

TOWN OF ORANGE



Sweet Living, Steady Progress

COUNCIL MEETING PACKAGE

SEPTEMBER 19, 2022

7:00 P.M.



**Meeting Agenda
Monday, September 19, 2022
Town of Orange Community Meeting Room**

7:00 p.m.

1. Call to order by Mayor.

2. Pledge of Allegiance.

3. Roll Call – Town Council:

Mayor Martha B. Roby

Vice-Mayor Frederick W. Sherman, Jr.

Councilmember Timothy Bosford, Jr.

Councilmember Elliott Fox, Jr.

Councilmember Donna Waugh-Robinson

4. Adoption of Agenda

5. Public Comment - Town Council receives public input on issues concerning our citizens.

Citizens are encouraged to sign-up prior to the meeting beginning and turn in slip to the Town Clerk.

6. Consideration of Town Council Meeting Minutes of August 15, 2022.

7. Reports

[A] Finance Report – Director of Finance

8. Unfinished Business:

[A] Consideration of negotiated Agreement between the Town of Orange and the Orange Downtown Alliance.

9. New Business:

[A] Consideration of Resolution (RES2023-02) adopting the RSA Water Rate at \$3.817 per 1,000 gallons beginning on October 1, 2022.

[B] Consideration of appointment of Rita Carroll of 171 Landon Lane to the Town's Planning Commission to expire June 30, 2026.

[C] Consideration of possible re-configuration of South Madison Road.

10. Town Council Adjournment.

MINUTES

Town Council Meeting Minutes
August 15, 2022
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 Timothy Bosford, Jr., Elliott Fox, Jr., and Donna Waugh-Robinson. Staff members present were: Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Finance Dianna Gomez, and Director of Community Development John Cooley, AICP. Town Manager Greg Woods was absent.

CALL TO ORDER

Mayor Roby led the Pledge of Allegiance.

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

ADOPTION OF AGENDA

The Town Clerk requested adding the re-appointments of Harry C. Mason, Jr. and Kevin Reynolds, Sr. to the Town's Industrial Development Authority with terms to expire August 1, 2026.

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

PUBLIC COMMENT

There was no regular Public Comment.

INTRODUCTION OF DR. DANIEL HORNICK – NEW ORANGE COUNTY PUBLIC SCHOOLS SUPERINTENDENT

Mayor Roby stated that she had met with Dr. Hornick a few weeks back and invited him to attend a Council meeting.

Mayor Roby introduced Dr. Daniel Hornick, new Orange County Public Schools Superintendent.

Dr. Hornick thanked Mayor Roby for the invitation to tonight's meeting and stated that he was looked forward to working with the Town and County for the betterment of the students of Orange County Public Schools.

Town Council Meeting Minutes
August 15, 2022
Page Two

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF JULY 18th
AND AUGUST 1st, 2022

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Sherman, to adopt the minutes of July 18th and August 1st, 2022, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – abstained, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. Councilmember Bosford abstained because he was absent from the August 1st Work Session meeting.

FINANCE REPORT – DIRECTOR OF FINANCE

The Director of Finance stated that she would be reporting on the first month of FY 2023:

The Director of Finance stated that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$15,000 for Meals Tax and \$39,000 for Local Sales Tax.

The Director of Finance stated that we had collected \$35,000 in delinquent Real Estate taxes and \$43,000 in Personal Property tax delinquencies.

The Director of Finance stated that Water Sales Revenue through July was \$132,605. The Director Finance stated that revenue came in \$14,000 above budget.

The Director of Finance stated that Sewer Sales Revenue through July was \$145,729. The Director of Finance stated further that the revenue was favorable for July at \$9,000.

The Director of Finance stated that payments for July were \$845,857. The Director of Finance stated further that the payments included \$393,000 to US Back for debt payment, \$85,000 to Haley Ford for 2 police vehicles, \$75,000 to IDA for fiscal year funding and \$31,000 for annual charitable donations. The Director of Finance reported that the remaining payments were normal course of business expenses.

The Director of Finance stated that Expenditures from the \$2,643,592 ARPA tranche 1 funding amounted to \$488,376 ITD, of which \$85,000 went toward engineering services for the Liquid Feed project at the Water Plant, \$229,932 went toward the new SCADA system for the Sewer Plant, and \$173,444 went to Standpipe Engineering services. The Director of Finance stated that we have received the second funding of \$2,643,592, but there had been no disbursements yet.

Town Council Meeting Minutes
August 15, 2022
Page Three

UNFINISHED BUSINESS

STATUS UPDATE ON STANDPIPE

The Director of Community Development reported that staff had received and reviewed 60% plans submitted by the engineer for the standpipe and comments had been submitted back to the engineer. The Director of Community Development stated that 100% plans were scheduled to be delivered to Town staff and the Virginia Department of Health staff by August 31, 2022. The Director of Community Development stated that due to unknown costs of the project, staff had broken the project down into three standalone sub projects:

1. Replacement of Standpipe – Priority.
2. Renovation of the in-ground concrete reservoir, and.
3. Pump house renovation.

The Director of Community Development stated that by separating the sub-projects we would be able to focus on our resources on the standpipe replacement, and based on the remaining funding, we could choose to do one or both of the other sub-projects.

The Director of Community Development reported that during the review of the 100% plans by staff, the engineer would be finalizing the bid documents necessary to advertise the project, and once the bid documents were approved, the project would be advertised out for bid which would take between 30 to 45 days. The Director of Community Development reported that once bids were received, it usually took about 30 days to go through bids, select the winning bid, and complete the necessary paperwork to execute the contract with the contractor. The Director of Community Development stated that the goal was for the project to begin in March of 2023 with a construction time of 300 days.

NEW BUSINESS

TOWN COUNCIL CONSIDERED RESOLUTION (RES2023-01) CARRYING OVER FUNDS FROM FY2022 TO FY2023

The Director of Finance reported that carryovers for FY-2023 from FY-2022 included some maintenance items that were in the works as well as specific normal capital projects and ARPA major expenditures.

Funding for the normal capital projects included the following:

- 1) \$175,000 for the paving/engineering of the old Town shop lot on Montevista Avenue.
- 2) The remaining reimbursable revenues and expenditures for the stoplight replacement at Madison and Main. (\$666,000 and \$661,000, respectively).

Town Council Meeting Minutes
August 15, 2022
Page Four

- 3) \$150,000 for the Hilltop Road construction.
- 4) 2 Police Cars (invoiced in FY-2023).

The Director of Finance reported that our ARPA funding was being reconfigured to allow for maximum funding for the standpipe. The Director of Finance reported further that The FY-2022 ARPA funding had expenditures made for the SKADA system at the Wastewater Plant (\$230,000), engineering for the Liquid Feed project at the Water Plant (\$85,000) and engineering for the standpipe (\$174,000), which left \$2,154,000 of FY-2022 ARPA funding to be carried over. The Director of Finance reported that we had also allocated \$350,000 of FY-2022 ARPA funding to be used as a match for the Fiber Optics grant and the remaining \$1,804,000 to be utilized for the standpipe project.

The Director of Finance stated that the additional FY-2023 ARPA funding of \$2,643,000 would also be allocated to the standpipe, and once we had a firm number for the standpipe we would be able to allocate ARPA funding to other projects which would include in order of priority the following:

- 1) The reservoir and the pump house at the standpipe.
- 2) Engineering for sewer lines for Greenfields, Houseworth and Glebe Road subdivisions.
- 3) Waterlines of the Glebe Road subdivision.
- 4) Liquid Feed system at the Water Plant (depending upon cost)
- 5) Sewer lines for Greenfields, Houseworth and Glebe Road subdivisions.
- 6) Other Water/Sewer Projects, if funding was left.

The Director of Finance stated that the total available funding (without borrowing) for the standpipe project was \$5,669,000, and made up of the following:

FY-2022 ARPA funding from VDH	\$ 400,000	(if approved)
FY-2022 ARPA Carryover	1,804,000	
FY-2023 ARPA Funding	2,643,000	
07/31/22 Water Fund Reserves	<u>822,000</u>	
Total	<u>\$ 5,669,000</u>	

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Bosford, to adopt Resolution (RES2023-01) carrying over funds from FY22 to FY23, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye.

RES2023-01

BE IT RESOLVED, by the Town Council of the Town of Orange, that the following items be carried forward from budget year FY2022 to FY2023

Town Council Meeting Minutes
August 15, 2022
Page Five

EXPENSES:

GENERAL FUND – FUND 10

• Employee/Public Relations	10-1211-56602	\$	8,800
• Reserve Fund	10-0000-32505	\$	(8,800)
• Repair/Maint Machinery/Equip	10-4110-53311	\$	19,800
• Buildings/Grounds Maint	10-4110-56007	\$	7,500
• Misc. Contractual	10-4110-57319	\$	69,300
• HW Sidewalk, Curb, Gutter	10-4110-57041	\$	85,000
• Reserve Fund	10-0000-32505	\$	(181,600)

CAPITAL FUND – FUND 20

• Contractual Services - Paving	20-9400-57307	\$	175,000
• Madison/Main Street Signal Light	20-9400-57308	\$	661,000
• Madison/Main Street Signal Light	20-0000-33145	\$	(666,000)
• Hilltop Road partial completion	20-9400-59837	\$	150,000
• Fiber Optic Match	20-9400-59838	\$	350,000
• Motor Vehicles & Equipment	20-9400-58205	\$	92,000
• Transfer From General Fund	20-0000-99999	\$	(762,000)
• Transfer to General Fund	10-0000-99999	\$	762,000
• Reserve Fund	10-0000-32505	\$	(762,000)

WATER FUND – FUND 30

• Standpipe	30-9400-59849	\$	1,804,000
• Reservoir Maintenance	30-6380-56057	\$	20,000
• Waterline Projects	30-6380-56540	\$	48,000
• Reserve Fund	30-0000-32505	\$	(1,872,000)

SEWER FUND – FUND 40

• Sewer Line Projects	40-7480-56045	\$	9,800
• Transfer From General Fund	40-0000-99999	\$	(9,800)
• Transfer to General Fund	10-0000-99999	\$	9,800
• Reserve Fund	10-0000-32505	\$	(9,800)

TOWN COUNCIL CONSIDERED THE RE-APPOINTMENT OF LJ TAYLOR TO THE TOWN'S PLANNING COMMISSION WITH A TERM TO EXPIRE JUNE 30, 2026

Mayor Roby stated that Mr. Taylor's term on the Town's Planning Commission expired June 30, 2022. Mayor Roby stated that staff had contacted Mr. Taylor and he did wish to be reappointed. Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Bosford, to authorize the reappointment of Mr. LJ Taylor to the Town's Planning Commission with a term to expire June 30, 2026. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye.

Town Council Meeting Minutes
August 15, 2022
Page Six

TOWN COUNCIL CONSIDERED CANCELING THE MONDAY, SEPTEMBER 5th TOWN COUNCIL WORK SESSION MEETING BECAUSE IT FALLS ON A TOWN HOLIDAY, LABOR DAY

Motion was made by Councilmember Bosford, seconded by Councilmember Waugh-Robinson, to move that Town Council cancel the Monday, September 5th Town Council work session meeting because it fell on a Town holiday, Labor Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye.

TOWN COUNCIL CONSIDERED THE REAPPOINTMENTS OF HARRY C. MASON, JR. AND KEVIN REYNOLDS, SR. TO THE TOWN'S INDUSTRIAL DEVELOPMENT AUTHORITY WITH TERMS TO EXPIRE AUGUST 1, 2026

Mayor Roby stated that Mr. Mason and Mr. Reynolds terms on the IDA expired in August. Mayor Roby stated that staff had contacted both gentlemen and they wished to be reappointed. Motion was made by Councilmember Bosford, seconded by Councilmember Waugh-Robinson, to authorize the reappointments of Mr. Harry C. Mason, Jr. and Mr. Kevin Reynolds, Sr. to the Town's Industrial Development Authority with terms to expire August 1, 2026. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Mayor Roby stated that the Town was very fortunate to have such great representatives on our Commissions and Boards.

TOWN COUNCIL RETREAT

Mayor Roby reminded Town Council that there would be a Council Retreat on Monday, October 3rd beginning at 4 p.m. in the Town's Community Meeting Room. Mayor Roby stated that she would like to see the following items discussed at the meeting: Trash, Economic Development, Financial Requests/Projects/Future Planning, People Services, Gardner Property, Chatter Island, Growth in the town, Future Concerts in the Park, and Employment. Mayor Roby requested that Town Council email any other agenda items to her, the Town Manager, and the Town Clerk that they would like to have discussed at the meeting.

With no further business the meeting adjourned at 7:50 p.m.

