

**TOWN OF DAYTON
JOINT PUBLIC HEARING
SPECIAL CALLED PLANNING COMMISSION MEETING
REGULAR COUNCIL MEETING
COUNCIL CHAMBERS DAYTON TOWN HALL
Monday, June 13, 2022**

AGENDA

Joint Public Hearing – 5:30 PM

1. Call to Order Mayor Jackson
 - a. Roll Call of Town Council Ms. Hall
 - b. Roll Call of Planning Commission Ms. Hall

2. Public Hearing: To hear public comments concerning a proposed Rezoning Request on behalf of Muddy Creek Investments for tax map numbers 123-(A)-114 and 123-(A)-L15A, more commonly known as 835 Mason Street, Dayton. The Rezoning Request is to change the zoning of said lots from R-1 to B-1 to allow for business usage.

3. Adjournment

Special Called Planning Commission Meeting – Following Joint Public Hearing

1. Call to Order Chairman Barnett

2. Items for Consideration—Rezoning Request

3. Adjournment

Regular Council Meeting – 6 PM

1. Call to Order Mayor Jackson
 - a. Roll Call by Clerk
 - b. Invocation
 - c. Pledge of Allegiance

2. Resolution recognizing Silver Lake Historic District

3. Approval of Minutes for Regular Town Council Meeting of May 9, 2022, Budget Public Hearing of June 6, 2022.

4. Action Items
 - a. Consideration of Rezoning Request
 - b. Adoption of Capital Improvement Program Fiscal Years 2022-2023 to 2026-2027
 - c. Adoption of Fiscal Year 2022-2023 Budget
 - d. Appropriation of Funds for Fiscal Year 2022-2023
 - e. Consideration of Amendment to Town Code Ordinance to adopt newly passed General Assembly actions
 - f. Appointments

5. Staff Reports

- | | |
|-------------------------------|--------------|
| a. Town Manager | Ms. Lawrence |
| b. Treasurer/Financial Report | Ms. Smith |
| c. Police Chief | Chief Trout |
| d. Public Works | Ms. Lawrence |
| e. Water | Ms. Lawrence |
| f. Community Development | Ms. Hall |
| g. Economic Development | Ms. Lawrence |
| h. Town Attorney | Mr. Bowman |

6. Committee Reports

- | | |
|---------------------------------------|-------------|
| a. Economic & Community Development | Mr. Dyjak |
| b. Finance | Mr. Dyjak |
| c. Infrastructure | Mr. Seward |
| d. Parks, Recreation & Beautification | Mr. Seward |
| e. Personnel | Ms. Mathias |
| f. Police | Ms. Hoover |
| g. Mayor and Council | |

7. Unfinished Business

8. New Business

9. Public Comment

10. Adjournment

Important Notice: Town Council Livestream Available

This meeting will be available for livestream viewing via Zoom at the link provided below. Please note that this is provided for viewing purposes only and all attendees will be muted and no comment will be accepted or allowed from Zoom.

Join Zoom Meeting:

<https://us02web.zoom.us/j/89384915074?pwd=VDdmQm83a3dIZlYzYm1NYWpBTzZKUT09>

Meeting ID: 893 8491 5074

Passcode: 380850

Dial in: 1-301-715-8592



RESOLUTION RECOGNIZING SILVER LAKE HISTORICAL DISTRICT AND THE EFFORTS OF OWNER CHERYL LYON

WHEREAS, English American settler Daniel Harrison owned hundreds of acres in the area in the mid-18th century and Presbyterians built Cooks Creek Church in 1750; and

WHEREAS, German Baptist Brethren began moving to the Shenandoah Valley from Maryland and Pennsylvania at midcentury, arriving here by 1790; and

WHEREAS, Brethren church member John J. Rife built a dam in 1822; forming Silver Lake, and constructed a flour mill and a sawmill; and

WHEREAS, this complex became the center of a prosperous industrial and agricultural community and a popular recreational site; and

WHEREAS, Silver Lake Improvement, a corporation which included several prominent Dayton business owners, bought the Mill and Lake in 1909 and eventually granted a 100-year lease for water to the Town of Dayton; and

WHEREAS, Silver Lake began supplying water to Dayton and Harrisonburg in the 20th century; and

WHEREAS, the 104-acre district is listed on the National Register of Historical Places;

WHEREAS, Cheryl Lyon, owner of the Silver Lake Mill has made tremendous efforts to restore the Mill and take all the necessary steps to have a historical marker placed at the Mill and conduct a dedication ceremony on June 5, 2022 as part of the 200th year celebration of the Mill;

WHEREAS, Cheryl Lyon, wishes to recognize “good things” and the Town of Dayton wishes to recognize not only “good things” but also “good people”.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Dayton, Virginia that the Town recognizes Silver Lake Historical District and the efforts of its owner, Cheryl Lyon.

CERTIFICATE

The undersigned Mayor and Clerk of the Town Council of the Town of Dayton, Virginia hereby certify that the foregoing constitutes a true and correct copy of the Resolution Recognizing Silver Lake Historical District and the efforts of owner, Cheryl Lyon adopted by the Town Council at its meeting held on June 13, 2022. A record of the roll-call vote by the Town Council is as follows:

NAME	AYE	NAY	ABSTAIN	ABSENT
Cary Jackson, Mayor				
Bradford Dyjak, Vice Mayor				
Heidi Hoover				
Robert Seward				
Emily Estes				
Susan Mathias				
Robert Wolz				

Dated: June 13, 2022

ATTEST: _____
Clerk, Town Council of the
Town of Dayton

Mayor, Town of Dayton, Virginia

**TOWN OF DAYTON
REGULAR COUNCIL MEETING MINUTES
COUNCIL CHAMBERS, DAYTON TOWN HALL
May 9, 2022**

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Vice Mayor Bradford Dyjak, Robert Seward, Heidi Hoover, Susan Mathias, Bob Wolz, and Emily Estes.

ALSO PRESENT: Angela Lawrence, Town Manager; Jordan Bowman, Town Attorney; Justin Trout, Police Chief; Susan Smith, Town Treasurer; and Christa Hall, Clerk of Council and Community Development Coordinator.

CALL TO ORDER: Mayor Jackson called the meeting to order at 6:03 p.m., welcomed guests both in person and those joining remotely as the meeting is also available for live-stream viewing via Zoom. He stated that the Council would only hear public comment from those attending in-person and have signed up to speak and that speakers would be limited to five minutes each. Town Clerk Hall called the roll. Mayor Jackson led the Invocation and the Pledge of Allegiance. Mayor Jackson stated that the Town would like to recognize Small Business Week and Bike Month. He read aloud a proclamation declaring May 1-7, 2022 as Small Business Week and another proclamation declaring May, 2022 as Bike Month.

PUBLIC HEARING: Mayor Jackson opened the public hearing to hear citizen input on a proposed real property tax increase at 6:09 p.m. He stated that the Council would only hear public comment from those attending in-person and have signed up to speak and that speakers would be limited to five minutes each. He then asked Manager Angela Lawrence to provide a staff report, which she did. As no public comments were made, Mayor Jackson closed the public hearing at 6:11 p.m.

APPROVAL OF MINUTES: Councilperson Dyjak made a motion to approve the minutes as written for the Joint Public Hearing and Regular Council Meeting of April 11, 2022 and the Council Budget Work Session of April 18, 2022; the motion was seconded by Councilperson Seward and approved by a roll call vote of 7 to 0, the voting recorded as follows: DYJAK—AYE; HOOVER—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; JACKSON—AYE; ESTES—AYE.

PRESENTATIONS: Mayor Jackson asked Manager Lawrence to provide a staff report on the proposed FY2022-23 Budget and the FY2023-27 Capital Improvement Program. Manager Lawrence advised Council of changes that had been made to the Budget and CIP following the Council Work Session and the Finance Committee Meetings and advised that we will need to hold a Public Hearing to hear citizen input on the FY2022-23 Budget. We will hold that hearing on June 6, 2022 at 6:00 p.m. and it will need to be advertised according to Virginia State Code. Manager Lawrence addressed Council questions and provided highlights of the Budget and the CIP and thanked the Finance Committee for their assistance and hard work.

