

**DAYTON TOWN COUNCIL MINUTES**  
**February 11, 2019**

**COUNCIL MEMBERS PRESENT:** Mayor Sam Lee, Todd Collier, Jeff Daly, Zachary Fletchall, Cary Jackson, Robert Ohgren, and Tara Worthy

**COUNCIL MEMBERS ABSENT:** None.

**ALSO PRESENT:** Jason J. Ham, Town Attorney; Joseph S. Paxton, Interim Town Superintendent; Daniel Hanlon, Chief of Police; Lee Early, Town Treasurer; Michael Betts, Events and Marketing Coordinator; and Kimberley Clark, Recorder.

**CALL TO ORDER:** Mayor Lee called the meeting to order at 7:01 p.m. Mayor Lee introduced Interim Town Superintendent Joseph Paxton. Mayor Lee then welcomed everyone and led the Invocation and Pledge of Allegiance.

**APPROVAL OF MINUTES FOR REGULAR MEETING OF JANUARY 14, 2019 AND SPECIAL MEETING OF JANUARY 24, 2019**

Mayor Lee asked for comments pertaining to minutes for Regular Meeting of January 14, 2019 and Special Meeting of January 24, 2019. Hearing none, a motion by Councilman Collier was seconded by Councilman Jackson and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; the Council approved the minutes for the regular Council Meeting of January 14, 2019 and the Special Meeting of January 24, 2019.

**APPROVAL OF CONTRACT WITH THE BERKLEY GROUP, LLC TO ASSIST WITH THE SEARCH TO FILL VACANT TOWN SUPERINTENDENT POSITION – PERSONNEL COMMITTEE**

Mayor Lee asked for comments pertaining to the proposed contract with The Berkely Group, LLC. to assist with search to fill vacant Town Superintendent position. Councilman Fletchall stated that he spoke with the Berkley Group last week regarding clarification on the position profile and fee adjustment from \$25,000 to \$20,000.

A motion by Councilman Fletchall was seconded by Councilman Daly and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to approve the contract with the Berkley Group, LLC in the amount of \$20,000 to assist with the search to fill vacant town superintendent position.

- A tentative date for the Berkely Group to meet with the Council to discuss protocol and to have a general work session to review profile is Tuesday, February 19, 2019, 5:30 p.m.

**AMEND AND REORDAIN CHAPTER 6 WATER & SEWER, SECTION 6-82, ADJUSTMENT TO BILLS, TO PROVIDE ADJUSTMENTS IN THE CASE OF EXCESSIVELY HIGH USAGE – FINANCE COMMITTEE**

The Finance Committee met with Interim Town Superintendent Paxton due to a resident's recent situation with a broken pressure relief valve, causing an excess of 10,000 gallons of water to be used.

Mayor Lee asked for further comments pertaining to the consideration to Amend and Reordain Chapter 6 Water & Sewer, Section 6-82, Adjustment to Bills, to provide for adjustments in the case of excessively high usage.

A motion by Councilman Fletchall was seconded by Councilman Ohgren and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to amend and reordain Chapter 6 Water & Sewer, Section 6-82, Adjustment to Bills, to provide adjustments in the case of excessively high usage, as follows:

**AN ORDINANCE AMENDING § 6-82, "ADJUSTMENT TO BILLS",  
OF THE CODE OF THE TOWN OF DAYTON, VIRGINIA**

**WHEREAS**, the Town of Dayton (the "Town") provides water and sewer service;

**WHEREAS**, from time to time a water and or sewer customer has an unusually high consumption as the result of some unforeseen circumstance, and the Town would like to provide assistance to such customers and provide for the uniform adjustment of all bills that result from such excessive consumption;

**NOW, THEREFORE**, be it ordained by the Council of the Town of Dayton, Virginia, that Title 6, Section 6-82 of the Dayton Town Code be amended to read as follows:

Sec. 6-82. - Adjustments for excessively high consumption of water/sewer.

(a) *Procedures*. When there is an unusually high monthly increase in a customer's water and/or sewer bill due to an excessively high increase in usage as defined below in (b)(1), the Town and customer shall work cooperatively to determine a cause(s) of the high usage and, if applicable, establish an adjustment to the customer's utility bill.

(b) *Definition of excessively high usage*.

(1) Excessively high usage is defined as an increase in gallons of consumption exceeding one and one half times the customer's previously peak monthly consumption within the last 12 months. For residential connections in cases where a customer's history is less than 12 months the gallons used must be greater than or equal to 10,000 gallons per month.

- (c) *Adjustment parameters.* If the individual meets the excessively high usage criteria, the Town will make an adjustment to the customer's water/sewer bill as follows:
- (1) The Town will determine the difference between the excessively high usage reading and the average of the three highest consumption readings of the customer's account in the last 12-month period historic average usage. The difference between the excessively high usage reading and this average will be calculated, this difference will be considered the excess usage. The customer will be responsible for paying one half of the excess usage plus the customer's historic average usage as calculated. When there is insufficient data available to establish previous history consumption, the customer's adjustment shall be delayed and subsequently calculated using 120 percent of the next three months usage.
  - (2) The Town will attempt to ascertain if the leak impacted only the water system (i.e., a leak between the meter and the structure, service line) or impacted both the water system and sewer system (i.e., leaking toilet). For excessively high usage impacting only water, the sewer charge will be waived for the excess usage billed to the customer; however, both applicable sewer and water charges will be levied against the historic average usage.
- (d) *Validation of adjustment.*
- (1) Under all circumstances the adjustment shall be made only upon the correction of the problem as verified by sufficient documentation and/or change in the customer's usage pattern as determined by the Town Superintendent or his/her duly authorized representative. For accounts where a leak or explanation of the excessively high usage cannot be determined, an adjustment will be considered provided the customer's consumption pattern has returned to a historic average as determined by the Town Superintendent or his/her duly authorized representative. In all cases, however, failure to provide sufficient documentation of a repair or attempt to determine the cause of the excessively high usage will result in the full levy of the utility charge being made to the customer.
  - (2) Only one adjustment will be offered in a 12-month period. Additional adjustments within a 12-month period may be considered if in the opinion of the Town Superintendent or his/her duly authorized representative circumstances warrant additional adjustments.
  - (3) Where in the judgment of the Town Superintendent or his/her duly authorized representative there are abnormal or atypical activities being performed and they are deemed to be conducive to increased water usage, the qualifications for an adjustment shall be forfeited.