Wendy J. Chewning, MMC
Town Clerk

Martha B. Roby, Mayor

FINANCE REPORT



Town of Orange
Director of Finance's Office

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

MEMORANDUM

TO: Mayor and Council Members
FROM: Dianna Gomez, Director of Finance
DATE: September 9, 2022
SUBJECT: Summary Financial Report – August 2022

The following is a summary report of the financial condition of the Town as of August 31, 2022, the second period of FY 2023 budget as approved and amended. This report covers 16.7% of the current fiscal year. Please review the attached schedules for specific category results.

General Fund

General Fund revenues are \$755,748 or 10.63% of the FY 2023 annual budget. Referring to our annual projections spreadsheet (attached) the current revenue position for the General Fund (excluding reserve usage) is \$114,974 higher than budget.

Tax revenue for the month was \$219,327 of which 57.2% was derived from Meals Tax. Given the timing of receipts, nothing appears out of the ordinary at this time. The other revenues are also in line for this period.

Year to date General Fund expenditures were \$1,082,002 or 15.22% of the amount budgeted for FY 2023. Expenditures are in line for this period.

Water Fund

Water Fund revenues are \$2,913,811 or 39.97% of the annual budget. Included in the water revenues are ARPA funds of \$2,643,592.

Year to date water fund expenditures of \$455,882 are 6.25% of the annual budget. Overall expenses are appropriate for this period.

Waste Water Fund

Sewer Fund Revenues are \$369,807 or 18.79% of the annual budget. Sewer revenues are in line for this period.

Year to date Sewer Fund expenditures of \$360,203 were at 18.30% of the annual budget. Costs are in line for this period.

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

Cash Balances

The combined cash balance for the Town's Funds is \$8,625,901 with \$5,562,315 reserved for projects or dedicated to specific uses. The cash balance includes \$1,500,000 on deposit with the Virginia Investment Pool Trust Fund. Significant payments occurred in July for the US Bank loan.

Debt Balances

A summary of the Town's Debt as of August 31, 2022 is included with this report. The summary includes the significant July payment.

**Town of Orange
Revenue Accounts
Month of August 2022**

Description	FY-2023 Budget	Actual Revenues			Projected		FY-2023 Variance to Budget
		Previous Months	Current Month	FY-2023 Year-To-Date	Remaining Months	FY-2023 Revenues	
General Fund							
Taxes							
Real Estate	635,000	8,646	6,474	15,120	630,000	645,120	10,120
Personal Property	185,000	5,642	3,401	9,043	185,000	194,043	9,043
Public Service Corp.	31,000	-	-	-	31,000	31,000	-
Delinquent	-	-	-	-	-	-	-
Cigarette	90,000	5,400	7,200	12,600	75,000	87,600	(2,400)
Bank Franchise	165,000	-	-	-	165,000	165,000	-
Utility Consumer	231,600	19,136	19,930	39,066	193,000	232,066	466
Electric Consumption	15,000	1,171	1,346	2,516	12,500	15,016	16
Local Sales	300,000	63,509	30,868	94,377	250,000	344,377	44,377
Motor Vehicle Registration Fees	88,000	4,686	3,660	8,346	83,000	91,346	3,346
Business & Prof. License	200	-	-	-	200	200	-
Meals	1,400,000	131,587	125,390	256,977	1,166,666	1,423,643	23,643
Transient/Occupancy	140,000	19,098	11,172	30,271	105,000	135,271	(4,729)
Communications	135,000	10,309	9,886	20,195	112,500	132,695	(2,305)
Sub-Total Taxes	3,415,800	269,182	219,327	488,509	3,008,866	3,497,375	81,575
Licenses & Permits							
Licenses & Permits	100	-	225	225	50	275	175
Sub-Total Licenses	100	-	225	225	50	275	175
Fines & Forfeitures							
Court Fines	80,000	7,496	8,110	15,606	66,666	82,272	2,272
Sub-Total Fines	80,000	7,496	8,110	15,606	66,666	82,272	2,272
Intergovernmental - State							
Skills Games Fee	3,456	-	-	-	2,880	2,880	(576)
Rolling Stock	6,600	-	6,640	6,640	-	6,640	40
Motor Vehicle Rental	37,000	500	28	528	30,834	31,362	(5,638)
Mobile Home (RV) Registration	-	-	-	-	-	-	-
Law Enforcement Assistance	114,584	-	31,495	31,495	85,938	117,433	2,849
PPTR Revenue	89,615	-	89,615	89,615	-	89,615	-
State Highway Maint. Fund	984,356	-	-	-	984,356	984,356	-
Misc. Grants - (DMV) Law Enf. OT	2,000	-	-	-	2,000	2,000	-
Litter Control Grant	2,500	-	-	-	2,500	2,500	-
Fire Programs Grant	17,094	-	-	-	17,094	17,094	-
Sub-Total Intergovernmental	1,257,205	500	127,778	128,278	1,125,602	1,253,880	(3,325)
Investments/Sales of Assets							
Interest Income	1,500	2,072	1,242	3,314	1,250	4,564	3,064
TowerCom Capital Lease	14,688	1,248	1,248	2,497	12,240	14,737	-
Sale of Surplus Property	-	-	-	-	-	-	-
Sales of Recycled Materials	-	-	35	35	-	35	35
Sub-Total Investments/Sales of Asset	16,188	3,321	2,526	5,846	13,490	19,336	3,099
User Fees							
Planning & Development Fees	2,500	1,490	200	1,690	2,000	3,690	1,190
Transit Collections	19,512	-	-	-	19,512	19,512	-
Porterfield Park Shelter	1,200	250	200	450	1,000	1,450	250
Depot Community Room	240	-	-	-	200	200	(40)
Public Works Community Room	3,300	-	30	30	2,750	2,780	(520)
Trash Collection - Commercial	50,000	4,256	5,251	9,507	41,666	51,173	1,173
Trash Collection - Residential	106,000	8,044	9,726	17,770	88,334	106,104	104
Taylor Park	50	-	-	-	50	50	-
Sub-Total User Fees	182,802	14,040	15,407	29,447	155,512	184,959	2,157
Miscellaneous Revenue							
65 Misc. General Fund Revenue	24,400	-	4,098	4,098	16,166	20,264	(4,136)
66 DMV Stop Fees	500	475	495	970	416	1,386	886
67 Administrative Fee	2,004	1,045	938	1,983	1,670	3,653	1,649
68 VRTA Reimbursements - TOOT	-	5,840	11,668	17,508	-	17,508	17,508
69 Expenditure Refunds	20,000	4,022	12,816	16,838	15,000	31,838	11,838
70 Internal Charges	376,395	32,004	32,004	64,007	313,663	377,670	1,275
72 ARPA - NEU FUNDS	-	-	-	-	-	-	-
72 Capital Fund (Real Estate Applied)	(121,337)	-	-	-	(121,337)	(121,337)	-
73 Add'l Transfers to Capital Fund	(1,155,463)	-	-	-	(1,155,463)	(1,155,463)	-
75 Reserve Fund	1,076,838	-	-	-	1,076,838	1,076,838	-
75 Sub-Total Miscellaneous	223,337	43,386	62,019	105,405	146,953	252,358	29,021

**Town of Orange
Revenue Accounts
Month of August 2022**

Description	FY-2023 Budget	Actual Revenues			Projected		FY-2023 Variance to Budget
		Previous Months	Current Month	FY-2023 Year-To-Date	Remaining Months	FY-2023 Revenues	
Total General Fund	5,175,432	337,924	435,392	773,316	4,517,139	5,290,455	114,974
Capital Fund							
Byrd Street Project	-	-	-	-	-	-	-
VDOT - Paving Reimbursement	666,000	-	-	-	666,000	666,000	-
ISTEA Mainstreet Project	-	-	-	-	-	-	-
ISTEA Railroad Avenue	-	-	-	-	-	-	-
General Fund Capital Proceeds	121,337	-	-	-	121,337	121,337	-
Add'l Transfers from General Fund	1,145,663	-	-	-	1,145,663	1,145,663	-
Loan Proceeds	-	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	-	-	-	-
Total Capital Fund	1,933,000	-	-	-	1,933,000	1,933,000	-
Net General Fund	7,108,432	337,924	435,392	773,316	6,450,139	7,223,455	114,974
Water Fund							
Investments/Sales of Assets							
Interest Income	5,000	311	886	1,197	4,166	5,363	363
Sale of Surplus Property	-	-	-	-	-	-	-
Sub-Total Investments/Asset Sales	5,000	311	886	1,197	4,166	5,363	363
Utility Revenues							
Water Sales	1,345,255	125,655	123,710	249,365	1,121,045	1,370,410	25,155
Water Availability	156,000	4,500	9,000	13,500	142,500	156,000	-
Water Reconnection Fees	20,000	2,450	1,750	4,200	16,666	20,866	866
Sub-Total Utility	1,521,255	132,605	134,460	267,065	1,280,211	1,547,276	26,021
Miscellaneous Revenue							
Miscellaneous Revenues	41,500	930	1,045	1,976	39,300	41,276	(224)
Expenditure Refunds	-	-	-	-	-	-	-
Water Fund Grant	3,043,592	2,643,643	-	2,643,643	400,000	3,043,643	51
Reserve Fund	2,678,810	-	-	-	2,678,810	2,678,810	-
Sub-Total Miscellaneous	5,763,902	2,644,573	1,045	2,645,619	3,118,110	5,763,729	(173)
Total Water Fund	7,290,157	2,777,489	136,391	2,913,881	4,402,487	7,316,368	26,211
Sewer Fund							
Investments/Sales of Assets							
Interest Income	-	26	-	26	-	26	26
Sub-Total Interest	-	26	-	26	-	26	26
Utility Revenues							
Sewer Sales	1,583,518	139,876	136,203	276,080	1,319,598	1,595,678	12,160
Sewer Availability	641,160	-	36,990	36,990	604,170	641,160	-
Sewer Sales - Sludge	60,000	5,853	3,165	9,018	50,000	59,018	(982)
Sub-Total Utility	2,284,678	145,729	176,359	322,088	1,973,768	2,295,856	11,178
Miscellaneous Revenue							
Miscellaneous Revenues	2,000	1	2	3	2,000	2,003	3
Nutrient Credit Exchange	4,500	8,519	-	8,519	-	8,519	4,019
Leachate Sales	100,000	37,099	304	37,403	66,668	104,071	4,071
Septic Hauling	52,000	233	1,561	1,794	43,334	45,128	(6,872)
Expenditure Refunds	-	-	-	-	-	-	-
Reserve Fund	(474,845)	-	-	-	(474,845)	(474,845)	-
Sub-Total Miscellaneous	(316,345)	45,852	1,867	47,719	(362,843)	(315,124)	1,221
Total Sewer Fund	1,968,333	191,608	178,226	369,834	1,610,925	1,980,759	12,426
Total Revenues	16,366,922	3,307,022	750,009	4,057,031	12,463,551	16,520,582	153,611

5-4

TOWN OF ORANGE

Fund Balances

The following numbers represent our best estimates of
unencumbered fund balances (cash) as of August 31, 2022:

	Cash Balance	Encumbered	Unencumbered Balance
General Fund	\$ 6,535,940	\$ -	\$ 6,535,940
Capital Improvement Fund	(1,548,609)	1,619,838	(3,168,447)
Water Fund	4,566,710	3,770,308	796,402
Sewer Fund	(1,100,309)	-	(1,100,309)
Water Deposit Fund	98,983	98,983	-
Taylor Park Fund	73,186	73,186	-
Grant Fund	-	-	-
Totals	<u>\$ 8,625,901</u>	<u>\$ 5,562,315</u>	<u>\$ 3,063,586</u>

