

Woodstock Town Council Meeting Agenda
Tuesday, November 5, 2019
Municipal Office Council Chambers

7:20 pm Public Hearing

In accordance with the requirements of Article VI, Division 1, Section 90-464 of the Code of the Town of Woodstock, Virginia, the Woodstock Town Council and Planning Commission will hold a joint Public Hearing in the Council Chambers of the Municipal Building on Tuesday, November 5, 2019, at 7:20 pm, to receive comments from the public regarding the request of Erin and William Rogers (Applicant), to operate a Bed and Breakfast by Special Use Permit. The property identified as tax map # 45A2 ((A)) 428, is located at 144 West Spring Street. Such a use requires a Special Use Permit in the High-Density Residential (R-3) District per the requirements of Section 90-154 (5) of the Code of the Town of Woodstock, Virginia.

7:25 pm Public Hearing

In accordance with the requirements of Article VI, Division 1, Section 90-464 of the Code of the Town of Woodstock, Virginia, the Woodstock Town Council and Planning Commission will hold a joint Public Hearing in the Council Chambers of the Municipal Building on Tuesday, November 5, 2019, at 7:25 pm, to receive comments from the public regarding the request of Erin and William Rogers (Applicant), to operate a Bed and Breakfast by Special Use Permit. The property identified as tax map # 45A5 ((A)) 64, is located at 225 South Water Street. Such a use requires a Special Use Permit in the Medium Density Residential (R-2) District per the requirements of Section 90-114 (3) of the Code of the Town of Woodstock, Virginia.

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, October 1, 2019.*
 - b. *Action on the minutes from the Street Committee meeting held on Wednesday, October 9, 2019.*
 - c. *Action on the minutes from the Finance Committee meeting held on Wednesday, October 9, 2019.*
5. Visitors
 - a. *Woodstock Fire Department*
 - b. *Woodstock Rescue Squad*
 - c. *Consideration of a resolution of recognition for Walton & Smoot Pharmacy, Woodstock Hotel Corporation, and the French Family*
 - d. *Consideration of a resolution of commendation for Officer Cole Brandon*
 - e. *Consideration of a resolution of commendation for Officer Daniel Dunivan*

6. Special Reports

- a. *Woodstock Enhancement Committee*
- b. *Rails to Trails Committee*

7. Committees

- a. Water & Sewer Committee
 - i. *Set meeting date*
- b. Street Committee
 - i. *Report*
 - ii. *Set meeting date*
- c. Finance Committee
- d. Personnel Committee
- e. Ordinance Committee
- f. Tourism & Economic Development
 - i. *Set meeting date*
- g. Park Commission
- h. Planning Commission

8. Old Business

9. New Business

10. Town Manager's Report

11. Mayor's Report

12. Council Person Reports

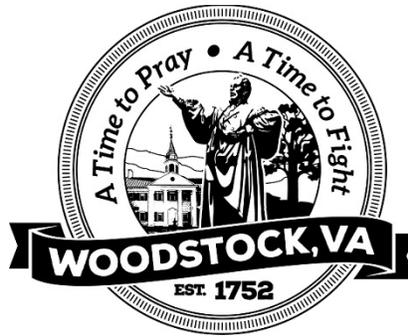
13. Communications

- a. *Veteran's Day, November 11, 2019 (Municipal Offices Closed)*
- b. *Thanksgiving Holiday, November 27-29, 2019 (Municipal Offices Closed)*
- c. *Light Up Woodstock, December 6, 2019 (5:30 pm)*

14. Executive Session – *Closed session in accordance with State Code Section 2.2-3711.3 of the Code of Virginia of 1950, as amended for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.*

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
Walton & Smoot Pharmacy | Woodstock Hotel Corporation
Officer Cole Brandon, WPD
Officer Daniel Dunivan, WPD
Media



**Citizens of Woodstock
NOTICE OF PUBLIC HEARING**

In accordance with the requirements of Article VI, Division 1, Section 90-464 of the Code of the Town of Woodstock, Virginia, the Woodstock Town Council and Planning Commission will hold a joint Public Hearing in the Council Chambers of the Municipal Building on Tuesday, November 5, 2019, at 7:20 pm, to receive comments from the public regarding the request of Erin and William Rogers (Applicant), to operate a Bed and Breakfast by Special Use Permit. The property identified as tax map # 45A2 ((A)) 428, is located at 144 West Spring Street. Such a use requires a Special Use Permit in the High Density Residential (R-3) per the requirements of Section 90-154 (5) of the Code of the Town of Woodstock, Virginia.

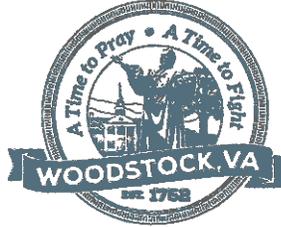
Further information on the above referenced public hearing is available at the Woodstock Town Office, 135 N. Main Street, Woodstock, 8:00 am - 5:00 pm Monday through Friday, 540-459-3621.