**APPROVAL DEED OF EXCHANGE BETWEEN THE TOWN OF DAYTON AND THE COUNTY OF ROCKINGHAM RELATED TO THE FORMER DAYTON LEARNING CENTER PROPERTY – TOWN ATTORNEY HAM**

Attorney Ham stated that the Town would be deeded from Rockingham County the alley near the Dayton Cemetery and the vacation of lots would clean up the title to allow for the transfer of the property from the County to Blue Ridge Christian School; the Mayor or Town Superintendent will have the authority to sign the deed, once it is prepared.

Mayor Lee asked for comments from Council pertaining to the approval of deed of exchange between the Town of Dayton and the County of Rockingham related to the former Dayton Learning Center Property.

A motion by Councilman Collier was seconded by Councilwoman Worthy and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to approve the following ordinance of vacation related to the former Dayton Learning Center:

**ORDINANCE OF VACATION**

**WHEREAS**, a survey of the land located at or near 290 Mill Street and known within the Town of Dayton (the “Town”) as the Dayton Learning Center has revealed certain gaps between the deeded parcels that comprise the Dayton Learning Center, which gaps are shown as the “Proposed Road” and the “12’ Alley” on the survey plat made by Hal T. Benner, Land Surveyor, entitled “Boundary Survey of Tax Map Parcel 107D2 (A) 10” and dated January 31, 2019, attached as Exhibit A;

**WHEREAS**, it is unknown whether the Proposed Road and the 12’ Alley were ever formally dedicated or accepted as public right-of-ways, and they are not currently used as public right-of-ways;

**WHEREAS**, the County of Rockingham (the “County”) is or will soon become the record owner of the Dayton Learning Center;

**WHEREAS**, the County wants the Town to vacate and quitclaim the Proposed Road and the 12’ alley in exchange for providing to the Town the areas labeled “195 Sq. Ft. Portion of Parcel #4” and “4,351 Sq. Ft. Portion of Parcel #2” on the survey plat made by Hal T. Benner, Land Surveyor, entitled “Plat Showing Tract of Land Containing 4,546 Sq. Ft. to be Conveyed to the Town of Dayton, Virginia” and dated January 31, 2019, attached as Exhibit B, together with any improvements thereon;

**WHEREAS**, after holding a public hearing and providing public notice, the Town has determined that it is in the interests of the public and the Town to vacate the Proposed Road and 12' Alley, and to deed any interest that the Town holds in these two areas by quitclaim to the County

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

1. That any public rights-of-ways existing in the location of the Proposed Road and 12' Alley, as shown on the plat attached as Exhibit A, are hereby vacated upon the recordation of this Ordinance of Vacation by the Town Superintendent or Mayor, either of whom may act.

2. That the Town Superintendent or Mayor, either of whom may act, are authorized to deed by quitclaim to the County of Rockingham any and all interest that the Town has in the Proposed Road and 12' Alley, in exchange for the 4,546-square-foot parcel described in Exhibit B, and are authorized to accept a deed from the County for the same.

3. That the Town Superintendent or Mayor, either of whom may act, are authorized to take any action that is reasonable and necessary to effectuate the purpose of this Ordinance, and if final plats are not available as of the date of passage, the Town Superintendent or Mayor may substitute materially similar final plats as Exhibit A and Exhibit B to this Ordinance for the purpose of recordation.

### **SUPERINTENDENT'S REPORT**

Report attached to minutes.

- Due to a recent court ruling, requiring the Town to amend its sign ordinance, Interim Town Superintendent Paxton requested a motion that Council refer this matter to the Planning Commission for its review and recommendation, since it is a component of the Zoning Ordinance (Title 9).
  - A motion by Councilman Daily was seconded by Councilman Ohgren and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to refer the matter of amending of the Town sign ordinance matter to the Planning Commission for its review and recommendation.
- Interim Town Superintendent Paxton requested a motion regarding that he be added as an approved signatory for accounts payable and payroll checks issued by the Town.

- A motion by Councilman Jackson was seconded by Councilman Collier and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to approve Interim Town Superintendent Paxton be an approved signatory for accounts payable and payroll checks issued by the Town.
- Interim Town Superintendent Paxton stated that the Harrisonburg/Rockingham Regional Sewer Authority requested and obtained the resignation of Mr. Popowicz as a member and Vice-Chair of the Harrisonburg/Rockingham Regional Sewer Authority. Treasurer Lee Early currently serves as the alternate. Staff recommends that Russell Bailey be appointed to fill the vacancy as the primary member for the Authority.
  - A motion by Councilman Fletchall was seconded by Councilman Ohgren and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to appoint Russell Bailey the primary member for the Harrisonburg/Rockingham Regional Sewer Authority to fill the unexpired term of Mr. Popowicz ending July 14, 2022.
- Interim Town Superintendent Paxton recommended that Susan Smith be appointed to the Harrisonburg Rockingham Metropolitan Planning Organization.
  - A motion by Councilman Jackson was seconded by Councilman Daly and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to appoint Susan Smith to the Harrisonburg Rockingham Metropolitan Planning Organization.
- According to an email received this afternoon from VDOT, pending final environmental approval, the Cooks Creek bridge replacement project is scheduled to begin and be completed during the summer, while school is not in session.
- There will be no increase in the Town employee health insurance plan for the coming year.
- A letter from the Department of Historic Resources, regarding Silver Lake Historic District, was received today. A meeting regarding the review of the allocation submitted for this project will be held Tuesday, February 19, 2019, 7:00 p.m., at the Municipal Building. A board meeting is scheduled for March 21, 2019, in Richmond, VA, to hear recommendation(s) approved for historic preservation.

