

TOWN OF ORANGE



COUNCIL MEETING PACKAGE

MONDAY, SEPTEMBER 16, 2024

7:00 P.M.



**Meeting Agenda
Monday, September 16, 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 August 19, 2024.**
- 7. Reports**
[A] Finance Report – (Director of Finance)
- 8. Unfinished Business:**
[A] Discussion of Chatter Island Proposal.
- 9. New Business:**
[A] Consideration of VDOT Resolution (RES2025-03) confirming Locality's commitment to Funding the Locality's Share of Projects and Providing Signatory Authority. (Director of Community Development)
[B] Discussion of School Signage at Orange Elementary School. (Director of Community Development)
[C] Discussion of ADA parking on East Main Street. (Director of Community Development)
[D] Discussion of Railroad Crossing Elimination Grant. (Councilmember Pent)
[E] Discussion of Monday, December 9th for Town Council's Regular Meeting in December. (Town Manager)
- 10. Adjournment.**

MINUTES

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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 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. Councilmember Jason Cashell was absent.

CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance. The Town Clerk called roll and noted a quorum was present.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

Miss Grace Taylor from Just Orange inquired about the results from the Environmental Study of the Gardner Property. Mayor Roby stated that the Director of Community Development was reviewing the results and would present to Council at a later date.

Mrs. Grayson Butterfield appeared before the Council regarding sidewalks at West Church Street. Mrs. Butterfield stated that the street needed to be one-way to allow for the placement of sidewalks for walking safety.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF JULY 15th
AND AUGUST 5th, 2024

A motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, to adopt the minutes of July 15th and August 5th, 2024, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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REPORTS

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

Miss Autumn Morgante, Chairman, Orange County Office on Youth, appeared before Council requesting 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. After discussion, it was the consensus of Council to authorize the Town Attorney and Town Manager to look into this further and report back to Council.

Mayor Roby thanked Miss Morgante and the Youth Commission for all of their hard work.

MS. REBECCA WAREHAM – 2024 POINT-IN-TIME COUNT DATA

Ms. Rebecca Wareham presented homeless data. Ms. Wareham stated that there was homelessness in the Town and County. Ms. Wareham stated that that Orange Church of the Nazarene was doing a lot to try to help the homeless in Town.

DIRECTOR OF FINANCE - FINANCE REPORT

The Director of Finance reported on the first month for FY25.

The Director of Finance reported that the General Fund Tax revenues included one significant YTD favorable variances to budget: \$28K for Meals Tax. In addition to the favorable tax revenue variances, interest income was \$10K favorable to budget due to timing of ARPA fund deposits.

The Director of Finance reported that Water Sales Revenue YTD was \$142K and was in line with the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$149K and revenue was in line with the budget.

The Director of Finance reported that payments for the month were \$1.476M. The Director of Finance reported that payments for the month were a \$416K to Chemung Contracting Corp for paving, \$393K was paid against the US Bank Charlotte loan, \$134K to Mid-Atlantic Waste Systems for the new town trash cans, \$27K was paid to Mullen's Markings Inc for street line painting, and \$186K was paid out for annual local contributions. The Director of Finance stated that the other payments were normal course of business.

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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, \$429K 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 \$20K 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 gave a brief summary from the Virginia Investment Pool Monthly Report: The Federal Reserve had kept rates steady since its last hike in July 2023, but it is anticipated that rates will decrease 25 to 50 points at the September meeting. The VIP Stable Value fund yield was 5.42% for July. The Town of Orange has 962K invested in the fund. The VIP High Quality Bond fund yield was 4.38% for July. The Town of Orange has \$694K invested in the fund.

UNFINISHED BUSINESS

CONSIDERATION OF ONE-WAY STREET FOR WEST CHURCH STREET

The Director of Community Development stated that staff had received a request from the current owner of the previous site of Earl's Glass who was proposing to provide a sidewalk in the Town's right of way and donate to the Town. The Director of Community Development stated further that this improvement would cause West Church at the Caroline Street end to be too narrow for two-way traffic. The Director of Community Development stated that West Church at the Bypass end should be fine for two-way traffic where the Episcopal Church ingresses and egresses.

The Director of Community Development reported that VDOT has informed staff that the decision was up to the Town regarding any of our streets and roads. The Director of Community Development stated that staff was getting input from neighboring businesses and non-profits regarding their opinion of making West Church Street one-way.

The Director of Community Development stated that staff wanted to do a traffic count with the Police Department's counter to monitor the volume on the street, but unfortunately, the Bluetooth module was broken on the equipment at this time. The Town Manager stated that instead, the Town's Police Department monitored West Church on Sunday and there were 16 cars.

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After discussion, a motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman to make a one-way street from West Church Street to Church Street.

On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell- absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

NEW BUSINESS

CONSIDERATION OF RESOLUTION (RES2025-01) CARRYING OVER FUNDS FROM FY24 TO FY25

The Director of Finance reported on carryovers for FY-2025 from FY-2024 including maintenance items, as well as specific normal capital projects and ARPA funded expenditures.

The Director of Finance stated that funding for the normal maintenance items included: \$19,000 for sidewalk, curb, and gutter repairs, \$9,000 for repairs to the Public Works pole barn, and \$152,000 for striping.

The Director of Finance stated that funding for the normal capital projects included 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

The Director of Finance stated that ARPA funding had 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.

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After discussion, a motion was made by Councilmember Pent, seconded by Vice-Mayor Sherman, adopting Resolution (RES2025-01) carrying over funds from FY24 to FY25, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell-absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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)

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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)

CONSIDERATION OF RESOLUTON (RES2025-02) ADOPTING A NEW RSA RATE

The Director of Finance reported that on September 1st of each year, we must send RSA the proposed water rate for the year beginning October 1st.

The Director of Finance stated that she had attached 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 Director of Finance stated further that the formula used to calculate this rate was contained in the water sale agreement with RSA. The Director of Finance reported that this year the rate increased by \$0.498 (from \$4.215 to \$4.713) due to several factors. The Director of Finance reported further that 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 were 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.

The Director of Finance stated that the calculation was in line with the contract and with the sludge an average was taken over the last five years because this year was high.

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Motion was made by Councilmember Pent, seconded by Vice-Mayor Sherman, to adopt Resolution (RES2025-02) adopting the new RSA Rate at \$4.713 per 1,000 gallons of water beginning October 1, 2024. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell- absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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.

DISCUSSION AND CONSIDERATION OF NEW LICENSE PLATE READERS POLICY

The Chief of Police requested approval of a new policy for license plate readers. The Chief of Police stated that these readers had been secured by the town on grant and would be costing the town \$100.00 upon reimbursement from the State. The Chief of Police stated further that the License Plate Readers lowered crime rates, by allowing the department to have an extra set of eyes. The Chief of Police stated that the data was to only be used by the Police Department and only kept for 30 days. The Chief of Police reported that the Flock readers would be placed at the intersection of Caroline Street and Berry Hill and North Madison Road at CVS.

After discussion, a motion was made by Councilmember Waugh-Robinson, seconded by Mayor Roby, to authorize the adoption of a License Plate Readers Policy, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell- absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

DISCUSSION AND CONSIDERATION OF THE MUTUAL AID AGREEMENT WITH THE ORANGE COUNTY SHERIFF'S DEPARTMENT

The Chief of Police stated that the Town of Orange Police Department and the Orange County Sheriff's Office had a great working relationship. The Chief of Police stated that the Town and County's Mutual Aid Agreement expired when Sheriff Amos retired. The Town Manager reported that he had a problem with No. 6 of the Mutual Aid Agreement which only permitted command officers to request assistance. The Town Attorney stated that this language was used by multiple localities.

After discussion, a motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to authorize the Town Manager to execute the Law Enforcement Mutual Aid Agreement with the Orange County Sheriff's Department, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell- absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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CONSIDERATION OF CANCELING THE MONDAY, SEPTEMBER 2nd TOWN COUNCIL
WORK SESSION MEETING BECAUSE OF THE TOWN LABOR DAY HOLIDAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to cancel the Monday, September 2nd work session meeting because it falls on a Town holiday, Labor Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell-absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

With no further business the meeting adjourned at 8:47 p.m.

Wendy J. Chewning, MMC
Town Clerk

Martha B. Roby, Mayor

REPORTS

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

MEMORANDUM

TO: Mayor and Council Members
FROM: Dianna Gomez, Director of Finance
DATE: September 5, 2024
SUBJECT: Summary Financial Report – August 2024

The following is a summary report of the financial condition of the Town as of August 31, 2024, the second period of FY 2025 budget as approved and amended (amendments made in August 2024). The report covers 16.67% of the current fiscal year. Please review the attached schedules for specific category results.

General Fund

General Fund revenues year to date were \$764,965 or 9.95% 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 \$111,572 higher than the budget.

Tax revenue for the month was \$199,819 of which 74% was derived from Meals Tax.

Year to date Tax revenue was \$56,325 higher than budget. This was driven by Meals Tax and collection of delinquent Real Estate Taxes.

Year to date Interest Income was \$20,172 favorable to budget due to timing of ARPA spending.

Year to date General Fund expenditures were \$1,210,691 or 15.75% 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 \$329,548 or 6.06% of the annual budget. Year to date revenue (excluding reserve usage) was \$40,415 higher than the budget driven by Water Sales and Interest Income.

Year to date Water Fund expenditures of \$473,115 were 8.71% 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) and \$118,182 payment to Johnston Construction that will be reimbursed by VDH at the end of the quarter.

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

Waste Water Fund

Sewer Fund Revenues year to date were \$426,153 or 14.24% of the annual budget. Year to date revenue (excluding reserve usage) was \$30,153 higher than budget driven by Sludge and an increase in the Nutrient Credit Exchange payment.

Year to date Sewer Fund expenditures of \$497,788 were 16.63% of the annual budget. Costs are in line for this period considering the timing of the debt payments (\$136,687) and payment for the dump truck (\$123,214).

Cash Balances

The combined cash balance for the Town's Funds as of August 31, 2024 was \$8,045,507 with \$4,564,675 reserved for projects or dedicated to specific uses. The cash balance includes \$1,666,638 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 August 31, 2024 is included with this report. The summary includes the significant debt payments and PAYOFFS.