Kim Fravel, Clerk
Town of Woodstock

Keith R. Lantz, Chairman
Woodstock Planning Commission

*cc: Mayor
Town Manager
Town Council
Planning Commission
Town Attorney
Town Clerk
Media*

Town of Woodstock
135 North Main Street
Woodstock, VA 22664
(540) 459-3621



APPLICATION FOR SPECIAL USE PERMIT

1. Applicant(s) Name: William G. and Erin C. Rogers **Phone** 804-317-0461

Address: 144 W Spring St
Woodstock VA 22664

2. Present Owner (if other than above) Jeremy & Dragana McCleary **Phone** 540-325-1472

Address: 635 Cobb Ct
Woodstock VA 22664

3. This ownership is evidenced by deed from Dan Spring Eat LLC **recorded in deed book number** 1616 **on page** 232 **, registry of the County of Shenandoah.**

4. Location of Property (please be specific):
Southeast corner of intersection of West Spring Street and South Muhlenberg Street

5. Zoning classification R-1 R-3 **; tax map number** 45A2-A **parcel number** 428

6. Proposed use Bed and Breakfast, Air B&B, and venue for special events, such as weddings, holiday gatherings, or family-oriented celebrations

7. It is proposed that 3000 **square feet out of the total building square footage of** 3738 **will be utilized under this permit.**

-OR-

It is proposed that _____ **acres of total parcel of** _____ **acres be utilized under this permit.**

8. It is proposed that the following buildings or additions will be constructed N/A

9. Please list all individuals, firms or corporations owning property adjacent to both sides, rear, and in front of (across the street) the property.

- I. Name Sullivan, Nancy E (Estate of)
Address 124 W Spring St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 427

- II. Name Dritts, Kitty Lou
Address 106 W Spring St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 426

- III. Name Recourt, Peter and Irene
Address 236 S Muhlenberg St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 402

- IV. Name Dritts, Kitty Lou
Address 232 S Main St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 424

- V. Name Bauseman, W Clark
Address 228 S Main St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 423

- VI. Name Bauseman, Phillip C
Address 224 S Main St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 410

- VII. Name Hensley Associates Inc
Address 145 W Spring St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 431

- VIII. Name Michael, Ann E
Address 135 W Spring St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 430

- IX. Name Reynard, Sharon Lee
Address 125 W Spring St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 429

- X. Name Shenandoah National Bank
Address 115 W Spring St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 10

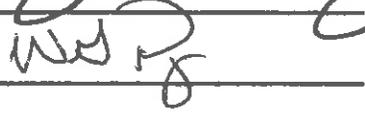
10. Additional comments, if any Additional adjoining properties included on attachment

11. Please attach a sketch or plans of the property indicating the following: proposed and/or existing structures on property, including measurements to all property lines.

**If applicable, provide detail on approval and contact information for activity by other governmental agencies.*

I (we), the undersigned, do hereby respectfully agree to comply with any conditions required by the Town Council of Woodstock, Virginia and authorize the Town of Woodstock to go upon the property for the purpose of making site inspections.

Signature of Owner 

Signature of Applicant 

Complete Mailing Address 2532 Zepp Rd
Mauertown VA 22644

Phone Number (804) 317-0461

FOR OFFICE USE ONLY

Public Hearing Date 5 Nov 2019

Planning Commission Recommendation of _____ (Date)

_____ Approval _____ Denial _____
Clerk Signature

Town Council Action of _____ (Date)

_____ Approval _____ Denial _____
Town Manager Signature

SPECIAL CONDITIONS:

Date received and fee collected by Town Treasurer's Office

10-15-19
Date

500.00
Fee Paid

MMH
Received By

Date Hearing Advertised 12 & 29 Oct 2019
Public Hearing Date 5 Nov 2019

Application for Special Use Permit (Continuation Sheet)

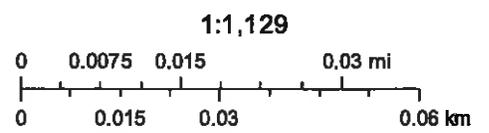
144 W Spring St

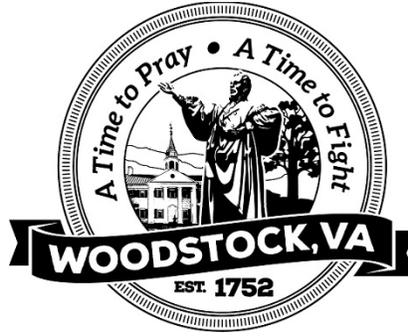
Applicants: William G. and Erin C. Rogers

- XI. Name Fuller, Ellen E (Trustee)
Address 232 S Muhlenberg St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 403
- XII. Name Dritts, Kitty Lou
Address 236 S Main St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 425
- XIII. Name Campbell, Johnie A
Address 220 S Muhlenberg St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 404
- XIV. Name Plaughter, Tracy A
Address 215 S Muhlenberg St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 409
- XV. Name Funkhouser, Jack A
Address 213 S Muhlenberg St Woodstock VA 22664
Tax Map Number 45A2- Parcel Number 408



September 19, 2019





**Citizens of Woodstock
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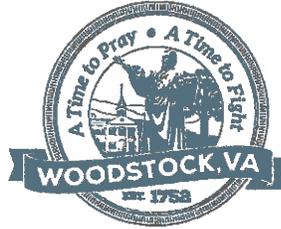
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Kim Fravel, Clerk
Town of Woodstock

Keith R. Lantz, Chairman
Woodstock Planning Commission

*cc: Mayor
Town Manager
Town Council
Planning Commission
Town Attorney
Town Clerk
Media*

Town of Woodstock
135 North Main Street
Woodstock, VA 22664
(540) 459-3621



APPLICATION FOR SPECIAL USE PERMIT

1. Applicant(s) Name: William G. and Erin C. Rogers Phone 804-317-0461

Address: 225 S Water St
Woodstock VA 22664

2. Present Owner (if other than above) (Same) Phone _____

Address: _____

3. This ownership is evidenced by deed from William Zirkle recorded in deed book number 2019 on page 2310, registry of the County of Shenandoah.