## **TREASURER'S REPORT**

Mr. Early provided a financial update.

- **Approval of Accounts Payable.**

- On behalf of the Finance Committee, on motion by Councilman Jackson was seconded by Councilman Collier and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to approved the accounts payable listing for the period January 1, 2019 to January 31, 2019 totaling \$179,370.57.

## **POLICE REPORT**

Chief Hanlon gave the monthly activity report.

- Hiring is complete for the Lieutenant Position. Justin Trout, from Virginia Beach, Virginia, with 14 years of experience, will begin work with the Town of Dayton on February 18, 2018.
- One part-time officer, with one-year experience (with the Harrisonburg Police Department), has been hired; with another in process.
- Applications continue to be accepted, with local advertising being done in the Daily News Record, on the Dayton website and Facebook page.

## **PUBLIC WORKS**

Russell Bailey provided a written report. Interim Town Superintendent Paxton provided further comment.

- Adam Meek was promoted to Lead Water Treatment Operator.
- There will be a meeting with the new Town Infrastructure Committee prior to next month's Council meeting to discuss a solution for a Town street sweeper.
- Councilman Jackson requested that not only local, but regional businesses, specializing in locks be considered for the new Town locks. The change of the locking/entry system would be primarily at the Municipal building.

## **ZONING**

Susan Smith provided a written report. Interim Town Superintendent Paxton provided further comment.

- Regarding the Airbnb issue, staff recommends legislation before the Virginia General Assembly before preparing a draft ordinance.

## **EVENTS AND MARKETING**

Mike Betts provided a written report.

A motion by Councilman Collier was seconded by Councilman Jackson and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to authorize the Town to contract for musicians for Town events up to 18 months in advance of the

performance, in an amount not to exceed \$2,800, with up to 50% of the contract price paid upon execution of the contract.

## **FINANCE**

Councilman Daly reported that the Finance Committee recently met with Interim Town Superintendent Paxton to discuss the water issue and the ordinance discussed previously.

## **PERSONNEL**

- Conrad Eye, recent Lead Water Treatment Operator retiree, has agreed to work for the Town on a part-time basis.
- Councilman Fletchall reiterated that a new Police Lieutenant had been hired.
  - Lukas Cooper, Building and Grounds Technician, has been employed with the Town less than one-year. Staff is proposing that he be promoted to a Water Plant Operator Trainee position, which requires approval by Council. A motion by Councilman Ohgren was seconded by Councilman Daly and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; to promote Lukas Cooper from a Building and Grounds Technician to a Water Treatment Plant Operator Trainee, effective February 4, 2019.

## **ECONOMIC DEVELOPMENT**

- Councilman Worthy reported that she and Council Jackson spoke with many business owners.
- Seasonal banners are being considered.
- Three more benches have been received by the Town.
- Signs are being discussed for Route 42 and general beautification of the Town for a positive image.
- Councilman Jackson suggested using existing 2-hour parking metal poles on Main Street for “welcoming” signs instead of for parking.

## **PARKS & COMMUNITY DEVELOPMENT**

- A Greenway Meeting was held in January 2019, in which the following were discussed: a turn-around area; easements and right-of-ways; and a connector between College and Main Streets.

## **ANNEXATION:**

No report.

## **HARRISONBURG/ROCKINGHAM REGIONAL SEWER AUTHORITY**

- Interim Town Superintendent Paxton reported that the Harrisonburg/Rockingham Regional Sewer Authority is reporting a “significant rainfall derived inflow and infiltration (I&I)” in the regional system that could potentially lead to the need for an expansion at the plant. The cost to expand would be borne by the localities based on the respective levels of I&I. The Town needs to evaluate its system to determine the inflow and infiltration issues and prepare a plan to reduce the level to ensure that it is not required to pay for a significant portion of an expansion.
- This past fall the Town contacted the Planning District regarding the mapping of the utility system. The contract is under review, with hopes to begin mapping in the spring, with a completion date of about a year.

## **MAYOR AND COUNCIL**

- Councilman Jackson thanked Interim Town Superintendent Paxton for the new Council Meeting format and for receiving it for review last week.
- Councilman Fletchall reported that the Planning Commission has a scheduled meeting on February 21, 2019.
- As requested, (referring to his written report) Interim Town Superintendent Paxton offered further review of the Mill Street Project.
- Councilman Ohgren requested that Kim Clark post the recycling information that she included in the recent Dayton Discovery newsletter on the Dayton Facebook page.
- Councilman Jackson opened discussions regarding a recycling bin for corrugated cardboard. Interim Town Superintendent Paxton requested that residents continue to take recyclables to the county landfill, to the Waggy’s Creek Road and Rt. 257 container site, in Ottobine, or the Pleasant Valley Road site.

## **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

None.

## **PUBLIC COMMENT**

- Katie Grant expressed concerns of her yard on High Street (and others) being effected by heavy rain events. Interim Town Superintendent Paxton suggested a “Town Hall” meeting where plans, logistics, timing, etc. can be discussed, possibly this spring, prior to plans being finalized.

- Linda Wine commented on beautification of the Town and noted that in the past, someone planted/maintained flowers. She suggested someone take this job over again or “Adopt-a-Flower Bed”, by volunteers, possibly being started.
- Linda Wine asked for an update on the Hinton property. Police Chief Hanlon reported that fence installation is being discussed/planned and that Mr. Hinton is becoming more receptive to accepting help in order to comply with the Town Ordinance.
- Yolanda Waggy expressed concerns over Mr. Hinton’s health, and that to some degree, he makes his living, by selling items from his property. Interim Town Superintendent Paxton suggested that staff look into this matter more and report back at the next Council meeting.
- Dana Fenner questioned another nuisance property on Silver Lake Road. Interim Town Superintendent Paxton said that the county was aware of this property and that it had been clean up by the county about a year and a half ago, but clean-up efforts had regressed.
- Cheryl Lyons requested that the meeting packets be posted on-line prior to meetings. Interim Town Superintendent Paxton stated that the agenda will be posted on-line, but not the full packets; minutes will be posted after they are approved by Council.
- Dan Johnson reiterated Cheryl Lyon’s comment.
- Katie Grant requested better Council communication and concise times be posted on-line.

