



AGENDA
TOWN/COUNTY LIAISON
COMMITTEE MEETING
Warren County Government Center
Board Room
Thursday, April 18, 2024 at 6:00 PM



- Call to Order – Cheryl L. Cullers, Chair of the Warren County BOS
 - 1) Processing Housing Violations & Tenant and Landlord enforcement policy (deferred to July)
 - 2) McKay's Springs – County
 - 3) Transportation & Infrastructure Committee – County
 - 4) Update on School Zone Cameras – County
 - 5) Water Supply Plan – Town
 - 6) Boundary Line Adjustment for Town Corporate Limits on East/West Criser Road - Town
- Next Meeting – Thursday, July 18, 2024, at 6:00 PM (Council Chambers)
- Adjournment



TOWN COUNCIL/WARREN COUNTY BOARD OF SUPERVISORS LIAISON COMMITTEE MEETING MINUTES

Monday, January 19, 2023 @ 6:00PM in the Town Hall Conference Room

The following minutes are a summary of items on the agenda.

This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com.

PRESENT FROM TOWN: Mayor Lori A. Cockrell
Councilwoman Amber F. Morris
Town Manager Joseph E. Waltz

PRESENT FROM COUNTY: Chair Vicky L. Cook
Vice Chair Cheryl L. Cullers
County Administrator Edwin "Ed" Daley

OTHERS PRESENT: Clerk of Council Tina L. Presley
Members of the audience including but not limited to councilmembers,
supervisors and Town/County staff

Mayor Cockrell called the meeting to order.

Review of Liaison Committee Meeting Policy – Mayor Cockrell gave the following suggested revisions:

- Membership should include the invitation of entire council and board instead of rotating one member from each entity.
- Meeting Schedule shall be rotated between entities: January/July at Town Hall and April and October at Government Center
- Meeting Agenda - add the word "of" after Tuesday and remove the first sentence on the last bullet.
- Bring back the reports from the Town Manager and the County Administrator beginning in April

There was discussion that everyone of both entities deserves a seat at the table. Everyone agreed to the changes and Clerk of Council Tina Presley agreed to write the revision for both entities to approve at their respective meetings.

Review of MOU for Use of Board Meeting Room – Clerk of Council explained the need for a schedule of those who use the Board Meeting Room on a continuing basis. After researching it was noted that a schedule was supposed to be included with the MOU. Mr. Daley advised that he would make sure the Town receives a copy. Supervisor Cullers questioned the purchase of new chairs for the Board Room. It was agreed that Mr. Waltz and Mr. Daley would discuss costs and report back.

Tourism Business/Marketing Plan Update and Next Steps for DMO – MOU between Town and Discover Front Royal – An overview of Tourism was given beginning with the MOU signed by both Town and County in April 2022. The tax revenue from the lodging tax was explained in that requirements for spending the percentage was different in the County than it was in the Town. It was noted that an MOU between the

Joint Towing Advisory Board – Mr. Waltz explained that the board needed to be reappointed as the Town appointed them in June; however, the County did not and now there were several changes and an opening for a citizen representative. It was agreed that Mr. Daley and Mr. Waltz would discuss.

Disposition of McKay Springs Property – WCEDA Director Joe Petty gave a presentation. It was noted that the EDA would like to move quickly on boundary adjustments of the parcels as there is continued interest in the property.

Addition to the Agenda - Avtex Conservancy Strategic Plan – Mr. Petty gave a presentation explaining that the EDA wanted to convey the parcels to the County. It was being presented to Council because it was located in the Town limits and could impact the Town citizens. Mr. Petty noted that the covenants associated with the land allows some recreation but no excavation.

Meeting adjourned at 9:27pm.

TOWN OF FRONT ROYAL

EXCESS VOLUME DETERMINATION

March 2024

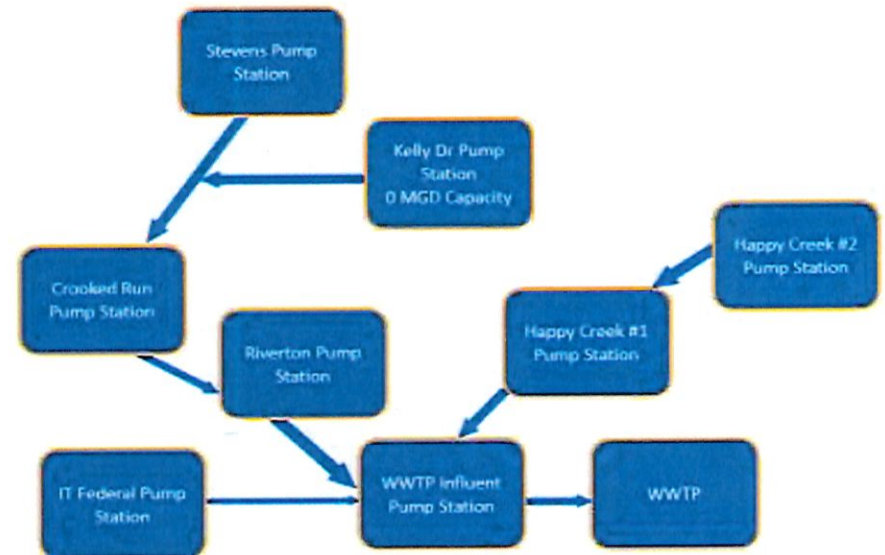
Prepared for:
Town of Front Royal
102 E Main Street
Front Royal, VA 22630