4. Location of Property (please be specific):

South Water Street between the intersections of southern ends of East High Street and East Court Street
(Note - Instrument number is used in lieu of Deed Book. Instrument Year = 2019. Instrument No. = 2310)
Also recorded in Plat Book 1712 Page 214

5. Zoning classification R-1 R-2; tax map number 45A5 parcel number 64

6. Proposed use Bed and Breakfast, Air B&B, and venue for special events, such as weddings, holiday gatherings, or family-oriented celebrations

7. It is proposed that 3000 square feet out of the total building square footage of 4117 will be utilized under this permit.

-OR-

It is proposed that 0.5 acres of total parcel of 5.032 acres be utilized under this permit.

8. It is proposed that the following buildings or additions will be constructed N/A

9. Please list all individuals, firms or corporations owning property adjacent to both sides, rear, and in front of (across the street) the property.

- I. Name Smith, George Brian
Address 136 S Water St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 287

- II. Name TBG Land Holdings, LLC
Address 132 S Water St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 286

- III. Name Smith, Dwight K
Address 128 S Water St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 285

- IV. Name Terry, Jeanette
Address 120 S Water St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 284

- V. Name SPF Properties LLC
Address 118 S Water St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 283

- VI. Name Lambert, Richard L.
Address 112 S Water St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 282

- VII. Name Shirkey, Henry L.
Address 227 S Main St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 104

- VIII. Name Lambert, Richard L.
Address 238 E Court St Woodstock VA 22664
Tax Map Number 45A2-A Parcel Number 276

- IX. Name Brill, Albert F.
Address 212 Cemetery Rd Woodstock VA 22664
Tax Map Number 45-A Parcel Number 160

- X. Name _____
Address _____
Tax Map Number _____ Parcel Number _____

10. Additional comments, if any Subject property previously owned by Zirkle, William W and Mary P,
recorded in Deed Book 1712, Page 214.

11. Please attach a sketch or plans of the property indicating the following: proposed and/or existing structures on property, including measurements to all property lines.

**If applicable, provide detail on approval and contact information for activity by other governmental agencies.*

I (we), the undersigned, do hereby respectfully agree to comply with any conditions required by the Town Council of Woodstock, Virginia and authorize the Town of Woodstock to go upon the property for the purpose of making site inspections

Signature of Owner WJP

Signature of Applicant _____

Complete Mailing Address 2532 Zepp Rd
Maurertown VA 22644

Phone Number (804) 317-0461

FOR OFFICE USE ONLY

Public Hearing Date _____

Planning Commission Recommendation of _____ (Date)

_____ Approval _____ Denial _____
Clerk Signature

Town Council Action of _____ (Date)
_____ Approval _____ Denial _____
Town Manager Signature

SPECIAL CONDITIONS:

Date received and fee collected by Town Treasurer's Office

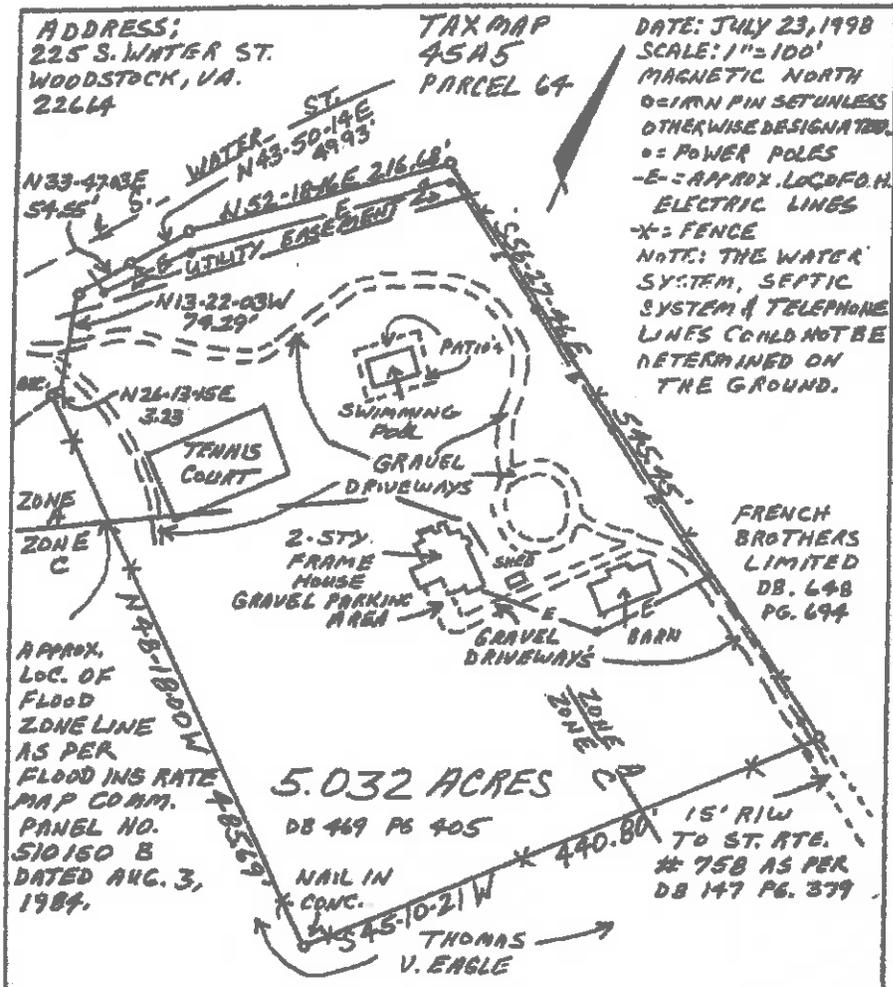
10-15-19
Date

500.00
Fee Paid

MMH
Received By

Date Hearing Advertised _____
Public Hearing Date _____

LINES 826 PAGE 405



**TITLE SURVEY OF
A 5.032 ACRE TRACT OF LAND
AND BEING THE LAND OF R. JOE ROGERS
AND JEAN B. ROGERS LOCATED IN THE TOWN
OF WOODSTOCK IN JOHNSTON MAGISTERIAL
DISTRICT, SHENANDOAH COUNTY, VIRGINIA.**

SHENANDOAH COUNTY, VA
The foregoing writing with certificate of acknowledgment thereon as received at the Clerk's Office of said County, examined to record and indexed. The taxes imposed by Sect. 58-64, (a) and (b), of the Code have been paid.
this 21st day of July, 1998
2:12 p.m. Alvin J. Bonds as



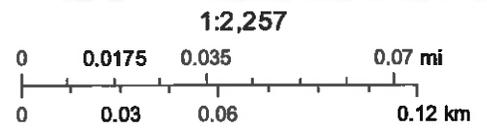
**I HEREBY CERTIFY THAT
ON JULY 23, 1998, I MADE
AN ACCURATE FIELD
SURVEY OF THE ABOVE
SHOWN PARCEL OF LAND.**

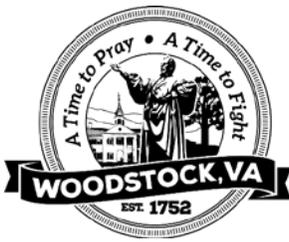
**SURVEYED BY:
CAMERON G. COPP
126 W. COURT ST.
WOODSTOCK, VA. 22664
PH. (540) 957-4045**

JOB NO. 4383



September 19, 2019





**RESOLUTION OF RESPECT – WALTON & SMOOT PHARMACY
113 YEARS OF SERVICE
TOWN OF WOODSTOCK, VIRGINIA**

WHEREAS, Mr. Clyde E. Walton and Dr. James H. Smoot purchased a drug store located on the first floor of a three-story building on the corner of Main Street and East Court Street; and

WHEREAS, Walton & Smoot Drug Store was established under that name and opened for business in that location following the purchase of Irwin's Drug Store in 1906, eventually moving to the west side of Main Street into a building located on Lawyer's Row; and

WHEREAS, Walton & Smoot was purchased by H.A. Moore and George W. Clower in 1935; and

WHEREAS, Mr. Clower's share of the business was purchased by Millson French, a graduate of Medical College of Virginia, in 1952 and Mr. French then became the sole owner thereafter; and

WHEREAS, Mr. Millson French moved the store to 109-111 South Main Street in 1962, formerly the site of the Woodstock Hotel; and

WHEREAS, Mr. Charles French graduated from University of Wyoming as a pharmacist in 1973 and worked with his father until Mr. Millson French retired in 1987; then Charles became co-owner; and

WHEREAS, Ms. Nancy Lambert Miller, Millson's granddaughter and Charles' niece, graduated from Shenandoah University as a pharmacist in 2008 and became a co-owner of the pharmacy in 2014; and

WHEREAS, Walton & Smoot operated from 1906 to 2019 (113 years), and for 67 years was owned and operated by the French Family.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Town Council of the Town of Woodstock

- (1) that Walton & Smoot has contributed to the community, meeting its social and medical needs in downtown Woodstock; and
- (2) that Walton & Smoot has served many faithful customers at their 1960s-era soda fountain, retail store, and pharmacy counter; and
- (3) that the owners of Walton & Smoot prioritized their long-time employees, customers, and the community above self; and
- (4) that the French Family and the Woodstock Hotel Corporation is to be commended for their past and future investment in Woodstock; and
- (5) that this resolution be made part of the minutes for this meeting and be presented to Mr. Charles & Ms. Deborah French, Ms. Nancy Lambert Miller, and the members of the Woodstock Hotel Corporation.