**CLOSED SESSION**

On behalf of Interim Town Superintendent Paxton, a motion by Councilman Daly was seconded by Councilman Ohgren and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; the Council recessed the meeting at 8:47 p.m. to 9:55 p.m., for a closed meeting pursuant to 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by our attorney; the subject matter of the meeting is FOIA and meeting matters, and 2.2-3711(A)(1), discussion of the performance and employment of specific local government personnel, as authorized by this state code.

Return to open session 9:55 p.m.

**CERTIFICATION RESOLUTION**

WHEREAS, the Dayton Town Council has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Dayton Town Council that such Closed Meeting was conducted in conformity with Virginia law:

On motion by Councilman Jackson, seconded by Councilman Collier and carried by a roll call vote of 7 to 0, voting recorded as follows: LEE – AYE; COLLIER – AYE; DALY – AYE; FLETCHALL – AYE; JACKSON – AYE; OHGREN – AYE; WORTHY – AYE; Council returned to regular session and certified that with respect to the just-concluded closed session, and to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under The Virginia Freedom of Information Act 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 by the Council.

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Interim Town Superintendent Paxton recommended that Council postpone the March 2, 2019 Council until the new Town Superintendent is in place. Council concurred by consensus.

Councilman Collier asked for clarification on continuing with Phase II (walking trail) of the Greenway Project. Interim Town Superintendent Paxton suggested informing persons interested in the Greenway Project: the upcoming FY budget has not been approved; therefore, priorities have not been set.

Councilman Daly explained that the pay plan for existing employees has been left “as is” and until employee receive evaluations. Interim Town Superintendent Paxton will evaluate the job evaluations; if they are above satisfactory, then will determine where the employee falls on the scale, considering time on the job.

Town Council should receive advice and options from the Town Superintendent and staff, when appropriate, after which Town Council determines/sets policies. It is the job of the Town Superintendent to make sure policies are proper and to administer approved policies.

The term of contract for Interim Town Superintendent Paxton is three months, no more than four months. During this time, he will be evaluating the core items that need to be addressed/completed to operate the Town.

**ADJOURNMENT**

With there being no further business to come before the Council, Councilman Jackson made a motion to adjourn, and seconded by Councilman Collier and the motion passed unanimously.

The meeting adjourned at 10:15 p.m.

Respectfully Submitted,

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Mayor, Sam Lee

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Recorder/Clerk, Kimberley Clark

### 1. On-going Projects.

a. Mill Street. Mr. Bailey and I met with Royce Hylton, Brunk and Hylton (Town's consulting engineer) today to discuss the status of the engineering for the Mill Street project, and review the comments received last week from the Virginia Department of Transportation (VDOT) on the plans. The meeting was in advance of today's meeting with VDOT to discuss those comments and to ensure there were not any other issues preventing construction.

Subsequent to that meeting, staff and Mr. Hylton met with Don Komara and two other VDOT officials to discuss the project. Mr. Komara advised that County Administrator Stephen King, on behalf of the County and the Town, submitted the VDOT Revenue Sharing application in December 2018. The project has been approved for \$400,000 (\$200,000 State/\$200,000 Dayton, copy attached), and the funds can be used for the construction phase only. There is no state funding for the engineering/design or easement/right-of-way acquisition phases. Staff estimates that those costs will add \$100,000 to \$125,000 to the cost of the project; 100% of which will be paid by the Town. The total project cost is estimated to be \$500,000 to \$525,000; with \$200,000 from the VDOT revenue sharing allocation and \$325,000 provided by the Town of Dayton.

The next steps prior to construction are:

1. Revise and complete plans in accordance with the comments provided by VDOT – Brunk & Hylton
2. Coordinate the project with Rockingham County's stormwater manager and begin state environmental review process (SERP). – Brunk & Hylton
3. Determine the utility companies with poles located in the right-of-way which require relocation for the project. Contact the company(s) to begin the process of review and relocation – Brunk & Hylton  
The critical path item for this stage of the project is expected to be the pole relocations by the utility company, which can take 6 to 9 months depending on the utility. Royce Hylton was requested to expedite the determination of the utilities and getting relocation scheduled by the respective companies. The other two items will proceed concurrently with that work to allow the Town to position itself to solicit bids.

Bidding for the project can not begin until these three steps are completed. There was also discussion about coordinating the work to minimize any impact on the Redbud Festival, Dayton Muddler and Dayton Days.

Construction is expected to require 150 to 180 days, depending on weather. Taking all factors into consideration, the projected construction start time to complete the project without disrupting major Town events is early May, 2020, with completion by September 1, 2020.

### b. Cooks Creek Bridge replacement project.

VDOT advised that the project to widen the bridge on College Street from Silver Lake Road from one-lane to two-lane will begin early this summer. The work will be completed with VDOT forces. The bridge will be on the same grade as the current bridge but will have extra wide culverts which prevents the necessity for guardrails. Guardrails are not included on the bridge to prevent debris build-up in high water. The project includes laying back the bank on the Koogler property to improve site distance north up Silver Lake Road. The project is expected to be complete before the 2019 fall school session.

### c. Dayton West.

Sidewalk replacement is underway in this subdivision, as required by the proffers established with the conditional zoning. There are 8 or 9 driveway entrances that will be removed to allow for the installation of ADA accessible sidewalks.

Staff is looking at the section of sidewalk between the subdivision and existing sidewalk structures on Bowman Avenue to determine if the Town is responsible for this work. Staff will work with the Infrastructure/Safety Committee for a recommendation to Council, if necessary.

