

Woodstock Town Council Meeting Agenda
Tuesday, May 4, 2021
Municipal Office Council Chambers

This electronic meeting is being held pursuant to and in compliance with the emergency ordinance adopted by Town Council on April 1, 2020. Due to the Virginia Governor's limits on public gatherings and to encourage social distancing the public is strongly encouraged to not attend in person. The meeting will be available for interested citizens to view online at <https://www.townofwoodstockva.gov>. Public comments can be submitted in advance of the meeting to the Town Clerk via email at aaron.grisdale@townofwoodstockva.gov or by mail at 135 N. Main Street, Woodstock, Virginia 22664.

7:20 pm Public Hearing

The Woodstock Town Council will hold a Public Hearing to receive citizen comments regarding the proposed budget for the Town of Woodstock, Virginia, for Fiscal Year ending June 30, 2022.

7:30 pm Council Meeting

1. Call to Order
2. Pledge of Allegiance
3. Prayer
4. Meeting Minutes
 - a. *Action on the minutes from the Town Council meeting held on Tuesday, April 6, 2021*
 - b. *Action on the minutes from the Finance Committee meeting held on Monday, April 19, 2021*
 - c. *Action on the minutes from the Tourism and Economic Development Committee meeting held on Monday, April 19, 2021*
5. Visitors
 - a. *Woodstock Fire Department*
 - b. *Woodstock Rescue Squad*
6. Special Reports
 - a. *Woodstock Enhancement Committee*
7. Committees
 - a. *Water & Sewer Committee*

- b. Street Committee
- c. Finance Committee
 - i. Recommendation pertaining to write-offs of personal property and utility accounts in accordance with state law*
 - ii. Recommendation to amend the FY2021 budget pertaining to a Law Enforcement Assistance Grant*
 - iii. Recommendation to amend the FY2021 budget pertaining to utility expansion projects*
 - iv. Set Meeting Date*
- d. Personnel Committee
 - i. Set Meeting Date*
- e. Ordinance Committee
- f. Tourism & Economic Development
 - i. Set Meeting Date*
- g. Park Commission
- h. Planning Commission
 - i. Recommendation for FY2022-2026 Capital Improvement Plan*
- 8. Old Business
- 9. New Business
 - a. Resolution of Respect – Larry D. Bradford*
- 10. Town Manager’s Report
- 11. Mayor’s Report
- 12. Council Person Reports
- 13. Communications
 - a. Woodstock Pool Opens – May 29*
 - b. Kids ROC the Market – May 29 (9:00a – Noon)*
 - c. Memorial Day – May 31 (Town Offices Closed)*
- 14. Executive Session
- 15. Adjournment

Cc: Mayor
Town Council
Town Clerk
Town Attorney
Chief of Police
Department Heads
Planning Commission Chairman Keith Lantz
Supervisor Karl Roulston
Shenandoah County Chamber of Commerce
Woodstock Fire Department

Woodstock Rescue Squad
Woodstock Enhancement Committee Chair
Media

**PROPOSED BUDGET AND NOTICE
OF PUBLIC HEARING FOR THE
TOWN OF WOODSTOCK, VIRGINIA
FOR FISCAL YEAR ENDING JUNE 30, 2022**

GENERAL FUND BUDGET

	2020-2021	2021-2022
	Amended Budget	Proposed Budget
<u>Revenues</u>		
General Property Taxes	\$ 1,248,128.00	\$ 1,277,136.00
Other Local Taxes	2,691,762.00	3,105,061.00
Licenses, Permits and Privilege Fees	374,250.00	392,300.00
Fines and Forfeitures	28,300.00	28,300.00
Revenue From Use of Money and Property	51,750.00	10,592.00
Charges for Services	385,500.00	423,523.00
Miscellaneous	50,000.00	50,000.00
Intergovernmental	1,464,996.00	1,077,951.00
Sale-Land, Vehicles, Equipment, Buildings	0.00	7,500.00
Proceeds from Indebtedness	1,000,000.00	654,110.00
Transfers from Fund Balance	<u>442,000.00</u>	<u>562,808.00</u>
TOTAL REVENUES	\$ 7,736,686.00	\$ 7,589,281.00
<u>Expenditures</u>		
Legislative	\$ 87,170.00	\$ 88,782.00
General Government Administration	348,476.00	361,588.00
Financial Administration	483,435.00	495,896.00
Electoral Board	0.00	0.00
Public Safety	2,044,177.00	2,155,257.00
Public Works	1,855,035.00	1,942,014.00
Planning & Community Development	435,083.00	482,605.00
Parks and Recreation	327,205.00	346,233.00
Property Insurance / Service Charges	47,750.00	50,680.00
Contributions	496,000.00	558,500.00
Capital Outlay	1,177,861.00	857,256.00
Debt Service	237,969.00	250,470.00
Reserve for Capital	<u>196,525.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	\$ 7,736,686.00	\$ 7,589,281.00