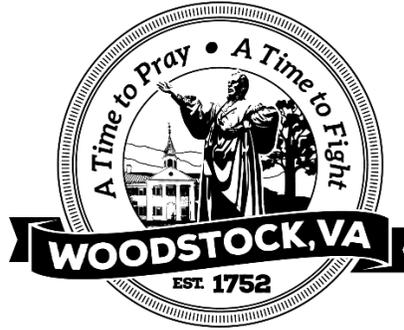
Dated this 5th day of November 2019.

Signed:

Jeremy D. McCleary, Mayor

ATTEST:

Kim Fravel, Clerk



RESOLUTION OF COMMENDATION

WHEREAS, It is incumbent upon the Town of Woodstock to recognize and acknowledge individuals who have made significant lifesaving actions; and

WHEREAS, It is the sense of this Town Council to recognize staff members who have taken prompt and heroic action during emergency situations, in their personal and professional time; and

WHEREAS, Mayor Jeremy D. McCleary and the Woodstock Town Council join the Woodstock Police Department in honoring Officer Cole Brandon for deploying a lifesaving Narcan dosage; and

WHEREAS, Officer Brandon was a first responder to an incident, saving a man's life on July 30, 2019, exactly one year after saving a man's life in 2018 with an AED.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Town Council of the Town of Woodstock

- (1) that this was an application of important lifesaving skills gained through training;
- (2) that this was an act of bravery to put service to others over self, as our law enforcement professionals exhibit every day;
- (3) that this resolution be made part of the minutes for this meeting, as well as an insert in the personnel file of Officer Brandon.

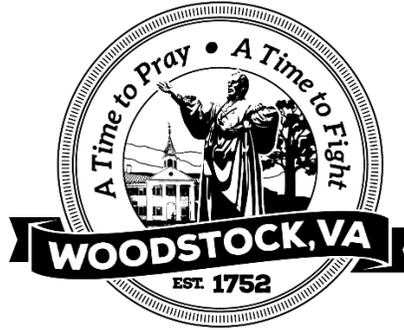
Dated this 5th day of November, 2019.

Signed:

Jeremy D. McCleary, Mayor

ATTEST:

Kim Fravel, Clerk



RESOLUTION OF COMMENDATION

WHEREAS, It is incumbent upon the Town of Woodstock to recognize and acknowledge individuals who have made significant lifesaving actions; and

WHEREAS, It is the sense of this Town Council to recognize staff members who have taken prompt and heroic action during emergency situations, in their personal and professional time; and

WHEREAS, Mayor Jeremy D. McCleary and the Woodstock Town Council join the Woodstock Police Department in honoring Officer Daniel Dunivan for deploying a lifesaving Narcan dosage; and

WHEREAS, Officer Dunivan was a first responder to an incident, saving a man's life on September 15, 2019.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Town Council of the Town of Woodstock

- (1) that this was an application of important lifesaving skills gained through training;
- (2) that this was an act of bravery to put service to others over self, as our law enforcement professionals exhibit every day;
- (3) that this resolution be made part of the minutes for this meeting, as well as an insert in the personnel file of Officer Dunivan.

Dated this 5th day of November, 2019.

Signed:

Jeremy D. McCleary, Mayor

ATTEST:

Kim Fravel, Clerk

WOODSTOCK TOWN COUNCIL MEETING

October 1, 2019

The Woodstock Town Council held its regular meeting on Tuesday, October 1, 2019 at 7:30 pm in the Council Chambers of the Municipal Building. Present were Mayor McCleary; Vice Mayor Lambert; Council Members Heishman, Funkhouser, Cross, Gutshall, and Haun; Angela Clem, Town Manager; and Jay Neal, Town Attorney.

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:

- a. Ms. Gutshall made a motion to approve the minutes from the Town Council meeting held on Tuesday, September 3, 2019. Mr. Funkhouser seconded the motion and it carried unanimously.
- b. Ms. Gutshall made a motion to approve the minutes from the Street Committee meeting held on Tuesday, September 17, 2019. Ms. Lambert seconded the motion and it carried unanimously.

HEAR FROM VISITORS:

- (1) Woodstock Fire Department: Chief Bowers gave the run report and reviewed each of the call types. Chief Bowers also reminded the Council of the upcoming events in the community, consisting of an Open House to be held on October 6, 2019 from 1:00 pm-4:00 pm, a visit to W.W. Robinson Elementary School on October 8 from 8:30 to 10:30 am, and Emanuel Lutheran Church (Headstart) on October 9 at 9:00. Chief Bowers reported that Lowe's in Woodstock will be having a kid's day on October 12 starting at 9:00 am., and Central High School's homecoming game will be held on October 13. Chief Bowers reminded everyone that the annual Steak Dinner is on October 19 from 4:00 pm until 7:00 pm and the Line Officers will meet again on September 13 at 3:00 pm.
- (2) Woodstock Rescue Squad: None.
- (3) Consideration of a Resolution of Recognition for the Valley Educational Center for the Creative Arts (VECCA), celebrating 35 years of work toward the promotion of the creative arts in the community:
Mayor McCleary asked the Clerk to read the Resolution of Recognition for the Valley Educational Center for Creative Arts (VECCA). Mr. Funkhouser made a motion to approve the Resolution. Ms. Gutshall seconded the motion and it carried unanimously.