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

Description	FY-2025 Budget	Actual Revenues			Projected		FY-2024 Variance to Budget
		Previous Months	Current Month	FY-2025 Year-To-Date	Remaining Months	FY-2025 Revenues	
General Fund							
Taxes							
Real Estate	640,000	8,829	1,917	10,746	640,000	650,746	10,746
Personal Property	215,000	1,672	1,331	3,004	215,000	218,004	3,004
Public Service Corp.	28,000	-	-	-	28,000	28,000	-
Delinquent	-	-	-	-	-	-	-
Cigarette	66,000	1,800	5,400	7,200	55,000	62,200	(3,800)
Bank Franchise	150,000	-	-	-	150,000	150,000	-
Utility Consumer	231,600	18,025	19,384	37,409	193,000	230,409	(1,191)
Electric Consumption	15,000	1,042	1,332	2,373	12,500	14,873	(127)
Local Sales	370,000	30,610	-	30,610	339,167	369,777	(223)
Motor Vehicle Registration Fees	95,000	1,752	1,697	3,449	94,000	97,449	2,449
Business & Prof. License	200	-	-	-	200	200	-
Meals	1,650,000	165,538	148,096	313,634	1,375,000	1,688,634	38,634
Transient/Occupancy	160,000	23,223	12,154	35,377	133,334	168,711	8,711
Communications	120,000	9,614	8,508	18,122	100,000	118,122	(1,878)
Sub-Total Taxes	3,740,800	262,105	199,819	461,924	3,335,201	3,797,125	56,325
Licenses & Permits							
Licenses & Permits	100	-	175	175	-	175	75
Sub-Total Licenses	100	-	175	175	-	175	75
Fines & Forfeitures							
Court Fines	90,000	11,241	8,905	20,146	75,000	95,146	5,146
Sub-Total Fines	90,000	11,241	8,905	20,146	75,000	95,146	5,146
Intergovernmental - State							
Skills Games Fee	-	-	-	-	-	-	-
Rolling Stock	6,600	8,110	7	8,117	-	8,117	1,517
Motor Vehicle Rental	30,000	4,541	4,654	9,194	25,000	34,194	4,194
Mobile Home (RV) Registration	-	-	-	-	-	-	-
Law Enforcement Assistance	132,504	-	-	-	132,504	132,504	-
PPTR Revenue	89,615	-	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	-	5,036	5,036	-	5,036	3,036
Litter Control Grant	3,745	-	-	-	3,745	3,745	-
Fire Programs Grant	19,108	-	-	-	19,108	19,108	-
Sub-Total Intergovernmental	1,545,372	12,651	99,311	111,961	1,442,157	1,554,118	8,746
Investments/Sales of Assets							
Interest Income	150,000	22,620	22,553	45,172	125,000	170,172	20,172
TowerCom Capital Lease	-	-	-	-	-	-	-
Sale of Surplus Property	-	-	-	-	-	-	-
Sales of Recycled Materials	-	-	-	-	-	-	-
Sub-Total Investments/Sales of Asset	150,000	22,620	22,553	45,172	125,000	170,172	20,172
User Fees							
Planning & Development Fees	2,500	400	525	925	1,600	2,525	25
Transit Collections	22,776	5,421	-	5,421	17,082	22,503	(273)
Porterfield Park Shelter	3,000	100	50	150	2,500	2,650	(350)
Depot Community Room	300	65	80	145	250	395	95
Public Works Community Room	2,800	400	-	400	2,400	2,800	-
Trash Collection - Commercial	50,000	2,636	2,153	4,789	41,666	46,455	(3,545)
Trash Collection - Residential	106,000	10,988	8,911	19,899	88,334	108,233	2,233
Taylor Park	100	100	-	100	-	100	-
Sub-Total User Fees	187,476	20,110	11,719	31,829	153,832	185,661	(1,815)
Miscellaneous Revenue							
Misc. General Fund Revenue	10,000	3,076	7,959	11,035	8,330	19,365	9,365
DMV Stop Fees	1,200	125	83	208	1,000	1,208	8
Administrative Fee	2,000	180	145	325	1,666	1,991	(9)
VRTA Reimbursements - TOOT	-	6,810	3,328	10,139	-	10,139	10,139
Expenditure Refunds	20,000	-	13,419	13,419	10,000	23,419	3,419
Internal Charges	443,412	36,951	36,951	73,902	369,510	443,412	-
ARPA - NEU FUNDS	-	-	-	-	-	-	-
Capital Fund (Real Estate Applied)	(122,292)	-	-	-	(122,292)	(122,292)	-
Add'l Transfers to Capital Fund	(2,044,992)	-	-	-	(2,044,992)	(2,044,992)	-
Reserve Fund	1,849,555	-	-	-	1,849,555	1,849,555	-
Sub-Total Miscellaneous	158,883	47,142	61,886	109,028	72,777	181,805	22,922
Total General Fund	5,872,631	375,869	404,368	780,236	5,203,967	5,984,203	111,572

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

Description	FY-2025 Budget	Actual Revenues			Projected		FY-2024 Variance to Budget
		Previous Months	Current Month	FY-2025 Year-To-Date	Remaining Months	FY-2025 Revenues	
Capital Fund							
Byrd Street Project	-	-	-	-	-	-	-
VDOT - Paving Reimbursement	616,000	-	-	-	616,000	616,000	-
ISTEA Mainstreet Project	-	-	-	-	-	-	-
ISTEA Railroad Avenue	-	-	-	-	-	-	-
General Fund Capital Proceeds	122,292	-	-	-	122,292	122,292	-
Add'l Transfers from General Fund	1,074,708	-	-	-	1,074,708	1,074,708	-
Loan Proceeds	-	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	-	-	-	-
Total Capital Fund	1,813,000	-	-	-	1,813,000	1,813,000	-
Net General Fund	7,685,631	375,869	404,368	780,236	7,016,967	7,797,203	111,572
Water Fund							
Investments/Sales of Assets							
Interest Income	36,000	11,546	11,407	22,953	30,000	52,953	16,953
Sale of Surplus Property	-	-	-	-	-	-	-
Sub-Total Investments/Asset Sales	36,000	11,546	11,407	22,953	30,000	52,953	16,953
Utility Revenues							
Water Sales	1,411,000	129,366	148,597	277,962	1,155,834	1,433,796	22,796
Water Availability	75,000	-	25,744	25,744	50,000	75,744	744
Water Reconnection Fees	20,000	600	-	600	18,333	18,933	(1,067)
Sub-Total Utility	1,506,000	129,966	174,341	304,306	1,224,167	1,528,473	22,473
Miscellaneous Revenue							
Miscellaneous Revenues	41,400	890	1,499	2,389	40,000	42,389	989
Expenditure Refunds	2,545,521	-	-	-	2,545,521	2,545,521	-
Water Fund Grant	1,288,120	-	-	-	1,288,120	1,288,120	-
Reserve Fund	17,906	-	-	-	17,906	17,906	-
Sub-Total Miscellaneous	3,892,947	890	1,499	2,389	3,891,547	3,893,936	989
Total Water Fund	5,434,947	142,402	187,246	329,648	5,145,714	5,475,362	40,415
Sewer Fund							
Investments/Sales of Assets							
Interest Income	-	-	-	-	-	-	-
Sub-Total Interest	-	-	-	-	-	-	-
Utility Revenues							
Sewer Sales	1,630,000	135,121	156,278	291,399	1,343,334	1,634,733	4,733
Sewer Availability	308,250	-	86,310	86,310	223,250	309,560	1,310
Sewer Sales - Sludge	60,000	9,482	11,043	20,526	50,000	70,526	10,526
Sub-Total Utility	1,998,250	144,604	253,631	398,235	1,616,584	2,014,819	16,569
Miscellaneous Revenue							
Miscellaneous Revenues	2,000	1	-	1	2,000	2,001	1
Nutrient Credit Exchange	5,000	-	15,728	15,728	-	15,728	10,728
Leachate Sales	130,000	-	-	-	130,000	130,000	-
Septic Hauling	56,000	4,454	7,735	12,189	46,666	58,855	2,855
Expenditure Refunds	-	-	-	-	-	-	-
Transfers	847,992	-	-	-	847,992	847,992	-
Reserve Fund	(45,943)	-	-	-	(45,943)	(45,943)	-
Sub-Total Miscellaneous	995,049	4,455	23,463	27,918	980,715	1,008,633	13,584
Total Sewer Fund	2,993,299	149,059	277,095	426,153	2,597,299	3,023,452	30,153
Total Revenues	16,113,877	667,329	868,708	1,536,037	14,759,980	16,296,017	182,140

TOWN OF ORANGE

Fund Balances

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

	Cash Balance	Encumbered	Unencumbered Balance
General Fund	\$ 8,946,918	\$ -	\$ 8,946,918
Capital Improvement Fund	(3,563,403)	820,000	(4,383,403)
Water Fund	4,177,635	2,838,380	1,339,255
Sewer Fund	(1,712,574)	709,364	(2,421,938)
Water Deposit Fund	99,939	99,939	-
Taylor Park Fund	73,893	73,893	-
Grant Fund	23,098	23,098	-
Totals	<u>\$ 8,045,507</u>	<u>\$ 4,564,675</u>	<u>\$ 3,480,832</u>

Town Debt Service
As of August 31, 2024

	Original Debt	Principal @ 06/30/2024	FY - 2025 Principal & Interest			Principal Remaining
			Budgeted	Paid	Remaining	
General Fund						
Route 20 Expansion	\$ 1,372,000	\$ 92,400	\$ 93,347	\$ 93,347	\$ -	\$ -
Public Works Center	\$ 931,000	\$ 62,700	\$ 63,343	\$ 63,343	\$ -	\$ -
Debt Service Activity	\$ 2,303,000	\$ 155,100	\$ 156,690	\$ 156,690	\$ -	\$ -
Water Fund						
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
Debt Service Activity	\$ 2,588,000	\$ 1,049,600	\$ 159,137	\$ 99,903	\$ 59,234	\$ 965,000
Sewer Fund						
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
Debt Service Activity	\$ 17,891,032	\$ 7,613,803	\$ 786,991	\$ 136,687	\$ 650,304	\$ 7,478,503
Total Debt Service	\$ 22,782,032	\$ 8,818,503	\$ 1,102,818	\$ 393,280	\$ 709,538	\$ 8,443,503

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

		<u>Funds Received</u>	<u>Funds Spent</u>	<u>Remaining Funds</u>
Standpipe -	Engineering	342,000.00	(347,439.00)	(5,439.00)
	Generator	61,057.00	(61,057.00)	-
	Construction	1,864,914.00	(1,565,762.51)	299,151.49
	Construction Contingency	466,229.00		466,229.00
	Sub-Total	2,734,200.00	(1,974,258.51)	759,941.49
Standpipe -	Reservoir	259,739.44	-	259,739.44
	Pump Station	75,000.00	-	75,000.00
	Reservoir Mixer	65,000.00	-	65,000.00
Macon Road Mixer		107,383.38	(107,383.38)	-
Water Line (NS Railroad)		90,260.56	(90,260.56)	-
Waste Water Plant -	Sludge Truck	126,000.00	(123,214.00)	2,786.00
	System Upgrades	300,000.00	(63,736.50)	236,263.50
	Scada System	231,132.00	(231,132.00)	-
Liquid Feed System -	Engineering	79,500.00	(79,500.00)	-
	Emergency System	22,194.00	(22,194.00)	-
	Building	38,593.18	(38,593.18)	-
Sewer Lines Engineering -	Greenfields	479,375.00	(251,308.89)	228,066.11
	Houseworth	165,575.00	(71,184.04)	94,390.96
	Brizzolara	271,710.00	(123,852.97)	147,857.03
Water Plant -	Millimeter Screen	961,406.82	(18,750.00)	942,656.82
	125 HP Intake Pump	87,383.12	(87,383.12)	-
Water Meter Replacement -		1,523,874.50		1,523,874.50
	Total	7,618,327.00	(3,282,751.15)	4,335,575.85

FINANCIAL STATEMENT ENDING
AUGUST, 2024

**Town of Orange
Financial Statement
August, 2024
16.67% of Budget Year
Fund Summaries**

REVENUES

FUND	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	5,689,631.00	183,000.00	395,952.41	764,964.83		5,107,666.17
GF-CAP IMPROVEMENTS	525,000.00	1,288,000.00	-	-	9.95%	1,813,000.00
WATER	1,601,306.00	3,833,641.00	187,196.06	329,547.83	6.06%	5,105,399.17
SEWER	2,145,307.00	847,992.00	277,094.57	426,153.13	14.24%	2,567,145.87
GRANTS/SPECIAL REVENUE	-	-	8,375.46	15,194.82	0.00%	(15,194.82)
WATER DEPOSIT	-	-	51.46	101.38	0.00%	(101.38)
TAYLOR PARK	-	-	37.73	74.67	0.00%	(74.67)
TOTAL	\$ 9,961,244.00	\$ 6,152,633.00	\$ 868,707.69	\$ 1,536,036.66	N/A	\$ 14,577,840.34

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

EXPENDITURES

FUND	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	5,689,631.00	183,000.00	457,818.74	1,192,038.92		4,680,592.08
GF-CAP IMPROVEMENTS	525,000.00	1,288,000.00	13,692.90	18,651.80	15.75%	1,794,348.20
WATER	1,601,306.00	3,833,641.00	281,514.57	473,114.52	8.71%	4,961,832.48
SEWER	2,145,307.00	847,992.00	277,954.99	497,788.21	16.63%	2,495,510.79
GRANTS/SPECIAL REVENUE	-	-	3,328.26	3,328.26	0.00%	(3,328.26)
WATER DEPOSIT	-	-	-	-	0.00%	-
TAYLOR PARK	-	-	-	-	0.00%	-
TOTAL	\$ 9,961,244.00	\$ 6,152,633.00	\$ 1,034,309.46	\$ 2,184,921.71	N/A	\$ 13,928,955.29