PUBLIC UTILITIES FUND BUDGET

	2020-2021	2021-2022
	Amended Budget	Proposed Budget
<u>Revenues</u>		
Charges for Services	\$ 3,664,583.00	\$ 4,131,941.00
Availability Fees	50,000.00	50,000.00
Revenue from Use of Money and Property	43,125.00	6,900.00
Miscellaneous	2,000.00	2,000.00
Intergovernmental	0.00	52,435.00
Proceeds from Indebtedness	2,018,660.00	3,698,611.00
Other Financing Sources	<u>153,094.00</u>	<u>260,818.00</u>
TOTAL REVENUES	\$ 5,931,462.00	\$ 8,202,705.00
<u>Expenditures</u>		
Water Treatment Plant	\$ 739,918.00	\$ 743,217.00
Water Transmission and Distribution	305,784.00	316,376.00
Wastewater Treatment Plant	1,127,425.00	1,146,431.00
Sanitary Sewer Maintenance	260,284.00	270,276.00
Property Insurance / Service Charges	64,250.00	69,750.00
Capital Outlay	2,028,660.00	3,839,021.00
Debt Service	1,355,141.00	1,573,134.00
Reserve for Contingencies	0.00	0.00
Reserve for Capital	<u>50,000.00</u>	<u>244,500.00</u>
TOTAL EXPENDITURES	\$ 5,931,462.00	\$ 8,202,705.00
TOTAL BUDGET	\$ 13,668,148.00	\$ 15,791,986.00

Real property tax rate is \$0.16 per \$100 of assessed value. Personal property tax rate is \$0.90 per \$100 of assessed value. There are no proposed property tax increases in the fiscal year 2021-2022 proposed budget.

The General Fund requires the following refuse rate increases due to fee increases with the existing refuse service contract (existing contract expires June 30, 2023) and increased landfill tipping fees:

Residential Refuse Collection	\$13.74/unit per month (includes one 64 or 96 GAL cart)
Nonresidential Refuse Collection	\$13.74/unit per month (includes one 64 or 96 GAL cart)
Additional Cart	\$2.00/unit per month (per each add'l 64 or 96 GAL cart)

The Public Utilities Fund requires the following water rate increases:

Proposed Monthly Water Rate Increase

In Town Rates

	Meter Under 1”	Meter 1” & Over
First 2,500 gallons	\$1.50	\$1.50
Next 47,500 gallons	0.30 per 1,000	0.30 per 1,000
Next 50,000 gallons	0.30 per 1,000	0.30 per 1,000
Over 100,000 gallons	0.30 per 1,000	0.30 per 1,000

Out of Town Rates

	Meter Under 1”	Meter 1” & Over
First 2,500 gallons	\$3.00	\$3.00
Next 47,500 gallons	0.50 per 1,000	0.50 per 1,000
Next 50,000 gallons	0.50 per 1,000	0.50 per 1,000
Over 100,000 gallons	0.50 per 1,000	0.50 per 1,000

Proposed Monthly Water Rates

In Town Rates

	Meter Under 1”	Meter 1” & Over
First 2,500 gallons	\$28.67	\$31.40
Next 47,500 gallons	9.16 per 1,000	10.09 per 1,000
Next 50,000 gallons	8.90 per 1,000	9.68 per 1,000
Over 100,000 gallons	8.51 per 1,000	9.22 per 1,000

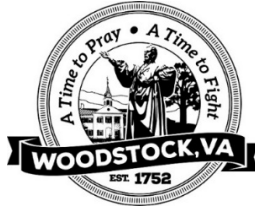
Out of Town Rates

	Meter Under 1”	Meter 1” & Over
First 2,500 gallons	\$37.70	\$41.67
Next 47,500 gallons	12.32 per 1,000	13.64 per 1,000
Next 50,000 gallons	11.83 per 1,000	13.00 per 1,000
Over 100,000 gallons	11.29 per 1,000	12.38 per 1,000

There are no proposed changes to the sewer rate schedules.