Town Debt Service
As of August 31, 2022

	Original Debt	Principal @ 06/30/2022	FY - 2022 Principal & Interest			Principal Remaining
			Budgeted	Paid	Remaining	
<u>General Fund</u>						
Route 20 Expansion	\$ 1,372,000	\$ 267,037	\$ 94,250	\$ 92,384	\$ 1,866	\$ 177,437
Public Works Center	\$ 931,000	\$ 181,203	\$ 63,955	\$ 62,689	\$ 1,266	\$ 120,403
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service Activity	<u>\$ 2,303,000</u>	<u>\$ 448,240</u>	<u>\$ 158,205</u>	<u>\$ 155,073</u>	<u>\$ 3,132</u>	<u>\$ 297,840</u>
<u>Water Fund</u>						
Macon Road Tank	\$ 392,000	\$ 76,296	\$ 26,928	\$ 26,395	\$ 533	\$ 50,696
Raw Water Storage Basin	\$ 2,196,000	\$ 1,248,088	\$ 137,906	\$ 75,750	\$ 62,156	\$ 1,190,288
Debt Service Activity	<u>\$ 2,588,000</u>	<u>\$ 1,324,384</u>	<u>\$ 164,834</u>	<u>\$ 102,146</u>	<u>\$ 62,689</u>	<u>\$ 1,240,984</u>
<u>Sewer Fund</u>						
Wastewater Treatment Plant Upgrade	\$ 2,009,000	\$ 391,018	\$ 138,008	\$ 135,276	\$ 2,732	\$ 259,818
New WWTP - Total /Cumulative Debt	\$ 15,882,032	\$ 8,779,111	\$ 650,304	\$ -	\$ 650,304	\$ 8,779,111
Debt Service Activity	<u>\$ 17,891,032</u>	<u>\$ 9,170,129</u>	<u>\$ 788,312</u>	<u>\$ 135,276</u>	<u>\$ 653,036</u>	<u>\$ 9,038,929</u>
Total Debt Service	<u>\$ 22,782,032</u>	<u>\$ 10,942,753</u>	<u>\$ 1,111,351</u>	<u>\$ 392,495</u>	<u>\$ 718,857</u>	<u>\$ 10,577,753</u>

FINANCIAL STATEMENT ENDING

August, 2022

**Town of Orange
Financial Statement
August, 2022
16.67% of Budget Year
Fund Summaries**

REVENUES

FUND	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	4,985,033.00	190,400.00	423,613.00	755,748.15	10.63%	4,419,684.85
GF-CAP IMPROVEMENTS	505,000.00	1,428,000.00	-	-		2,224,673.62
WATER	5,418,157.00	1,872,000.00	136,372.40	2,913,810.88	39.97%	4,376,346.12
SEWER	1,958,532.00	9,800.00	178,225.96	369,807.35	18.79%	1,598,524.65
GRANTS/SPECIAL REVENUE	-	-	11,779.00	17,618.95	0.00%	-
WATER DEPOSIT	-	-	18.73	33.92	0.00%	-
TAYLOR PARK	-	-	-	11.18	0.00%	-
TOTAL	\$ 12,866,722.00	\$ 3,500,200.00	\$ 750,009.09	\$ 4,057,030.43	N/A	\$ 12,619,229.24

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

EXPENDITURES

FUND	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	4,985,033.00	190,400.00	430,534.22	1,053,846.52	15.22%	4,121,586.48
GF-CAP IMPROVEMENTS	505,000.00	1,428,000.00	(57,059.25)	28,155.31		1,904,844.69
WATER	5,418,157.00	1,872,000.00	251,000.41	455,881.71	6.25%	6,834,275.29
SEWER	1,958,532.00	9,800.00	129,466.42	360,203.42	18.30%	1,608,128.58
GRANTS/SPECIAL REVENUE	-	-	6,223.93	6,223.93	0.00%	-
WATER DEPOSIT	-	-	-	-	0.00%	-
TAYLOR PARK	-	-	-	-	0.00%	-
TOTAL	\$ 12,866,722.00	\$ 3,500,200.00	\$ 760,165.73	\$ 1,904,310.89	N/A	\$ 14,468,835.04

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

Town of Orange
Financial Statement
August, 2022
16.67% of Budget Year
General Fund

REVENUES

DESCRIPTION	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LOCAL TAXES	3,415,800.00	-	219,326.99	488,509.36	14.30%	2,927,290.64
LICENSES & PERMITS	100.00	-	225.00	225.00	225.00%	(125.00)
FINES	80,000.00	-	8,110.09	15,605.88	19.51%	64,394.12
STATE FUNDS	1,257,205.00	-	127,778.08	128,277.88	10.20%	1,128,927.12
INV / SALE OF ASSETS	-	-	-	-	0.00%	0.00
USER FEES	182,802.00	-	15,406.90	29,446.88	16.11%	153,355.12
MISCELLANEOUS	424,800.00	-	51,517.46	91,186.19	21.47%	333,613.81
TOWERCOM LEASE	14,688.00	-	1,248.48	2,496.96	17.00%	12,191.04
ARPA - NEU FUNDS	-	-	-	-	0.00%	0.00
RESERVE FUND	114,638.00	962,200.00	-	-	0.00%	1,076,838.00
TRANSF TO CAP. IMPROVEM.	(505,000.00)	(771,800.00)	-	-	0.00%	(1,276,800.00)
TOTAL	\$ 4,985,033.00	\$ 190,400.00	\$ 423,613.00	\$ 755,748.15	14.60%	\$ 4,419,684.85

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

EXPENDITURES

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LEGISLATIVE	123,131.00	-	1,969.80	12,197.24	9.91%	110,933.76
TOWN MANAGER	338,229.00	8,800.00	26,031.36	61,848.23	17.82%	285,180.77
TOWN ATTORNEY	38,500.00	-	6,325.00	6,325.00	16.43%	32,175.00
FINANCE DEPARTMENT	395,625.00	-	30,583.79	66,401.73	16.78%	329,223.27
ELECTIONS	3,500.00	-	-	-	0.00%	3,500.00
POLICE DEPARTMENT	1,635,945.00	-	124,897.85	299,336.15	18.30%	1,336,608.85
FIRE AND RESCUE	56,341.00	-	40,000.00	40,000.00	71.00%	16,341.00
PUBLIC WORKS	1,411,331.00	181,600.00	105,166.20	221,894.05	13.93%	1,371,036.95
TRASH COLLECTION	233,663.00	-	17,688.96	37,093.78	15.87%	196,569.22
MUNICIPAL BUILDING	48,415.00	-	7,562.97	12,035.87	24.86%	36,379.13
DEPOT	16,000.00	-	455.19	455.19	2.84%	15,544.81
TRANSPORTATION SYSTEM	102,594.00	-	-	28,256.50	27.54%	74,337.50
PARKS AND GROUNDS	27,000.00	-	3,700.21	3,700.21	13.70%	23,299.79
COMMUNITY DEVELOPMENT	261,427.00	-	12,040.56	24,771.26	9.48%	236,655.74
NON-DEPT - DEBT & OTHER	293,332.00	-	54,112.33	239,531.31	81.66%	53,800.69
NON-DEPT - DONATIONS	-	-	-	-	0.00%	0.00
NON-DEPT - CAPITAL	-	-	-	-	0.00%	0.00
TOTAL	\$ 4,985,033.00	\$ 190,400.00	\$ 430,534.22	\$ 1,053,846.52	20.36%	\$ 4,121,586.48

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

Town of Orange
Financial Statement
August, 2022
16.67% of Budget Year
General Fund - Capital Improvements

REVENUES

DESCRIPTION	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	505,000.00	762,000.00	-	-	0.00%	1,267,000.00
STATE FUNDS	-	-	-	-	0.00%	0.00
MISCELLANEOUS	-	-	-	-	0.00%	0.00
MADISON/MAIN STREET SIGNAL LIGHT	-	666,000.00	-	-	0.00%	666,000.00
TOTAL	\$ 505,000.00	\$ 1,428,000.00	\$ -	\$ -	0.00%	\$ 1,933,000.00

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

EXPENDITURES

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
ROAD PROJECTS	340,000.00	325,000.00	2,371.25	2,371.25	0.36%	662,628.75
MACHINERY & EQUIPMENT	145,000.00	92,000.00	-	84,790.56	35.78%	152,209.44
MADISON/MAIN STREET SIGNAL LIGHT	-	661,000.00	-	-	0.00%	661,000.00
COMPUTERS	20,000.00	-	4,694.50	5,118.50	25.59%	14,881.50
FIBER OPTICS BACKBONE (ARPA)	-	350,000.00	(64,125.00)	(64,125.00)	-18.32%	414,125.00
CELL TOWER	-	-	-	-	0.00%	0.00
TOTAL	\$ 505,000.00	\$ 1,428,000.00	\$ (57,059.25)	\$ 28,155.31	1.46%	\$ 1,904,844.69

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

Financial Statement
August, 2022
16.67% of Budget Year
Water Fund

REVENUES

DESCRIPTION	FY-2023 BUDGET		SALES MTD	SALES YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	-	-	-	-	0.00%	-
INV/ SALE OF ASSETS	5,000.00	-	-	-	0.00%	5,000.00
WATER SALES	1,345,255.00	-	123,710.17	249,365.31	18.54%	1,095,889.69
WATER AVAILABILITY	156,000.00	-	9,000.00	13,500.00	8.65%	142,500.00
WATER RECONNECTIONS	20,000.00	-	1,750.00	4,200.00	21.00%	15,800.00
EXPENDITURE REFUNDS	-	-	-	-	0.00%	-
MISCELLANEOUS	41,500.00	-	1,912.23	3,153.57	7.60%	38,346.43
ARPA - NEU FUNDS	3,043,592.00	-	-	2,643,592.00	86.86%	400,000.00
RESERVE FUND	806,810.00	1,872,000.00	-	-	0.00%	2,678,810.00
TOTAL	\$ 5,418,157.00	\$ 1,872,000.00	\$ 136,372.40	\$ 2,913,810.88	39.97%	\$4,376,346.12

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

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
STANDPIPE REPLACEMENT PROJECT		1,804,000.00	92,625.00	92,625.00	5.13%	1,711,375.00
WATER/SEWER LINE PROJ.		-				-
WATER TREATMENT	948,769.00	-	106,749.42	184,744.38	19.47%	764,024.62
WATER DISTRIBUTION	304,515.00	68,000.00	51,625.99	76,366.73	20.50%	296,148.27
NON-DEPT - DEBT & OTHER	4,164,873.00	-	-	102,145.60	2.45%	4,062,727.40
TOTAL	\$ 5,418,157.00	\$ 1,872,000.00	\$251,000.41	\$ 455,881.71	6.25%	\$ 6,834,275.29

**Town of Orange
Financial Statement
August, 2022
16.67% of Budget Year
Sewer Fund**

REVENUES

DESCRIPTION	FY-2023 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LICENSES & PERMITS	-	-	-	-	0.00%	-
TRANSFER FROM GENERAL	-	9,800.00	-	-	0.00%	9,800.00
SEWER SALES	1,583,518.00	-	136,203.17	276,079.51	17.43%	1,307,438.49
SEWER AVAILABILITY FEES	641,160.00	-	36,990.00	36,990.00	5.77%	604,170.00
SEWER SALES - SLUDGE	60,000.00	-	3,165.43	9,018.40	15.03%	50,981.60
NUTRIENT CREDIT	4,500.00	-	-	8,519.15	189.31%	(4,019.15)
LEACHATE	100,000.00	-	304.43	37,403.38	37.40%	62,596.62
SEPTIC HAULING	52,000.00	-	1,561.28	1,794.16	3.45%	50,205.84
MISCELLANEOUS	2,000.00	-	1.65	2.75	0.14%	1,997.25
RESERVE FUND	(484,646.00)	-	-	-	0.00%	(484,646.00)
TOTAL	\$ 1,958,532.00	\$ 9,800.00	\$ 178,225.96	\$ 369,807.35	18.79%	\$ 1,598,524.65

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

EXPENDITURES

DEPARTMENT	FY-2023 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
SEWER TREATMENT	978,677.00	-	112,916.00	194,106.78	19.83%	784,570.22
SEWER COLLECTION	191,452.00	9,800.00	16,550.42	30,820.22	15.31%	170,431.78
NON-DEPT - DEBT & OTHER	788,403.00	-	-	135,276.42	17.16%	653,126.58
TOTAL	\$ 1,958,532.00	\$ 9,800.00	\$ 129,466.42	\$ 360,203.42	18.30%	\$ 1,608,128.58