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

Town of Orange
Financial Statement
August, 2024
16.67% of Budget Year
General Fund

REVENUES

DESCRIPTION	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LOCAL TAXES	3,740,800.00	-	199,817.13	461,922.24	12.35%	3,278,877.76
LICENSES & PERMITS	100.00	-	175.00	225.00	225.00%	(125.00)
FINES	90,000.00	-	8,904.88	20,145.57	22.38%	69,854.43
STATE FUNDS	1,545,372.00	-	94,275.40	106,925.92	6.92%	1,438,446.08
INV / SALE OF ASSETS	-	-	-	-	0.00%	0.00
USER FEES	187,476.00	-	11,719.04	31,779.28	16.95%	155,696.72
MISCELLANEOUS	626,612.00	-	81,060.96	143,966.82	22.98%	482,645.18
ARPA - NEU FUNDS	-	-	-	-	0.00%	0.00
RESERVE FUND	24,271.00	1,702,992.00	-	-	0.00%	1,727,263.00
TRANSF TO CAP. IMPROVEM.	(525,000.00)	(1,519,992.00)	-	-	0.00%	(2,044,992.00)
TOTAL	\$ 5,689,631.00	\$ 183,000.00	\$ 395,952.41	\$ 764,964.83	13.03%	\$ 5,107,666.17

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

EXPENDITURES

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LEGISLATIVE	142,334.00	3,000.00	9,221.95	88,491.18	60.89%	56,842.82
TOWN MANAGER	471,486.00	(63,000.00)	26,924.74	56,683.37	13.88%	351,802.63
TOWN ATTORNEY	38,500.00	-	905.00	905.00	2.35%	37,595.00
FINANCE DEPARTMENT	430,037.00	-	30,829.88	62,154.02	14.45%	367,882.98
ELECTIONS	2,500.00	-	-	-	0.00%	2,500.00
POLICE DEPARTMENT	1,894,764.00	-	163,463.94	333,177.27	17.58%	1,561,586.73
FIRE AND RESCUE	59,500.00	-	-	40,000.00	67.23%	19,500.00
PUBLIC WORKS	1,613,810.00	180,000.00	137,206.56	240,462.60	13.41%	1,553,347.40
TRASH COLLECTION	203,676.00	-	18,275.45	35,178.64	17.27%	168,497.36
MUNICIPAL BUILDING	49,145.00	-	10,775.15	14,069.01	28.63%	35,075.99
DEPOT	16,000.00	-	621.45	3,789.98	23.69%	12,210.02
TRANSPORTATION SYSTEM	126,936.00	-	31,734.25	31,734.25	25.00%	95,201.75
PARKS AND GROUNDS	29,700.00	-	1,319.97	1,352.96	4.56%	28,347.04
COMMUNITY DEVELOPMENT	200,016.00	-	11,382.40	22,575.01	11.29%	177,440.99
ECONOMIC DEVELOPMENT	-	63,000.00	52.00	52.00	0.08%	62,948.00
NON-DEPT - DEBT & OTHER	411,227.00	-	15,106.00	261,413.63	63.57%	149,813.37
NON-DEPT - DONATIONS	-	-	-	-	0.00%	0.00
NON-DEPT - CAPITAL	-	-	-	-	0.00%	0.00
TOTAL	\$ 5,689,631.00	\$ 183,000.00	\$ 457,818.74	\$ 1,192,038.92	20.30%	\$ 4,680,592.08

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

Town of Orange
Financial Statement
August, 2024
16.67% of Budget Year
General Fund - Capital Improvements

REVENUES

DESCRIPTION	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	525,000.00	672,000.00	-	-	0.00%	1,197,000.00
STATE/FEDERAL FUNDS	-	616,000.00	-	-	0.00%	616,000.00
MISCELLANEOUS	-	-	-	-	0.00%	0.00
MADISON/MAIN STREET SIGNAL LIGHT	-	-	-	-	0.00%	0.00
TOTAL	\$ 525,000.00	\$ 1,288,000.00	\$ -	\$ -	0.00%	\$ 1,813,000.00

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

EXPENDITURES

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
ROAD PROJECTS	345,000.00	531,000.00	12,783.14	17,742.04	2.03%	858,257.96
MACHINERY & EQUIPMENT	125,000.00	117,000.00	647.50	647.50	0.27%	241,352.50
MADISON/MAIN STREET SIGNAL LIGHT	-	616,000.00	-	-	0.00%	616,000.00
COMPUTERS	30,000.00	-	-	-	0.00%	30,000.00
FIBER OPTICS BACKBONE (ARPA)	-	-	-	-	0.00%	0.00
CELL TOWER	-	-	-	-	0.00%	0.00
COMMUNITY ROOM SOUND SYSTEM	25,000.00	24,000.00	262.26	262.26	0.54%	48,737.74
CAP. OUTLAYS - WATER/SEWER LINE	-	-	-	-	0.00%	0.00
TOTAL	\$ 525,000.00	\$ 1,288,000.00	\$ 13,692.90	\$ 18,651.80	\$ 0.03	\$ 1,794,348.20

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

Financial Statement
August, 2024
16.67% of Budget Year
Water Fund

REVENUES

DESCRIPTION	FY-2024 BUDGET		SALES MTD	SALES YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	-	-	-	-	0.00%	-
INV/ SALE OF ASSETS	-	-	-	-	0.00%	-
WATER SALES	1,411,000.00	-	148,596.86	277,962.47	19.70%	1,133,037.53
WATER AVAILABILITY	75,000.00	-	25,743.75	25,743.75	34.33%	49,256.25
WATER RECONNECTIONS	20,000.00	-	-	600.00	3.00%	19,400.00
EXPENDITURE REFUNDS	-	-	-	-	0.00%	-
MISCELLANEOUS	77,400.00	-	12,855.45	25,241.61	32.61%	52,158.39
ARPA - NEU FUNDS	-	1,288,120.00	-	-	0.00%	1,288,120.00
RESERVE FUND	17,906.00	2,545,521.00	-	-	0.00%	2,563,427.00
TOTAL	\$ 1,601,306.00	\$ 3,833,641.00	\$ 187,196.06	\$ 329,547.83	6.06%	\$5,105,399.17

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

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
WATER/SEWER LINE PROJ.	-	3,822,641.00	118,182.28	127,932.28	3.35%	3,694,708.72
WATER TREATMENT	1,156,139.00	-	126,103.29	192,900.82	16.68%	963,238.18
WATER DISTRIBUTION	285,989.00	11,000.00	37,229.00	52,378.02	17.64%	244,610.98
NON-DEPT - DEBT & OTHER	159,178.00	-	-	99,903.40	62.76%	59,274.60
TOTAL	\$ 1,601,306.00	\$ 3,833,641.00	\$ 281,514.57	\$ 473,114.52	\$ 1.00	\$ 4,961,832.48

Town of Orange
Financial Statement
August, 2024
16.67% of Budget Year
Sewer Fund

REVENUES

DESCRIPTION	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LICENSES & PERMITS	-	-	-	-	0.00%	-
TRANSFER FROM GENERAL	-	-	-	-	0.00%	-
SEWER SALES	1,630,000.00	-	156,277.92	291,399.15	17.88%	1,338,600.85
SEWER AVAILABILITY FEES	308,250.00	-	86,310.00	86,310.00	28.00%	221,940.00
SEWER SALES - SLUDGE	60,000.00	-	11,043.46	20,525.94	34.21%	39,474.06
NUTRIENT CREDIT	5,000.00	-	15,728.38	15,728.38	314.57%	(10,728.38)
LEACHATE	130,000.00	-	-	-	0.00%	130,000.00
SEPTIC HAULING	56,000.00	-	7,734.81	12,189.11	21.77%	43,810.89
MISCELLANEOUS	2,000.00	-	-	0.55	0.03%	1,999.45
RESERVE FUND	(45,943.00)	-	-	-	0.00%	(45,943.00)
TRANSFER FROM GENERAL	-	847,992.00	-	-	-	-
TOTAL	\$ 2,145,307.00	\$ 847,992.00	\$ 277,094.57	\$ 426,153.13	14.24%	\$ 1,719,153.87

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

EXPENDITURES

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
SEWER TREATMENT	1,134,292.00	-	121,028.15	187,171.18	16.50%	947,120.82
SEWER COLLECTION	223,935.00	-	17,216.47	34,219.84	15.28%	189,715.16
NON-DEPT - DEBT & OTHER	787,080.00	-	-	136,686.82	17.37%	650,393.18
CAPITAL OUTLAYS - ARPA	-	847,992.00	139,710.37	139,710.37	16.48%	708,281.63
TOTAL	\$ 2,145,307.00	\$ 847,992.00	\$ 277,954.99	\$ 497,788.21	16.63%	\$ 2,495,510.79

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

BILLS AND CLAIMS

For the month AUGUST, 2024

**TOWN OF ORANGE
CHECK REGISTER**

AUGUST 1 - 31, 2024

Check #	Check Date	Vendor Name	Net Amount
1315	8/26/2024	BRIAN A FOSTER	\$ 355.16
1317	8/26/2024	2020 CDL DRIVING SCHOOL	1,500.00
1318	8/26/2024	CAMPBELL CIRCUIT COURT	546.69
1320	8/26/2024	CRICKENBERGER, TRAVIS	1,000.00
8124	8/26/2024	ANTHEM BLUE CROSS & BLUE SHIELD	68,829.00
8224	8/26/2024	TREASURER OF VIRGINIA	55,703.33
8324	8/26/2024	EMPOWER RETIREMENT	3,100.00
8424	8/26/2024	MISSIONSQUARE RETIREMENT	776.22
8524	8/26/2024	MISSIONSQUARE RETIREMENT	560.73
8624	8/26/2024	MISSIONSQUARE RETIREMENT	776.22
8724	8/26/2024	MISSIONSQUARE RETIREMENT	560.73
35925	8/1/2024	ACCESS TELECOM INC	10,206.00
35926	8/1/2024	ADT SECURITY SERVICES	60.15
35927	8/1/2024	AFLAC	988.23
35928	8/1/2024	A SEAT AT THE TABLE	144.00
35929	8/1/2024	BAKER, DWIGHT	53.67
35930	8/1/2024	TRUIST	5,987.12
35931	8/1/2024	BMS DIRECT	919.22
35932	8/1/2024	CCLS INCORPORATED	799.98
35933	8/1/2024	CENTRAL VIRGINIA ELECTRIC COOP	271.60
35934	8/1/2024	AT&T MOBILITY	1,595.88
35935	8/1/2024	COECO FINANCIAL SERVICES	672.33
35936	8/1/2024	COLVIN'S ANIMAL DAMAGE	175.00
35937	8/1/2024	COMCAST	890.14
35938	8/1/2024	COMCAST	906.19
35939	8/1/2024	COMPANION LIFE INSURANCE	327.00
35940	8/1/2024	JOHN G. COOLEY	262.60
35941	8/1/2024	DOMINION ENERGY VIRGINIA	44,726.43
35942	8/1/2024	ECONO SIGNS LLC	210.60
35943	8/1/2024	ENNIS INC	1,300.10
35944	8/1/2024	FLOCK GROUP INC	12,600.00
35945	8/1/2024	KUSTOM SIGNALS, INC	338.00
35946	8/1/2024	LINDE GAS & EQUIPMENT INC	30.80
35947	8/1/2024	KILINE MADISON	14.99
35948	8/1/2024	MASON INSURANCE AGENCY	153.00
35949	8/1/2024	OEI EVENTS	5,250.00