Public Hearing for comments on fiscal year 2021-2022 proposed budget to be held Tuesday, May 4, 2021 at 7:20 p.m. in the Woodstock Town Council Chambers.

Copies of the detailed proposed budget are available for inspection at the Woodstock Town Office, 135 North Main Street, Woodstock, Virginia 8:00 a.m. – 5:00 p.m., Monday through Friday or online at www.townofwoodstockva.gov/budget.



Memorandum

To: Aaron Grisdale, Town Manager
 From: Amy Dill, Director of Finance
 Date: April 13, 2021

Subject: Finance Committee Meeting Business – Write-Offs of Uncollected Personal Property Taxes and Utility Accounts

State Law requires that personal property tax amounts remaining due after five years be written off. In other words, we should be writing off balances that remain due from 2015. A summary of the uncollected personal property taxes is provided in the table below: In addition, there are real estate taxes from 2015 in the amount of \$713.88 that remain unpaid; however, the statute of limitations on real estate taxes is twenty years.

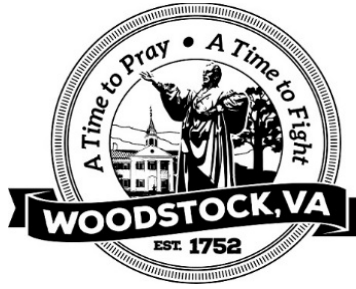
Also, there are a small number of utility accounts every year that prove to be uncollectible for a variety of reasons. Again, the data is summarized below:

FISCAL YEAR TO WRITE OFF	PERSONAL PROPERTY TAXES	% ORIGINAL LEVY	UTILITY ACCOUNTS	% ANNUAL BILLINGS
2015	\$5,585.03	0.45%	\$11,126.82	0.30%

For a historical perspective, I have listed below the amounts written off in previous years:

	FISCAL YEAR TO WRITE OFF	PERSONAL PROPERTY TAXES	% ORIGINAL LEVY	UTILITY ACCOUNTS	% ANNUAL BILLINGS
FY 2021	2015	\$5,585.03	0.45%	\$11,126.82	0.30%
FY 2020	2014	7,288.74	0.61%	10,013.47	0.29%
FY 2019	2013	5,425.51	0.46%	9,217.39	0.27%
FY 2018	2012	4,880.97	0.42%	7,230.18	0.23%
FY 2017	2011	4,896.66	0.42%	3,550.10	0.11%
FY 2016	2010	5,603.50	0.48%	6,650.57	0.24%
FY 2015	2009	5,525.25	0.46%	4,065.14	0.15%
FY 2015	2008	5,835.53	0.50%	4,030.22	0.17%
FY 2014	2007	6,736.42	*	4,337.79	0.22%
FY 2013	2006	3,353.71	*	2,190.61	0.13%
FY 2012	2005	4,072.91	*	1,109.42	0.07%

*Information is not available prior to fiscal year 2008 (per Annual Report)



RESOLUTION

GENERAL FUND

Revenues:

Law Enforcement Assistance Grant \$12,103.00
(60-3410-0610)

Total Revenue Increase: \$12,103.00

Expenditures:

Employee Appreciation - PD \$12,103.00
(10-4210-2800)

Total Expenditure Increase: \$12,103.00

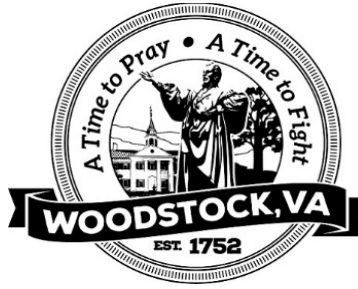
BE IT RESOLVED by the Town Council of Woodstock, Virginia, that the budget for the fiscal year 2020-2021 be, and hereby is, amended, and the Council does hereby make an appropriation of the funds as set forth herein for the fiscal year 2020-2021.