SPECIAL REPORTS:

- (1) Woodstock Enhancement Committee: Woodstock Enhancement member Jane Beasley stated that September was a busy month. Ms. Beasley reported that WoodsTaco was a success with a huge turnout. Ms. Beasley reported that there were 17 participants and over 400 tasting tickets that were handed out in the first 2 ½ hours of the event. Ms. Beasley thanked everyone who came out and supported the WoodsTaco event. Ms. Beasley extended a special thanks to Councilman Frank Haun for volunteering to be a taco judge. Ms. Beasley stated that *REV UP ShenCo* was held on September 16, 2019, which was a great training

opportunity to get small business owners assistance in developing something new for their business. Ms. Beasley reported that the Design Committee met on September 18, 2019. She reminded everyone that the pumpkin people will be returning for the fourth year on October 18, and there will be a costume stuffing party on October 15 at Public Works. Ms. Beasley also reminded everyone that the town residents and/or businesses are invited to participate in this event to create their own pumpkin people for a chance to win a prize. Ms. Beasley stated that Halloween on Court Square is coming quickly and will be held on Saturday, October 26 from 11:00 am to 1:30 pm; there will be candy apple making, face painting, a magician, and many other entertaining and fun events for the family.

(2) Rails to Trails Committee: No Report.

COMMITTEES:

Water & Sewer Committee: No Report.

Street Committee: Ms. Gutshall reported that the Committee met on Tuesday, September 17, 2019 to discuss the Shenandoah County Public Transit System with guest speaker, Brandon Davis since Project Manager, Karen Taylor was unable to attend. Ms. Gutshall reported that there were many topics discussed, including the feasibility study process and overview. Ms. Gutshall stated that there were several questions asked regarding what stops, the use, and costs of the transit system, as well as how this could benefit Woodstock. Ms. Sharon Baroncelli with Chamber of Commerce was also present. Ms. Gutshall reported that no action was taken and that there would be a future Street Committee meeting to discuss the matter. Ms. Gutshall further reported that the second discussion topic was on the wayfinding signage and parking signage, which are in the final stages, on the updating of the signage, making the new signs work, and reducing the number of signs. Ms. Katie Mercer and Mr. Lemuel Hancock were both in attendance at this meeting and spoke concerning the project. Ms. Gutshall stated that she is excited and looking forward to the town improvement. Ms. Gutshall set a meeting date to be held on October 9, 2019 at 5:30 pm to meet with VDOT pertaining to future VDOT-Town projects.

Finance Committee: No Report.

Personnel Committee: No Report.

Ordinance Committee: None.

Tourism & Economic Development: None.

Park Commission: No Report. Ms. Gutshall stated that there will be a meeting date set in the near future to discuss the Court Square Pocket Park.

Planning Commission: No Report.

OLD BUSINESS:

- a. Recommendation for a second reading of Chapter 90-1(4)(d) pertaining to definition of multi-family stacked townhomes. Councilwoman Gutshall made a motion for the second reading of Chapter 90-1(4)(d). Councilwoman Lambert seconded the motion and it carried unanimously. Mayor McCleary asked the Clerk to execute a second reading of *Chapter 90-1(4)(d)*.

Councilwoman Gutshall made a motion to adopt the amendment of Chapter 90-1(4)(d). Councilman Funkhouser seconded the motion and it carried on the following roll call vote:

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

- b. Recommendation for a second reading of Chapter 90-153 pertaining to multi-family stacked townhomes in the R-3 High-Density Residential District by Special Permit and the required design guidelines. Councilwoman Gutshall made a motion for the second reading of Chapter 90-153. Councilwoman Cross seconded the motion and it carried unanimously. Mayor McCleary asked the Clerk to execute a second reading of *Chapter 90-153*.

Councilman Heishman made a motion to adopt the amendment of Chapter 90-153. Councilman Funkhouser seconded the motion and it carried on the following roll call vote:

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

- c. Recommendation for a second reading of Chapter 90-380 pertaining to multi-family stacked townhomes and townhomes generally. Councilman Haun made a motion for the second reading of Chapter 90-380. Councilwoman Gutshall seconded the motion and it carried unanimously. Mayor McCleary asked the Clerk to execute a second reading of *Chapter 90-380*.

Councilman Haun made a motion to adopt the amendment of Chapter 90-380. Councilwoman Cross seconded the motion and it carried on the following roll call vote:

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

- d. Recommendation for a second reading of Chapter 90-382(b)(2)(i) pertaining to multi-family stacked townhomes development design information. Councilwoman Gutshall made a motion for the second reading of Chapter 90-382(b)(2)(i). Councilman Heishman the motion and it carried unanimously. Mayor McCleary asked the Clerk to execute a second reading of *Chapter 90-382(b)(2)(i)*.