35950	8/1/2024	ORANGE TIRE INC	1,580.00
35951	8/1/2024	OVIVO USA, LLC	1,010.71
35952	8/1/2024	PACE ANALYTICAL SERVICES, INC	1,588.60
35953	8/1/2024	PAINT 'N' PAPER	290.46
35954	8/1/2024	SHEENA PAYETTE	45.73
35955	8/1/2024	PITNEY BOWES INC	53.94
35956	8/1/2024	PRIVIA MEDICAL GROUP LLC	89.00
35957	8/1/2024	RAPIDAN SERVICE AUTHORITY	17.68
35958	8/1/2024	STEROBEN ASSOCIATES	4,090.00
35959	8/1/2024	KIM STRAWSER	30.94
35960	8/1/2024	TOWN OF ORANGE	2,937.77
35961	8/1/2024	TRANSAMERICA EMPLOYEE BENEFITS	1,241.30
35962	8/1/2024	IEVERS, HENRY	12.54
35963	8/1/2024	LAUDENSLAGER, MICHELE	58.81
35964	8/1/2024	UNIVAR SOLUTIONS	32,801.79
35965	8/1/2024	VIRGINIA REGIONAL TRANSIT	31,734.25
35966	8/1/2024	VIRGINIA BUSINESS SYSTEMS	166.58
35967	8/1/2024	WACO INC	9,822.50
35968	8/1/2024	CHEWNING, WENDY	90.00
35969	8/13/2024	ACCESS TELECOM INC	9,756.00
35970	8/13/2024	ADT SECURITY SERVICES	89.49
35971	8/13/2024	AFLAC	369.07
35972	8/13/2024	AMAZON CAPITAL SERVICES	1,797.67
35973	8/13/2024	AMERICAN GREEN	96.00
35974	8/13/2024	AXON ENTERPRISE, INC	4,881.60
35975	8/13/2024	BMS DIRECT	5,000.00
35976	8/13/2024	CCLS INCORPORATED	142.74
35977	8/13/2024	AT&T MOBILITY	1,026.74
35978	8/13/2024	CINTAS CORPORATION #385	2,968.19
35979	8/13/2024	CONSOLIDATED PIPE & SUPPLY CO	20.00
35980	8/13/2024	CRYSTAL SPRINGS	9.00
35981	8/13/2024	DODSON PEST CONTROL	1,890.00
35982	8/13/2024	DORSETT TECHNOLOGIES, INC	14,687.00
35983	8/13/2024	DIX, JR JAMES A	1,845.00
35984	8/13/2024	EZ PERFORMANCE CENTER	34.00
35985	8/13/2024	FEDEX	158.25
35986	8/13/2024	FLUID CONTROL SPECIALTIES LLC	2,105.00
35987	8/13/2024	FREEDOM FOREVER	25.00
35988	8/13/2024	HACH COMPANY	1,633.18
35989	8/13/2024	IDEXX DISTRIBUTION, INC	1,223.32
35990	8/13/2024	JOHNSTON CONSTRUCTION COMPANY	118,182.28
35991	8/13/2024	LGA OF VA, INC	405.00
35992	8/13/2024	MADISON FORD	110.94
35993	8/13/2024	MICROSOFT	6,772.00

35994	8/13/2024	MID-ATLANTIC WASTE SYSTEMS	122.21
35995	8/13/2024	MINNESOTA LIFE INSURANCE CO	1,929.56
35996	8/13/2024	ODB	277.92
35997	8/13/2024	ORANGE MOTOR SPECIALTY	923.75
35998	8/13/2024	OVIVO USA, LLC	645.30
35999	8/13/2024	PACE ANALYTICAL SERVICES, INC	700.30
36000	8/13/2024	PRIVIA MEDICAL GROUP LLC	40.00
36001	8/13/2024	RAPIDAN AREA ORCHESTRA	500.00
36002	8/13/2024	RESERVE ACCOUNT	700.00
36003	8/13/2024	REXEL	217.90
36004	8/13/2024	DONALD B. RICE TIRE CO., INC	159.78
36005	8/13/2024	RAPPAHANNOCK-RAPIDAN REGIONAL	4,223.04
36006	8/13/2024	SEDWICK	4,387.97
36007	8/13/2024	SUNSHINE FILTERS OF PINELLAS	722.82
36008	8/13/2024	THE DAILY PROGRESS	1,177.20
36009	8/13/2024	TOMMY'S GLASS	245.00
36010	8/13/2024	TRACTOR SUPPLY CREDIT PLAN	532.89
36011	8/13/2024	COLLIER, MATT	93.20
36012	8/13/2024	LEE, MATTHEW	69.66
36013	8/13/2024	BASCOM, AUSTIN	116.70
36014	8/13/2024	RECOVER TOGETHER, INC	118.54
36015	8/13/2024	BOGNER, MEREDITH	7.16
36016	8/13/2024	SMUTHERS, GRAYSON	39.92
36017	8/13/2024	VACORP	220.89
36018	8/13/2024	VIRGINIA TRACTOR	24.49
36019	8/13/2024	VERIZON	1,633.12
36020	8/21/2024	ADT SECURITY SERVICES	310.02
36021	8/21/2024	ADVANCE AUTO PARTS	24.01
36022	8/21/2024	ALLIED CONCRETE CO	824.00
36023	8/21/2024	AMERICAN GREEN	138.00
36024	8/21/2024	APPLIED INDUSTRIAL TECHNOLOGIE	2,790.58
36025	8/21/2024	CEDAR MOUNTAIN STONE CORP	7,514.44
36026	8/21/2024	CINTAS	519.26
36027	8/21/2024	COMCAST	853.73
36028	8/21/2024	CONSOLIDATED PIPE & SUPPLY CO	2,214.00
36029	8/21/2024	REBECCA D. NELSON	33.68
36030	8/21/2024	DELL MARKETING L.P.	6,011.14
36031	8/21/2024	DOMINION ENERGY VIRGINIA	27,678.96
36032	8/21/2024	EDMUNDS GOVTECH	1,025.00
36033	8/21/2024	EXCEL TRUCK GROUP	123,214.00
36034	8/21/2024	EZ PERFORMANCE CENTER	80.49
36035	8/21/2024	FAYE'S OFFICE SUPPLY	882.83
36036	8/21/2024	GALLS, LLC	203.92
36037	8/21/2024	LOU'S GLOVES INC	297.00

36038	8/21/2024	LOWE'S	382.72
36039	8/21/2024	MORRIS WELDING LLC	225.00
36040	8/21/2024	NORTHERN SAFETY CO., INC	53.76
36041	8/21/2024	OCDSS	100.00
36042	8/21/2024	ODB	579.92
36043	8/21/2024	EVERGRO COOPERATIVE	199.96
36044	8/21/2024	ORANGE TIRE INC	269.00
36045	8/21/2024	ORANGE COUNTY TREASURER	7,048.15
36046	8/21/2024	PACE ANALYTICAL SERVICES, INC	1,036.20
36047	8/21/2024	PAINT 'N' PAPER	40.49
36048	8/21/2024	PRIVIA MEDICAL GROUP LLC	115.00
36049	8/21/2024	QUILL	322.07
36050	8/21/2024	W.A. SHERMAN COMPANY	225.00
36051	8/21/2024	SOUTHERN STATES	13,028.26
36052	8/21/2024	STINGO, PAUL	196.00
36053	8/21/2024	TINDER, LINDA	101.14
36054	8/21/2024	ELLIS, ALEXANDER	90.97
36055	8/21/2024	KULICK, JACKSON	37.21
36056	8/21/2024	USABBLUEBOOK	2,175.12
36057	8/21/2024	UNITED STATES POSTAL SERVICE	73.00
36058	8/21/2024	WARNER, MONTY F	600.00
36059	8/21/2024	S.L. WILLIAMSON COMPANY, INC	391.31
36060	8/21/2024	XPRESS COPY & GRAPHICS	109.75
36061	8/30/2024	ADT SECURITY SERVICES	60.15
36062	8/30/2024	ALLIED CONCRETE CO	2,100.00
36063	8/30/2024	AMERICAN GREEN	69.00
36064	8/30/2024	BAKER, DWIGHT	50.84
36065	8/30/2024	CCLS INCORPORATED	239.92
36066	8/30/2024	CENTRAL VIRGINIA ELECTRIC COOP	295.63
36067	8/30/2024	CHASE MARSHALL	32.83
36068	8/30/2024	CHEMUNG CONTRACTING CORP	154.70
36069	8/30/2024	AT&T MOBILITY	1,594.89
36070	8/30/2024	COECO FINANCIAL SERVICES	672.33
36071	8/30/2024	COMCAST	1,042.85
36072	8/30/2024	COMCAST	331.34
36073	8/30/2024	CORE & MAIN LP	8,000.00
36074	8/30/2024	ENVIRONMENTAL SYSTEMS SERVICE	540.00
36075	8/30/2024	EZ PERFORMANCE CENTER	11.46
36076	8/30/2024	FISHER AUTO PARTS	3,365.11
36077	8/30/2024	FORTILINE INC	9,182.88
36078	8/30/2024	HIGHWAY MOTORS	684.68
36079	8/30/2024	JAMES RIVER EQUIPMENT	1,500.83
36080	8/30/2024	LGA OF VA, INC	500.00
36081	8/30/2024	NSI LAB SOLUTIONS	295.00

36082	8/30/2024	ORANGE COUNTY TOWING & AUTOMOT	80.00
36083	8/30/2024	PACE ANALYTICAL SERVICES, INC	541.40
36084	8/30/2024	PERKINSON CO, LLC	3,650.00
36085	8/30/2024	PRIVIA MEDICAL GROUP LLC	52.00
36086	8/30/2024	RINKER DESIGN ASSOCIATES, P.C.	2,741.87
36087	8/30/2024	ROSE HAULING, LLC	482.00
36088	8/30/2024	RAPIDAN SERVICE AUTHORITY	141.28
36089	8/30/2024	W.A. SHERMAN COMPANY	295.00
36090	8/30/2024	WATERS, JASMINE	48.34
36091	8/30/2024	CORTEZ, TITO	47.79
36092	8/30/2024	BERNARD, KATHLEEN	74.77
36093	8/30/2024	UNIONVILLE FLORIST	64.99
36094	8/30/2024	UNIVAR SOLUTIONS	21,881.30
36095	8/30/2024	UPS	56.54
36096	8/30/2024	COECO OFFICE SYSTEMS, INC	305.64
36097	8/30/2024	VIRGINIA BUSINESS SYSTEMS	578.93
36098	8/30/2024	CHEWNING, WENDY	90.00

			\$ 769,181.88
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UNFINISHED BUSINESS



UNFINISHED BUSINESS SUMMARY
September 16, 2024

AGENDA ITEM: 8A

**Town Council will discuss the Chatter Island Proposal.
(Director of Community Development)**

SUMMARY:

- Please see attached information from the Director of Community Development.
- Staff would like direction on how to proceed with this project.



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401
Phone: (540) 672-6917 Fax: (540) 672-4435
Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members
FROM: John G. Cooley, Director of Community Development
DATE: 9-9-2024
SUBJECT: Chatter Island Development Plans

Attached please find the most recent Chatter Island Development Plans which include:

- a. Dog parks for large and small dogs, and
- b. An 8' wide circular hard surface walking trail, and
- c. Parking including one ADA compliant space.

The area for the Veterans of Foreign Wars is included on the plans, but the schedule for the creation of the plans and/or construction has not been determined at this time.