ACTION ITEM: AUTHORIZATION TO ADVERTISE BUDGET FOR PUBLIC HEARING

Councilperson Dyjak made a motion to authorize staff to advertise the FY2023 budget for a public hearing to be held on Monday, June 6, 2022 at 6:00 p.m. The motion was seconded by Councilperson Mathias. Mayor Jackson asked if Council had any questions or if there was any discussion. After hearing none, the Motion was approved by a roll call vote of 7 to 0, the voting recorded as follows: DYJAK—AYE; HOOVER—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; ESTES—AYE; JACKSON—AYE.

PUBLIC COMMENT

None.

MANAGER’S REPORT

Town Manager Angela Lawrence provided a written report, which is attached and updated Council on several items. Manager Lawrence advised of the budget adjustments for FY2021-22 and advised that Council will be asked to approve adjustments at the June meeting that will not impact the overall bottom line of the budget. She then asked for Council consideration to purchase two mowers (one a zero turn mower and one Steiner – similar to a Ventrac) with contingency funds in the amount of \$5,000 from the Water and Sewer fund and \$25,000 from the Public Works fund. Councilperson Dyjak replied so moved and Councilperson Estes seconded the motion. The motion passed with a unanimous 7-0 vote.

TREASURER’S REPORT

Treasurer Susan Smith provided a written report.

POLICE REPORT

Chief Justin Trout provided a written report. Manager Lawrence added that the Chief’s Town Hall will be on May 17, 2022 at 6:00 p.m. in the Council Chambers of the Dayton Town Hall.

PUBLIC WORKS REPORT

Public Works Supervisor Adam Meek provided a written report.

WATER DEPARTMENT REPORT

Water Plant Operator Jennifer Reppe provided a written report.

COMMUNITY DEVELOPMENT REPORT

Community Development Coordinator Christa Hall provided a written report and added that DMV Connect was in the Dayton Town Hall this week and was accepting walk-ins in addition to scheduled appointments.

ECONOMIC DEVELOPMENT REPORT

Economic Development Coordinator Meggie Roche provided a written report.

TOWN ATTORNEY REPORT

Attorney Jordan Bowman stated that he had no report.

ECONOMIC & COMMUNITY DEVELOPMENT COMMITTEE REPORT

Councilperson Dyjak stated that the Redbud Festival was amazing this year and wanted to give credit to the staff for pulling it all together. He reiterated that the Town was recognizing Small Business Week and stated that Frontier Meats is now open in the Dayton Farmers Market.

FINANCE COMMITTEE REPORT

Councilperson Dyjak stated that this has already been discussed and extended a thank you to staff for their hard work in preparing the budget.

INFRASTRUCTURE COMMITTEE REPORT

Councilperson Seward stated that there was no report but extended a thank you to all the engineers, contractors and everyone who came out for the Groundbreaking Ceremony at the Water Plant.

PARKS, RECREATION & BEAUTIFICATION COMMITTEE REPORT

Councilperson Seward stated that there was no report.

PERSONNEL COMMITTEE REPORT

Councilperson Mathias stated that there was no report.

POLICE COMMITTEE REPORT

Councilperson Hoover stated that there was no report but stated that she was looking forward to the Chief's Town Hall Meeting on May 17th.

MAYOR AND COUNCIL REPORT

Mayor Jackson stated that the Easter Egg Drive-Thru and Egg Hunt were both very well received. He said that Dayton Days was nearing maximum capacity for vendors and the Town is excited about that. He highlighted the recent recipients of the Town Façade Enhancement Grant and pointed out the terrific improvements that had recently been made at Rocktown History and Mole Hill Bikes, and the Silver Lake Mill. He said that the next round of applications for the Façade Grant will be due on June 30th. No additional Council comments were made at this time.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

With there being no further business to come before the Council, Councilperson Estes made a motion to adjourn and Councilperson Hoover seconded the motion; motion passed unanimously. The meeting adjourned at 6:48 p.m.

Respectfully Submitted,

Cary Jackson, Mayor

Christa Hall, Clerk of Council

ATTACHMENT TO DTC 5.9.22 REGULAR MEETING MINUTES

Town Manager

Staff Report

April 2022

Personnel

- 1) Staff participated in a team building/staff development exercise which included lunch, team building exercises and games.
- 2) Supervisors participated in a VRSA webinar regarding employment practices.

Public Works, Roads, Facilities

- 1) Water Plant Upgrade:
 - a) Notice to Proceed has been issued.
 - b) Groundbreaking to be held May 4, 2022.
 - c) The date of substantial completion is set for February 3, 2023 and the date of readiness is set for April 4, 2023.
 - d) Russell Jackson, engineer, will continue to oversee the project. Water plant staff will supervise the project on a daily basis.

Budget Preparation

- 1) Council budget work session was held Monday, April 18th.
- 2) Staff and finance committee have continued to refine the budget.
- 3) Scheduled budget meetings include:
 - a. Tax Public Hearing – May 9
 - b. Budget submitted for Council review and approval to advertise – May 9
 - c. Budget public hearing – June 6
 - d. Budget approval – June 13

Other

- 1) HRRSA board, on which I serve, approved their budget.
- 2) I, along with respective staff, met with PDC and DHCD staff regarding the Downtown Revitalization Planning Grant application.
- 3) I attended a webinar regarding recreational trails fund grant program.
- 4) I worked the Easter Egg Hunt event and Redbud event.
- 5) Meggie and I met with video team regarding the town's new video.
- 6) Meggie and I participated in a community engagement webinar.
- 7) Adam and I interviewed three candidates and hired a buildings and grounds technician.
- 8) The ARPA annual report was filed.
- 9) Susan, Wendy and I met with County staff regarding the tax billing process.
- 10) Justin, Adam, Cary and I met with VDOT regarding improvements to pedestrian crossings at Cargill and the Middle School.
- 11) A high school senior shadowed staff several days for a school project.

Items for Discussion and/or Consideration

- 1) Budget adjustments for FY2021-2022
- 2) Use of contingency funds for purchase of mower.

Budgeted Capital Projects Status

Project	Status	Comments
Police Vehicle	Grant received. Vehicle Purchased	Awaiting final components (decals, lights, etc...) prior to usage.
Greenway Project	Rail ordered. Project to be completed by May. Markings have been made for drilling posts.	Rail cost will allow us to also complete electricity plan.
King Street Extension Path	Field survey completed.	More research is needed.
Wayfinding Signage Program	Meeting with VDOT scheduled for May 19.	Final Design completed. August completion date expected.
Sidewalks	Quote received.	Projected completion August due to contractor schedule and concrete supply issues.
Parks	Nothing planned currently	For savings purposes.
Public Works Vehicle	Purchased.	Awaiting delivery by end of May.
Ventrac Mower	Completed.	
Key Card System	Expected completion by June 30 th .	
Water Line Extension	Agreement going to City attorney before review by Town.	Extension of line near Walmart to City water for emergency purposes.
Water Plant Equipment	Project underway.	Project to be completed April 2023.
Park land acquisition	Nothing planned	For saving purposes only.
Water/Sewer Lines	Nothing planned currently.	Camera and clean out done for downtown drainage from Main to 42. Significant debris and roots removed.
Hydrants	City to tap line mid-May.	Ft. Harrison area
Generator	Installed at well 4.	Fencing to be completed June 30 th .
Water Dept. Service Truck	Truck purchased.	Awaiting delivery by end of May.

Respectfully submitted,

Angela A. Lawrence

**DAYTON TOWN COUNCIL
PUBLIC HEARING FY 2022/23 BUDGET
COUNCIL CHAMBERS, DAYTON TOWN HALL
June 6, 2022**

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Vice Mayor Bradford Dyjak, Robert Seward, Heidi Hoover, and Susan Mathias. Bob Wolz attended virtually from Ames, Iowa on a business trip.

COUNCIL MEMBERS ABSENT: Emily Estes.

ALSO PRESENT: Angela Lawrence, Town Manager and Susan Smith, Town Treasurer; Christa Hall, Clerk of Council, attended virtually.

CALL TO ORDER: Mayor Jackson called the meeting to order and opened the Budget Public Hearing at 6:00 p.m.

PUBLIC COMMENT ON THE PROPOSED FY2022/23 BUDGET PUBLIC HEARING:

None.