Councilman Funkhouser made a motion to adopt the amendment of Chapter 90-382(b)(2)(i). Councilwoman Gutshall seconded the motion and it carried on the following roll call vote:

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

NEW BUSINESS: None

TOWN MANAGER'S REPORT: Ms. Clem welcomed the members of the Shenandoah County Leadership Program to the meeting. Ms. Clem reminded everyone that the Fiscal Year audit for the 2020 is in the process now. Ms. Clem stated that she is looking forward to publishing the budget calendar for Fiscal Year 2021 by the end of the month. Ms. Clem reported that staff is revising the CIP this year. Ms. Clem also reminded everyone of the new upcoming paving dates for the milling and paving that will be taking place in several locations. Ms. Clem stated that the Police Department will be conducting some community presentations and public outreach events. She stated that

Corporal Ben DeMay will provide a presentation on Thursday, October 3, 2019 for civilian preparedness and response to active shooters, and then will also be making their way around to the community housing and high residential apartment areas as well. Ms. Clem reminded everyone that the Woodstock pumpkin characters will be returning. Ms. Clem reported that the Woodstock Tower Road is moving forward this month per VDOT. Conflict of Interest Act (COIA) Training Requirement is a new requirement and needs to be completed by December 31. Ms. Clem stated that she has also provided a lengthy list of upcoming events happening in October as well.

MAYOR'S REPORT: Mayor McCleary extended his appreciation to everyone in attendance and provided a special welcome to the Leadership Program for attending. Mayor McCleary expressed his appreciation for all of the hard work at the Committee level and the respect and appreciation that each member has for each other. Mayor McCleary also expressed his appreciation to the administrative staff who are phenomenally talented. Mayor McCleary stated that he is very excited about Fall coming up along with the festive activities in the coming weekend.

COUNCIL PERSON REPORTS:

(1) Councilman Haun reported that there were lots of activities last month and it was great to see, especially related to the BMW Riders Association event. Councilman Haun stated that WoodsTaco was a lot of fun and had a great turnout at this event. Councilman Haun replied that he looks forward to the upcoming events each and every month. He stated that the stacked townhouse ordinances were very well researched and ongoing. Councilman Haun also extended a huge amount of appreciation for Ms. Tiffany Cummins for her job well done with the town and her acceptance of her new position with FEMA.

(2) Councilwoman Gutshall extended her appreciation to everyone for attending the meeting. She stated that she thoroughly enjoyed the WoodsTaco event. She noted that there is a lot of work that goes into these events and it is greatly appreciated. Councilwoman Gutshall replied that this is her favorite time of year. Councilwoman Gutshall also extended her appreciation to Ms. Tiffany Cummins for all her hard work and certainly wished her the best in her future endeavors.

(3) Councilwoman Cross stated that she enjoyed WoodsTaco; that it was a great time and huge turnout. Councilwoman Cross also stated that Ms. Cummins will be missed, and wished her well.

(4) Councilman Funkhouser congratulated VECCA for their 35 years of the great things that they have done for the community. Councilman Funkhouser stated that he is looking forward to Autumn Fest.

(5) Councilwoman Lambert extended her appreciation to Ms. Tiffany Cummins for all of her years of service and wished her well. Councilman Lambert stated that this is also her favorite time of year and she cannot wait to see the pumpkin people throughout the town.

(6) Councilman Heishman wanted to touch on a few things. First, the Manager's Report was created years ago and has a lot of updates happening and the information included in it every week, and is very happy Ms. Clem is still practicing that. Councilman Heishman stated that report is just a condensed version that she works very hard at. Councilman Heishman reported that this will be the first year to be able to be home and giving out candy to the many, many children. Councilman Heishman expressed his condolences on the passing of a former resident and graduate of Central High School, who was also a Page County Deputy, and his thoughts and prayers go out to his family for their loss.

COMMUNICATIONS:

- a. *Town & County Dinner hosted by the Town of Edinburg, October 2, 2019 (6:00 pm)*
- b. *7 East Gallery 35th Anniversary Celebration, October 3, 2019 (5-8:00 pm)*
- c. *Columbus Day – Municipal Offices Closed, October 14, 2019*

- d. *RESPONSE Candlelight Vigil/Walk, October 14, 2019, Court Square (7:00 pm)*
- e. *Pumpkin People Display, October 17, 2019*
- f. *Halloween on Court Square, October 26, 2019 (11:00 am)*

There being no further business, the meeting was adjourned at 7:59 pm.

Mayor

ATTEST:

Clerk

Street Committee Meeting

October 9, 2019

On Wednesday, October 9, 2019 at 5:30 pm, the Street Committee met in the Planning Commission Room of the Municipal Office. Present were Vice Mayor Lambert, Council members Heishman, Funkhouser, Gutshall and Haun; Angela Clem, Town Manager; Aaron Grisdale, Deputy Town Manager; and Amy Dill, Director of Finance.

Ms. Gutshall called the meeting to order at 5:34 pm to discuss the following agenda items:

- (1) **Discussion and updates pertaining to VDOT funding applications and projects:** Ms. Clem explained that VDOT Staunton District Assistant Planner Adam Campbell and VDOT Edinburg Residency Administrator Ed Carter were present to discuss their updated information on their previous presentation. Mr. Adam Campbell began his PowerPoint presentation pertaining to town improvements for a future SmartScale application. Mr. Campbell stated that following the information provided back in June 2019 at the Street Committee, there is now an update that included both short-term and long-term recommendations. Mr. Campbell explained that he has two new concepts to share, which includes both the Short-term – Hisey Avenue Signal Improvement, Exit 283 Southbound Ramp Median Improvement, Ox Road Roundabout Improvement, Susan Avenue Signal Improvements, and Main Street Median Improvements and Long term – Henry Ford Intersection Improvements, Exit 283 Southbound and Northbound Ramp Roundabout Improvements, and Northwest Connector. Mr. Campbell noted that he was able to see whether or not a northwest connector would be beneficial utilizing a program that accessed driver patterns with cell phone data.