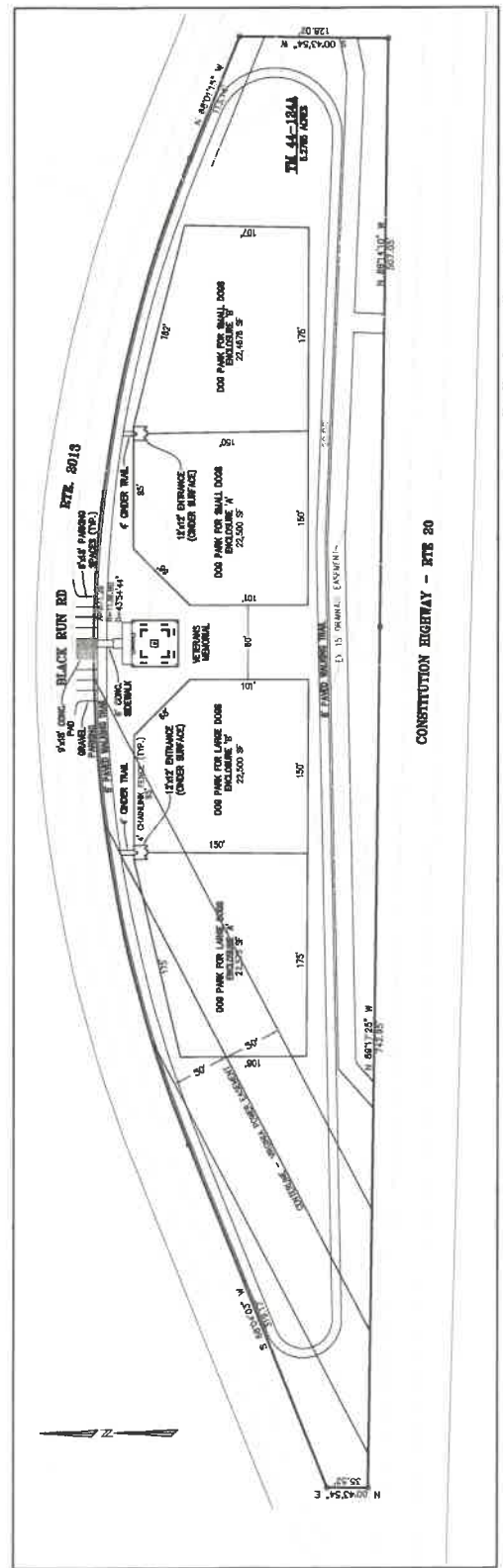
If Town Council would like to move forward, the next step would be to submit the plans to the Virginia Outdoors Foundation for their review and approval. This step is necessary as the VOF owns the conservation easement on Chatter Island.

Staff is requesting Town Council comments and direction on how to proceed with this project.



SCALE	AS NOTED
DATE	08/13/2024
REVISIONS	

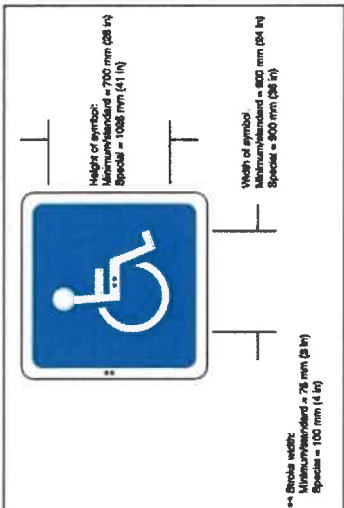
SHEET	1 OF 1
FILE NO.	1626



NOTES

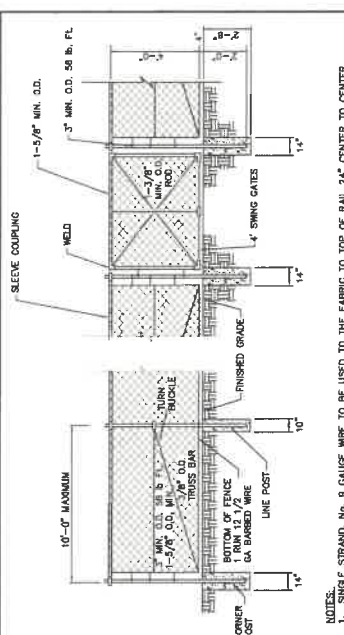
1. T.M. AVERAGE 2.583
2. TOWN OF ORANGE 119 BELLEVUE AVE. CHARLES VA 22604
3. CURRENT USE: VACANT
4. PROPOSED USE: DOG PARK
5. BOUNDARY INFORMATION TAKEN FROM A SURVEY PERFORMED BY STEPHEN L. COLEMAN, L.S. DATED AUGUST 2, 1994.
6. NO WATER OR SEPTIC SERVICE SHALL BE REQUIRED.

NOTICE REQUIRED
CONTRACTORS SHALL NOTIFY OPERATORS AND MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATION OR BLASTING AT LEAST TWO WORKING DAYS BUT NOT MORE THAN TEN WORKING DAYS, PRIOR TO COMMENCEMENT OF CONSTRUCTION.



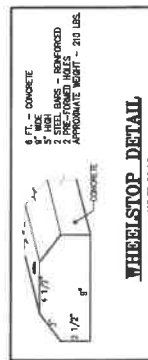
PARKING STRIPING NOTES

1. UNPAVED SURFACE PAINT MARKING - 4" WIDE STRIPES @ 4" SPACES SPACED 24" O.C. (YELLOW)
2. UNPAVED SURFACE PAINT MARKING - 4" WIDE STRIPES @ 4" SPACES SPACED 24" O.C. (YELLOW)
3. UNPAVED SURFACE PAINT MARKING - 4" WIDE STRIPES @ 4" SPACES SPACED 24" O.C. (YELLOW)

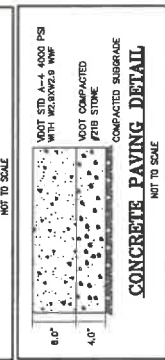


- NOTES:
1. SINGLE STRAND, No. 9 GAUGE WIRE TO BE USED TO THE FABRIC TO TOP OF RAIL 24" CENTER TO CENTER.
 2. OUTSIDE SLEEVE TYPE COUPLING SPACED 20' MAX CENTER TO CENTER FIRST COUPLING TO BE SPRING.
 3. No. 6 GAUGE WIRE CLAMPS TO BE USED TO ATTACH FABRIC TO COLUMNS 8 PER POST.
 4. WIRE MESH TO HAVE PVC COATING IAW ASTM F668 CLASS 2B FINISH, COLOR BLACK. SUBMIT SAMPLE TO OWNER FOR APPROVAL.

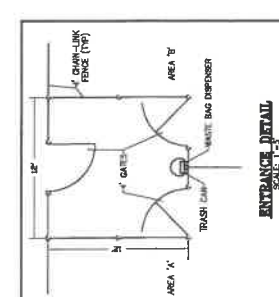
CHAIN LINK FENCE DETAIL
NOT TO SCALE



WHEELSTOP DETAIL
NOT TO SCALE



CONCRETE PAVING DETAIL
NOT TO SCALE



ENTRANCE DETAIL
SCALE 1"=5'

PROPOSED PARKING DETAIL
SCALE 1"=10'

MEMORANDUM

Date: August 13, 2024

To: John Cooley, Town Planner, Town of Orange

Re: Preliminary Project Estimate – Chatter Island Dog Park

Description of work

This preliminary cost estimate is based on “Site Plan for Chatter Island Dog Park” dated 8/13/2024 by Hinchey & Baines, PLC.

Mobilization	\$1,000
Erosion & Sediment Controls	\$3,800
Earthwork	\$6,500 (1)
Concrete – ADA parking and sidewalk	\$3,000
Gravel Parking and wheelstops	\$8,500
Pavement Markings	\$800
Signage	\$400
Asphalt Trail (2,350 LF)	\$39,000 (2)
Fencing/Gates	\$24,000 (3)
<u>Contingencies (10%)</u>	<u>\$8,600</u>

TOTAL \$95,600

- (1) Earthwork estimate includes cutting 4” topsoil for installation of paved trail and gravel parking. Topsoil to be respread along paved trail and parking edges.
- (2) 8’ wide asphalt trail consists of 4” compacted stone base (21A) and 2” asphalt surface (SM-9.5A).
- (3) 4’ high galvanized chainlink fencing and 4’ wide gates.

NEW BUSINESS



NEW BUSINESS
September 16, 2024

AGENDA ITEM: 9A

**Town Council will consider a VDOT Resolution (RES2025-03)
confirming the Locality's commitment to Funding the Locality's Share of
Projects and Providing Signatory Authority**

SUMMARY:

- Please see attached information from the Director of Community Development.
- Please also find attached Resolution (RES2025-03) before Council for consideration.

MOTION:

“I move that Town Council adopt Resolution (RES2025-03) confirming the Locality's commitment to funding the Locality's share of projects and authorizing the Town Manager and/or his designee to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.”



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401
Phone: (540) 672-6917 Fax: (540) 672-4435
Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members
FROM: John G. Cooley, Director of Community Development
DATE: 9-9-2024
**SUBJECT: Resolution Confirming Locality's Commitment to Funding the Locality's
Share of Projects and Providing Signatory Authority**

The Department of Transportation requires localities which are recipients of funding under various grants and other funding programs, by resolution, to provide assurance of the localities commitment to funding its local share and to identify the designee who is authorized to execute all agreements and/or addendums for any approved project with VDOT.

The attached resolution meets the VDOT requirements for such a resolution.

Staff requests Town Council approve this resolution which will enable the Town Manager to execute the agreement with VDOT for the Route 20/Caroline Street State of Good Repair (SGR) funding.



RESOLUTION – RES2025-03
AFFIRMING COMMITMENT TO FUND THE LOCALITY SHARE OF PROJECTS
UNDER AGREEMENT WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION
AND PROVIDE SIGNATURE AUTHORITY

WHEREAS, the Town of Orange is a recipient of Virginia Department of Transportation funds under various grant programs for transportation-related projects; and

WHEREAS, the Virginia Department of Transportation requires each locality, by resolution, to provide assurance of its commitment to funding its local share; and

THEREFORE, IT IS HEREBY RESOLVED, the Town of Orange hereby commits to fund its local share of preliminary engineering, right-of-way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s); and

BE IT FURTHER RESOLVED, that the Town Manager and/or his designee is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

In witness whereof, the forgoing was adopted by the Town Council of the Town of Orange, Virginia on September 16, 2024.

Martha Roby, Mayor

ATTEST:

Wendy J. Chewning, MMC. Town Clerk



NEW BUSINESS
September 16, 2024

AGENDA ITEM: 9B

Town Council will discuss signage at Orange Elementary School

SUMMARY:

- Please see attached memorandum from the Director of Community Development.
- Staff is requesting Town Council comments and direction on how to proceed with this project.



Town of Orange
Department of Community Development

119 Belleview Avenue, Orange, Virginia 22960 - 1401

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

Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members

FROM: John G. Cooley, Director of Community Development

DATE: 9-9-2024

SUBJECT: Orange elementary School Zone Signage

Orange County Sheriff Jason Smith brought to the attention of Town staff that the school zone signs on Montevista Avenue do not meet the State Code requirements for such signs.

Staff began to look into when these signs were installed and if a study was undertaken as required by State Code. Neither the current, nor past Police Chief knew of any study that was done for this project. Staff also began discussing the matter with the Town Attorney for help interpreting the State Code section: § 46.2-873. Maximum speed limits at school crossings; penalty. The Town Attorney stated Her interpretation of the code section is that it permits the placement of appropriate warning signs or other traffic control devices, and that the determination of 'appropriate' is left to Town Council. This school crossing zone has non-flashing signs posting a reduced speed limit and traffic controls consisting of police department personnel and school-appointed crossing guards in place within specified time periods.

If, in Council's consideration, the existing signage and traffic controls are reasonably sufficient, no change need be made. If it does not believe the situation to be sufficient to promote the health, safety and welfare of the residents and students, Council should consider additional measures, which may include signs with flashing lights, as permitted under the statute. Two of these signs will cost approximately \$8,000.00.

Staff is requesting Town Council comments and direction on how to proceed with this project.