ADJOURNMENT

As no one was signed up to speak, Mayor Jackson closed the public hearing and adjourned the meeting at 6:02 p.m.

Respectfully Submitted,

Mayor, Cary Jackson

Clerk of Council, Christa Hall

MUST HAVE ONE COPY FOR EACH AGENCY

**TOWN OF DAYTON
ATTN: ZONING ADMINISTRATOR
125 B EASTVIEW STREET
DAYTON, VIRGINIA 22821**

Comments For:

_____ **Special Use Permit** _____ **Site Plan**
_____ **Subdivision** **B-1** **Rezoning**
~~HB-1~~

THIS PAGE TO BE COMPLETED BY APPLICANT:

Agency Name & Address:
Town of Dayton

Applicant's Name, Address and Phone Number:
Muddy Creek Investments – 1556 Muddy Creek Rd. Harrisonburg, VA 22802
Phone – 540-746-0481

Name of Development and Description of the Request:
835 Mason St. Dayton, VA 22821

Location:
835 Mason St. Dayton, VA 22821

Tax Map #: 123 – (A) – L14

THIS PAGE TO BE COMPLETED BY AGENCY

Agency Comments:

Agency Signature _____ Date: _____

Title: _____

(NOTICE TO AGENCY – PLEASE RETURN THIS FORM TO THE APPLICANT)

Notice to Applicant

It is your responsibility to complete this form as accurately as possible in order to assist the agency with their review. Please attach a copy of the site plan and application form. The Virginia Department of Transportation needs 3 copies of the site plan and 1 copy of the application form.

AGENCY REVIEW LIST

Agencies requiring a comment will be identified by the Zoning Administrator during preliminary review conference:

- x Town of Dayton
125 B Eastview Street
Dayton, Virginia 22821
Attn: Christa Hall

- Erosion & Sediment Control
Rockingham County Administration Center
20 East Gay Street
Harrisonburg, Virginia 22802
Attn: Mr. Adam Hancock

- x Rockingham County Planning & Zoning
Rockingham County Administration Center
20 East Gay Street
Harrisonburg, Virginia 22802

- Rockingham County Community Development – Building Permits
Rockingham County Administration Center
20 East Gay Street
Harrisonburg, Virginia 22802
Attn: Ms. Rhonda Cooper

- x Virginia Department of Transportation
3536 North Valley Pike
Harrisonburg, Virginia 22802
Attn: Mr. Don Komara

- Rockingham-Harrisonburg Health Department
110 North Mason Street
Harrisonburg, Virginia 22802

- x Rockingham County Fire Prevention Officer
Rockingham County Administration Center
20 East Gay Street
Harrisonburg, Virginia 22802
Attn: Mr. Jeremy Holloway

- Rockingham County Public Schools
100 Mount Clinton Pike
Harrisonburg, Virginia 22802
Attn: Dr. Oskar Scheickl

- Other: _____

TOWN OF DAYTON

Application for Rezoning/ Conditional Zoning/Special Use

1. Applicant Information:

Property Owner's Name: Muddy Creek Investments

Or Contract Purchaser's Name: _____

Address: 1556 Muddy Creek Road Harrisonburg, VA 22802 Phone: 540-746-0481

Owner's Representative: Brian Carr

Address: _____ Phone: _____

2. Description of Property: White block building where Dry River Plumbing is currently located.

Location (Please give exact address and/or directions): 835 Mason St. Dayton, VA

Tax Map Number: 123-(A)-L14 Deed Book & Page Number(s): 5195-368

Existing Zoning: Residential

Proposed Zoning: HB-1

Total Acreage: .588

3. Proposed Use: Additional location for a hair salon (it would be for two people)

4. It is proposed that the following buildings, additions, or improvements will be constructed:

Put a store front door on the left bay of 835 Mason St. building

5. Dimensions and height of buildings or proposed buildings:

The part of the building that will be receiving a front store front door is 12' x 22'

6. Has a previous application been made for this rezoning? [] YES [x] NO

If yes, give date: _____

7. Please supply an estimate of the traffic impact of the proposed use in relation to its access streets:

The space is big enough for two individuals to cut hair. For cutting hair, they would have around 10-15 additional people coming through (2-3 People at one time).

8. Briefly discuss how the proposed use and improvements are designed and arranged to fit into the development of the adjacent property and neighborhood and will not be detrimental to the immediate neighborhood: _____

The block building is going to be repainted and the new store front door installed. There will be plenty of parking for the salon customers next to the building. This would bring in other possible customers to businesses on Mason St.

9. Additional Comments:

The building currently has Dry River Plumbing in part of it. To add an additional business (salon), there would need to be little work done. The person came to us desperately looking for a new spot for herself and one other person. Her landlord is going to be using her current space for something different. We are trying to get this process done as quickly as possible so that she would have a place to have her salon. She is currently leasing a building in Dayton -2130 John Wayland Highway (In His Image Hair Design).

10. A site plan must be submitted with this application. The Zoning Administrator will supply a checklist of the information that is required, which shall include, but is not limited to, the following:

- (a) Boundaries of the entire area
- (b) Total area of the property
- (c) Location and size of all existing and proposed structures (including signs)

- (d.) All required minimum yards and the distances of all existing and proposed structures to the lot lines
- (e.) Public right(s)-of-way, indicating names and/or route numbers
- (f.) Proposed means of ingress and egress to and from the property from a public street
- (g.) Size and location of all existing and proposed off-street parking spaces, indicating minimum distance from the nearest property line(s)
- (h.) Proposed screening, landscaping, and fencing
- (i.) The existing use and zoning designation of adjacent properties

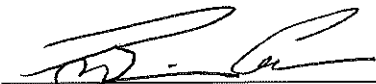
11. Provide the names and complete addresses of all adjacent landowners, including landowners across any road (use an additional sheet if necessary):

NAME	ADDRESS	TAX MAP #
<u>Keith Whetzel</u>	<u>819 Mason St.</u>	<u>123 – (A) – L15</u>
<u>Glenna Harper</u>	<u>855 Mason St.</u>	<u>123 – (A) – L13</u>
<u>Belmont Builders Inc.</u>	<u>2801 Eversole Rd. Rockingham, VA</u>	<u>123 – (A) – L1</u>

12. Any proffers that the applicant wishes to present for consideration should be attached to this application.

13. The fee for a zoning request is \$350.00, plus \$50 per acre. This fee must be paid to the Town upon submission of this zoning application form and related papers.

I (we), the undersigned, do hereby certify that the information provided is accurate to the best of my (our) knowledge and hereby apply for a zoning request under the provisions of the Code of the Town of Dayton. I (we) understand that, after due notice and public hearing, the Town Council may approve, approve with conditions, or deny this application. I (we) authorize the Town to go upon the property for the purpose of making site inspections.

Applicant(s) Signature(s): 

Date: 5/12/2012

Mailing address: 829 Mason St. Dayton

Telephone Number: 540-746-0481

FOR TOWN USE ONLY:

Amount of Fee: \$350.00

Date Paid: 5/12/2022

Public Hearing Date: 6/13/22 @ 5:30 pm (Advertised 5/31/22 & 6/7/22-notice mailed to all adjoining property owners)

*Staff Recommendation (see note below)

Planning Commission Recommendation:

APPROVE DENY Date: _____

Town Council Action:

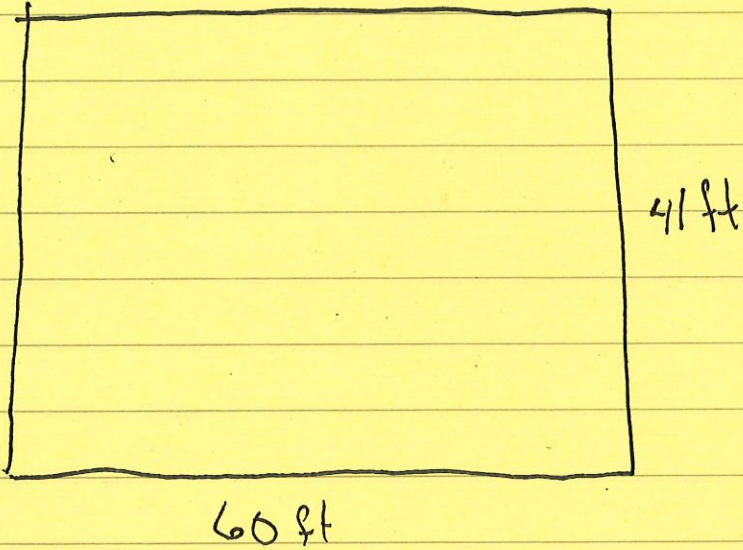
APPROVE DENY Date: _____

Special Conditions: _____

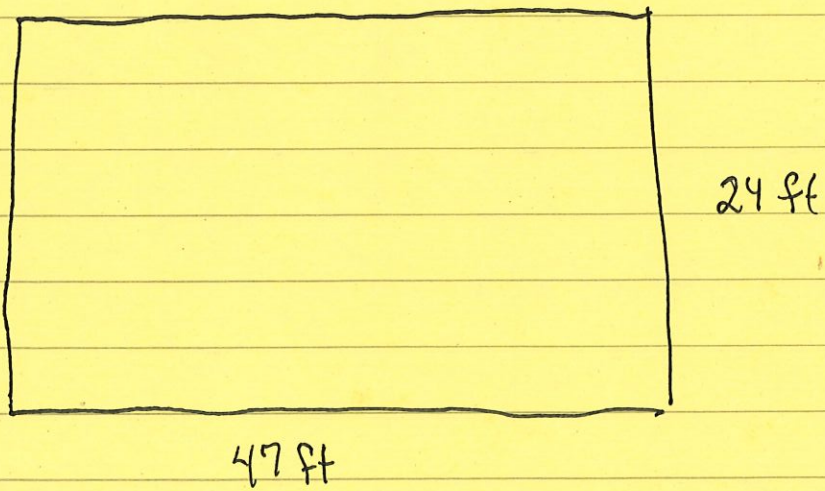
Zoning Administrator's Signature

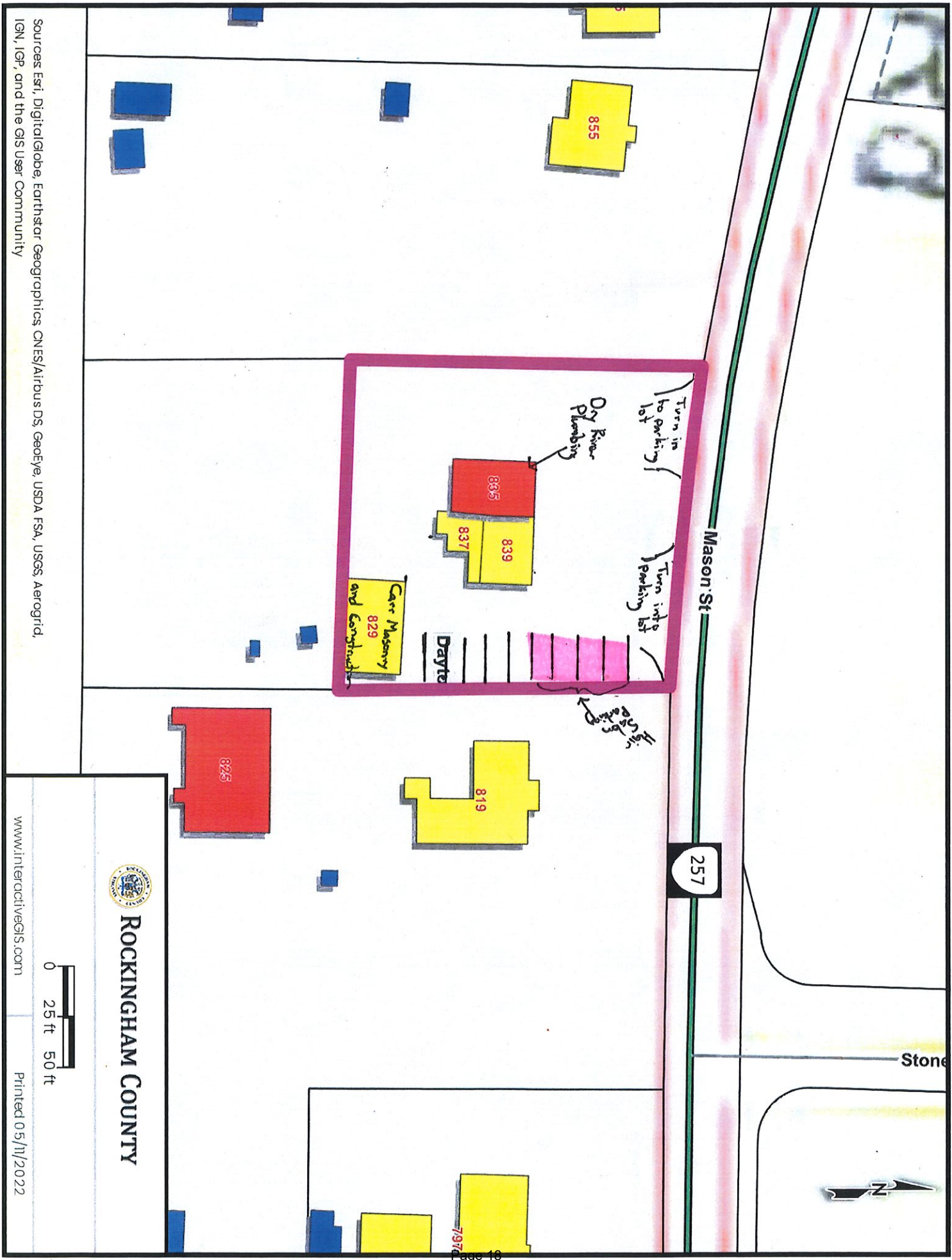
*Staff Recommendation: Include Tax Map #123-(A)-L15A in the rezoning. Currently zoned as R-1 and staff is recommending that it also be rezoned to B-1. This will add Triple B Farm, 3124 Limestone Lane, Dayton as an adjoining property owner that will need to be notified.

825 Mason St



829 Mason St





Sources: Esri, DigitalGlobe, Earthstar Geographics, CNES/Airbus DS, GeoEye, USDA FSA, USGS, AeroGRID, IGN, IGP, and the GIS User Community



ROCKINGHAM COUNTY



www.intercctivegis.com

Printed 05/11/2022

Rezoning Application – 835 Mason Street

Discussion:

- Muddy Creek Investments owns a lot that fronts on Mason Street that is currently zoned as R-1. This is land that was annexed into the Town from Rockingham County and prior to that time, business use was allowed on the parcel.
- The lot is .588 acres.
- There currently are two businesses uses on the parcel: Dry River Plumbing and Carr Masonry Business office.
- The owners would like to lease the other side of the white block building where Dry River Plumbing is currently located to a hair salon for two hair stylists.
- As part of this, certain renovations and improvements would be made to the property, to include painting and new store front.
- There is plenty of parking to accommodate the hair salon clients.
- Rezoning of this lot and some of the other surrounding properties along the Mason Street corridor would allow for additional businesses to be located inside the Town limits. Staff included the adjoining rear lot in the rezoning for consistency.
- The Dayton Planning Commission set this matter for a Joint Public Hearing with Dayton Town Council on June 13, 2022 at 5:30 p.m. to be followed by a Special Called Planning Commission meeting for them to make a recommendation to Town Council.
- The Joint Public Hearing was advertised in the DNR on 5/31 & 6/7 and also on the Town's website. All adjoining property owners were notified.
- Rockingham County planning department had no issues or comment.
- VDOT has no objection to the rezoning request and does not expect the change to have a negative impact on Mason Street.
- Rockingham County Fire advised that the location is within the Bridgewater Volunteer Fire Department and Bridgewater Volunteer Rescue Squad's first due area. They advised that the project must meet the requirements of the Rockingham County Fire Prevention Code.

Staff Recommendation:

Planning Commission: Motion to recommend that the Town Council approve the proposed rezoning request of parcels 123-(A)-L14 and 123-(A)-L15A be rezoned from R-1 to B-1.

Town Council: Motion to approve that the proposed rezoning request of parcels 123-(A)-L14 and 123-(A)-L15A be rezoned from R-1 to B-1 and the Town Zoning Map be updated to reflect the changes.

Item 3.b.

