisdiction, are needed for other duties within the boundaries of its jurisdiction.

4. No party to this agreement shall be liable to any other party hereto for any loss, damage, personal injury or death to law enforcement personnel or equipment resulting from the performance of this Agreement, whether such occurs within or without the jurisdictional boundaries of the respective parties hereto.

5. There shall be no liability to any of the parties hereto for reimbursement for injuries to law enforcement, equipment or personnel occasioned by a response or law enforcement action, or for injuries to such equipment or personnel incurred when going to or returning from another jurisdiction. Neither shall the parties be liable to each other for any other costs associated with, or arising out of, the rendering of assistance pursuant to this Agreement.

6. Any parties hereto desiring to request assistance pursuant to the terms and conditions of this Agreement shall make such request to an Officer having the rank or grade of Chief of Police or his/her designee(s), or the Sheriff or his/her designee(s) and will such be certified by the Department of Criminal Justice.

7. The personnel of any party rendering assistance to a jurisdiction requesting assistance under this Agreement shall render such assistance under the direction of the appropriate official designated by the requesting jurisdiction; provided, however, that the ultimate control of the personnel of any party rendering assistance shall rest with the Officers or supervisors of such personnel.

8. The responsibility for investigation and subsequent actions concerning any criminal offense shall remain with the police department or sheriff's office of the locality with the original jurisdiction over the offense. Entering law enforcement officers shall promptly notify the police department or sheriff's office of the entered locality upon discovery of a crime which the entered locality has original jurisdiction.

9. The services performed and expenditures made under this Agreement shall be deemed for public and essential governmental purposes and all immunities from liability enjoyed by each party within its boundaries shall extend to its participation in rendering assistance outside its boundaries. It is understood that for the purposes of this Agreement, the responding party is rendering aid once it has initiated a response pursuant to this Agreement.

10. All pension, relief, disability, workers' compensation, life and health insurance, and other benefits enjoyed by said employees shall extend to the services they perform under this Agreement outside their respective jurisdictions.

11. All law enforcement officers, agents, and other employees of the parties to this Agreement shall have the same powers, rights, benefits, privileges, and immunities in every jurisdiction subscribing to this Agreement, including the authority to make arrests in every such jurisdiction subscribing to this Agreement.

12. This Agreement repeals and supersedes all previous written agreements or oral understandings relating to the provision of mutual law enforcement services as outlined in this document.

13. This Agreement may be terminated at any time by any party giving thirty (30) days written notice of that effect to the other parties hereto.

14. No provision in this agreement is intended to and shall not create any rights with respect to the subject matter of this Agreement in any third party.

15. In the case any provision or provisions in this Agreement are found invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby and such provision shall be ineffective only to the extent of such invalidity, illegality or unenforceability.

16. For the purposes of clarification and not in limitation of any rights current and future sheriffs of the County of Orange may choose to enter and ratify this Agreement by executing it and providing notice of the same to the other party to this Agreement.

17. This Agreement, including any exercise of rights under Sections 10 or 15 herein by the Sheriff may be executed in counterparts, which together shall constitute a single agreement. This Agreement and any documents relating to it may be executed and transmitted to any other party by facsimile or PDF, which facsimile or PDF shall be utilized in all respects as, an original, wet-inked manually executed document.

18. As of the Effective Date, this Agreement shall rescind and supersede the Law Enforcement Mutual Aid Agreement entered into on prior dates.

19. This Agreement represents the entire Agreement between the parties and supersedes all prior negotiations, or representations, either oral or written. This Agreement may be amended only by written instruments signed by authorized representatives of the participating jurisdictions.

20. Any notice provided pursuant to this Agreement shall be provided to each party at the addresses given below on the respective signature pages of the parties and shall be deemed given when delivered personally or deposited in the U.S. mail, First Class with postage prepaid.

IN WITNESS WHEREOF, the Town Manager and Sheriff, of the respective jurisdictions have signed by agreement, having been duly authorized to do so.

**(The rest of the page left intentionally blank.)**

TOWN OF ORANGE

By: \_\_\_\_\_  
Town Manager

Approved as to form:

\_\_\_\_\_  
Town Attorney

Notice to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With a Copy to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(The rest of the page left intentionally blank.)**

SHERIFF OF ORANGE COUNTY, VIRGINIA

By: \_\_\_\_\_  
Sheriff

Approved as to form:

\_\_\_\_\_  
County Attorney

Notice to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With a Copy to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(The rest of the page left intentionally blank.)**



**NEW BUSINESS**

*AGENDA ITEM: 9E*

**Town Council will consider the cancellation of the Monday, September 2<sup>nd</sup> work session meeting because it falls on a Town holiday, Labor Day.**

SUMMARY:

- Staff is requesting that the Monday, September 2<sup>nd</sup> work session meeting be cancelled because it falls on a Town holiday, Labor Day.

MOTION:

“I move that Town Council cancel the Monday, September 2<sup>nd</sup> work session meeting because it falls on a Town holiday, Labor Day.”