Adopted this 4th day of May 2021.

Mayor

ATTEST:

Clerk



RESOLUTION

PUBLIC UTILITIES FUND

Revenues:

Appropriated Connection Fees - CIP
(60-3410-0610) \$43,500.00

Total Revenue Increase: **\$43,500.00**

Expenditures:

Water Utility Extension Projects
(60-4910-6914) \$43,500.00

Total Expenditure Increase: **\$43,500.00**

BE IT RESOLVED by the Town Council of Woodstock, Virginia, that the budget for the fiscal year 2020-2021 be, and hereby is, amended, and the Council does hereby make an appropriation of the funds as set forth herein for the fiscal year 2020-2021.

Adopted this 4th day of May 2021.

Mayor

ATTEST:

Clerk

WOODSTOCK TOWN COUNCIL MEETING

April 6, 2021

The Woodstock Town Council held its regular meeting on Tuesday, April 6, 2021 at 7:30 pm in the Council Chambers of the Municipal Building. Present were Mayor McCleary; Vice Mayor Lambert; Council members Cross, Gutshall, Funkhouser, Haun, and Heishman; Aaron Grisdale, Town Manager. Attending electronically was Lemuel Hancock, Urban Designer | Neighborhood Planner and Jay Neal, Town Attorney. This meeting was held as an electronic meeting pursuant to and in compliance with the emergency ordinance adopted by Woodstock Town Council on April 1, 2020.

Mayor McCleary called the meeting to order at 7:30 pm, followed by the Pledge of Allegiance to the Flag and the prayer by Mr. Heishman.

MINUTES:

- i. Mr. Haun made a motion to approve the minutes from the Joint Public Hearing held on Tuesday, March 2, 2021. Mr. Funkhouser seconded the motion and it carried unanimously.
- ii. Mr. Funkhouser made a motion to approve the minutes from the Town Council meeting held on Tuesday, March 2, 2021. Ms. Lambert seconded the motion and it carried unanimously.
- iii. Ms. Cross made a motion to approve the minutes from the TED Committee meeting held on Monday, March 22, 2021. Ms. Lambert seconded the motion and it carried unanimously.
- iv. Ms. Lambert made a motion to approve the minutes from the Finance Committee meeting held on Monday, March 29, 2021. Mr. Funkhouser seconded the motion and it was carried unanimously.
- v. Mr. Funkhouser made a motion to approve the minutes from the Personnel Committee meeting held on Monday, March 29, 2021. Ms. Lambert seconded the motion and it carried unanimously.

HEAR FROM VISITORS:

- (1) Woodstock Fire Department: A report was provided Town Council from Woodstock Fire Department Chief Aaron Sigler. Chief Sigler provided an overview of the monthly call report. Later this month members of the Fire Department were scheduled to go out to Wisconsin to go over pre-construction with Pierce manufacturers. Chief Sigler was pleased to state that progress is moving along and they may take delivery of the new truck later this year. A grant has been awarded to the fire department for lock change over to electronic locks as well as the purchase of cleaning supplies.
- (2) Woodstock Rescue Squad: A report was sent to Mr. Grisdale just prior to the meeting which he read to the Council.
- (3) Resolution Establishing April 2021 as National Autism Awareness Month
Heather Jones Chairwoman of the Special Education Advisory Committee with Shenandoah County Public Schools shared statistics on Autism and the challenges facing families with a child that has been diagnosed with Autism.

Mayor McCleary asked the Clerk to read the resolution. Mr. Grisdale read the resolution.

Ms. Cross made a motion to approve the resolution. Ms. Gutshall seconded the motion.

Mayor McCleary called for a vote where the motion carried unanimously.