Prepared by:
CHA Consulting, Inc.
1341 Research Center Drive, Suite 2100
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CHA Project Number: 086180



Front Royal – Excess Volume Determination

Council Update – March 11, 2024



Town Code

Section 134.1.C

The Town Municipal Code (Code), section 134.1. C, states that the Town will annually determine the “anticipated excess volume” of water and sewer that is available for residential, commercial, or industrial use. The Code establishes excess volume as the “current and projected volume required by the Town subtracted from the current permitted plant capacities.” The Code also requires all utility extensions to include detailed information demonstrating no impact to existing users and that all construction will meet established Town standards.

This report seeks to fulfill the Code requirement for determining anticipated excess volume within the water and sewer systems. This report takes the approach that “excess volume” refers to capacity available for future development. Thus, the “excess volume” is assumed to be annual average treatment, conveyance and/or distribution capacity available to support new, permanent development.

Water System Volume

Available Capacity

Table 2.1 Water System Excess Capacity

Water Element	Raw Water Intake & PS	Water Treatment Plant	Guard Hill PS	Future Manassas Ave PS	Jamestown PS	4H PS	WTP Pressure Zone Distribution System
Pressure Zone Served	All	All	Route 522 Corridor		Jamestown	4H	WTP
Average Day Demand (MGD)	2.10	2.10	0.42	-	0.24	0.01	1.10
Dominion Power Unused Capacity (MGD)	0.52	0.52	0.52	-	-	-	-
Permitted Capacity (MGD)	3.49*	4.00	-	-	-	-	
Design Capacity (MGD) **	8.00	5.94	1.63	1.63	0.41	0.09	2.20
Available Capacity (MGD)	5.38	3.32	0.71	1.63	0.17	0.08	1.10
Limiting Facility/Permit	Raw Water PS DEQ Permit	Raw Water PS DEQ Permit	Raw Water PS WTP Pressure Zone		Jamestown PS	4H PS	Raw Water PS DEQ Permit
Excess Capacity (MGD) ***	0.87	0.87	0.87		0.17	0.08	0.87

*Max day cannot exceed 5.94 MGD, max month is 4.27 MGD

** Distribution pump station capacity is based on 16 hours/day operation. WTP & Raw Water PS based on 24 hours/day operation.

*** Available Excess Capacity was calculated as the lowest available permitted capacity minus demand and unused capacity. The DEQ withdrawal permit limits most portions of the water system.

Sewer System Volume

Available Capacity

Table 3.2 Sanitary Sewer System Excess Capacity

Wastewater Element	WWTP	Riverton PS	Crooked Run PS	Kelly Industrial Park PS	Stevens PS	Happy Creek #1 PS	Happy Creek #2 PS	IT Federal PS
2022 Average Day Flow (MGD)	4.82	1.03	0.36	0.003	0.01	0.07	0.018	0.0002
2022 Peak Day Flow (MGD)	11.6	3.60	0.85	0.041	0.07	0.63	0.179	0.006
2023 Average Day Flow (MGD)	4.12	0.89	0.37	0.003	0.01	0.05	0.011	0.0007
2023 Peak Day Flow (MGD)	9.74	1.7	0.67	0.019	0.07	0.36	0.128	0.016
Design Capacity (MGD)	5.3	2.74	1.73	0.281	1.44	0.32	0.324	0.189
Average Daily Excess Capacity* (MGD)	0.48	-	0.88	0.240	1.37	-	0.15	0.18
Limiting Facility	-	Riverton PS	Riverton PS	Riverton PS	Riverton PS	Happy Creek #1 PS	Happy Creek #1 PS	-
Downstream Excess Capacity*** (MGD)	0.48	-	-	-	-	-	-	0.18

* Calculated as design capacity minus 2022 Peak Day for all pump stations, for the WWTP 2022 the Average Day was used

** Excess capacity is only available if supported by downstream facilities. This numbers reflects the lowest available capacity downstream.