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

BILLS AND CLAIMS

For the month August, 2022

**TOWN OF ORANGE
CHECK REGISTER**

AUGUST 1 - 31, 2022

Check #	Check Date	Vendor Name	PO #	Net Amount
1099	8/25/2022	PRO AUTO BODY INC.	23-00218	\$ 3,113.26
1100	8/25/2022	LOUISA COUNTY TREASURER	23-00219	582.56
8122	8/25/2022	ANTHEM BLUE CROSS & BLUE SHIELD	23-00211	60,779.00
8222	8/25/2022	TREASURER OF VIRGINIA	23-00212	49,284.74
8322	8/25/2022	EMPOWER RETIREMENT	23-00213	1,000.00
8422	8/25/2022	M&T BANK	23-00214	491.63
8522	8/25/2022	M&T BANK	23-00215	306.26
8622	8/25/2022	M&T BANK	23-00216	491.63
8722	8/25/2022	M&T BANK	23-00217	306.26
32657	8/2/2022	ACCESS TELECOM INC	23-00083	6,550.00
32658	8/2/2022	AMAZON CAPITAL SERVICES	23-00082	479.83
32659	8/2/2022	CENTRAL VIRGINIA ELECTRIC COOP	23-00085	175.02
32660	8/2/2022	AT&T MOBILITY	23-00084	1,208.44
32661	8/2/2022	CLEAR WATER, INC	23-00086	3,732.39
32662	8/2/2022	COECO OF CHARLOTTESVILLE	23-00087	609.83
32663	8/2/2022	COMCAST	23-00088	707.71
32664	8/2/2022	COMCAST	23-00089	700.31
32665	8/2/2022	DODSON, JEFF	23-00091	680.66
32666	8/2/2022	DOMINION ENERGY VIRGINIA	23-00090	28,004.58
32667	8/2/2022	ENVIROCOMPLIANCE LABORATORIES	23-00092	470.00
32668	8/2/2022	FAYE'S OFFICE SUPPLY	23-00093	1,019.29
32669	8/2/2022	HIGHWAY MOTORS	23-00094	1,560.08
32670	8/2/2022	CATHERINE B. LEA	23-00095	3,000.00
32670	8/2/2022	CATHERINE B. LEA	23-00107	3,000.00
32671	8/2/2022	LGA OF VA, INC	23-00096	325.00
32672	8/2/2022	MADISON FORD	23-00097	49.97
32673	8/2/2022	MATTHEW BENDER & CO., INC	23-00098	706.21
32674	8/2/2022	CLAYTON POPE & ASSOCIATES	23-00099	3,762.00
32675	8/2/2022	STEROBEN ASSOCIATES	23-00100	3,750.00
32676	8/2/2022	TENCARVA	23-00101	200.00
32677	8/2/2022	TOWN OF ORANGE	23-00102	2,999.86
32678	8/2/2022	TREASURER OF VIRGINIA-VRS	23-00105	9,886.68
32679	8/2/2022	UNIVAR SOLUTIONS	23-00103	5,634.00
32680	8/2/2022	OFFICE OF DRINKING WATER	23-00104	6,600.00
32681	8/2/2022	VUPS	23-00106	101.91
32682	8/9/2022	AMAZON CAPITAL SERVICES	23-00116	1,145.88
32683	8/9/2022	BANK OF AMERICA, NA	23-00117	157.40
32684	8/9/2022	TRUIST	23-00143	1,586.21
32685	8/9/2022	BMS DIRECT	23-00118	854.64

32686	8/9/2022	BOLTON PARTNERS, INC	23-00119	4,000.00
32687	8/9/2022	CHAMPIONSHIP POOL & SPAS	23-00120	2,568.00
32688	8/9/2022	CINTAS CORPORATION #385	23-00121	2,552.49
32689	8/9/2022	CSX TRANSPORTATION	23-00123	100.00
32690	8/9/2022	DMV	23-00115	900.00
32691	8/9/2022	ENVIROCOMPLIANCE LABORATORIES	23-00124	171.00
32692	8/9/2022	ENVIRONMENTAL SYSTEMS SERVICE	23-00127	150.00
32693	8/9/2022	EZ PERFORMANCE CENTER	23-00125	198.94
32694	8/9/2022	FISHER AUTO PARTS	23-00128	269.87
32695	8/9/2022	FORTILINE INC	23-00129	8,475.19
32696	8/9/2022	GALLS, LLC	23-00130	528.75
32697	8/9/2022	CORE & MAIN	23-00122	6,655.00
32698	8/9/2022	HIGHWAY MOTORS	23-00131	107.04
32699	8/9/2022	ID NETWORKS	23-00132	600.00
32700	8/9/2022	JAMES RIVER EQUIPMENT-FISHERSVILLE	23-00126	794.07
32701	8/9/2022	MASON INSURANCE AGENCY	23-00133	1,097.00
32702	8/9/2022	MATTHEW BENDER & CO., INC	23-00150	149.85
32703	8/9/2022	MICROSOFT	23-00134	3,574.00
32704	8/9/2022	MID-ATLANTIC WASTE SYSTEMS	23-00135	210.36
32705	8/9/2022	ORANGE MOTOR SPECIALTY	23-00136	27.24
32706	8/9/2022	ORANGE TIRE INC	23-00137	1,074.00
32707	8/9/2022	CLAYTON POPE & ASSOCIATES	23-00138	384.00
32708	8/9/2022	RAPPAHANOCK REGIONAL CRIMINAL	23-00139	143.97
32709	8/9/2022	RENTEQUIP	23-00140	2,734.00
32710	8/9/2022	SCHAEFFER MFG. COMPANY	23-00141	435.84
32711	8/9/2022	TENCARVA	23-00142	52.33
32712	8/9/2022	BERRY, HEATHER	23-00108	110.38
32713	8/9/2022	PORTER, MATTHEW	23-00109	114.59
32714	8/9/2022	VACORP	23-00144	156.96
32715	8/9/2022	VERIZON	23-00145	1,515.15
32716	8/9/2022	VIRGINIA BUSINESS SYSTEMS	23-00146	158.31
32717	8/9/2022	VIRGINIA EQUIPMENT DISTRIBUTOR	23-00147	450.00
32718	8/9/2022	WAYNE OXYGEN & WELDING SUPPLY	23-00149	29.76
32719	8/9/2022	CHEWNING, WENDY	23-00148	90.00
32721	8/16/2022	ARTS CENTER OF ORANGE	23-00152	4,475.00
32722	8/16/2022	CCP, INDUSTRIES	23-00156	189.91
32723	8/16/2022	CRYSTAL SPRINGS	23-00157	7.50
32724	8/16/2022	DIGITAL RIVER, INC	23-00159	1,120.50
32725	8/16/2022	ENVIROCOMPLIANCE LABORATORIES	23-00158	940.00
32726	8/16/2022	FEREBEE-JOHNSON CO., INC	23-00160	316.28
32727	8/16/2022	FIDELITY POWER SYSTEMS	23-00161	1,816.65
32728	8/16/2022	HACH COMPANY	23-00162	1,520.31
32729	8/16/2022	JAMES MADISON MEMORIAL FOUNDATION	23-00151	7,500.00
32730	8/16/2022	MASON INSURANCE AGENCY	23-00163	16.00
32731	8/16/2022	MCMASTER-CARR SUPPLY CO.	23-00164	289.44
32732	8/16/2022	ORANGE CO EDUCATION FOUNDATION	23-00154	4,000.00
32733	8/16/2022	OCPR FOUNDATION	23-00155	1,500.00

32734	8/16/2022	ORANGE FAMILY PHYSICIANS	23-00166	40.00
32735	8/16/2022	ORANGE COUNTY LANDFILL	23-00165	7,091.24
32736	8/16/2022	ORANGE MADISON COOP	23-00167	279.90
32737	8/16/2022	ORANGE ROTARY CLUB	23-00153	1,700.00
32738	8/16/2022	PIEDMONT POWER	23-00168	62.50
32739	8/16/2022	RENTEQUIP	23-00169	104.00
32740	8/16/2022	SEDWICK	23-00170	640.17
32741	8/16/2022	SOUTHERN STATES	23-00171	18,256.75
32742	8/16/2022	TENCARVA	23-00172	781.80
32743	8/16/2022	TRACTOR SUPPLY CREDIT PLAN	23-00173	350.13
32744	8/16/2022	RATHBURN, TAMMY	23-00110	37.65
32745	8/16/2022	HOSKINS, JOSHUA	23-00111	40.45
32746	8/16/2022	ROSALES, ANNE	23-00112	70.42
32747	8/16/2022	LEWIS, SUE	23-00113	98.67
32748	8/16/2022	UNIVAR SOLUTIONS	23-00174	1,227.25
32749	8/16/2022	USABUEBOOK	23-00175	214.36
32750	8/23/2022	ACCESS TELECOM INC	23-00176	8,800.00
32751	8/23/2022	ADT SECURITY SERVICES	23-00177	112.61
32752	8/23/2022	AFLAC	23-00178	1,368.74
32753	8/23/2022	BAKER, DWIGHT	23-00180	32.68
32754	8/23/2022	BEACON HILL KENNEL	23-00182	150.00
32755	8/23/2022	BMS DIRECT	23-00181	3,000.00
32756	8/23/2022	AT&T MOBILITY	23-00179	815.75
32757	8/23/2022	COMCAST	23-00183	719.71
32758	8/23/2022	COMCAST	23-00184	406.72
32759	8/23/2022	DORSETT CONTROLS	23-00187	1,276.70
32760	8/23/2022	DIX, JR JAMES A	23-00186	11,161.18
32761	8/23/2022	ENVIROCOMPLIANCE LABORATORIES	23-00188	470.00
32762	8/23/2022	HIGHWAY MOTORS	23-00189	75.47
32763	8/23/2022	JOE LENIG	23-00190	450.00
32764	8/23/2022	LACY'S FLORIST	23-00191	90.00
32765	8/23/2022	LIBERTY PROCESS EQUIPMENT	23-00192	4,912.00
32766	8/23/2022	LOU'S GLOVES INC.	23-00193	201.00
32767	8/23/2022	MADISON FORD	23-00194	210.35
32768	8/23/2022	MASON INSURANCE AGENCY	23-00195	4,275.10
32769	8/23/2022	ORANGE FAMILY PHYSICIANS	23-00196	133.00
32770	8/23/2022	ORANGE VOLUNTEER FIRE CO., INC	23-00197	40,000.00
32771	8/23/2022	RINKER DESIGN ASSOCIATES, P.C.	23-00200	4,296.76
32772	8/23/2022	RESERVE ACCOUNT	23-00199	900.00
32773	8/23/2022	REYNOLDS	23-00210	13,315.95
32774	8/23/2022	DONALD B. RICE TIRE CO., INC	23-00201	642.48
32775	8/23/2022	RAPIDAN SERVICE AUTHORITY	23-00198	228.02
32776	8/23/2022	SHIFLETT, ETHAN	23-00202	95.00
32777	8/23/2022	TRANSAMERICA EMPLOYEE BENEFITS	23-00203	1,389.90
32778	8/23/2022	UNIVAR SOLUTIONS	23-00205	34,910.66
32779	8/23/2022	UPS	23-00206	84.96
32780	8/23/2022	USABUEBOOK	23-00207	262.15

32781	8/23/2022	COECO OFFICE SYSTEMS, INC	23-00185	22.34
32782	8/23/2022	VERSALIFT SOUTHEAST	23-00209	177.09
32783	8/23/2022	VRWA	23-00208	450.00
32784	8/23/2022	WW ASSOCIATES, INC	23-00204	28,500.00
32785	8/30/2022	ADT SECURITY SERVICES	23-00250	52.80
32786	8/30/2022	ATLANTIC PUMP & EQUIPMENT CO	23-00222	3,740.00
32787	8/30/2022	CCLS INCORPORATED	23-00224	23.92
32788	8/30/2022	CENTRAL VIRGINIA ELECTRIC COOP	23-00225	317.25
32789	8/30/2022	COMMONWEALTH ENGINEERING & SAL	23-00227	2,021.93
32790	8/30/2022	AT&T MOBILITY	23-00223	1,298.95
32791	8/30/2022	CIVICPLUS	23-00226	950.00
32792	8/30/2022	DEVERS, DANNY THOMAS &	23-00251	367.02
32793	8/30/2022	ENVIROCOMPLIANCE LABORATORIES	23-00229	795.00
32794	8/30/2022	ENVIRONMENTAL SYSTEMS SERVICE	23-00230	150.00
32795	8/30/2022	FASTENAL	23-00231	186.99
32796	8/30/2022	FORTILINE INC	23-00232	4,510.39
32797	8/30/2022	GALLS, LLC	23-00233	99.42
32798	8/30/2022	GRAINGER	23-00234	199.00
32799	8/30/2022	CORE & MAIN	23-00228	8,075.00
32800	8/30/2022	KORMAN SIGNS	23-00235	4,129.44
32801	8/30/2022	KUSTOM SIGNALS, INC	23-00252	238.00
32802	8/30/2022	MINNESOTA LIFE INSURANCE CO	23-00236	1,651.30
32803	8/30/2022	NIXON'S HEATING AND AIR	23-00237	610.58
32804	8/30/2022	NSI LAB SOLUTIONS	23-00238	253.00
32805	8/30/2022	ODB	23-00239	427.33
32806	8/30/2022	PAINT 'N' PAPER	23-00241	45.98
32807	8/30/2022	SHEENA PAYETTE	23-00240	117.21
32808	8/30/2022	CLAYTON POPE & ASSOCIATES	23-00242	1,848.00
32809	8/30/2022	QUALIFICATION TARGETS INC	23-00253	175.66
32810	8/30/2022	RENTEQUIP	23-00243	2,734.00
32811	8/30/2022	TENCARVA	23-00244	452.30
32812	8/30/2022	THORPE'S TREE SERVICE AND	23-00245	8,950.00
32813	8/30/2022	USABUEBOOK	23-00246	609.81
32814	8/30/2022	VIRGINIA TRACTOR	23-00247	70.72
32815	8/30/2022	CHEWNING, WENDY	23-00248	90.00
32816	8/30/2022	ZIMRI DM LLC	23-00249	895.74

\$ 511,301.27

UNFINISHED BUSINESS



UNFINISHED BUSINESS

September 19, 2022

AGENDA ITEM: 8A

**Consideration of negotiated Agreement between the Town of Orange and the Orange
Downtown Alliance.**

SUMMARY:

- Please see attached contract before Council for consideration.