SPECIAL REPORTS:

- (1) Woodstock Enhancement Committee: Ms. Kate Grisdale, WE Chairwoman, introduced herself for this month's report. In March, Woodstock Enhancement members spring focus was on promoting small businesses, tourism/hospitality, urban design & 2021 events. Social media promotions with business buzzing in March featured businesses run by women. They featured Mary's Botanita's, Four Star Printing, Shenandoah Stuff and The Pantry at 117. Along with social media promotions they were able to get many of the women who run businesses in the town together for a photo in front of our LoveWorks. Ms. Mercer attended a hospitality roundtable hosted by Shenandoah County Tourism and Economic development department. Information from that meeting in March which helps enhancement connect with those outside of the town limits for broader promotion. Wayfinding signage continues to progress with Ms. Mercer and Mr. Hancock working with other town staff and VDOT in the preconstruction planning as well as installation of the single post directional signs followed by the gateway and municipal office signs. Ads have been placed with Bryce Mountain Courier regarding the towns 2021 upcoming events and new RAC cards have been ordered. First KidsRoc will be happening in late May. Ms. Grisdale also mentioned ArtFest in June and encouraged those who know any artists to apply to participate in the upcoming event.

COMMITTEES:

Water & Sewer Committee: Mr. Heishman stated that they have not had a meeting but he did want to make council aware there have been some water line breaks. Flushing of lines has been occurring and to be mindful of our town staff out working on those jobs.

Street Committee: No report.

Finance Committee: Ms. Lambert reported that the Finance Committee met on March 29th, 2021 and discussed the 2022 FY budget proposal. Presentation on the proposed budget was given by Mr. Grisdale on the General Fund, Public Utilities & CIP budgets. The CIP specifics for the general fund discussed were beginning the first phase of the Bike/Ped masterplan, a pocket park at 164 N Main St, replacement of the electronic sign board, a West Court St parking lot, Police Department emergency generator, PD server upgrade, public works dump truck replacement, PD vehicle replacement and support for the WFD engine replacement. Public utilities fund projects include WTP servicer upgrade, WWTP Membrane and SCADA system upgrade and water meter upgrades. While the committee agreed with most of the proposed projects, they did ask that Mr. Grisdale and staff review taking out the pocket park out of the budget and moving those funds to the refuse budget given that Waste Management is looking to increase fees. Ms. Lambert advised that the committee would like to avoid increasing taxes this year given that many are still trying to get back

on their feet from the financial issues caused by COVID. Ms. Lambert thanked Mr. Griddale, Ms. Dill and staff for their hard work. The next Finance Committee meeting has been set for Monday, April 19, 2021 at 5:30pm.

Personnel Committee: Mr. Funkhouser stated that the committee met in closed session on March 29, 2021 and nominated Ms. Mandy Helsley to fill the position of Town Clerk.

Mayor McCleary called for a vote where the motion carried unanimously.

Ordinance Committee: No report.

Tourism & Economic Development: Ms. Cross stated that the committee met on March 22, and have one recommendation:

- i. Recommendation for a Resolution to Support the Acquisition and Conversion of Out-Of-Service Railroad Right-of-Way to a Trail for Alternative Transportation and Recreation*

Mayor McCleary asked the Clerk to read the resolution. Ms. Helsley read the resolution.

Mr. Heishman made a motion to approve the resolution. Ms. Lambert seconded the motion and it carried unanimously:

Haun-Aye; Gutshall-Aye; Cross-Aye; Lambert-Aye; Funkhouser-Aye; Heishman-Aye

Ms. Cross set a meeting date for April 19, 2021 following the Finance Committee meeting.

Park Commission: No report.

Planning Commission: Mr. Lantz stated that the planning commission met on March 22nd and have recommended the first reading of an ordinance to rezone a portion of parcels of property totaling approximately .2138 acres from I-1 (Industrial District) to B-1 (Central Business District). The properties are located at 150 and 154 South Commerce Street.

- i. Ordinance to Amend the Code of the Town of Woodstock, Virginia, Amending the Zoning Map of Woodstock, Virginia.*

Ms. Gutshall made a motion for the first reading of the ordinance. Ms. Cross seconded the motion and it carried unanimously.

Mayor McCleary asked the Clerk to read the ordinance for rezoning. Ms. Helsley read the ordinance.

OLD BUSINESS: None.