Adoption of the 2023-2027 Capital Improvement Program (CIP)

Discussion:

- Capital improvement planning is one of several tools a locality uses to implement its comprehensive plan, which generally outlines the future the locality desires for itself through the goals, objectives and implementation strategies contained within.
- The purpose of the Capital Improvements Program (CIP) is to allow a locality to examine its current resources and to determine what future resources it needs. This is helpful for determining not only how much funding is needed to satisfy public facility needs, but also when such funding is needed.
- Typically, the CIP covers a five-year period, with the first year adopted as the capital budget. Funding shown in subsequent years is not immediately committed, but reflects the estimated funding needed in the future for various facilities, equipment and so forth. The attached CIP was developed during the budget planning cycle in early 2022 for a period beginning July 1, 2022 (FY23).

Finance Committee & Infrastructure Committee Recommendation:

Both committees have reviewed the proposed CIP and recommend approval. Planning Commission recommended approval at their May 19, 2022 meeting.

Staff Recommendation:

Approve CIP as presented.

Capital Projects Fund

	A	B	C	D	E	F	G	H	I
1	Account Name	GL Code	CIP ID	Balance FY22	FY23	FY24	FY25	FY26	FY27
2	Water & Sewer								
3	WTP Upgrade	25-4910-840	WS01	1,030,750					
4	Water/Sewer Lines Repair/Replacmt	25-4910-850	WS02	125,000		75,000	75,000	75,000	75000
5	Hydrants	25-4910-855	WS03	26,350					
6	Water/Sewer Line Extension	25-4910-802	WS04	65,000		80,000			
7	Mini Plant & New Water Source	25-4910-xxx	WS05			100,000	100,000	100,000	100,000
8	Generators	25-4910-860	WS06	-	50,000	80,000			
9	Equipment Replacement	25-4910-865	WS07	45,000					
10	Mower	25-4910-xxx	WS08						
11	Streets								
12	Mill Street Stormwater		S01						
13	Mason Street Bike/Buggy Ln.		S02						
14	Town Street/Alleys Resurfacing		S03						
15	Cargill Safety Improvements		S04						
16	Bike/Ped Facilities								
17	Bicycle/Pedestrian Plan		BP01						
18	Greenway	15-4910-810	BP02	6,415		50,000	50,000	50,000	50,000
19	King Street Ext. Trail	15-4910-820	BP03	28,594					
20	Dayton Market to Downtown		BP02						
21	Sunset Street Sidewalk		BP05						
22	Sidewalk Replacement & Installation	15-4910-850	BP06	30,000	30,000	30,000	30,000	30,000	30,000
23	Parks & Public Facilities								
24	Land acquisition & amenities	15-4910-860	PF01	50,000	25,000	25,000	25,000	25,000	25000
25	Park amenities	15-4910-860	PF02	25,000		25,000	25,000	25,000	25000
26	Public Works								
27	Vehicle Replacement	15-4910-870	PW01		50,000	45,000			
28	Equipment Replacement	15-4910-870	PW02			70,000	70,000		
29	Mower	15-4910-880	PW03			40,000		40,000	
30	Economic & Community Development								
31	Wayfinding Signage	15-4910-840	ECD02	80,331	50,000				
32	Downtown Revitalization		ECD01			250,000	250,000		
33	Police & Public Safety								

Capital Projects Fund

	A	B	C	D	E	F	G	H	I
34	Vehicle Replacement	15-4910-802	PD01	-	50,000	50,000	50,000	50,000	50000
35	PD In car camera		PD02	-		45,000			
36	Administration								
37	Town Hall Key Card	15-4910-890	A01	20,000					

Item 3.c.

**Adoption of the Budget for the Fiscal Year commencing on July 1, 2022
and Establishment of Tax Rate**

Discussion:

- Committees met to review and recommend their respective budgets.
- The draft budget was presented at a Work Session on April 18, 2022.
- Finance Committee reviewed and recommended the Budget as attached on April 29, 2022 and again on May 4, 2022.
- The budget was advertised in the Daily News-Record on May 28, 2022 and on the Town Website and Facebook Page.
- Council held a Budget Public Hearing on June 6, 2022.
- There is no change in the real estate tax rate. It remains at \$0.08/\$100. However, there is an increase in revenue from real estate tax due to the increase in the County reassessment values. Council held a Public Hearing on that on May 9, 2022. That was advertised on April 9, 2022.

Finance Committee Recommendation:

At its meeting on May 4, 2022, the Finance Committee voted to recommend the budget as presented to Town Council.

Staff Recommendation:

Approve budget as presented.

Revenues

General Fund		
	General Property Tax	\$166,500
	Other Local Tax	\$435,450
	Other Local Revenue	\$376,500
	Federal/State Funding	\$84,200
Subtotal	GF Before Transfer	<u>\$1,062,650</u>
	Transfer from Water & Sewer Fund*	\$1,078,050
	General Fund Revenue	\$2,140,700
Capital Fund - General		
	Transfer from Water & Sewer Fund*	\$112,208
	Transfer from Reserves**	\$92,792
	Water & Sewer Fund	\$3,667,500
	Capital Fund – Water & Sewer	
	Transfer from Water & Sewer Fund	\$50,000
Total Revenues		\$6,063,200

Expenditures

General Fund		
	General Government	\$591,550
	Public Safety	\$705,000
	Public Works	\$491,100
	Parks, Recreation & Cultural	\$171,750
	Community Development	\$181,300
	Debt Service	\$0
Sub-Total		<u>\$2,140,700</u>
	Capital - General Fund	\$205,000
Water & Sewer Fund		
	Water & Sewer Operations	\$2,427,242
	Transfer to Capital*	\$162,208
	Transfer to General Fund*	\$1,078,050
	Capital – Water & Sewer	\$50,000
Total Expenditures		\$6,063,200

* Note: Transfers from Water & Sewer Fund to General & Capital Funds are from operating surplus. They are listed as expense in each fund.

**Note: Reflects transfer from reserves (retained earnings) for budgeting purposes. It is not new revenue.

There is no change in property tax rate proposed for the coming calendar year.

There is a change in refuse collection fees. Fees are increased from \$16/month to \$18/month.

Item 3.d.

Appropriation of Funds for FY 2022-2023

Discussion:

- After adoption of the budget, Council must appropriate funds for use.

Staff Recommendation:

That Council authorize, effective July 1, 2022, the appropriation of \$6,063,200 for the uses and purposes as generally outlined in the FY 2022-2023 budget. The Treasurer is further authorized to transfer from the Water & Sewer Fund and reserves to the General and Capital Funds such funds as necessary and within the amounts budgeted for such purposes.

**AN ORDINANCE
ADOPTING THE FISCAL YEAR 2022-2023 BUDGET, SETTING TAX
RATES, AND APPROPRIATING FUNDS
FOR THE TOWN OF DAYTON, VIRGINIA**

WHEREAS, Virginia Code Section 15.2-2503 requires the governing body of each locality in the Commonwealth of Virginia to prepare and approve a budget for informative and fiscal planning purposes only; and

WHEREAS, the Town Council for the Town of Dayton, Virginia has prepared a budget for the fiscal year 2022-2023, a copy of which is attached hereto as **Exhibit A** (the “Budget”), and has duly advertised and held a public hearing on the Budget as required by law; and

WHEREAS, the Town Council is also required by law to appropriate the funds as set forth in the Budget prior to expending such funds, and to set the tax rates for the calendar year 2022.

NOW, THEREFORE, BE IT ORDAINED, BY THE TOWN COUNCIL OF THE TOWN OF DAYTON, VIRGINIA THAT:

1. The Budget is hereby adopted and approved in the total amount of \$6,063,200 and as set forth in more detail on Exhibit A.
2. The monies described in the Budget are appropriated in the total amount of \$6,063,200 for the uses and purposes generally outlined in the budget. Such authorized uses and purposes may include, but shall not be required to include, the payment of monetary bonuses to Town employees within the amounts budgeted and after further consultation with the Town Council. The Treasurer is further authorized to transfer from the Water & Sewer Fund to the General and Capital Funds such funds as necessary and within the amounts budgeted.
3. All tax rates for the calendar year 2022 are unchanged from those rates previously set for calendar year 2021. The real estate tax rate for calendar year 2022 shall continue to be \$0.08 for each one hundred dollars of assessed value as of January 1, 2022.
4. The monthly refuse collection fees for residential and commercial refuse during fiscal year 2022-2023 shall be \$18.00 per month. All other fees imposed by the Town shall continue without change in full force and effect until further action by the Town Council.

