

TOWN COUNCIL
Subcommittee Meeting
March 8th, 2022

Jack Lawson called the meeting to order at 4:00 p.m. at 802 Main Street, West Point, Virginia 23181. The Subcommittee's with items on the agenda is the Community Development Committee, the Public Works Committee and the Finance and Organization Committee.

Members Present: Mayor, Jim Hudson; Vice Mayor, Deborah Ball; Robert Lawrence, Jack Lawson, James Pruett, John Ragsdale and Chris Vincent.

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Walt Feurer, Director of Public Works, Jon Morr, Building Official; Susan Harlow, Town Treasurer; Holly McGowan, Director of Community Development and Donna Pauley, Human Resource Officer.

I. Agenda Changes

No changes were made to the agenda.

II. 1. Adoption of Minutes

February 8th 2022

Mr. Lawrence made a motion to adopt the minutes seconded by Mrs. Ball. Upon a unanimous vote, the motion was approved.

III. Community Development

1. Subdivision Ordinance 02-2022

Ms. McGowan presented a draft Subdivision Ordinance prepared by the Town Attorney and stated that Planning Commission held a public hearing last week and recommend Town Council adopt the ordinance.

Mrs. Ball asked if a developer does not comply with the changes, will it prevent signing off on a project.

Mr. Edwards stated that they will not be able to get any permits until they post the necessary bonds and enter into an agreement.

Mrs. Ball asked about existing projects.

Mr. Edwards stated that it is not retro-active for existing projects.

Mr. Pruett asked if it would affect any new subdivisions in town.

Mr. Edwards advised yes.

Mrs. Ball asked if it would affect River Gate.

Mr. Edwards said no that the infrastructure was built out some time ago. This ordinance only covers new infrastructure. Construction is covered through the building permit process. Mr. Edwards also stated that a public hearing is required for adoption of the ordinance and scheduled for the March Town Council meeting.

IV. Public Works

Adoption of minutes

November 10th 2022

Mr. Ragsdale made a motion to approve the minutes, seconded by Mr. Pruett. Upon a unanimous vote, the motion was approved.

1. Road Addition – Pointers Drive

Ms. McGowan presented a plat with resolution and advised that VDOT has changed the amount of road addition that can be taken into the VDOT system up to two miles. Ms. McGowan asked that Town Council adopt a resolution for VDOT to accept Pointers Drive into the system.

Mr. Edwards stated that the Resolution will be on the Town Council agenda for adoption.

V. Finance Committee

1. FY 2022-23 Budget Discussion

Mr. Edwards advised that he has met with four members of Town Council and that he will be meeting with the remainder of the members later this week. The one item that has come up is the revenue from Personal Property Tax. The increase in property value, especially used vehicles has unexpectedly increased revenue. There is a suggestion that the tax rate be lowered.

Mrs. Ball suggested the town waive the \$20.00 annual license fee.

Mr. Lawson stated that Town Council should discuss lowering the rate, especially if King William are looking at an increase in rates. This year the schools didn't ask for any budget increase, we gave salary adjustments to employees and the town has purchased some property then demolished them. If there is a 40% PPTRA increase, Mr. Lawson suggested lowering the rate.

Mr. Hudson stated that one other option would be to give a onetime rebate.

Mrs. Ball advised that she does not agree with lowering the rate then raising it the following year.

Mr. Edwards advised that the \$20.00 license fee is a \$50,000 a year revenue item.

Mrs. Ball stated that she will be going back to work at the Commissioner of the Revenues office next week, and she would get the PPTRA numbers for the Town as soon as possible.

Mrs. Ball asked if the Town was going to do anything regarding a lodging tax.

Mr. Edwards stated that he has not begun working on a Lodging Tax.

2. General Obligation Refinancing

Roland Couche, representative for Davenport & Company LLC presented the results of the RFP and stated that there were nine proposals received. The two proposals that have the lowest rates are Chase at 1.780% and Towne Bank 1.890%. Mr. Couche also reviewed the timeline for the loan process with the closing by April 12th 2022.

Mr. Edwards asked for clarification on the prepaid penalty with Town Bank.

Mr. Couche advised that it would be a 1% penalty if prepaid within the first 5 years.

Jesse Bauch, Bond Counsel with Sands Anderson advised that the Chase Bank option is the best option for the Town.

Mr. Vincent made a motion to approve the Chase Bank proposal and authorize the Town Manager to execute and deliver all documents to lock in the rate. Seconded by Mrs. Ball, upon a unanimous vote, the motion was approved.

IV. General Information

1. Town Vacancies

Mr. Edwards advised that there are a number of interviews going on this week in Town Hall, town staff are looking to have the vacant positions filled by next week. Interviews for the Fire Chief position are scheduled for next week.

V. Town Council Agenda

VI. Next Meeting: April 12th 2022

VII. Adjournment

There being no further business, the meeting was adjourned.

James H. Hudson, III
Mayor

ATTEST:

Karen M. Barrow
Town Clerk