NEW BUSINESS
September 16, 2024

AGENDA ITEM: 9C

Town Council will discuss ADA parking on East Main Street

SUMMARY:

- Please see attached memorandum and documentation from the Director of Community Development.
- Staff is requesting Town Council comments and direction on how to proceed with this project.



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

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

Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members

FROM: John G. Cooley, Director of Community Development

DATE: 9-9-2024

SUBJECT: ADA Parking Spaces Downtown

A request for an ADA compliant parking space in front of Logan's on E. Main Street was made to Town staff. Staff reached out to an engineering firm under contract to the Town to obtain information regarding ADA complaint on street parking. A memo was provided to staff, a copy of which is included with this memo. Lastly, staff reviewed information found at ada.gov regarding the acceptable slope for an ADA compliant parking space. According to ada.gov, the slope in any direction within an ADA compliant parking space cannot exceed 2.08%, or .25 inches per linear foot of run. Example, for a parking space 24 feet in width, the elevation front to back change cannot exceed 6 inches. The information from the ada.gov website is included with this memo. At this time, staff does not have enough information to make a recommendation to Town Council regarding the requested ADA compliant parking space in front of Logan's.

As part of the process, staff compiled a list of public parking facilities within the Downtown area, including ADA parking spaces.

A total of five public parking facilities were identified:

1. E. Main Street & May Fray Avenue
2. Perry Plaza
3. Town Hall, Extension Offices, Courthouse, Voter Registrar & Sedwick Building
4. Taylor Park
5. Short Street & Chapman Street

The five public parking lots listed above contain a total of 334 parking spaces with 19 spaces being handicap parking and one space with an electric vehicle charger.

Three areas of on-street parking were identified:

1. E Main Street
2. W Main Street
3. Belleview Avenue

The three on street parking areas listed above contain 62 spaces with 4 spaces being handicap parking. Copies of graphics showing the location of each of the parking areas above are attached.

As of 9-4-2024

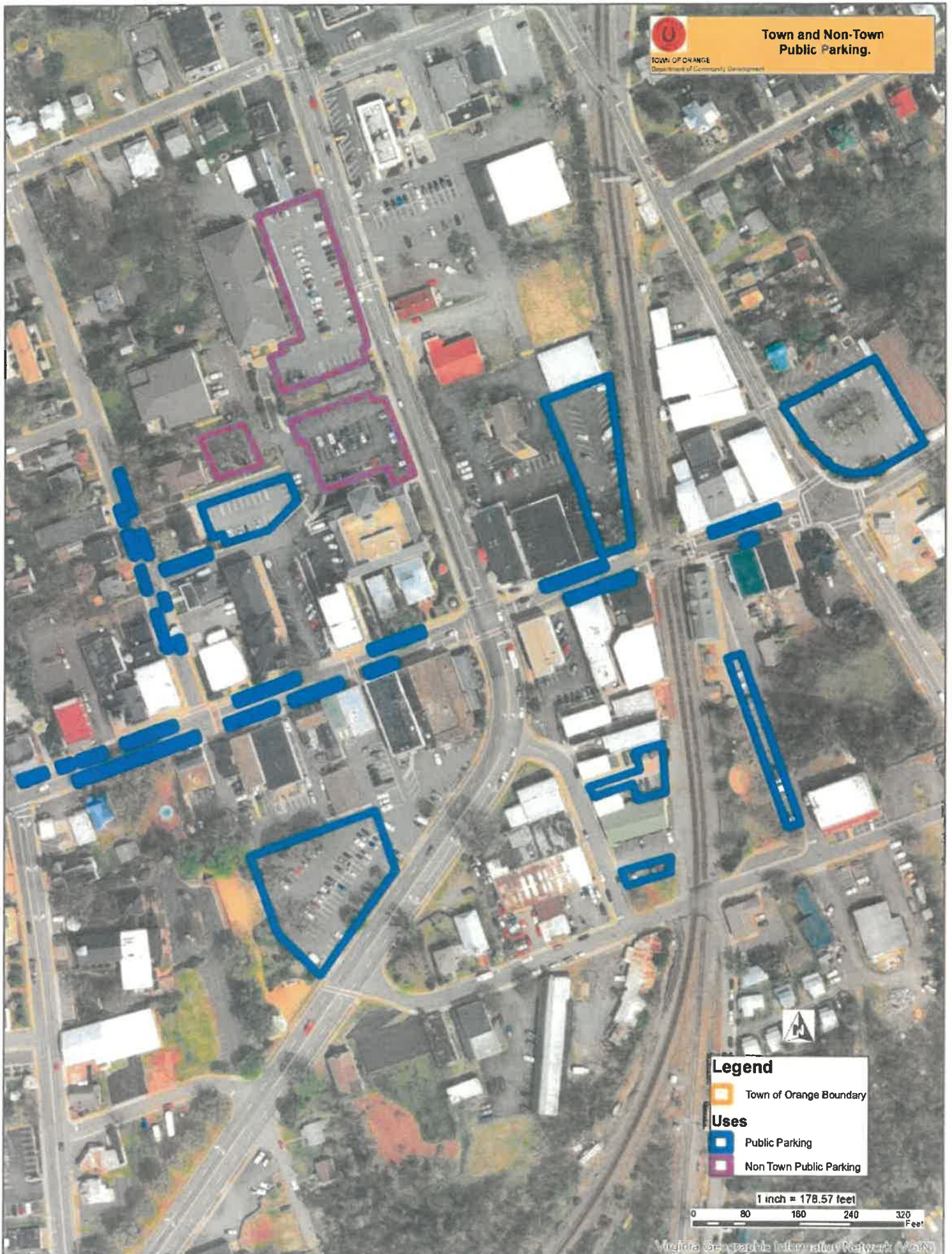
Public Parking Spaces in the Downtown District of the Town of Orange

Parking Lot:	# of Spaces	# of ADA Spaces	Electric Vehicle Charger
E Main St & May Fray Ave	46	5	0
Perry Plaza	33	1	0
Town Hall, Courthouse, Sedwick Building	141	10	0
Taylor Park	73	0	0
Short St/Chapman St	41	3	1
Total # Public Parking Lot Spaces	334	19	1
On Street Parking			
East Main St	16	0	0
Bellevue Ave	13	1	0
W Main St	33	3	0
Total # On Street Public Parking Spaces	62	4	0
Total Public Parking in Downtown Area	396	23	1



TOWN OF ORANGE
Department of Community Development

Town and Non-Town Public Parking.





TOWN OF ORANGE
Department of Community Development

Town and Non-Town Public Parking.



Legend

 Town of Orange Boundary

Uses

 Public Parking

 Non Town Public Parking

1 inch = 56.85 feet

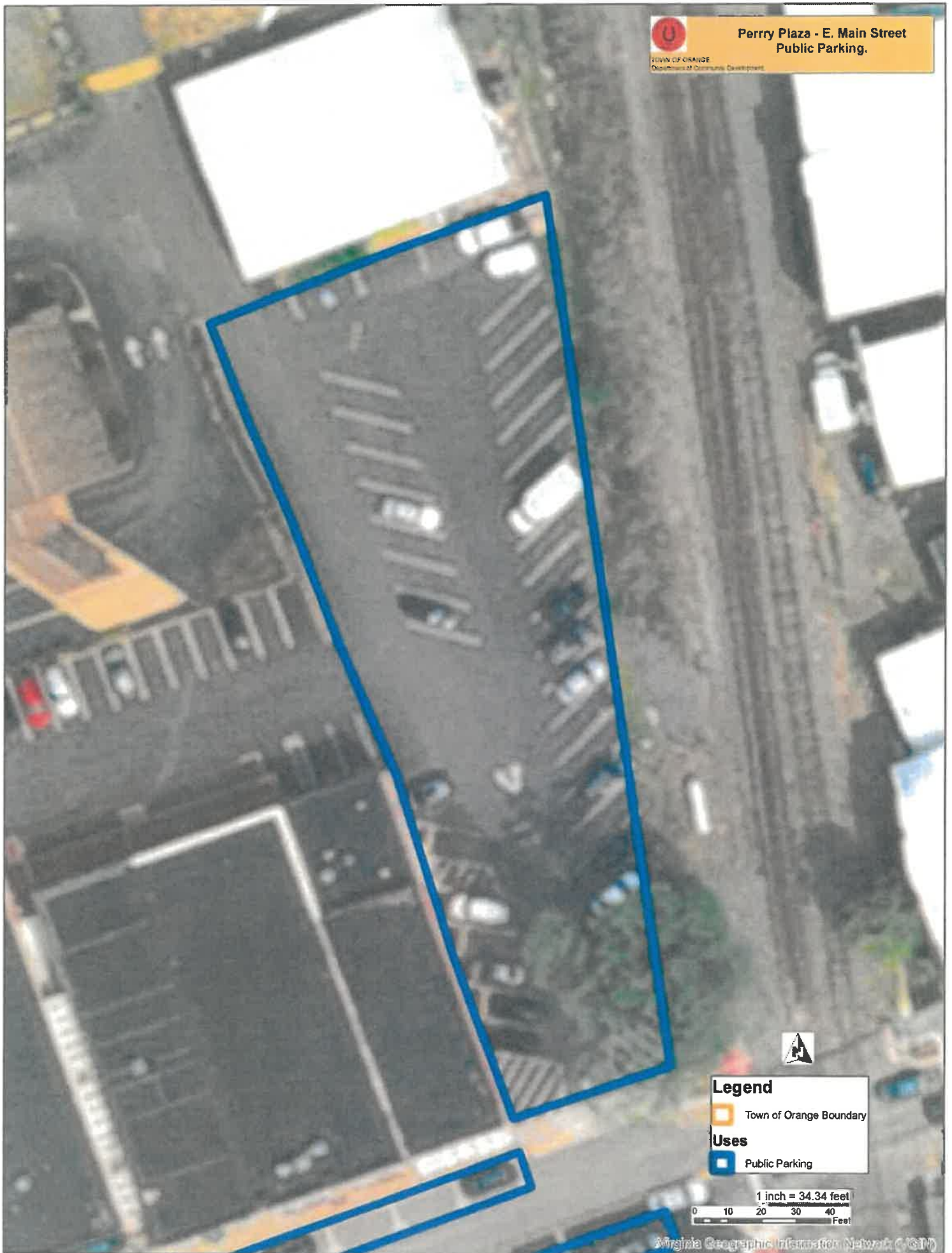
0 25 50 75 100 Feet

Virginia Geographic Information Network (VGIN)



TOWN OF ORANGE
Department of Community Development

Perry Plaza - E. Main Street Public Parking.