CERTIFICATE

The undersigned Mayor and Clerk of the Town Council of the Town of Dayton, Virginia hereby certify that the foregoing constitutes a true and correct copy of an Ordinance Adopting the Fiscal Year 2022-2023 Budget, Setting Tax Rates, and Appropriating Funds for the Town of Dayton adopted by the Town Council at a meeting held on June 13, 2022. A record of the roll-call vote by the Town Council is as follows:

NAME	AYE	NAY	ABSTAIN	ABSENT
Cary Jackson, Mayor				
Bradford Dyjak, Vice Mayor				
Heidi Hoover				
Robert Seward				
Emily Estes				
Susan Mathias				
Robert Wolz				

Date: June 13th, 2022

[SEAL]

ATTEST: _____
Cary Jackson, Mayor

Christa Hall, Clerk

Exhibit A: Fiscal Year 2022-2023 Budget

Revenues

General Fund		
	General Property Tax	\$166,500
	Other Local Tax	\$435,450
	Other Local Revenue	\$376,500
	Federal/State Funding	\$84,200
Subtotal	GF Before Transfer	<u>\$1,062,650</u>
	Transfer from Water & Sewer Fund*	\$1,078,050
	General Fund Revenue	\$2,140,700
Capital Fund - General		
	Transfer from Water & Sewer Fund*	\$112,208
	Transfer from Reserves**	\$92,792
	Water & Sewer Fund	\$3,667,500
	Capital Fund – Water & Sewer	
	Transfer from Water & Sewer Fund	\$50,000
Total Revenues		\$6,063,200

Expenditures

General Fund		
	General Government	\$591,550
	Public Safety	\$705,000
	Public Works	\$491,100
	Parks, Recreation & Cultural	\$171,750
	Community Development	\$181,300
	Debt Service	\$0
Sub-Total		<u>\$2,140,700</u>
	Capital - General Fund	\$205,000
	Water & Sewer Fund	
	Water & Sewer Operations	\$2,427,242
	Transfer to Capital*	\$162,208
	Transfer to General Fund*	\$1,078,050
	Capital – Water & Sewer	\$50,000
Total Expenditures		\$6,063,200

* Note: Transfers from Water & Sewer Fund to General & Capital Funds are from operating surplus. They are listed as expense in each fund.

**Note: Reflects transfer from reserves (retained earnings) for budgeting purposes. It is not new revenue.

There is no change in property tax rate proposed for the coming calendar year.

There is a change in refuse collection fees. Fees are increased from \$16/month to \$18/month.

AN ORDINANCE READOPTING PORTIONS OF THE STATE CODE

WHEREAS, this Council wishes to reincorporate certain sections of the Code of Virginia in order to ensure that any amendments to the incorporated statutes have been incorporated into the Town Code.

WHEREAS, this Council wishes to adopt any future changes to the incorporated statutes.

NOW, THEREFORE, be it ordained by the Council of the Town of Dayton, Virginia, that:

1. Section 24-124 of the Town Code is amended and readopted as follows:

§ 24-124. Adoption of State Law. All of the provisions of Title 46.2, and of Article 9 of Chapter 11 of Title 16.1 (§ 16.1-278 *et seq.*), and of Article 2 of Chapter 7 of Title 18.2 (§ 18.2-266 *et seq.*) of the Code of Virginia, 1950, as amended, other than those provisions thereof which plainly have no application within the Town, are incorporated by reference into this Chapter. Reference therein to “highways of the state” shall be deemed to include streets, highways, public parking lots and alleys within the Town. The mention of specific state law provisions does not preclude the incorporation of unmentioned provisions. Nevertheless, to the extent that § 15.2-1429 of the Code of Virginia prohibits the Town from incorporating those provisions of § 18.2-270 which provide for penalties greater than those for a class one misdemeanor, such provisions are not incorporated. (See Code of Virginia, § 46.2-1313).

2. Section 26-120 of the Town Code is amended and readopted as follows:

§ 6-9 Incorporation of Waterworks Regulations. Article 3 of Part II of 12 VAC 5-590, enacted by the State Board of Health pursuant to § 32.1-170 of the Code of Virginia, is hereby incorporated into this title. (See Code of Virginia, § 15.1-854.)

3. All other state statutes and regulations incorporated into the ordinances of the Town are reincorporated, and all Town Code provisions incorporating the state provisions are readopted. This reincorporation extends to statutes which have been amended and to state statutes which have been repealed and recodified.

4. All future amendments and recodifications of statutes and regulations incorporated into the ordinances of the Town are also incorporated in accordance with § 1-220 of the Code of Virginia.

5. All Town ordinances incorporating or referring to state statutes or regulations are readopted and, if necessary, the ordinances are amended to reflect any amendments to or recodifications of the statutes or regulations.

6. This ordinance shall take effect on “the first day of July,” 2022, within the meaning of Article 4, Section 13 of the Virginia Constitution.

Adopted: June 13, 2022

CERTIFICATE

The undersigned Mayor and Clerk of the Town Council of the Town of Dayton, Virginia hereby certify that the foregoing constitutes a true and correct copy of an ordinance adopted by the Town Council at a meeting held on June 13, 2022. A record of the roll-call vote by the Town Council is as follows:

<u>NAME</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cary A. Jackson, Mayor				
Bradford Dyjak, Vice-Mayor				
Heidi Hoover				
Robert Seward				
Emily Estes				
Susan Mathias				
Robert Wolz				

Date: June 13th, 2022

[SEAL]

ATTEST: _____
Cary Jackson, Mayor

Christa Hall, Clerk

Appointment Actions

Planning Commission

- Hunter Barnett's term expires June 30, 2022. Mr. Barnett has expressed a desire to continue to serve on the Planning Commission. PC Members serve a 4-year term.

Board of Zoning Appeals

- Colby Miller's term expires June 30, 2022. Mr. Miller has expressed a desire to continue to serve on the BZA. BZA members serve 5-year terms.

Economic Development Authority

- James Paladino's term expires July 10, 2022. Mr. Paladino has expressed a desire to continue to serve on the EDA. EDA members serve 4-year terms.
- Note: There is currently one (1) vacant position on Economic Development Authority.

Harrisonburg Rockingham Regional Sewer Authority

- Member Angela Lawrence's term expires July 14, 2022. Members serve a four (4) year term.
- Alternate Member Adam Meek's term expires July 14, 2022. Members serve a four (4) year term.

Staff Recommendation:

If it is the pleasure of Council to reappoint each, a separate motion should be made for each.

1. Re-Appoint Hunter Barnett to Planning Commission for a term to expire June 30, 2026.
2. Recommend to the Circuit Court of Rockingham County that Colby Miller be re-appointed to the Town of Dayton Board of Zoning Appeals for a term to expire June 30, 2027.
3. Re-Appoint James Paladino to the Economic Development Authority for a term to expire July 10, 2026.
4. Re-appoint Angela A. Lawrence as Member and Adam Meek as Alternate Member of the Harrisonburg Rockingham Regional Sewer Authority, both to serve four-year terms.

Personnel

- 1) A couple of staff members have tested positive for COVID and are out of the office and/or working remotely. I sent another email to all staff to remind them of the protocol for COVID and other illnesses.

Public Works, Roads, Facilities

- 1) Water Plant Upgrade:
 - a) Construction has started and is running smoothly.

Budget

- 1) Council budget work session was held Monday, April 18th.
- 2) Staff and finance committee have continued to refine the budget.
- 3) The advertised public hearing for taxes was held May 9 and the budget public hearing was held June 6th. The budget has not changed since the last council meeting in which council authorized staff to advertise the budget.

Other

I attended the following:

- 1) VDOT 6-year Improvement Plan Public Hearing
- 2) VRSA Annual Meeting (virtual)
- 3) Meeting with VDOT and Cargill (virtual)
- 4) Chief's Town Hall Meeting
- 5) ICMA Managing Council/Staff Relations Webinar
- 6) Colton's Graduation from Police Academy
- 7) Planning Commission
- 8) Silver Lake Mill Old Fashioned Milling Day
- 9) Summer Concert
- 10) Nonpoint Source Pollution Application Webinar

Items for Discussion and/or Consideration

- 1) Budget adjustments for FY2021-2022
- 2) Motion to carry over all unspent capital project funds (15 and 25 funds) remaining on June 30, 2022.