Agreement
between
The Town of Orange, Virginia
and
The Orange Downtown Alliance

This agreement, effective the latest date of signature below, is made and entered into by and between the Town of Orange, Virginia (Town), a Virginia Municipal Corporation and the Orange Downtown Alliance (ODA), a nonprofit corporation (collectively, the "Parties").

WHEREAS Main Street America (MSA) is the nationally-recognized downtown revitalization program anchored by the National Main Street Center's Four Point Approach; and

WHEREAS, the Town of Orange is a designated Virginia Main Street Community, and a Nationally Accredited Main Street Community; and

WHEREAS the Town has established a Main Street District; and

WHEREAS the Main Street Program requires the maintenance of a public-private partnership between the Town and a private, non-profit organization in support of the Town's Main Street District; and

WHEREAS ODA is a private, non-profit 501(c)(3) corporation, located within the Main Street District and participates as a Virginia Main Street Designated Community Organization.

NOW THEREFORE, the parties agree as follows:

The ODA shall:

1. Operate according to the terms of the current Virginia Main Street Biennial Memorandum of Understanding Designated Community (MOU). Said MOU shall be attached to and become part of this Agreement as APPENDIX A, and shall be updated each time a new MOU is executed.
2. Maintain Accreditation as a National Mainstreet Community and provide Program Management.
 - a. Maintain Main Street certification and utilize MSA's project format and process and provide to the Town documentation of said certification.
3. Provide a quarterly written report to the Town Manager on the activities of the ODA, including financials, due on or before the 2nd Monday of October, January, April and July.
 - a. Develop and/or maintain the systems necessary to track and report as required by the Main Street Organization and or the Department of Housing and Community Development (DHCD). The ODA agrees to incorporate such data into its quarterly reports made to the Town Manager.
 - b. Participate in an annual review, attended by the Executive Director and members of its Board of Directors, with the Town Manager and members of the Town Council. Said review meetings will discuss the ongoing relationship between the

Parties, the ODA work plan, and other topics of interest to both parties. Additional review sessions may be called quarterly on request of the Town Council.

- c. Provide the Town Manager a list of all members of its Board of Directors a list of all Committee Chairs and a copy of its current Bylaws on or before June 30th of each year and shall update said documents, in writing, within thirty (30) days of any change thereto.
4. Conduct all operations in compliance with all statutes, ordinances, procedures and policies of the Commonwealth of Virginia and the Town of Orange. This conduct shall include the referral of any decisions or operations under the authority of the Town to the Town Manager or their designee. The ODA agrees to neither plan nor make any use of Town property or resources, including Town staff, without the prior, written approval of the Town Manager or their designee.
5. Meet with the Town Manager or their designee in order to develop such best practices guidance documentation as necessary to provide guidance to the ODA.
6. Designate a member of its board to act as liaison to the Town Manager or any designee assigned by the Town Manager with respect to the work to be performed under this Agreement.
7. Design and enact a campaign to recruit, coordinate, manage and maintain a corps of volunteers to assist in the work of the ODA with a goal of increasing the volunteer corps of the ODA by 25 %. A copy of the annual volunteer report prepared and submitted to the Department of Housing and Community Development shall be submitted to the Town Manager along with quarterly progress reports to be included in that submitted to the Town Manager, and/or any updates to said report which may be prepared or presented to any other organization or agency.
8. Design and enact a campaign to increase sponsorships of the ODA from businesses located within the Main Street District. Said campaign shall increase the number of sponsoring businesses within the Main Street District by 20.
9. Produce two (2) events designed to promote the Main Street District and support tourism and small business development.
 - a. Upon the request of the ODA, these events shall be the Halloween Walk Through Main Street event and the Holiday Village event.
 - i. Said events shall be designed to maximize foot traffic to the perimeters of the Main Street District, with a focus on the area between Short Street and Taylor Park.
 - ii. The ODA shall prepare and submit to the Town Manager a written plan and budget in advance of each event and provide a report after the event, which shall include sales and attendance numbers and vendor contact information.
 - iii. The ODA shall confer with the Town Manager or their designee regarding any promotion of said events. Said promotion(s) shall identify the Town of Orange as a sponsor of these two events.

The Town Shall:

1. Designate the Town Manager, or any designee assigned by the Town Manager, to act as its representative with respect to all work to be performed under this Agreement.
2. Not interfere with the ODA, as an independent non-profit organization with its own governing body, in its pursuit of other interests not in conflict with those listed herein and which preserve the goals of that organization.
3. Cooperate with the Town Manager or their designee in order to develop such best practices guidance documentation as necessary to provide guidance to the ODA.

Promotional Materials

ODA shall not conduct any marketing or branding which includes the Town without obtaining written authorization for said marketing or branding, for any promotions, branding and design which market the Town (including but not limited to campaign themes, materials and designs, written or electronic) from the Town Manager or their designee prior to production or release. The Parties understand that this agreement is not intended to exclude Town branding from such marketing or branding efforts, but instead to promote cooperative messaging from the Parties.

Matching Funds

As part of this agreement, where the ODA works with appropriate public agencies at local, state and federal levels to obtain necessary funding and leverages its 501(c)(3) status to receive grant awards and programs for projects within the Main Street District. And on such occasion that said grant awards and funding require matching cash funding, the Town will provide matching funds in an amount up to \$5,000.00 per instance up to a total amount of \$10,000.00 per year.

Any request for matching funds shall be made to the Town Manager in advance of any grant applications to which said funds would be applied. All supporting grant documentation must be provided at the time of the request to the Town Manager. Said funds will be released upon the award of the applied-for grant, the approval of the Town Manager and the receipt of any reports or other supporting documentation regarding each grant awarded.

Conduct

The parties covenant and agree each to the other that the conduct of each under this agreement, and the interpretation and enforcement of the provisions hereof, shall be characterized by good faith and fair dealings to ensure that the objectives of each party as set forth in this agreement and the attachments hereto may be achieved.

Best Practices

The parties acknowledge that certain actions undertaken under this agreement need to meet certain best practices criteria. As such, they agree, as indicated in paragraph (5) above, that it will be beneficial to develop certain memoranda as guidance. The Parties further acknowledge that while said memoranda cannot be fully inclusive by their very nature, and that such documentation shall not limit the definition of best practice, they shall endeavor to promote communication that will support the covenant of conduct and intent inherent to this agreement.

Time of Performance

The term of this agreement shall be from July 1, 2022 to June 30, 2023.

Compensation

The Town shall pay to the ODA a total of ~~\$70,000.00~~ ^{\$65,000.00 RKH} per year as compensation for the services provided under this agreement, which payment shall constitute full and complete compensation for such services as completed.

\$40,000.00 shall be provided for the achievement and maintenance of accreditation with the Main Street Program and administrative updates as indicated herein.

~~\$5,000~~ ^{RKH} ~~\$10,000.00~~ shall be provided for the production of the ~~Halloween Walk~~ ^{RKH} through Main Street and Holiday Village events.

\$20,000.00 shall be provided for the design and enactment of the campaigns to develop and maintain a volunteer workforce and to increase sponsorship of the ODA by businesses located within the Main Street District.

The compensation will be provided at the rate of \$17,500.00 at the end of the first quarter of the term of this agreement.

The compensation will be provided at the rate of \$17,500.00 at the end of the second quarter of the term of this agreement.

The compensation will be provided at the rate of \$17,500.00 at the end of the third quarter of the term of this agreement, provided that the ODA has initiated the campaigns to expand its cadre of volunteers and the sponsorships provided herein. If said campaigns are not initiated, the compensation will be provided at the rate of \$10,000.00 at the end of the third quarter of the term of this agreement.

The compensation will be provided at the rate of \$17,500.00 at the end of the fourth quarter of the term of this agreement, provided that the ODA has met the goals set herein for the campaigns to expand its cadre of volunteers and the sponsorships provided herein. If said campaigns are not initiated, the compensation will be provided at the rate of \$10,000.00 at the end of the fourth quarter of the term of this agreement.

Audit and Evaluation

Inasmuch as the funds to be provided to the ODA by the Town are public funds, the ODA agrees that it shall maintain books of account in accordance with Generally Accepted Accounting Principles (GAAP), together with all necessary documentation to support all expenditures. The records of the ODA, including payroll accounts and other records of disbursements and receipts, and other records relating to the performance of the activities herein specified, shall be made available for inspection to the Town Manager or his designee or to any Certified Public Accountant acting on behalf of the Town, upon request of the Town, in order to ascertain performance of the ODA under this Agreement. The ODA agrees to retain such records for not less than three (3) years.

Discrimination

In carrying the services under this Agreement, the ODA shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, sexual orientation, gender identity or disability. The ODA shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without to their race, color, religion, sex, age, national origin, sexual orientation, gender identity or disability. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship,

The ODA agrees and will undertake whatever affirmative measures are necessary so that no person shall be excluded from participation in, be denied the benefits or, or be subjected to discrimination under any program or activities funded in whole or in part with any of the funds made available to the ODA under the terms of this Agreement because of race, creed, color, religion, national origin, sex, age, degree of handicap, sexual orientation, gender identity or disability.

Termination of Agreement

If through any cause, the ODA shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the ODA shall violate any of the covenants, agreements or stipulations of this Agreement, the Town shall thereupon have the right to terminate this Agreement by giving written notice to the ODA of such failure, specifying the effective date thereof not less than thirty (30) days before dissolution.

Upon termination of this Agreement, the ODA shall return to the Town all unexpended funds and/or any funds utilized for purposes other than stated in this Agreement.

Assignability

The ODA shall not assign any interest in this Agreement without the prior written approval of the Town.

Severability

If any provision of this agreement or the application thereof to any person or circumstance shall be invalid, illegal or unenforceable to any extent, the remainder of this agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.

Force Majeure:

Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, incidences of terrorism, war or riots, labor strikes or civil disturbances, floods,

earthquakes, fire, explosions, epidemics, hurricanes, tornadoes, governmental actions and restrictions.

For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

Insurance

At the time of execution of this Agreement by the ODA, the ODA shall provide to Town copies of the ODA's insurance certificates showing compliance with the insurance requirements of Insurance Schedule D, included as Appendix D.

Notice

Notices pursuant to this Agreement may be given by postage-prepaid first-class mail or hand-delivered to the following contacts.

For the Town

Town Manager
Town of Orange, Virginia
119 Belleview Avenue
Orange, VA 22960

For the ODA

President
Orange Downtown Alliance
PO Box 283
Orange, VA 22960

Jurisdiction

The Orange County, Virginia Circuit Court shall have sole and exclusive jurisdiction over any dispute arising out of this agreement.

Appropriations

The obligations of the Town are contingent upon and subject to the appropriation of sufficient funds for the purpose of this agreement.

Enforceability

Failure of either Party to enforce any of the terms of this Agreement shall not be construed as a waiver of rights thereunder preventing the subsequent enforcement of such provisions or the recovery of damages for breach thereof.

Final and Entire Agreement

This agreement includes all of the terms of agreement between the Town of Orange, Virginia and the Orange Downtown Alliance and there are no other agreements, promises, inducements or understandings between the parties.

Town of Orange, Virginia

Signed: _____

Martha B. Roby, Mayor

Date: _____

Orange Downtown Alliance

Signed: _____


Robert Higginbotham, President

Date: _____

9/1/22

NEW BUSINESS



NEW BUSINESS SUMMARY
September 19, 2022

AGENDA ITEM: 9A

Consideration of Resolution (RES2023-02) adopting the RSA Water Rate at \$3.817 per 1,000 gallons beginning on October 1, 2022.

SUMMARY:

- Please see attached memorandum from the Director of Finance along with Resolution (RES2023-02) before Council for consideration adopting the RSA Water Rate at \$3.817 per 1,000 gallons on October 1, 2022.