## 2. Revision to Sign Ordinance

The Town Attorney has brought to my attention that a recent court ruling will require the Town to amend its sign ordinance. The sign ordinance is a component of the Zoning Ordinance (Title 9). Staff recommends that Council refer this matter to the Planning Commission for its review and recommendation.

## 2. Other matters.

a. Authorization to sign checks. Action is requested to authorize the Interim Town Superintendent to be an approved signatory for accounts payable and payroll checks issued by the Town.

b. Harrisonburg/Rockingham Regional Sewer Authority. As requested by the Authority, staff obtained the resignation of Mr. Popowicz as a member and Vice-Chair of the Authority. Treasurer Lee Early currently serves as the alternate. Staff recommends that Russell Bailey be appointed to fill the vacancy as the primary member for the Authority.

c. There are several personnel-related matters for discussion with the Council in scheduled closed session. The Town Attorney is also requested to give a legal briefing for Council on several process-related issues.

d. Recycling. The Town is looking at the options for residents as it does not appear that there are any companies that will collect recyclables in our area at this time. The primary issue is that there are no buyers for the recycled waste. The County does accept paper, cardboard, glass, plastics, metals and batteries at the container site located on Waggy's Creek road west of the Town or at the Solid Waste Collection Center off of Greendale Road in Pleasant Valley.

e. Accumulation of Junk. There are a couple of properties in Town that have been brought to my attention where the property owner is permitting what appears to be an accumulation of junk that would violate the Town's ordinance. I will be working with staff and the Town Attorney over the next several weeks to evaluate the Town's options and will provide an update to Council at the March meeting.

Please let me know if you have any questions regarding these matters.

Respectfully submitted

**Treasurer  
February 2019**

**Staff Report**

**1. Personnel**

Position Title	# of Positions	Filled	Vacant
Treasurer	1	1	0
Deputy Treasurer/Zoning Administrator	1	1	0
Accounting Technician	1	1	0
Grants Writer (P/T)	1	0	1

- a. **Hiring update:** Part-time Grant Writer position advertised in Daily News Record, on the Town’s website, and on Facebook. Applicants may call the Town for more information or are directed to Town of Dayton VA Website, where it provides the job description. The position received 84 “hits” on Facebook this past week.
- b. **Employee recognitions.** Nothing to report

**2. Activity Report**

a. Water/Sewer/ Trash Billings and Accounts Receivable

Water/Sewer/Trash      670 accounts

	<u>Water</u>	<u>Sewer</u>	<u>Trash</u>
Gallons billed	44,208,540	444,375,800	
Amount billed	\$117,167.17	\$187,513.53	\$10,976.00

Income received: Cash \$5,294.40; Check \$286,900.24; VISA \$757.81

150 Business Licenses notices mailed – May 1st deadline

- b. Accounts Payable    51 checks issued    \$179,370.57
- c. Payroll            Monthly total - \$59,329.29 net and \$87,944.70 gross.  
2018 W-2s and 1099s distributed January 30, 2019.

**3. Project Update**

- a. On-Line Bill Pay: In testing phase; issues with IP address are being reviewed by Fiserv and VTG; likely push the “go-live” (not set yet) date back. They will let us know once the issues are resolved.
- b. Audit work nearing completion. Meeting Thursday, 7<sup>th</sup> at 4.
- c. 2019-20 Budget preparation to begin this month.
- d. FMS Fixed Asset system needs to be reconciled to previous system.

4. **Items for Consideration** - none at this time.

Respectfully submitted

**1. Personnel**

<b>Position Title</b>	<b># of Positions</b>	<b>Filled</b>	<b>Vacant</b>
Lieutenant	1	1	0
Patrol	5	2	3

**a. Hiring**

- Justin Trout has accepted our offer to fill the vacant Lieutenant’s position and will begin on the 18<sup>th</sup> of February.
- Applications continue to be evaluated as they arrive via Indeed.com. 23 applications in three weeks – 6 of whom meet baseline criteria.
- Once applicant is of current interest.
- 1 part timer has been added, and 1 more is in the background check protocol.
- 1 part timer has been removed due to inaccessibility.

b. Employee recognitions (if any). Here list training completed, any extra meritorious activities completed by employees in the past month, etc.

- Both Jeff Smith and Reggie Dollar have been working very hard to help cover shifts.

**2. Activity Report January 2019**

<b>Calls for Service</b>	<b>Arrest</b>	<b>Accident</b>	<b>Citations</b>	<b>Warnings</b>
17	1	1	10	3

**3. Project Update**

List on-going projects and status

- Operation Care meetings have been held with Cargill and local churches to expand this program to assist town residents.
- SUV Purchase and Sale: currently obtaining prices to proceed with current budgeted vehicle, and the sale of existing vehicle and replacement.
- “Your Speed” Sign Posts have arrived – working with public works to install.
- Website – Working with Mike Betts to evaluate updates to page.
- Mission Statement and Core Values – Near completion
- Officer Dollar and Smith are signed up for CIT Training on April 29-May 3
- SOP update – no report
- In car computer and E-ticket – pricing near complete from ECC – budgeted in this year for ½ of system.
- Mock OSHA Inspection issues have been addressed.

4. Items for Consideration

- None at this time.

Respectfully submitted

Daniel Hanlon

## 1. Personnel

Position Title	# of Positions	Filled	Vacant
Public Works Supervisor	1	1	0
Lead Water Treatment Operator	1	1	0
Water Treatment Operator	1	0	0
Building & Grounds Technician	2	1	1

a. Hiring update. Mr. Paxton and I met this past Tuesday, February 5th with Conrad Eye to discuss him assisting the Town on a part-time basis as backup for Adam Meeks. This will help provide critical backup support for the department.

We continue to advertise the two vacant positions.

b. Employee recognitions. Adam Meeks was promoted to the Lead Water Treatment Operator position effective December 29, 2018.