NEW BUSINESS:

- i. Woodstock Town Council April 30, 2021, Arbor Day Proclamation*

Mayor McCleary asked the Clerk to read the Arbor Day Proclamation.

Ms. Helsley read the proclamation.

Mayor McCleary spoke about the program that the town has partnered with the Forestry department in past years in giving out tree saplings to the students at the high school as well as to anyone in the community interested in planting trees.

Ms. Gutshall asked about the possibility of including flower seedling packets as well.

Ms. Gustshall made a motion to approve the proclamation. Mr. Haun seconded the motion and it carried unanimously.

TOWN MANAGER'S REPORT: Mr. Grisdale stated that the FY2022 draft budget has been updated and posted to the town website. Work is continuing to be done on the CIP budget and staff will be presenting the draft for review and consideration to the Finance Committee prior to Council adoption in June. Mr. Grisdale advised that spring clean-up is occurring this week. Hydrant flushing is also taking place during night time ours to decrease any disruptions in service. Flushing of the hydrants helps to keep the hydrants free of deposits and ensures hydrants are free of mechanical issues. The police department continues to participate in the cadet core program in partnership with the Friends of the North Fork of the Shenandoah river. The program works with teens on Fridays at the Seven Bends State park to promote stewardship among diverse groups of teens. Mr. Grisdale noted that the police department will be at Walmart on Saturday, April 24th for drug take back program. They will take any unwanted or unused drugs from the community to be disposed of properly. Wayfinding signage preparations continue. The tree board will be meeting to coordinate plans for the Arbor Day celebration later this month. The sapling to be given out this year will be the serviceberry.

MAYOR'S REPORT:

Mayor McCleary stated that it was great to have all council members in person at the meeting. He expressed his hopes that with vaccinations being made available to more and more that we will soon get back to "normal". Mr. McCleary thanked Ms. Jones and Ms. Stetter for coming to the meeting this evening.

COUNCIL PERSON REPORTS:

- (1) Councilman Heishman acknowledged the challenges of the budget process especially in the last year given the COVID situation and the hard work done to minimize passing costs on the citizens of the town. Mr. Heishman expressed congratulations to Ms. Mercer and the birth of her new son. He welcomed Ms. Helsley to the Clerk position. Condolences were expressed for our PD officer Scott Miller and his family for the loss of his father.
- (2) Councilwoman Lambert echoed Mr. Heishman's gratitude to the staff working hard on the FY 2022 budget and CIP. Ms. Lambert also thanked Ms. Helsley for accepting the Clerk position.
- (3) Councilman Funkhouser stated his excitement for the town showing awakening signs of spring. He is excited to get back out on the streets of town and to explore the new state park now that is getting warm. He also thanked Ms. Helsley for her acceptance of the Clerk position. Councilman Funkhouser also noted that we should all be grateful to our first

responders. He spoke with a police officer not long ago and to hear some of his stories reminded him just how grateful we should be for their services.

- (4) Councilwoman Gutshall expressed thanks to Ms. Jones and Ms. Stetter for all their hard work in assisting the families and children dealing with special needs on a daily basis.
- (5) Councilwoman Cross expressed congratulations to Ms. Mercer and family on the arrival of baby Tristan. She expressed her condolences to Officer Miller on the passing of his father. Ms. Cross is excited to see school only 6 weeks from ending with hopes of a much better start in August. She is looking forward to many of the events that enhancement has planned in the town this coming summer.
- (6) Councilman Haun encouraged everyone to take advantage of this week's spring clean-up. He expressed his condolences to Officer Miller. He congratulated Ms. Mercer on the birth of her third son. Mr. Haun also thanked Ms. Helsley for accepting the Clerk position.

COMMUNICATIONS:

There being no further business, the meeting was adjourned at 7:48 pm.

Mayor

ATTEST:

Clerk

Finance Committee Meeting

April 19, 2021

On Monday, April 19, 2021 at 5:30 pm, the Finance Committee met in the Council Chambers of the Municipal Office. Present were Mayor McCleary, Vice Mayor Lambert, Council members Funkhouser, Heishman, Cross, and Haun; and Aaron Grisdale, Town Manager. Attending electronically were Amy Dill, Director of Finance. This meeting was conducted electronically pursuant to and in compliance with the emergency ordinance adopted by Woodstock Town Council on April 1, 2020.