MOTION FOR CONSIDERATION:

“I move that Town Council adopt Resolution (RES2023-02), as presented, adopting the RSA Water Rate at \$3.817 per 1,000 gallons on October 1, 2022.”



Town of Orange
Director of Finance's Office

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

MEMORANDUM

TO: Mayor and Council Members
FROM: Dianna Gomez, Director of Finance
DATE: September 14, 2022
SUBJECT: RSA Rate effective October 1, 2022

On September 1st of each year we must send RSA the proposed water rate for the year beginning October 1st. Due to issues related to COVID, this proposal went out on September 14th.

Attached is the data used to establish the new rate of \$3.817 per 1,000 gallons of water, for the year beginning October 1, 2022. The formula used to calculate this rate is contained in the water sale agreement with RSA. This year the rate increased by \$0.405 (from \$3.412 to \$3.817), primarily due to the fact that our overall cost increased by \$135,880, while the Finished Water increased by 4,443,000 gallons.

The main reason for the cost variance between FY 2021 and FY 2022 are as follows:

- Salaries: Increased cost of \$17,647 due to raises
- Backwash Sludge Treatment: Net increased cost of \$23,292
- Repairs/Maintenance – Machinery Equipment: Increased cost \$21,278
- Chemicals: Increased cost of \$48,516
- 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"

TOWN OF ORANGE
CALCULATION OF RSA RATE
EFFECTIVE as of October 1, 2022

Salaries	276,562.78
Overtime	5,599.80
FICA/Medicare	20,724.92
Retirement	43,237.93
Health Insurance	66,963.00
Life Insurance	3,431.82
Workers' Compensation	7,278.66
Professional Services - Medical	-
Professional Services	3,732.14
VPDES Permit Fees	-
Repair/Maintenance - Computer Equipment	-
Repair/Maintenance - Machinery/Equipment	43,231.87
Repair/Maintenance - Buildings/Grounds	1,424.16
Repair/Maintenance - Vehicles	-
Misc. Contractual Services	800.00
RWSB Inspection & Maintenance	105.32
Maintenance Service Contracts - Calibration	3,950.00
Advertising	-
VDH - Waterworks Tech Ass't	6,600.00
Electric Service	112,644.90
Heating Fuel, Fuel Oil	11,447.76
Backwash Sludge Treatment	104,294.01
Backwash Sludge Adjustment	(20,858.80)
Postage, Federal Express	367.11
Telephones, Cell Phones, Paging	2,820.12
Internet Services	2,223.74
Travel, Conventions, Meetings	729.00
Dues & Memberships	495.00
Office Supplies	1,062.16
Safety Equipment	60.00
Lab Supplies	5,703.60
Janitorial Supplies	736.00
Building Grounds Maintenance (By Town)	-
Vehicle, Equipment Fuel	1,308.35
Uniforms, Shop Rages, Towels	19,732.68
Operating Supplies	3,397.39
Repair/Maint. Vehicles (By Town)	-
Repair/Maint. Mach/Equip (By Town)	2,633.07
Tools	-
Chemicals	162,586.29
Vehicle Insurance	1,156.00
Machinery & Equipment - Non-Capital	1,051.74
Office Furniture, Fixtures - Non-Capital	249.98
Miscellaneous	696.00
100% O/M	898,178.50
15% Administrative cost	134,726.77
Depreciation	110,518.99
Unit cost	1,143,424.26
5.00%	57,171.21
105% O/M	1,200,595.47
Total gallons - finished water pumped	314,544,000
Cost per 1,000 gallons	3.817

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
Rate 2013 - \$ 2.915



RESOLUTION – RES2023-02

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, 2022 and ending September 30, 2023, shall be \$3.817 per 1,000 gallons.

Given this under my hand, after necessary approval of the Town Council, this the 19th day of September, 2022.

Martha B. Roby, Mayor

ATTEST:

Wendy J. Chewning, MMC, Town Clerk



NEW BUSINESS SUMMARY
Monday, September 19, 2022

AGENDA ITEM: 9B

Consideration of appointment of Rita Carroll of 171 Landon Lane to the Town's Planning Commission with a term to expire June 30, 2026.

SUMMARY:

- Please see attached application from Ms. Carroll wishing to be appointed to the Town's Planning Commission with a term to expire June 30, 2026.
- The Town currently has a vacancy on the Planning Commission due to the resignation of Charles Lovell.

MOTION:

"I move that Town Council appointment Ms. Rita Carroll to the Town's Planning Commission with a term to expire June 30, 2026."



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

119 Belleview Avenue, Orange Virginia 22960 - 1401
Phone: (540) 672-5005 Fax: (540) 672-4435
Email - townclerk@townoforangeva.org

**APPLICATION TO SERVE ON TOWN BOARDS, COMMISSIONS, AND
COMMITTEES**

1. Name: Rita Carroll Home Phone: 540 497-1387
2. Home Address: 171 Landon Lane, Orange, VA 22960
3. Business: The Farm In Orange Business Phone: 540 497-1387
4. Business Address: 171 Landon Lane, Orange VA 22960
5. Resume of Education and Experience: Over 35 years starting software companies, created business plans, hired and ran federal divisions in compliance with federal business requirements. I own and run a small saffron farm in Orange Virginia. Familiar with all aspects of planning.
(Please use additional sheets or submit resume if you prefer).
6. Are you a registered voter? Yes ☒ No ☐
7. Are you a resident of the Town? Yes ☒ No ☐
8. Do you hold a public office? Yes ☐ No ☒
9. Do you serve on a Town Board at present? Yes ☐ No ☒

10. PLEASE CHECK THE BOARDS YOU ARE INTERESTED IN SERVING ON:

- | | |
|------------------------------|-------------------------------------|
| Board of Zoning Appeals | ☐ |
| Planning Commission | ☒ |
| Technical Advisory Committee | ☐ |
| Financial Advisory Committee | ☐ |

11. How do you feel your experience has qualified you for service on this Board?
I have developed business plans, financial plans, marketing plans, agricultural plans. I am well versed in federal and state requirements and feel that I would be a helpful addition to the commission.
12. Would you consider serving on another Board other than the one(s) you selected above?
Yes ☒ No ☐

Signature:  Date: August 24, 2022

Please submit completed applications to: Wendy J. Chewning, CMC, Town Clerk
119 Belleview Avenue
Orange, Virginia 22960

Note: If you have any questions on the above, please call the Town Clerk's Office or contact any of your Town Council members.



Town of Orange, Virginia

Town Council Package

NEW BUSINESS SUMMARY

Monday, September 19, 2022

AGENDA ITEM: 9C

Consideration of possible re-configuration of South Madison Road.

SUMMARY:

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



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

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

Email – townplanner@townoforangeva.org

MEMORANDUM

TO: Mayor Roby and Town Council Members

FROM: John G. Cooley, Director of Community Development

DATE: 9-14-2022

SUBJECT: Possible Reconfiguration of South Madison Road

South Madison Road was constructed in the early 1970's by the Virginia Department of Transportation in an attempt to mitigate issues with larger vehicles and tractor trailers navigating downtown Orange. Currently, South Madison Road is 52 feet wide. This 52 feet is made up of four (4) twelve (12) foot wide lanes and a two (2) foot wide gutter pans on both sides of the street. This was a normal design for new roads in the 1960s and 1970s, more pavement equals better roads.

What more recent research suggest is that more pavement does not always equate to better roads. Studies have been undertaken which show that in Urban areas narrower pavement widths can be safer as the narrow lanes slow down traffic. Narrower lanes also decrease the exposure and crossing distance for pedestrians at intersections and mid-block crossing.

Staff has contacted VDOT personnel about this potential project. VDOT's initial response is that the idea has merit and staff will be meeting with VDOT personnel on September 27 to discuss the idea of a Road Diet project for South Madison Road between Main Street and Caroline Street. A road diet changes roadway usage by replacing some of the typical traffic lanes to make space for other uses like bicycle lanes, sidewalks, or parking. A Road Diet project could include any number of different design elements, including but not limited to:

- A. Lane width reduction
- B. Lane removal
- C. Bus stops
- D. Bike lanes
- E. Medians
- F. On street parking
- G. Wider/more pedestrian areas
- H. Placemaking items like vegetation, illumination and other aesthetic treatments

If this project moves forward staff would be looking to create a task order for one of our on-call engineers to work with us to design the project.

A aerial photo showing the location of the potential project is attached.



TOWN ATTORNEY REPORT

Town Attorney Report
(August 9 to September 12, 2022)

1. Meetings: Attended the August Town Council meeting and planning commission meeting.
2. Economic Development: conferred with staff and councilmembers re ODA contract negotiations and changes, drafted possible interim agreement, ODA invoice submission rejection, conferred with staff re issues with County right of way agreement and franchises.
3. Projects: Conference with Court Clerk, drafted, completed and filed motion and orders re standpipe lot.
4. Zoning: Reviewed and conferred with Town planner re fencing issues, zoning ordinance language and interpretation. Conference and background work re zoning ordinance updates. Conducted research on request re stormwater issues and liabilities, contract and procurement matters and interpretation.
5. Personnel Issues: conferred with staff regarding personnel issues and county intersection issues.
6. FOIA Requests: drafted FOIA responses/discussion with staff.
7. Police Department: Conferred with chief re personnel issues, pending case in OGD Court.
8. Conferences: attended webinar re FOIA changes and interpretation.

Attorney-Client Communication/Attorney Work Product, do not distribute.

POLICE DEPARTMENT REPORTS



**Town of Orange
Police Department**

Kiline D. Madison, Chief of Police

249 Blue Ridge Drive

Orange, Virginia 22960 - 1616

Phone: (540) 672-1491 Fax: (540) 672-0162

Email - kmadison@townoforangeva.org

LEADERSHIP INTEGRITY SERVICE TEAMWORK



AUGUST 2022

ISSUE 219

EVENTS/PUBLIC RELATIONS

Aug 31: Sgt. Chris Norvelle is our nominee for the annual MADD (Mothers Against Drunk Driving) award. He had the most DUI arrests for the fiscal year of 21-22 with ten (10) arrests.

TRAINING

Aug. 15-30: Sgt. Lester has been taking on-line classes for in-service credits.

Aug-22

CRIMINAL ACTIVITY	TOTALS
(Total Number of Arrests)	
Assaults	
Auto Theft	
Bad Checks	
Burglary/B&E	
Contributing to Delinquency	
Destruction of Property	
Disorderly Conduct	2
Domestic Complaints	2
Drunk In Public	1
Larceny: Grand/Petit	2
Murder/Rape	
Narcotics/Drugs	2
Robbery	
Shoplifting	3
Trepassing Notices Served	3
Vandalism	
Weapons Violations	
Other Violations	4

TRAFFIC ACTIVITY	TOTALS
Accidents - Reportable	2
Accidents - Non-Reportable	3
Motorist Assist	0
TRAFFIC SUMMONS	TOTALS
Other Categories	52
Speeding	49
Total Violations	101
Warnings given	73

ORANGE POLICE DEPARTMENT

MONTHLY REPORT

STATISTICS

AUGUST 2022

CALLS FOR SERVICE AND CRIME

The Police Dept. made 71 criminal and traffic arrests for the month of August 2022 compared to 66 in August 2021.

The Police Dept. answered 317 Calls for service for the month of August 2022 compared to 358 in August 2021.