Budgeted Capital Projects Status

Project	Status	Comments
Police Vehicle	Grant received. Vehicle Purchased	Awaiting final components (decals, lights, etc...) prior to usage.
Greenway Project	Rail ordered. Project to be completed in June. Markings have been made for drilling posts. Product has been powder coating, awaiting installation.	Rail cost will allow us to also complete electricity plan.
King Street Extension Path	Field survey completed.	More research is needed.
Wayfinding Signage Program	See Meggie's report	Final Design completed. August completion date expected.
Sidewalks	Quote received.	Projected completion August due to contractor schedule and concrete supply issues.
Parks	Nothing planned currently	For savings purposes.
Public Works Vehicle	Purchased and received	
Ventrac Mower	Completed.	2 additional mowers were approved by Council (1 water, 1 PW) and will be received in June.
Key Card System	Cable and some components installed. Awaiting equipment.	Expected completion by June 30 th .
Water Line Extension	Agreement going to City attorney before review by Town.	Extension of line near Walmart to City water for emergency purposes.
Water Plant Equipment	Project underway.	Project to be completed April 2023.
Park land acquisition	Nothing planned	For saving purposes only.
Water/Sewer Lines	Nothing planned currently.	Camera and clean out done for downtown drainage from Main to 42. Significant debris and roots removed.
Hydrants	Line and hydrant installed.	Ft. Harrison area
Generator	Installed at well 4.	Fencing to be completed June 30 th .
Water Dept. Service Truck	Truck purchased.	Awaiting delivery by end of June.

Respectfully submitted,

Angela A. Lawrence

Staff Report

Treasurer's Office

May 2022

Personnel:

- Treasurer attended annual VGFOA Spring Conference

Activity:

- Budget preparation continues.
- Staff mailed 27 cut-off notices for unpaid water service. Service interruption is scheduled for June 20, 2022.
- End of FY22 is June 30, 2022. Auditors are scheduled to be on-site for preliminary field-work, Monday, July 11, 2022 and final on-site field-work scheduled the week of September 12-16, 2022.

Items for consideration:

- None

Respectfully submitted,

Susan Smith

Town of Dayton
Budget v. Actual Report
FY22 Period ending May 31, 2022

<u>REVENUES</u>	<u>Budget</u>	<u>MTD</u>	<u>YTD</u>	<u>Variance</u>	<u>% Rcvd</u>
<u>General Fund</u>					
Property Taxes	\$ 122,500	\$ 15	\$ 123,621	\$ (1,121)	101%
Other Local Taxes	\$ 410,400	\$ 12,384	\$ 401,752	\$ 8,648	98%
Permits, Privilege Fees & Licenses	\$ 500	\$ 375	\$ 733	\$ (233)	147%
Fines & Forfeitures	\$ 21,200	\$ 3,501	\$ 41,650	\$ (20,450)	196%
Rev. from use of money & prop.	\$ 2,750	\$ 90	\$ 665	\$ 2,085	24%
Charges for services	\$ 123,926	\$ 11,974	\$ 118,468	\$ 5,458	96%
Other	\$ 107,000	\$ 15,203	\$ 127,137	\$ (20,137)	119%
Recovered Costs	\$ 5,000	\$ -	\$ -	\$ 5,000	0%
State & Federal Funding	\$ 928,708	\$ -	\$ 57,448	\$ 871,260	6%
Transfer from Reserves	\$ 253,727	\$ -	\$ -	\$ 253,727	0%
TOTAL GF REVENUES	\$ 1,975,711	\$ 43,542	\$ 871,474	\$ 1,104,237	44%
<u>General Capital Fund</u>					
Transfer from Reserves	\$ 367,688	\$ -	\$ -	\$ 367,688	0%
	\$ 367,688	\$ -	\$ -	\$ 367,688	0%
<u>Water & Sewer Capital Fund</u>					
Transfer from Water & Sewer Fund	\$ 1,266,424	\$ -	\$ -	\$ 1,266,424	0%
Transfer from Reserves	\$ 2,560,576	\$ -	\$ -	\$ 2,560,576	0%
	\$ 3,827,000	\$ -	\$ -	\$ 3,827,000	0%
<u>Water & Sewer Fund</u>					
Charges for service	\$ 3,622,000	\$ 320,982	\$ 3,308,828	\$ 313,172	91%
W&S Conn fees	\$ 50,000	\$ -	\$ 33,000	\$ 17,000	66%
Interest	\$ 30,000	\$ 688	\$ 13,842	\$ 16,158	46%
Misc.	\$ -	\$ -	\$ 2,512	\$ (2,512)	
TOTAL W&S REVENUES	\$ 3,702,000	\$ 321,670	\$ 3,358,182	\$ 343,818	91%
	Budget	MTD	YTD	Variance	
TOTAL REVENUES	\$ 9,872,399	\$ 365,212	\$ 4,229,656	\$ 5,642,743	43%

<u>EXPENDITURES</u>	<u>Budget</u>	<u>MTD</u>	<u>YTD</u>	<u>Variance</u>	<u>% Used</u>
General Government	\$ 578,074	\$ 35,043	\$ 486,840	\$ 91,234	84%
Public Safety	\$ 655,827	\$ 45,945	\$ 562,519	\$ 93,308	86%
Public Works	\$ 418,000	\$ 29,753	\$ 331,667	\$ 86,333	79%
Parks, Rec & Culture	\$ 162,530	\$ 14,327	\$ 125,445	\$ 37,085	77%
Community Development	\$ 161,280	\$ 12,079	\$ 120,843	\$ 40,437	75%
TOTAL GF EXPENDITURES	\$ 1,975,711	\$ 137,147	\$ 1,627,314	\$ 348,397	82%
<u>Capital Projects</u>					
PD Equipment	\$ 52,688	\$ -	\$ 34,936	\$ 17,752	66%
Greenway Project	\$ 15,000	\$ -	\$ -	\$ 15,000	0%
King St. Extension	\$ 30,000	\$ 2,945	\$ 4,351	\$ 25,649	15%
Sign Program	\$ 100,000	\$ 750	\$ 20,544	\$ 79,456	21%
Sidewalks	\$ 30,000	\$ -	\$ -	\$ 30,000	0%
Parks	\$ 50,000	\$ -	\$ -	\$ 50,000	0%
PW Vehicle	\$ 45,000	\$ -	\$ -	\$ 45,000	0%
Ventrac Mower	\$ 25,000	\$ -	\$ 36,703	\$ (11,703)	147%
Municipal Key Card System	\$ 20,000	\$ -	\$ -	\$ 20,000	0%
Water Line Extension	\$ 65,000	\$ -	\$ -	\$ 65,000	0%
Water Plant Upgrade	\$ 3,500,000	\$ 40,444	\$ 1,071,194	\$ 2,428,806	31%
Water Plant Land	\$ 10,000	\$ -	\$ 10,887	\$ (887)	109%
Water/Sewer Line Replacement	\$ 150,000	\$ -	\$ 8,519	\$ 141,481	6%
Hydrants	\$ 12,000	\$ 13,035	\$ 13,035	\$ (1,035)	109%
Mobile Generator	\$ 25,000	\$ -	\$ 29,292	\$ (4,292)	117%
Service Truck	\$ 45,000	\$ -	\$ -	\$ 45,000	0%
TOTAL CAPITAL PROJECTS	\$ 4,174,688	\$ 57,174	\$ 1,229,461	\$ 2,945,227	29%
Operating	\$ 691,080	\$ 36,422	\$ 542,637	\$ 148,443	79%
HRRSA	\$ 1,739,496	\$ 141,934	\$ 1,556,490	\$ 183,006	89%
Water Fund Contingency	\$ 25,000	\$ -	\$ -	\$ 25,000	0%
TOTAL W&S EXPENDITURES	\$ 2,455,576	\$ 178,356	\$ 2,099,127	\$ 356,449	85%
Transfer to Capital-Water & Sewer	\$ 1,266,424	\$ -	\$ -	\$ 1,266,424	0%
TOTAL CAPITAL TRANSFER	\$ 1,266,424	\$ -	\$ -	\$ 1,266,424	0%
	Budget	MTD	YTD	Variance	
TOTAL EXPENDITURES	\$ 9,872,399	\$ 315,503	\$ 3,726,441	\$ 6,145,958	38%
NET TOTAL	\$ -	\$ 49,709	\$ 503,215		

Police Department Staff Report
May 2022

1. Personnel

Position Title	# of Positions	Filled	Vacant
Chief	1	1	0
Lieutenant	1	1	0
Patrol	4	4	0

A. Employee recognitions

- Colton Shifflett graduated the Police Academy.