## 2. Activity Report

a. The Town is ordering safety videos to meet the annual VML safety training requirement. Lukas Cooper, Building & Grounds Technician, is currently completing his work to obtain his Commercial Drivers License. Mr. Cooper, Mr. Meeks and Mr. Wilt, along with part-time staff are studying for the pesticide application license.

b. The Town experienced two snow events in January requiring after-hour call-in response. Both were handled without incident and the Town did not receive any complaints.

## c. Water &amp; Sewer.

1. The water treatment plant is performing well. There was a valve failure this past week during a back wash cycle; however, the gate valves installed two year ago functioned to prevent the discharge from entering Cooks Creek. All discharge was sent to the Sewer Authority as required by state regulations. The Town had the replacement part in stock, minimizing the repair time.

2. The motor on water pump #2 failed and has been removed for rebuild and repair. The water system is functioning adequately without this pump.

3. The recently acquired air compressor has been installed at the water treatment plant and is a great improvement. The new unit is better able to keep up with the demand of the system.

4. Thirty water registers have been purchased to replace units that fail. The units have a ten-year warranty and those replaced have generally be more than ten year old.

5. The Town will be performing maintenance on the Mosby Road Water Tank on Wednesday, February 13<sup>th</sup>. Some residents may experience a loss in pressure while the cleaning is completed. The Town will rely on the high-volume pumps to provide adequate water during this time. Staff is preparing a notice for the web site and Facebook page to alert residents of this required maintenance work.

## d. Maintenance

1. Staff has been cleaning flowerbeds and trimming back growth as weather permits.

2. Staff is servicing mowing equipment to prepare for the upcoming spring and summer seasons.

3. Christmas decorations have been taken down and placed in storage for the season.

4. Four new benches on Main Street have been anchored to the concrete.

3. Project update.

- a. Weather has been a factor in completing the work on the Route 42 South flower bed and the playground area along Cooks Creek. Weather permitting, work is scheduled to resume.
- b. Staff will be replacing sidewalks at 260 Main Street and 330 High Street. During the High Street replacement, the Town is working with the landowner to install a gutter drain. The landowner is supplying the materials.
- c. The repair to the floor in the vestibule entrance to Council chambers and the restrooms has been replaced. The Town did not include painting as part of the contract and work will be completed by staff in the next week.

Respectfully submitted,

Russell Bailey

1. Activity Report

- Blue Ridge Christian School has permits for interior remodeling of the old Dayton Learning Center building.
- The issuance of zoning permits continue at Dayton West.
- Roof mount solar panels appear to be increasing. The Town is receiving requests for zoning guidelines pertaining to solar. The only current regulations pertain to height restrictions in each classification.

2. Project Update

- Ron Williams – vacant property on John Wayland Highway  
Mr. Williams, Russell and I met regarding his development of the tract of land. Mr. Williams is meeting with the Core of Engineers regarding drainage on the property. I am waiting to hear back from Mr. Williams as to the results of that meeting. I will keep you updated as information presents.
- Paige Will – 100 Killdeer Lane - proposed subdivision of main parcel  
I spoke with Mr. Will and explained to him the requested subdivision is not allowed as per Dayton Town Code § 9.28. *lots must abut a public street...* Killdeer Lane is a private drive. Mr. Will concurred; he will not be seeking a subdivision at this time.
- Charles Rhodes – 330 High Street - property-drainage issues  
Mr. Rhodes is coordinating work with the Town to get storm-water pumped into the curb and gutter in front of his property on High St., which will then flow down the street to the storm-water drop inlet. Currently Mr. Rhodes' sump pump is causing flooding with the neighboring properties. Burgess Lindsey, VDOT, will permit Mr. Rhodes to pump the storm-water onto High Street. The Town will coordinate repair work to the broken and settling sidewalk in front of Mr. Rhodes property to include a metal drain plate that Mr. Rhodes will provide.
- Zane Cyzick – (128) Willow Drive - vacant parcel  
E-mail from neighbor concerning building material, construction crew parking area etc. I will view the property and if appropriate, send a letter to Mr. Cyzick citing the appropriate ordinance violations this week.

3. Items for Consideration

- Air B&B  
Per County Commissioner of Revenue, Lowell Barb, the Town of Dayton has three identified Air B&B's within the Town limits:
  1. Brubaker @ 265 High Street. R1 Zoning

2. Newman @ 395 Mill Street. R1 Zoning
3. Cable @ 201 Main Street. B1 Zoning

Currently the Town does not have a zoning classification pertaining to Air B&B.

- Sign Ordinance –  
The Town Attorney has advised that the current sign ordinance does not meet federal regulations. Staff recommends referring this matter to the Planning Commission for review.

Respectfully submitted,

A handwritten signature in black ink, consisting of a stylized initial 'S' followed by a horizontal line extending to the right.

**1. Activity Report**

The Marketing and Events department is beginning to establish itself within the structure of the Town's office. The "team" support has been fully acknowledged and utilized, especially with the much-delayed printing, folding and inserting of 4,500+ sheets for the Redbud and Dayton Day festivals.

**2. Project Update**

**A. 10<sup>th</sup> Annual Redbud Festival:** Working closely with Shelia Hensley & Tara Worthy to get all aspects of the planning fully back on track (time-wise). Understanding reached with BB&T / Greg Riddle for use of parking lot / sponsorship of Ducky Race awards / promotion & sales of "ducks". Bands have been scheduled. Local Dayton businesses with handmade crafts and arts will be permitted to have one space at no charge.

Vendor Applications Mailed: 635      Vendor Applications Received: 14

**B. 8<sup>th</sup> Annual Dayton Muddler:** Tiffany Cash has been working the obstacle course aspect, along with online registration activities. Tiffany and I, along with Chief Hanlon, aim to increase the participation with the Muddler (obstacle course and ½ marathon), and, move the sponsorship cash levels higher. We will use the RunSignUp marketing platform options to expand our reach for sponsors and participants.