PUBLIC WORKS REPORT

Town of Orange

Public Works

August 2022 Report

Street Division

- Townwide street sweeping
- Cleaned Taylor Park Fountain & Depot Fountain
- Collected trash both sides of town after holiday – used 2 trucks and 2 crews
- Mowed Rt 20S, 15N & 20N, Rt 15S, Spicers Mill Rd., North Street, Miller Rd., Lindsay Dr., facilities, parks & bypasses, retention ponds, sewer ROW
- Mowed & weed eaten banks on Daily Dr.
- Mowed Veteran's Park
- Sprayed & weed eaten grass in sidewalks – main corridors and west side of town
- Collected brush & sticks from Veteran's Park
- Replaced light bulbs in 4 town owned streetlights
- Contractor hired for removing fallen trees, limbs & dead trees on Town right of ways & town owned properties. Locations included Red Hill Rd., parking lot beside PD, Chatter Island, Glebe Rd., Kirkwall Rd., and Veteran's Park
- Removed 150th Anniversary celebration banners & hung normal banners
- Replaced bulbs in town owned streetlights on Byrd Street
- Removed fallen trees/debris from ROW – Spicers Mill Rd
- Asst. Director of Public Works worked with Town Clerk on grass/weed issues townwide – violation letters were issued
- Townwide brush collection from storm debris – collected 25 loads
- Worked at PD clearing over-grown area near officer parking – safety issues
- Met with contractor for new homes on S Almond for driveway, water/sewer installs

Water Distribution

- Checked several water meters for leaks at various locations
- Checked several meters for no usage or low usage or repairs
- Turned on water for several customer (s)
- Turned off water several customer (s)
- Flushed several water lines at various locations
- Performed town wide exception reports and service orders
- Performed monthly cut off list
- Performed monthly water testing
- Replaced meter box & cleaned up area from service line leak on Little Skyline Drive
- Repaired ¾" leak on little Skyline – line broken by Dominion installing pole
- Repaired leaking 2" galvanized line on Alder Ln (Little Skyline area)
- Repaired leaking brass water connection on Glebe Road

Wastewater Collection

- Performed daily checkups and routine maintenance on all pump stations
- Cleaned bar screens and dipped trash on all pump stations
- Cleaned sewer lines at various locations
- Checked/cleaned sewer lines at various locations
- Unstopped sewer lateral on Newton St & Tiger fuel

Vehicle Maintenance

- Serviced 4 vehicles
- Inspected 12 several vehicles
- Replaced 6 rear tires & repaired wiring to backup beeper on trash truck 28
- Replaced loose wheel on police car 13-02
- Reinstalled track on remote mower
- Adjusted front wheel bearings & topped off oil on mower 31
- Removed battery box & disconnected batteries on 410G backhoe for welding repair
- Reinstalled left tract and replaced blown fuse on remote mower. Also installed track shims
- Replaced hydraulic hose on truck 28
- Freed stuck pin on 410G backhoe bucket, replaced leaking hydraulic oil level gauge & replaced alternator and charged batteries
- Replaced door sticker on truck 36
- Resealed antennas & changed PTU fluid in police car 18-01
- Reset computer & road tested police Mitsubishi
- Replaced headlights & running lights in police car 14-01
- Replaced 4 tires on police car 15-01
- Replaced pin bolt in excavator
- Replaced fuel filter in water plants mower
- Sharpened blades on mower 31

Other Items

Miss Utility Tickets

- Performed 83 Miss Utility Tickets & inspections

Robertson Fountain

- Replaced trash pump at Robertson Fountain & cleaned system

Macon Rd Water Tank

- Discussed options for installing mixing system with engineer

Town of Orange

Public Works

August 2022 Report

Street Division

- Townwide street sweeping
- Cleaned Taylor Park Fountain & Depot Fountain
- Collected trash both sides of town after holiday – used 2 trucks and 2 crews
- Mowed Rt 20S, 15N & 20N, Rt 15S, Spicers Mill Rd., North Street, Miller Rd., Lindsay Dr., facilities, parks & bypasses, retention ponds, sewer ROW
- Mowed & weed eaten banks on Daily Dr.
- Mowed Veteran's Park
- Sprayed & weed eaten grass in sidewalks – main corridors and west side of town
- Collected brush & sticks from Veteran's Park
- Replaced light bulbs in 4 town owned streetlights
- Contractor hired for removing fallen trees, limbs & dead trees on Town right of ways & town owned properties. Locations included Red Hill Rd., parking lot beside PD, Chatter Island, Glebe Rd., Kirkwall Rd., and Veteran's Park
- Removed 150th Anniversary celebration banners & hung normal banners
- Replaced bulbs in town owned streetlights on Byrd Street
- Removed fallen trees/debris from ROW – Spicers Mill Rd
- Asst. Director of Public Works worked with Town Clerk on grass/weed issues townwide – violation letters were issued
- Townwide brush collection from storm debris – collected 25 loads
- Worked at PD clearing over-grown area near officer parking – safety issues
- Met with contractor for new homes on S Almond for driveway, water/sewer installs

Water Distribution

- Checked several water meters for leaks at various locations
- Checked several meters for no usage or low usage or repairs
- Turned on water for several customer (s)
- Turned off water several customer (s)
- Flushed several water lines at various locations
- Performed town wide exception reports and service orders
- Performed monthly cut off list
- Performed monthly water testing
- Replaced meter box & cleaned up area from service line leak on Little Skyline Drive
- Repaired ¾" leak on little Skyline – line broken by Dominion installing pole
- Repaired leaking 2" galvanized line on Alder Ln (Little Skyline area)
- Repaired leaking brass water connection on Glebe Road

Wastewater Collection

- Performed daily checkups and routine maintenance on all pump stations
- Cleaned bar screens and dipped trash on all pump stations
- Cleaned sewer lines at various locations
- Checked/cleaned sewer lines at various locations
- Unstopped sewer lateral on Newton St & Tiger fuel

Vehicle Maintenance

- Serviced 4 vehicles
- Inspected 12 several vehicles
- Replaced 6 rear tires & repaired wiring to backup beeper on trash truck 28
- Replaced loose wheel on police car 13-02
- Reinstalled track on remote mower
- Adjusted front wheel bearings & topped off oil on mower 31
- Removed battery box & disconnected batteries on 410G backhoe for welding repair
- Reinstalled left tract and replaced blown fuse on remote mower. Also installed track shims
- Replaced hydraulic hose on truck 28
- Freed stuck pin on 410G backhoe bucket, replaced leaking hydraulic oil level gauge & replaced alternator and charged batteries
- Replaced door sticker on truck 36
- Resealed antennas & changed PTU fluid in police car 18-01
- Reset computer & road tested police Mitsubishi
- Replaced headlights & running lights in police car 14-01
- Replaced 4 tires on police car 15-01
- Replaced pin bolt in excavator
- Replaced fuel filter in water plants mower
- Sharpened blades on mower 31

Other Items

Miss Utility Tickets

- Performed 83 Miss Utility Tickets & inspections

Robertson Fountain

- Replaced trash pump at Robertson Fountain & cleaned system

Macon Rd Water Tank

- Discussed options for installing mixing system with engineer

WATER TREATMENT PLANT REPORTS

**Town of Orange Water Plant
Production Data
August-22**

Raw Water Pumped 32,732,000.00

Less water used in production		
Filter Backwash	546,057.00	
Filter Rewash	283,200.00	
House Water	1,139,186.36	
Flocculation water	1,051,556.64	
Total production water	3,020,000.00	

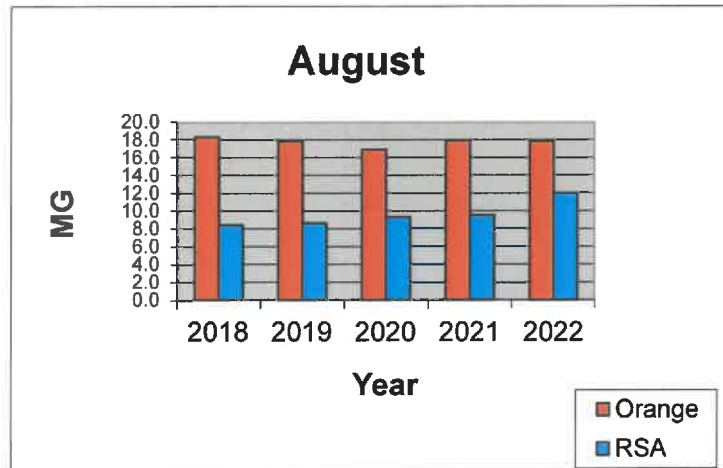
Finished Water Pumped 29,712,000.00

	Usage	
Town of Orange	17,760.00	60%
Rapidan Service Authority	11,952.00	40%
Total	29,712.00	

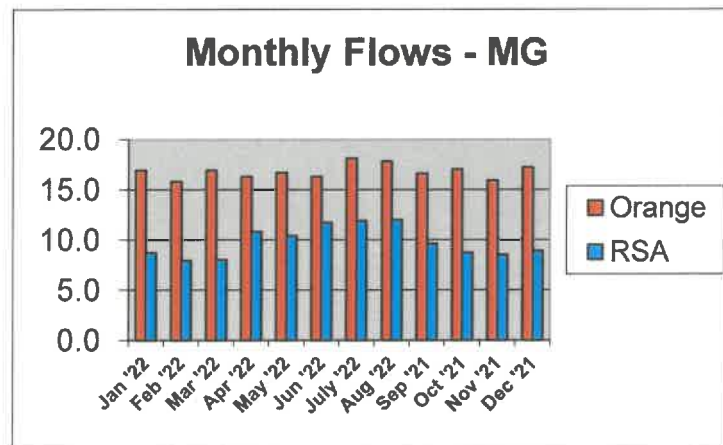
Average Water per Day

Town of Orange	572,903
Rapidan Service Authority	385,548

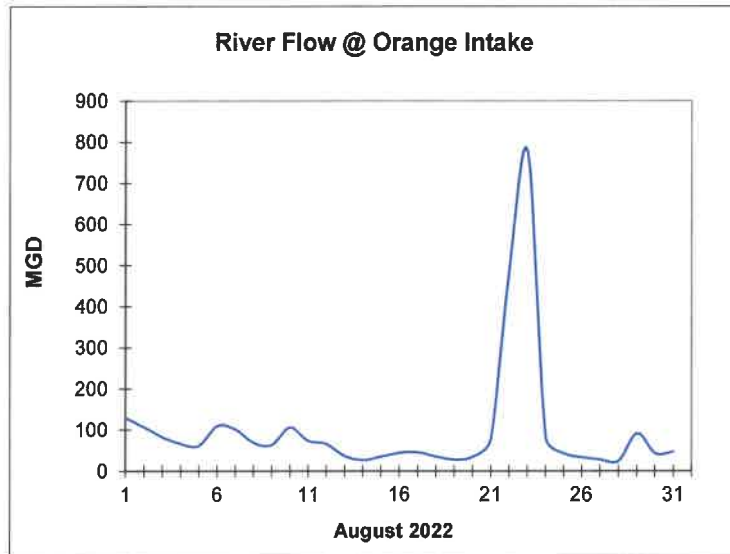
	August Flows	
	Orange	RSA
2018	18.3	8.4
2019	17.8	8.6
2020	16.9	9.3
2021	17.9	9.5
2022	17.8	12.0



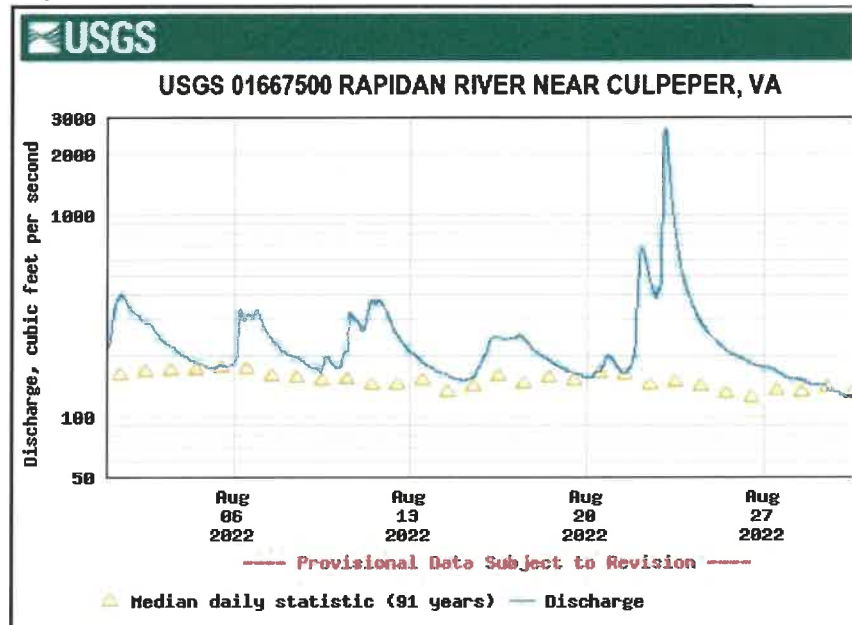
	Monthly Flows - MG	
	Orange	RSA
Jan '22	16.9	8.7
Feb '22	15.8	7.9
Mar '22	16.9	8
Apr '22	16.3	10.8
May '22	16.7	10.4
Jun '22	16.3	11.7
July '22	18.1	11.9
Aug '22	17.8	12.0
Sep '21	16.6	9.6
Oct '21	17.0	8.7
Nov '21	15.9	8.5
Dec '21	17.2	8.9



August Day	River Flow	
	Orange Intake	Culpeper Gage
	Flow/mgd	Flow cf/s
1	129	400
2	106	329
3	82	253
4	66	204
5	61	189
6	110	340
7	101	314
8	68	211
9	63	196
10	106	329
11	74	228
12	66	204
13	36	112
14	26	82
15	35	107
16	45	138
17	46	141
18	35	109
19	28	87
20	35	107
21	79	245
22	494	1530
23	776	2400
24	80	249
25	44	135
26	33	102
27	28	87
28	25	76
29	92	285
30	43	132
31	48	147