Legend

 Town of Orange Boundary

Uses

 Public Parking

1 inch = 34.34 feet

0 10 20 30 40 Feet



**E Main St. and May Fray Ave.
Public Parking.**

TOWN OF ORANGE
Department of Community Development



Legend

 Town of Orange Boundary

Uses

 Public Parking

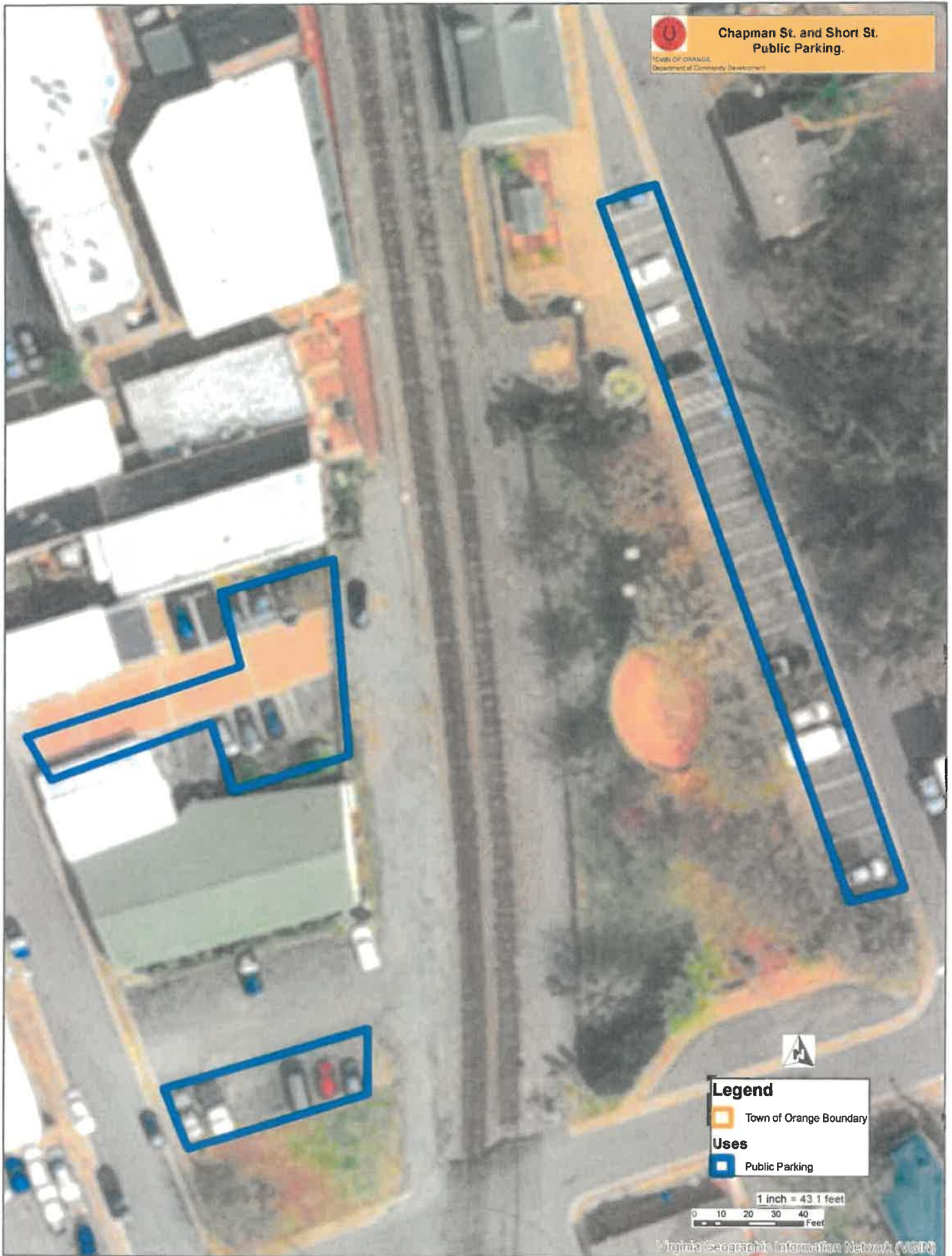
1 inch = 40.86 feet

0 10 20 30 40
Feet



**Chapman St. and Short St.
Public Parking.**

TOWN OF ORANGE
Department of Community Development



Legend

 Town of Orange Boundary

Uses

 Public Parking

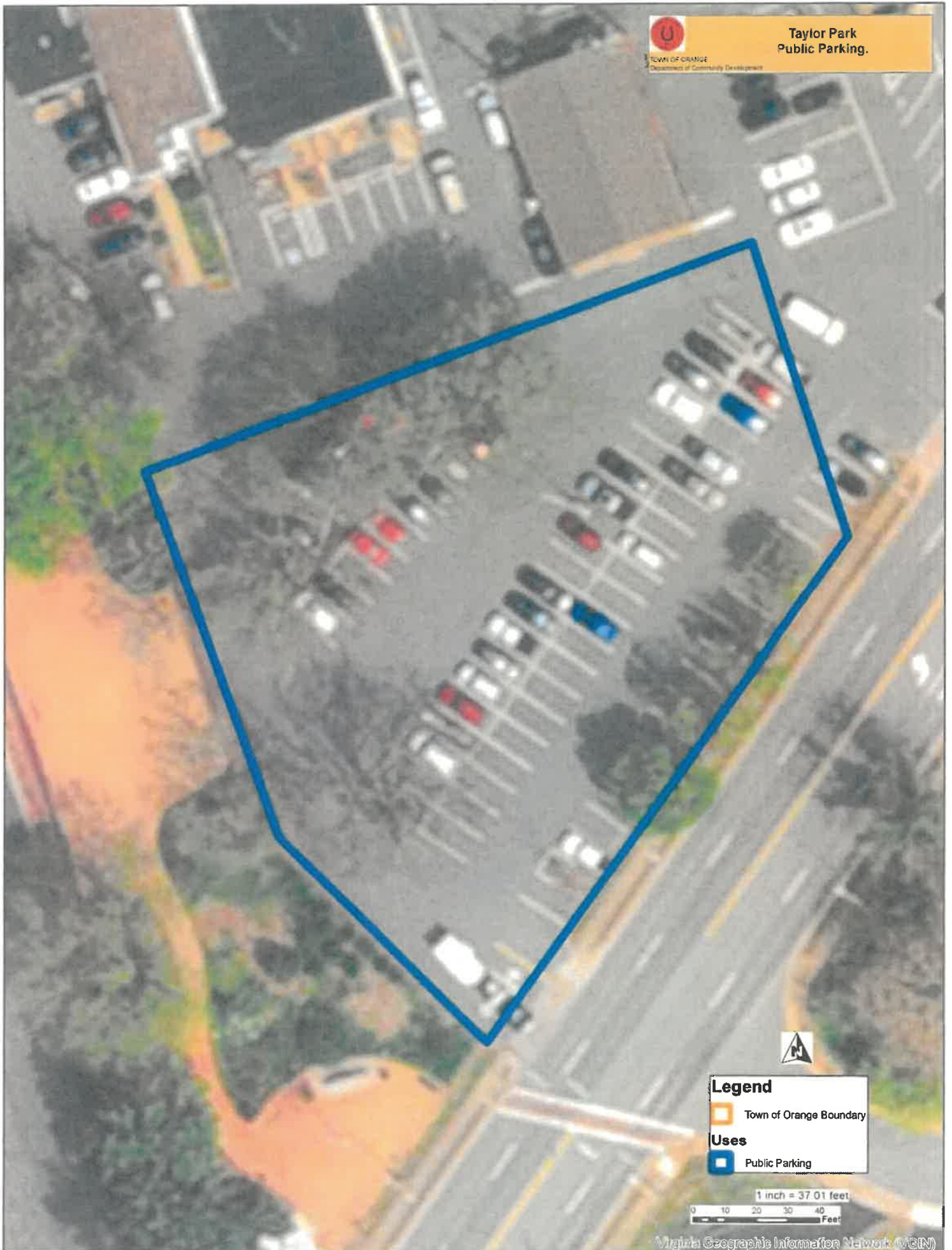
1 inch = 43.1 feet

0 10 20 30 40 Feet



TOWN OF ORANGE
Department of Community Development

Taylor Park Public Parking.





W. Main Street
Bellevue Ave to Caroline St
Public Parking.

Town of ORANGE
Department of Community Development



Legend

 Town of Orange Boundary

Uses

 Public Parking

1 inch = 40.86 feet



W. Main Street
Madison Rd to Bellevue Ave
Public Parking.



TOWN OF ORANGE
Department of Community Development

Legend

 Town of Orange Boundary

Uses

 Public Parking

1 inch = 40.86 feet

0 10 20 30 40 Feet

Virginia Geographic Information Network (VGIN)



E. Main Street Public Parking.

TOWN OF ORANGE
Department of Community Development

Legend

Town of Orange Boundary

Uses

Public Parking

1 inch = 40.86 feet

0 10 20 30 40 Feet

Virginia Geographic Information Network (VGIN)



RINKER DESIGN ASSOCIATES, LLC

CIVIL ENGINEERS • SURVEYORS

TRANSPORTATION | TRAFFIC | STRUCTURE/BRIDGE | DRAINAGE/H&HA | SWM DESIGN | ROW/EASEMENT ACQUISITION | GEOTECHNICAL
UTILITY DESIGN/RELOCATION/COORDINATION | SITE-CIVIL | SURVEYING | CONSTRUCTION AND ENVIRONMENTAL SERVICES | DESIGN-BUILD DELIVERY

MEMORANDUM

TO: John Cooley
FROM: William Wentzien
SUBJECT: On-Street Parallel Parking Spaces
DATE: Tuesday, July 9, 2024

John,

In reference to your question regarding handicapped parallel parking spaces please see below

William

MUTCD and the Virginia Supplement to the MUTCD

The MUTCD has limited guidance on the design of on-street handicapped parallel spaces.

Section 3B.19 Parking Space Markings paragraphs 03 and 04 state that...

"Blue lines may supplement white parking space markings of each parking space designated for use only by persons with disabilities.

"Additional parking space markings for the purpose of designating spaces for use only by persons with disabilities are discussed in Section 3B.20 of this Supplement and illustrated in Figure 3B-22(VA) in this Supplement. The design and layout of accessible parking spaces for persons with disabilities is provided in the "Americans with Disabilities Act Accessibility Guidelines (ADAAG)" (see Section 1A.11 of this Supplement)."

Section 3B.20 of the Supplement discussed handicapped symbology and blue lines

Section 1A.11 of the Supplement references ADA manual



We design for a living.
We build relationships for life.

RICHMOND OFFICE: 4301 DOMINION BOULEVARD, SUITE 100 GLEN ALLEN, VA 23060
PHONE: 804.612.0665 WWW.RDACLIV.COM



RINKER DESIGN ASSOCIATES, LLC

CIVIL ENGINEERS • SURVEYORS

Figure 3B-21. Examples of Parking Space Markings

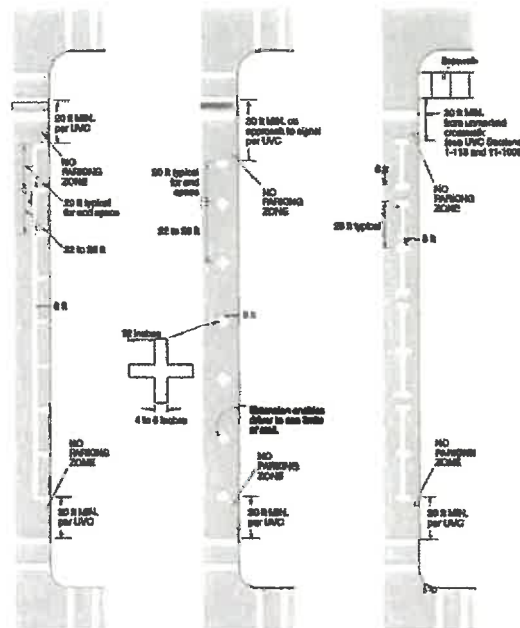


Figure 3B-22(VA). International Symbol of Accessibility Parking Space Marking



Public Right of Way Accessibility Guide (PROWAG)

<https://www.access-board.gov/prowag/complete.html#r211-on-street-parking-spaces>

“...accessible parking spaces complying with R310 shall be provided in accordance with R211 and Table R211”

The R211 section only dictate the number of accessible spaces as a ratio of standard spaces.

R310 however indicates that accessible parallel on-street parking spaces be a minimum of 24' long and 13' wide and not encroach into the traveled way. These dimensions differ significantly from the standard parallel parking space dimension of 22' long and 8' wide. The width is the differing issue and would require modification of the curb to accommodate the with requirement. *Unless* this



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alteration of existing space would reduce the available right of way to 9' or less, in which case the width of the accessible space can match the dimensions of the standard space at 8'. This is significant in urban downtown areas.

Further, accessible on-street spaces would need to connect to an accessible pedestrian route. Curb ramps onto the sidewalk would need to be installed at either end of the accessible space.