**C. 40<sup>th</sup> Annual Dayton Days:** As with the Redbud Festival, Shelia and I are working on all aspects of this event. There are many levels of activities underway for this event. We have one band slot still pending. Local Dayton businesses with handmade crafts and arts will be permitted to have one space at no charge.

Vendor Applications Mailed: 616      Vendor Applications Received: 10

**D. Bands & Performers:** As with the aforementioned events, we are also securing performers for the annual Summer Concerts. At this time, all concerts have bands pending and agreed upon. Also, at this time, only the Dayton Muddler band has a signed contract. We are working with each band / performer to clarify desired payment format (either as a band with the tax ID number, or as individual members with their SS# of other tax ID number).

**E. 2019 Events:** Dayton, Valley-Wide, and proposed 2020 dates. Please See attachments.

**F. Marketing / EDA:**

Met with members of the community, including Imagine Dayton and the Historic Dayton Triangle (The Heritage Museum, Silver Lake Mill, Fort Harrison), to listen their individual and group-focused concerns, comments and suggestions for a "better" Dayton.

The Committee approved the Summer Movie selections. We are looking for a "rainout" location within the town. The total cost of the three movies is **\$1,225.00**. Please note that an evaluation will be made on how well the movies are attended; this will assist in determining whether or not to continue providing movies in 2020 and beyond.

The **WoodmenLife** building has been secured for the annual Town of Dayton's **Christmas party**. We will not incur a charge to use the facility. In 2018 the Town used the Dayton United Methodist Church for the party; the final cost to the Town was **\$550**.

#### **Facebook Activity as of Noon, 2/6/19**

Post: Winter-Spring Newsletter; 1/29/19

Reach: 1.630 Engagements (Post clicks, reactions, comments & shares): 159

Post: Grant Writer; 1/31/19

Reach: 1.200 Engagements (Post clicks, reactions, comments & shares): 84

Post: Redbud Festival; 1/31/19

Reach: 1.900 Engagements (Post clicks, reactions, comments & shares): 139

Post: Dayton Muddler; 1/31/19

Reach: 1.400 Engagements (Post clicks, reactions, comments & shares): 72

### **3. Items for Consideration**

A. **Social Media:** Staff is evaluating developing an on-going marketing campaign to promote the Town of Dayton, including local businesses, historic attractions, planned events, etc. Initial planning includes using social media with pictures and brief videos on Facebook, Instagram, Twitter, WeChat, etc.

B. The **solicitation of sponsors** for the 2019 and future Dayton Muddler events. Staff will be discussing with the Committee the establishment of a **501 (c)** for all Town-initiated fundraising activities.

C. An issue has arisen with obtaining contracts for musicians for Town events. In order to contract with many musicians, the Town needs to engage with them 12 to 18 months ahead. Action is requested from Council to authorize these contracts up to **\$2,800** with **up to 50%** of the contract price paid on execution of the contract.

Respectfully submitted

Mike Betts



## 2019 Dayton Event Calendar

Dayton = Town of Dayton *Planned* Events

- Dayton April 13 (Saturday) – Blue Ridge Christian School: Bolt-4 Run
- Dayton April 13 (Saturday) – Fort Harrison: VA Regiment/Mercer Co. Encampment
- Dayton April 20 (Saturday) – Easter Egg Hunt (Sunset Park – afternoon)
- Dayton April 20-27 (all week) – Celebrate Dayton ... Pre-Redbud Festival
- Dayton April 27 (Saturday) – 10<sup>th</sup> Redbud Festival; Music  
*Rain Date: May 4 (Saturday)*
- Dayton April 28th (Sunday) –15<sup>th</sup> Annual Kids Fishing Day @ Silver Lake
- Dayton May 4 (Saturday) –Sadie Rose 5K (independent of TOD)
- Dayton May 11 (Saturday) – Community Yard Sale
- Dayton May 18 (Saturday) – Movie: *Star Wars: The Last Jedi*<sup>^</sup>
- Dayton June 8 (Saturday) – Movie: *Peter Rabbit*<sup>^</sup>
- Dayton June 15 (Saturday) – Bon Fire (Behind Parkview Federal Credit Union)
- Dayton June 22 (Saturday) – Colonial Trades Fair; Music: *Thieves of Burden*
- Dayton June 29 (Saturday) – Ice Cream Social @ Sunset Park; Music: *Jimmy O*
- Dayton July 6 (Saturday) – Mini Water Park @ C.S.P.
- Dayton July 13 (Saturday) – Cardboard Boat Race @ Silver Lake
- Dayton July 27 (Saturday) – Music: *Kelly May Brown*
- Dayton August 3 (Saturday) – Muddler: Music: *Danczet Rock Band (7-9 PM)*
- Dayton August 10 (Saturday) – Dayton’s DJ Dance Party Nite @ Dayton Learning Center
- Dayton August 24 (Saturday) – Music: *Everyday People*
- Dayton September 14 (Saturday) – Weenie Roast (new fire pit); Movie: *Lego Batman*<sup>^</sup>
- Dayton September 22 (Sunday) – Fall Flea Market (*location pending*)
- Dayton October 5 (Saturday) – 40<sup>th</sup> Dayton Days Autumn Celebration  
*Rain Date: October 12 (Saturday)*
- Dayton December 7 (Saturday) – Christmas Parade / Tree Lighting
- Dayton December 10 (Tuesday) – Resident Christmas Party (@ WoodmenLife)

Movies / Concerts @ College Street Pavilion unless otherwise noted.