B. Training

- Chief Trout and Lt. Hooker attended a course on Unified Command.
- Officer Shifflett is in Field Training which will be completed in August.

2. Activity Report May 2022

Calls for Service	Incident Reports	IBR Reports	Arrests	Crashes	Citations
497	487	6	2	2	75

3. Project Updates

- Vehicle equipment should be in by mid-June.
- Radios have been programmed with encrypted channels. Remaining radio equipment will be delivered June 2nd. Radio grant will be closed.
- Chief's Town Hall Event was held May 17th and was well received.
- Chief Trout met with the Attorney General's assistant.

4. Upcoming Events

- None

5. Items for Consideration

Respectfully submitted



Justin Trout



Public Works Staff Report May 2022

I. Personnel:

Position Title	# of Positions	Filled	Vacant
Public Works Supervisor	1	1	0
Building & Grounds Technician	2	2	0
Part Time/seasonal	2	1	1

1. Hiring Update: None
2. Employee Recognitions: None

II. Reports:

- Installed a new fire hydrant across from Fort Harrison. It took about 260 feet of pipe to make the connection from the main along Route 42.
- Started painting curbs downtown. Completed Main St. and starting on College St. and Mill St. in June.
- Cleaned out the rock at the flower bed at Cooks Creek Park sign.
- 24 Miss Utilities this month.
- Received the new Public Works tuck.

III. Items for Consideration: None

Respectfully submitted,

Adam Meek



Water Department Staff Report
May 2022

I. Personnel

Position Title	# of Positions	Filled	Vacant
Lead Water Treatment Operator	1	1	0
P/T- Water Treatment Operator	1	1	0
Water Plant Operator	1	1	0

II. Reports

- Water plant treated 46.244 million gallons of water in the month of May.
- Purchased 519,000 gallons from Rockingham County.
- Successful groundbreaking ceremony at water plant on May 4th.
- Planted all pots on Main Street, Sunset Park beds, and Rt. 42 beds.
- Continued updating landscaping and regular watering of flowers and plants.
- Sprayed parks for weeds.
- Waco has piping going in for the new water plant as of May 31st.
- Squeeky Clean power washed water tanks at plant May 21st.
- Scheduled Premier Vinyl for fencing around generator.
- Generator installed at well 4; waiting on final inspection before it's officially complete.
- New mower ordered and should arrive first full week of June.
- Harrisonburg City located Silver Lake pipe that they are going to tap into.
- Yoho Electric began troubleshooting high service pump #2 issues.

III. Items for Consideration: None

Respectfully submitted,

Jennifer Reppe

**Community Development Staff Report
May 2022**

1. Planning and Zoning

- a. One new Zoning Permit was issued.
- b. No Certificates of Occupancy were issued.
- c. No Chicken Keeping Applications were approved
- d. No Short Term Rental Permits were requested.
- e. There were no nuisance violations.
- f. BZA meeting was held on May 18th at 5:00 p.m. to establish setbacks for a non-conforming lot of record located at 560 Mason Street.
- g. DMV-Connect was in Dayton Town Hall May 9-11 and assisted 45 customers.
- h. Attended the HRMPO LRTP meeting on May 5th.
- i. Attended the Ground-breaking Ceremony for the Water Treatment Plant.
- j. Attended a Pre-Application meeting with Rockingham County for proposed mini-storage units off of Legacy Lane.
- k. The May 19th Planning Commission meeting was held and the Commission and staff continue to review and update the Comprehensive Plan. The Commission reviewed the CIP and recommended the Plan to be reviewed and approved by Council. They requested assistance from the Parks, Recreation & Beautification Committee for the Parks portion of the Comp Plan.
- l. Attended a Pre-Application meeting at the Rockingham County office building for an addition at Wal-Mart.
- m. Attended a meeting with staff and Cargill representatives regarding improved safety in and around the plant.
- n. Attended a meeting with Blackwell Engineering to discuss rezoning possibilities.
- o. Received a rezoning request for a parcel along the Mason Street corridor. Planning Commission reviewed the request and set it for a Joint Public Hearing with Town Council on June 13th. Staff recommends that Council vote to rezone the parcels to HB-1.
- p. Attended a Housing Study Listening Session hosted by the CSPDC for Rockingham County Towns to help guide the direction of the housing study and shape the eventual strategies and recommendations.

2. Items for Consideration: NONE.

Respectfully submitted,



Community Development Coordinator

Economic Development Staff Report May 2022

Business Recruitment, Retention and Relationships

- May business newsletter analytics:
 - 58 opens
 - Top links clicked:
 1. Façade Enhancement Grant
 2. Small Business Trends article
 3. Golf Cart Sponsorships
- The June Business e-newsletter will be sent out the week of 6/6 – 6/10. It is slightly delayed to allow time for the SBDC to set up a registration link for the June STAMP program visit.
- The Town of Dayton is partnering with the Town of Bridgewater to host the Small Town Merchant Program (STAMP), which is a program facilitated by Marc Wilson at the Small Business Development Center. Mr. Wilson will be hosting a workshop for small businesses on Tuesday 6/28 in the morning, followed by individual sessions with business owners at their storefront on Tuesday afternoon and all day on Wednesday 6/29. Businesses will be able to sign up for the individual sessions ahead of time or sign up at the workshop. Registration for the workshop is preferred, but not required.
- The Dayton Market will be celebrating their 35th Anniversary on June 11th. There will be door prizes, drawings for Massanutten Summer Jam, Dayton Market Gift certificates and more!

Events

- Registration for arts & crafts vendors at Dayton Days is full, and new applications are now being added to a waitlist. Food vendors are still being accepted.
- Muddler registrations thus far: 199
 - Staff continues to seek sponsorship and promote registration.
- The annual events calendar was mailed out May 20th.
- The first summer concert on May 21 with Who Shot John Acoustic Trio was a success, with a little over 100 people attending. The next summer concert will be on June 18th with Morgan Dean.

Social Media

- May Town of Dayton Facebook Analytics
 - Page Reach: 12.1k
 - Profile visits: 1,255
 - New Followers: 30
 - Top Posts
 1. Summer Concert Series lineup announcement (5/10): 8.3k reach
 2. Summer concert drone photo (5/21): 2k reach
 3. Rocktown History Dayton Presentation (5/23): 1.8k reach
- May Town of Dayton Police Department Facebook Analytics
 - Page reach: 4.8k
 - Profile visits: 330
 - New followers: 11
 - Top Posts
 1. Officer Shifflett Graduation (5/19): 2.4k reach
 2. Peace Officer's Memorial Day (5/16): 1.5k reach
 3. Condolences to fallen officer (5/19): 1.1k reach

- May Redbud Festival Facebook Analytics
 - Page reach: 2,454
 - Profile visits: 29
 - New followers: 8
- May Dayton Days Facebook Analytics
 - Page reach: 368
 - Profile visits: 54
 - New followers: 34
- May Muddler Facebook Analytics
 - Page reach: 4,010
 - Profile visits: 139
 - New followers: 16
 - Top Posts
 1. Photo of officers planning race (5/6): 2.3k reach

Other

- Wayfinding – The VDOT Project Initiation Kick-off meeting was on May 19th. The consultant is now working with VDOT to resolve issues related to the limited access area on Route 42 before submitting the next application.
- Staff worked with the CSPDC on submitting an application for a CDBG Planning. The application was submitted as part of their May review period, so we hope to hear something soon!
- Attended the National Main Street Conference, hosted in partnership by Virginia Main Street in Richmond, VA.

Items for consideration or discussion:

None.

Respectfully submitted,

Meggie Roche