Mr. Campbell's presentation included the following: a) Concepts Not Advanced; b) Corridor-Wide Low Costs Recommendations; c) Short-term recommendations at Hisey Avenue signal improvements, d) Short-term recommendation at Henry Ford, e) Short-term recommendation at I-81 Southbound Ramp Intersection; f) Short-term at the Ox Road Intersection at Route 42; g) Short-term recommendation at Susan Avenue Intersection; h) Short-term recommendation at Main Street Intersection; i) Short-term recommendation at Main Street Improvement -signal median; j) Long-term recommendation at I-81 Southbound Ramp Intersection-roundabout with center median; k) Long-term recommendation at Henry Ford Intersection Improvement – Partial median U-turn; l) Long-term recommendation with new alignment Improvement – Woodstock Northwest Connector; m) Woodstock Origin/Destination Analysis; n) Analysis Zones slides of the destinations; o) Moving - Forward.

Mr. Campbell stated the coordination of the traffic signals could potentially be implemented by next year, meeting a short-term goal right away. Ms. Clem inquired as to the cost of the signal improvements and Mr. Campbell stated that the cost would be roughly \$100,000. Ms. Clem stated that the pedestrian crossings would come into play on the Woodstock Commons Drive with the stacked townhouses. Ms. Clem noted that the Street Committee would be able to meet in November in order to prioritize the short- and long-term projects for application to SmartScale.

Ms. Clem stated that Mr. Carter has some updated information on the Woodstock Tower Road repair. Mr. Carter explained that the Edinburg Gap Road is currently being worked on

by their contractor and they are over halfway complete, although they have lost the past two days due to the rain delay. Mr. Carter explained they are changing a few techniques to get through some of the setbacks that have happened in the past few days and that the Woodstock Tower Road would be worked on in approximately two weeks.

There being no further business, the Street Committee adjourned at 6:29 pm.

Streets Committee Chairwoman

ATTEST:

Clerk

Finance Committee Meeting

October 9, 2019

On Wednesday, October 9, 2019 at 6:30 pm the Finance Committee met in the Planning Commission Room of the Municipal Office. Present were Vice Mayor Lambert, Council members Funkhouser, Gutshall, Haun and Heishman; Angela Clem, Town Manager; Aaron Grisdale, Deputy Town Manager; and Amy Dill, Director of Finance.

Ms. Lambert called the meeting to order at 6:30 pm and made a motion to go into closed session pursuant to §2.2-3711.3, *Specifically, discussion, consideration of the acquisition of real property*. Mr. Funkhouser seconded the motion and it carried unanimously.

The Committee convened in closed session.

Ms. Lambert made a motion to return to open session. Mr. Funkhouser seconded the motion.

Ms. Lambert made a motion to certify to the best of each member's knowledge that:

- (i) Only public business matters lawfully exempted from open meeting requirements under this chapter, and
- (ii) Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

Mr. Funkhouser seconded the motion and it carried on the following roll call vote:

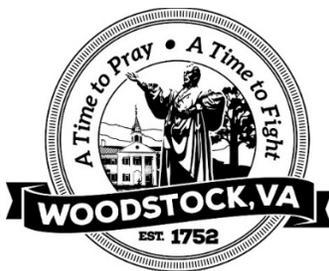
Funkhouser-Aye; Gutshall-Aye; Haun-Aye; Heishman-Aye;

There being no further business, the Finance Committee adjourned at 6:46 pm

Finance Committee Chairman

ATTEST:

Clerk



Town of Woodstock
Town Council Meeting
Executive Session

Meeting of 5 November 2019

Present:	Aye	Nay
<i>Mayor Jeremy McCleary</i>	_____	_____
<i>Jackie Lambert</i>	_____	_____
<i>Mike Funkhouser</i>	_____	_____
<i>A. Paje Cross</i>	_____	_____
<i>Alicia Gutschall</i>	_____	_____
<i>Frank Haun</i>	_____	_____
<i>Steve Heishman</i>	_____	_____

I would like to make a motion to go into Closed Session in accordance with *State Code Section 2.2-3711.3* of the *Code of Virginia of 1950*, as amended, for the purpose of:

Paragraph 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Specifically: Disposition of Real Property

Motion: _____

Second: _____

Vote: Approval Disapproval

I would like to make a motion to return to Open Session:

Motion: _____

Second: _____

Vote: Approval Disapproval

I would like to make a motion to certify to the best of each member's knowledge:

- (i) Only public business matters lawfully exempted from open meeting requirements under this chapter, and
- (ii) Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting

Motion: _____

Second: _____

<u>Roll Call Vote:</u>	Aye	Nay
<i>Mayor Jeremy McCleary</i>	_____	_____
<i>J. Lambert</i>	_____	_____
<i>Mike Funkhouser</i>	_____	_____
<i>A. Paje Cross</i>	_____	_____
<i>Alicia Gutshall</i>	_____	_____
<i>Frank Haun</i>	_____	_____
<i>Steve Heishman</i>	_____	_____

Time Adjourned: _____:_____