OPTION
1

24'

ACCESSIBLE
SPACE

2'

CURB

$\leq 9'$

SIDEWALK

RIGHT OF WAY

OPTION
2

24'

ACCESSIBLE
SPACE

22'

STANDARD
SPACE

2'

8'

8'

5'

CURB

$> 9'$

SIDEWALK

RIGHT OF WAY

**ADA.gov****U.S. Department of Justice
Civil Rights Division**

Accessible Parking Spaces

When state or local governments, businesses and non-profit organizations provide parking lots or garages, accessible parking spaces complying with the Americans with Disabilities Act (ADA) must be provided.

Accessible parking spaces are different than traditional parking spaces. They have specific features that make it easier for people with disabilities to access your programs, goods or services.

Topic

Read this to get a basic understanding of this topic.

For more detailed information on a topic, view [Guidance & Resource materials](#)

For information about the legal requirements, visit [Law, Regulations & Standards](#)

Features

Location

In parking lots or garages, accessible parking spaces must be located on the shortest accessible route to the accessible entrance. An accessible route is the path a person with a disability takes to enter and move through a building or facility.

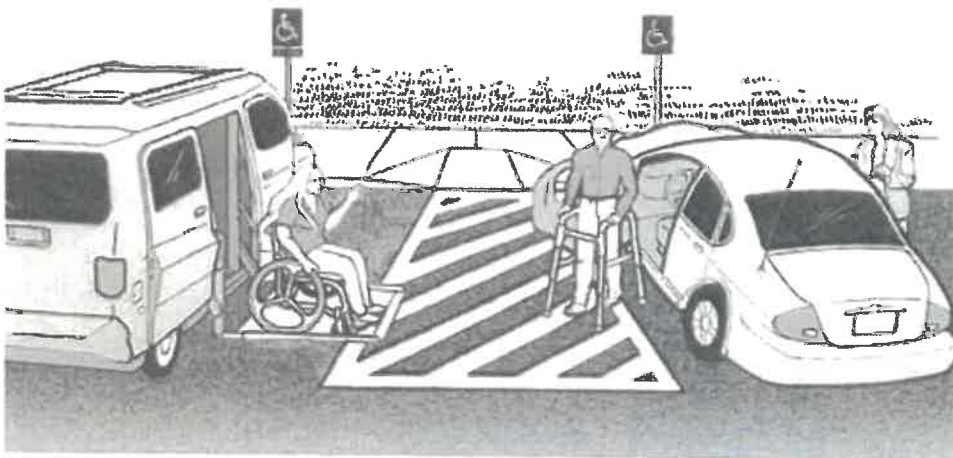
Access Aisles

Accessible parking spaces must have access aisles. Access aisles provide a designated area for people who use wheelchairs or other mobility devices to get in and out of their car or van. Mobility devices allow people with disabilities to

move about independently. They include walkers, canes, crutches, braces, manual or power wheelchairs, Segways, and electric scooters.

Access aisles must be:

- ✔ Marked (to discourage drivers from parking in them)
- ✔ The same length as the space
- ✔ Level with the parking space



Two accessible parking spaces can share an access aisle with the access aisle between the two parking spaces (except in angled parking).

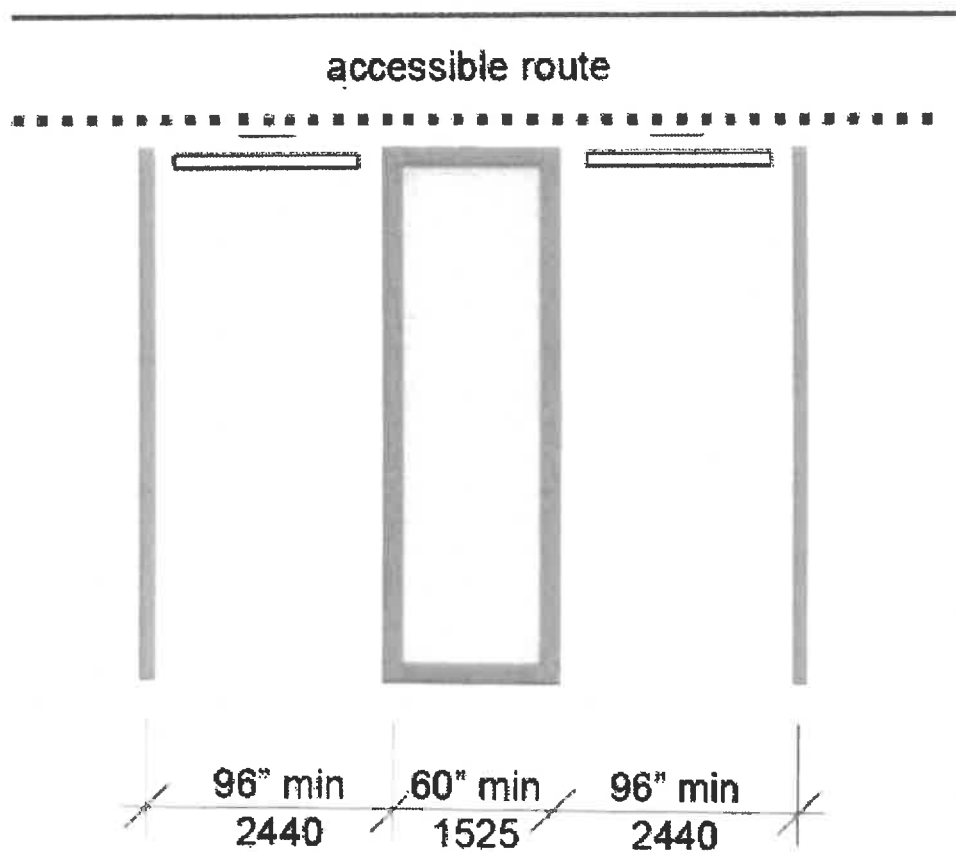
An access aisle can be placed on either side of the parking space (except in angled parking where it must be located on the passenger side of the parking space).

Parking Spaces

Accessible parking spaces must be provided for cars and vans.

Car accessible spaces must:

- ✔ Be at least 96 inches wide
- ✔ Have an access aisle at least 60 inches wide
- ✔ Have no more than a 1.48 (2.08%) slope in all directions
- ✔ Have a surface that is firm, stable, and slip-resistant
- ✔ Have a sign with the international symbol of accessibility on it, mounted at least 60 inches above the ground (measured to the bottom of the sign)



Van accessible spaces must (pick option #1 or #2)

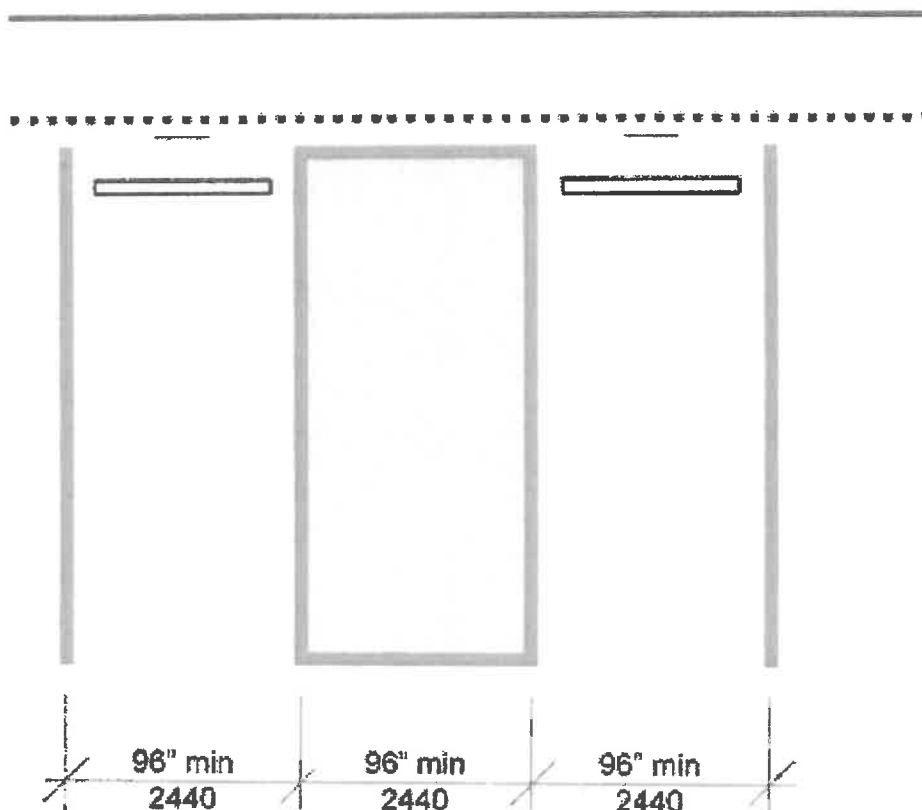
Option #1

- ☒ Be at least 132 inches wide
- ☒ Have an access aisle at least 60 inches wide
- ☒ Have no more than a 1:48 (2.08%) slope in all directions
- ☒ Provide at least 98 inches of vertical clearance (van height) for the parking space, access aisle, and vehicular route

- ✓ Have a surface that is firm, stable, and slip-resistant
- ✓ Have two signs, mounted at least 60 inches above the ground (measured to the bottom of the sign)
 - First sign: international symbol of accessibility
 - Second sign: stating that the space is van accessible

Option #2

- ✓ Be at least 96 inches wide
- ✓ Have an access aisle at least 96 inches wide
- ✓ Have no more than a 1.49 (2.08%) slope in all directions
- ✓ Provide at least 98 inches of vertical clearance for the parking space, access aisle and vehicular route
- ✓ Have a surface that is firm, stable and slip-resistant
- ✓ Have two signs, mounted at least 60 inches above the ground (measured to the bottom of the sign)
 - First sign: international symbol of accessibility
 - Second sign: stating that the space is van accessible



Calculating Accessible Parking Spaces

The number of accessible parking spaces must be considered separately for each parking structure (lot or garage), not based on the total number of parking spaces provided on a site.

The chart below shows the number of accessible spaces required by the 2010 ADA Standards for Accessible Design.

Total Number of Parking Spaces Provided in a Parking Lot or Facility	Minimum Number of Accessible Parking Spaces Permitted
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1000	2 percent of total
1001 and over	20, plus 1 for each 100, or fraction thereof, over 1000
At least one of every six spaces must be van accessible.	

Special Parking Conditions

Limited Parking

Where parking spaces are limited to four or fewer spaces:

- ✔ One van accessible parking space must be provided
- ✘ A sign identifying the accessible space is not required



Parking at Hospital Facilities

Hospital Outpatient Facilities

- ❗ Ten percent of patient and visitor parking must be accessible. At least one of every six accessible parking spaces must be van accessible.

Rehabilitation Facilities

- ❗ Twenty percent of patient and visitor parking must be accessible. At least one of every six accessible parking spaces must be van accessible.

Outpatient Physical Therapy Facilities

- ❗ Twenty percent of patient and visitor parking must be accessible. At least one of every six accessible parking spaces must be van accessible.

Learn More About the ADA and Accessible Parking

You might find the links below helpful:

- [ADA Update: Primer for Small Businesses](#)
- [ADA Update: A Primer for State and Local Governments](#)
- [ADA Compliance Brief: Restriping Parking Spaces](#)

Related Content



Guidance

[ADA Compliance Brief: Restriping Parking Spaces](#)



NEW BUSINESS
September 16, 2024

AGENDA ITEM: 9D

**Town Council will discuss the Railroad Crossing Elimination Grant
(Councilmember Pent)**

SUMMARY:

- This item has been placed on the agenda at the request of Councilmember Pent.



NEW BUSINESS
September 16, 2024

AGENDA ITEM: 9E

**Town Council will discuss holding the regular December Council meeting
on Monday, December 9th (Town Manager)**

SUMMARY:

- There is normally only one meeting in December which is normally moved to the second Monday in December. This year that falls on December 9th.
- We are requesting this decision be made earlier this year due to vacation planning and for the planning of other events.

MOTION:

“I move that the regular December Town Council meeting be moved to Monday, December 9th at 7 p.m. in the Town’s Community Meeting Room.”