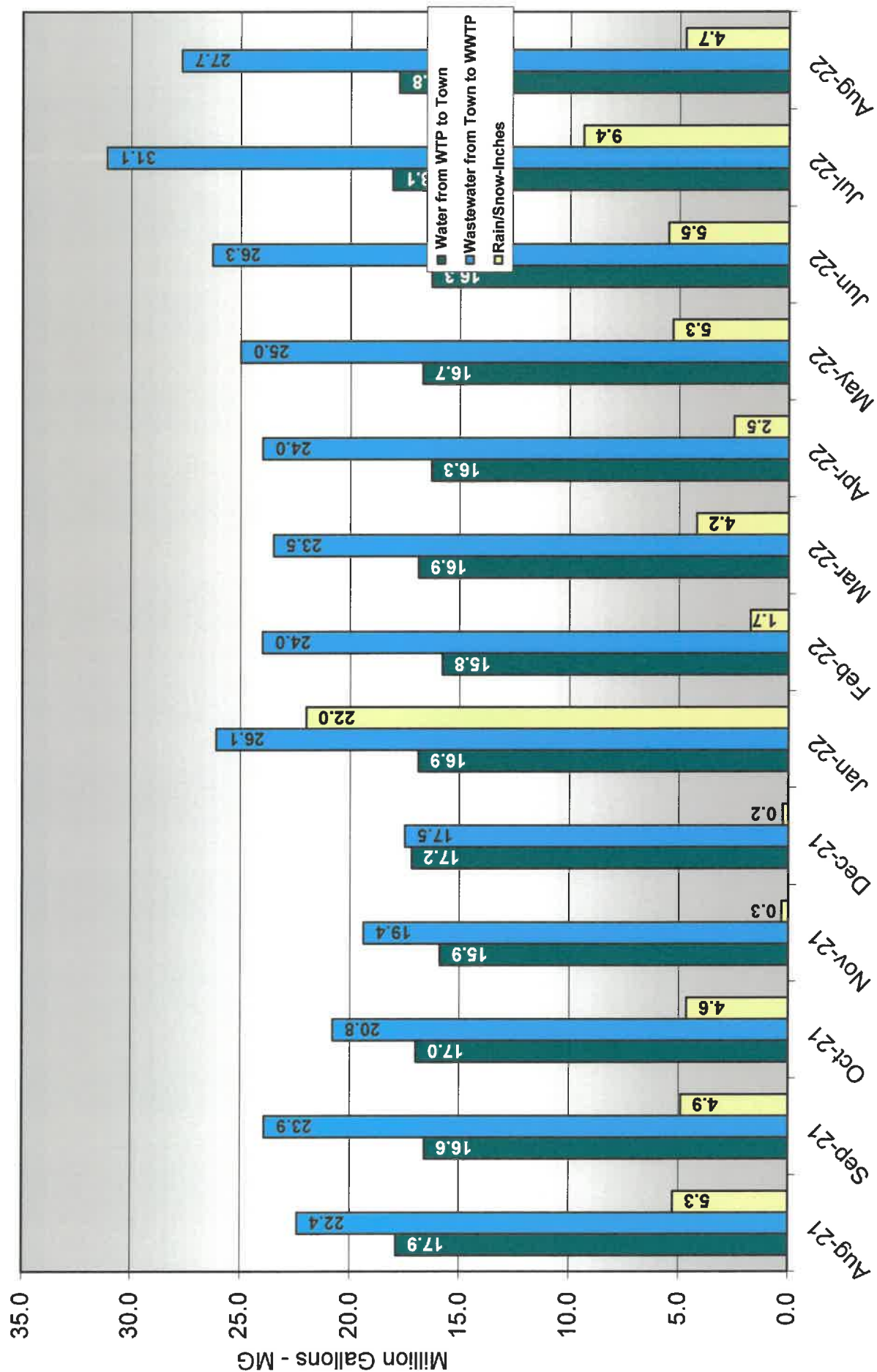


August, 2022

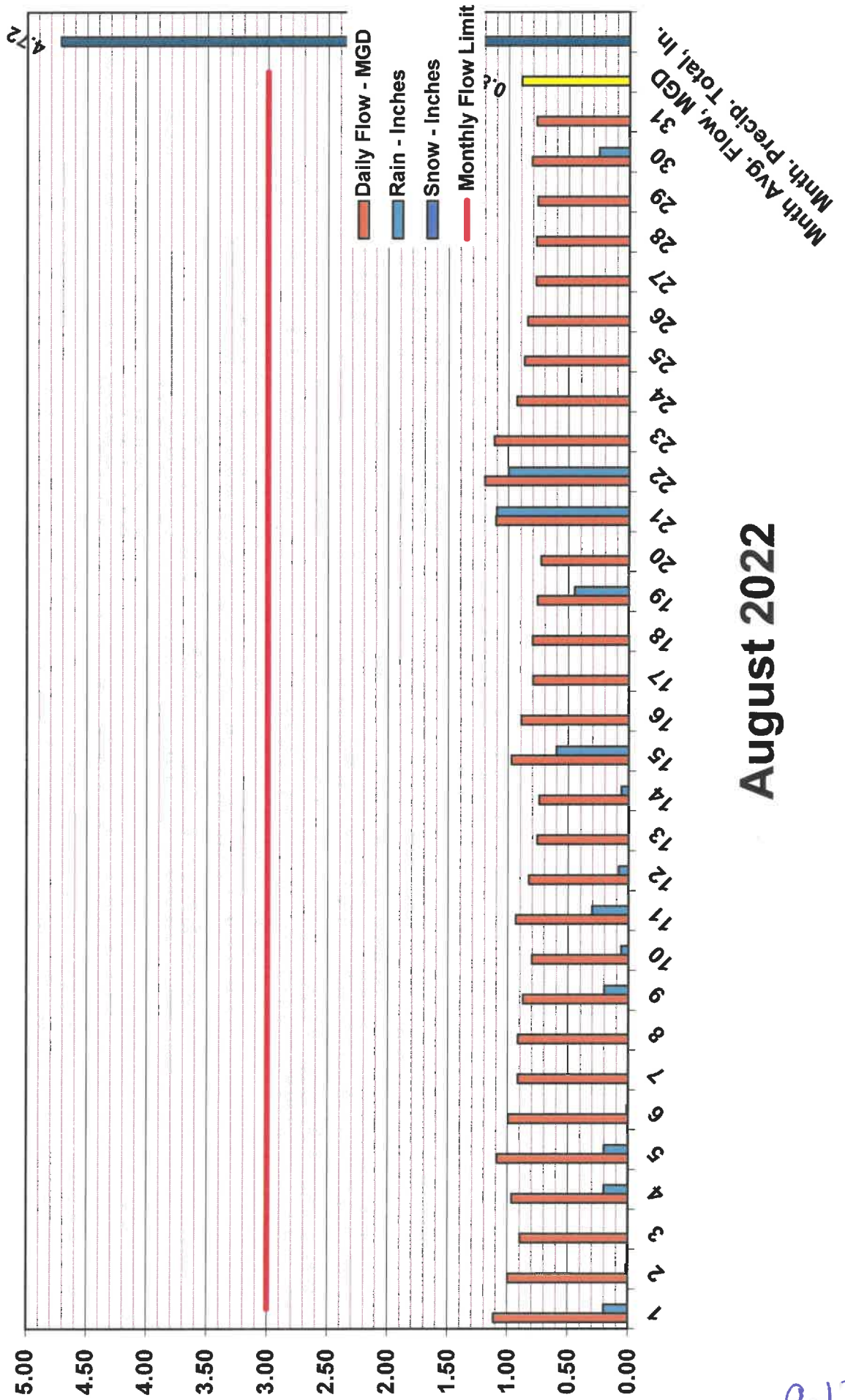


WASTEWATER TREATMENT PLANT REPORTS

Town Water Produced & Wastewater Flow - MG



Town of Orange WWTP I & I Monthly Report Total Flow - 27,721 MG



August 2022

PLANNING AND ZONING

Wendy Chewning

From: John Cooley
Sent: Tuesday, September 13, 2022 10:10 AM
To: Wendy Chewning
Subject: TC Monthly Report

Wendy,
Please see this month's TC report below:

Community Development: Updates from John G. Cooley, Director of Community Development.

Graham Cemetery – Staff is working with a trustee of the Graham Cemetery to document burial plots owned by the Town. The Town purchased 13 burial plots in 1965 to move those interred in a private cemetery located by the former Leggett's Department store. Eleven (11) bodies interred were moved to Graham Cemetery.

Dominion Energy Propane Facility Renovation – Dominion Energy has submitted a site plan for their property located at 13000 James Madison Highway. Staff has sent comments to Dominion and is waiting on comments from VDOT and Culpeper Soil and Water Conservation Service. The Planning Commission will look at the site plan a second time at their September 26 regular meeting is reviewing the documents.

Arts Center of Orange Mural Project – Two new mural locations have been reviewed by the Planning Commission with both locations being deemed appropriate for the larger size murals.

129 May Fray Avenue – The second violation letter has been returned as undelivered. The Orange County Building Official has said he is will be speaking to the County Attorney about this matter.

Round Hill Meadows Site Plan: The house on Lot 1 has been completed and the sales office is open. Zoning permits have been issued for the following lots within the Round Hill Meadows development: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 24, 25, 26, 27 and 30. Earth moving on the roads for Phase 2 of the development has begun. Staff will contact the owner as no agreement, nor a bond is in place for the construction.

S. Almond Street – Availability fees have been paid on all four lots. Address have been assigned to the four house locations.

Town Fiber Backbone Project: Staff is currently reviewing available data sources to help determine potential grant funding opportunities for this project.

Marshall Heights Standpipe Replacement - 100% plans were submitted to the Town on 8-31-2022. According to the email, the plans were also submitted to VDH for their review. Staff has forwarded the documents to Public Works and Water Plant personnel.

ODA: No updates at this time

Charters of Freedom Setting: A local brick mason has provided a material and cost estimate to construct the “seat” wall on three sides of the installation site. The Steering Committee for this project is working on a fund raising letter.

Updating VDOT Road List in Town – This project was begun when it was discovered that VDOT personnel did not have information about what roads/right of way are under Town control due to the various boundary changes that have occurred (1992 to present). Boundary changes have been shown in a new GIS map. The VDOT personnel working on this project have been out of the office. Staff will be reaching out to discuss the next steps. Staff has requested information from VDOT regarding a digital version of the Urban Maintenance Inventory for the Town to use in this process.

Ongoing Projects:

Marshall Heights Standpipe Replacement – Please see comments above.

Water Plant Chemical Feed Building Design – VDH has approved the plans via letter to the Town Manager. The effective date of the approval is July 15, 2022.

Madison Road/Main Street Traffic Signal Replacement – Final plans have been submitted to the Town and to VDOT.

Madison Road/Spicers Mill Road Sidewalk and Pedestrian Crossing Signals – This project has been completed.

Spicers Mill Road Sidewalk – Due to numerous utility and right-of-way constraints, this item has been put on hold indefinitely.

Madison Road Storm Drainage Review – The surveyor has been released to begin surveying this project.

Old Town Lot (Paving, Stormwater, Lights, Fencing, Pavement Striping, Basketball Goals)– The surveyor has been released to begin surveying this project.

Boxley Lane\Maddox Drive to Red Hill Road Connecting Road – This project will be put on hold until the FY2024 budget.

Hilltop Drive Road Connection – The surveyors have been released to begin work on this project.

North Street Stop Sign Project – The engineer has submitted plans and documentation regarding proposed signage and pavement markings upgrades/changes for North Street.

Wastewater Treatment Plant Permit Required Testing – The engineer and the Chief Wastewater Plant Operator are coordinating the necessary work for this project. Testing is now scheduled for mid-October.

Employment Statistics:

- a. Virginia’s Seasonally Adjusted Unemployment decreased to 2.7% - <https://www.vec.virginia.gov/latest-release> [Updated documents as of 9-13-2022](#)
- b. Current Local Area Unemployment Statistics (LAUS) – Orange County’s unemployment decreased to 2.8%.
<https://viriniaworks.com/Local-Area-Unemployment-Statistics-LAUS> [Updated as of 9-13-2022](#)

Building Permits issued within the Town of Orange in the month of **August**:

0 building permits were issued and they were:

- Building permits will not be updated until the Office Manager returns from sick leave

Thanks,
John G. Cooley AICP, CZA
Director of Community Development
Town of Orange
119 Belleview Avenue
Orange, Virginia, 22960