Ms. Lambert called the meeting to order at 5:30 pm to discuss the following items:

Recommendation pertaining to write off of personal property and utility accounts

Mr. Grisdale provided an overview of the current 2015 outstanding personal property taxes and utility accounts. State Law requires that remaining balances older than five years should be written off.

Resolution was reviewed by committee members following Mr. Grisdale's overview.

Mr. Funkhouser made a motion that the Finance Committee recommend the resolution to Town Council for the write-offs in accordance with State Law. Motion was seconded by Ms. Cross and it carried unanimously.

Recommendation for the resolution pertaining to budget amendment-General Fund

Mr. Grisdale provided the committee with information regarding the Town receiving funds beyond the regular 599 aid to localities for recruitment and retention of qualified local police.

Mr. Heishman made a motion to recommend the resolution to Town Council for the amendment of the FY 2020-2021 Budget. Mr. Haun seconded the motion and it carried unanimously.

Recommendation for resolution pertaining to budget amendment – Public Utilities Fund

Mr. Grisdale requested the appropriation of funds in the amount of \$43,500 for a water line installation and fire flow improvement between West Locust Street and West Court Street. This is a pre-approved project by the Water & Sewer Committee with the understanding that the finance committee would be presenting Council with a budget amendment for this project.

Mr. Funkhouser made a motion to recommend the resolution to Town Council for the Public Utilities Fund amendment of the FY 2020-2021 budget. Mr. Heishman seconded the motion and it carried unanimously.

There being no further business the Finance Committee adjourned at 5:36 pm.

Finance Committee Chairwoman

ATTEST:

Clerk

TED Committee Meeting

April 19, 2021

On Monday, March 22, 2021 at 5:30 pm, the Tourism and Economic Development Committee met in the Council Chambers of the Municipal Office. Present were Mayor McCleary, Vice Mayor Lambert, Council members Cross, Funkhouser, Haun, and Heishman; and Aaron Grisdale, Town Manager; and Lemuel Hancock, Urban Designer | Neighborhood Planner. This meeting was conducted electronically pursuant to and in compliance with the emergency ordinance adopted by Woodstock Town Council on April 1, 2020.

Ms. Cross called the meeting to order at 5:36 pm to discuss the following items:

Conceptual municipal boundary line adjustment for property located in the vicinity of Hoover Road and Hisey Avenue

Ms. Cross requested background information on this request from Mr. Grisdale.

Mr. Grisdale provided an overview of the Riffie property located outside of the town limits. He advised that the potential purchasers and the developers they are working with, are looking to develop this parcel of land into a subdivision with approximately 120-lot single-family homes. They would prefer to have that land zoned in town limits to benefit from the public amenities.

Mr. Grisdale brought forth to the committee two important questions to be answered in regards to the boundary line adjustment request.

1. Should the town focus and prioritize development, infrastructure investment and future infrastructure obligations within the current municipal boundaries?
2. If Council is interested in expanding municipal boundaries, where within the Urban Growth Area should receive priority consideration upon property owner request to explore a friendly boundary line adjustment?

Mr. Grisdale continued that the committee sheet includes information showing that there are currently approximately 800 lots/units already approved for development within the town limits. Mr. Grisdale raised the question as to whether Council is interested in waiting to see how these existing developments build out or is the body interested in expanding the corporate boundaries of the Town.

The committee discussed the current infrastructure configurations and limitations in the southwest area of town, and the possible impacts on the infrastructure that this property's inclusion in town limits could bring. Many questions were unable to be answered regarding infrastructure and water/sewer feasibility due to the engineer working with the potential buys being absent from the meeting due to a family emergency. The committee reviewed a concept subdivision layout, and possible home renderings that were provided by the developers for consideration. Members of the committee remained open to the possibility of this area being brought into town, but asked for staff to continue to explore the background of this concept.

Mr. Funkhouser made a motion to not make any recommendation to the Council as of yet given many questions still need to be answered. Mr. Haun seconded the motion and it was unanimous.

There being no further business the TED Committee adjourned at 6:23 pm.

TED Committee Chairwoman

ATTEST:

Clerk