<sup>^</sup>Rain-Out location in place of College Street Pavilion: TBD

S Drive: Events/2019 Dayton Event Calendar Updated

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### 2019 Valley Calendar of Events

Dayton = Town of Dayton *Planned* Events

Dayton	April 13 (Saturday) – Blue Ridge Christian School: Bolt-4 Run
Dayton	April 13 (Saturday) – Fort Harrison: VA Regiment/Mercer Co. Encampment
Dayton	April 20 (Saturday) – Easter Egg Hunt (Sunset Park)
Dayton	April 20-27 (all week) – Celebrate Dayton ... Pre-Redbud Festival
Grottoes	April 26 (Friday) – Grand Caverns 5K & 1-Miler
Dayton	April 27 (Saturday) – 10 <sup>th</sup> Redbud Festival; Music (Rain Date: May 4)
B'water	April 27 (Saturday) – Spring Festival
H'burg	April 27th (Saturday) – Kids Mile Muddler (VA Momentum)
Dayton	April 28th (Sunday) – 15 <sup>th</sup> Annual Kids Fishing Day @ Silver Lake
Dayton	May 4 (Saturday) – Sadie Rose 5K (independent of TOD)
Dayton	May 11 (Saturday) – Community Yard Sale
H'burg	May 11 (Saturday) – Pound The Peak Race (VA Momentum)
H'burg	May 18 (Saturday) – Crusher 5K @ Frazier Quarry (VA Momentum)
Dayton	May 18 (Saturday) – Movie: Star Wars: The Last Jedi^
Grottoes	June 1 (Saturday) – SVTC's Mountain Valley 10K
Dayton	June 8 (Saturday) – Movie: Peter Rabbit^
Dayton	June 15 (Saturday) – Bon Fire (Behind Parkview Federal Credit Union)
B'water	June 21 (Friday) – Movie: Peter Pan
Dayton	June 22 (Saturday) – Colonial Trades Fair; Music: Thieves of Burden
B'water	June 22 (Saturday) – Concert: The Reflex
B'water	June 28 (Friday) – Movie: Ralph Breaks the Internet
Dayton	June 29 (Saturday) – Ice Cream Social; Music: Jimmy O
B'water	June 29 (Saturday) – Concert: Standing Room Only
H'burg	July 4 (Thursday) – Valley 4 <sup>th</sup> 5K & 10K (VA Momentum)

**Dayton** July 6 (Saturday) – Mini Water Park  
 B'water July 7 (Sunday) – Harris Concert: H'burg/R'ham Concert Band  
 B'water July 12 (Friday) – Movie: Bambi  
**Dayton** July 13 (Saturday) – Cardboard Boat Race  
 B'water July 13 (Saturday) – Concert: Souled Out  
 B'water July 14 (Sunday) – Harris Concert: Faithful Men  
 B'water July 21 (Sunday) – Harris Concert: Walnut Ridge Boys  
 B'water July 26 (Friday) – Movie: Incredibles 2  
 B'water July 27 (Saturday) – Concert: Little Walter and the Convictions  
**Dayton** July 27 (Saturday) – Music: Kelly May Brown  
 B'water July 28 (Sunday) – Harris Concert: Southern Grace  
 B'water August 2 (Friday) – Movie: Brave  
 B'water August 3 (Saturday) – Concert: Relentless  
**Dayton** August 3 (Saturday) – Muddler: Music: Danczet Rock Band  
 B'water August 4 (Sunday) – Harris Concert: H'burg Harmonizers  
 B'water August 9 (Friday) – Movie: Tarzan  
 B'water August 10 (Saturday) – Concert: Mike Davis  
**Dayton** August 10 (Saturday) – Dayton's DJ Dance Party Nite  
 B'water August 11 (Sunday) – Harris Concert: Cantore  
 B'water August 18 (Sunday) – Harris Concert: Good Time Gospel Quartet  
**Dayton** August 24 (Saturday) – Music: Everyday People  
 B'water August 25 (Sunday) – Harris Concert: Boogie Kings  
 H'burg August 31 (Saturday) – Teachers 1/10<sup>th</sup> Marathon  
 H'burg September 7 (Saturday) – St Francis @ JMU Football  
**Dayton** September 14 (Saturday) – Weenie Roast (new fire pit); Movie: Lego Batman^  
 H'burg September 14 (Saturday) – Morgan St. @ JMU Football  
**Dayton** September 22 (Sunday) – Fall Flea Market

B'water September 22 (Sunday) – Fall Yard Sale (tentative)

Grottoes September 27<sup>th</sup> (Friday) – Grand Caverns 5K & 1-Miler

Dayton October 5 (Saturday) – 40<sup>th</sup> Dayton Days (Rain Date: October 12)

H'burg October 12 (Saturday) – Villanova @ JMU Football

H'burg October 26 (Saturday) – Towson @ JMU Football

B'water October 31<sup>st</sup> (Thursday) – Halloween at Mini Golf (tentative)

H'burg November 9 (Saturday) – New Hampshire @ JMU Football

H'burg November 16 (Saturday) – Richmond @ JMU Football

H'burg November 28<sup>th</sup> (Thursday) – Turkey Trot 4 Miler (VA Momentum)

B'water December 1st (Sunday) – Christmas Tree Lighting (tentative date)

Dayton December 4th (Wednesday) – Christmas Tree Lighting (tentative)

H'burg December 6<sup>th</sup> (Friday) – Harrisonburg Christmas Parade

B'water December 7<sup>th</sup> (Saturday) – Christmas Parade (tentative date)

Grottoes December 7<sup>th</sup> (Saturday) – 9<sup>th</sup> Annual Caroling in the Caverns

Dayton December 14 (Saturday) – Christmas Parade / Sing-Along

Dayton December 18 (Wednesday) – Resident Christmas Party

H'burg December 31<sup>st</sup> (Tuesday) – Glo-Run 5K (VA Momentum)

H'burg December 31<sup>st</sup> (Tuesday) – 28<sup>th</sup> Annual First Night Harrisonburg

S Drive: Events/2019 Area Wide Calendar Updated

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**2020 Proposed Town of Dayton Calendar of Events**

April 11<sup>th</sup> (Saturday) – Easter Egg hunt (Sunset Park)

April 18<sup>th</sup> (Saturday) – 11<sup>th</sup> Redbud Festival; Music

May 9<sup>th</sup> (Saturday) – Yard Sale

August 1<sup>st</sup> (Saturday) – Muddler; Music:

October 3<sup>rd</sup> (Saturday) – 41<sup>st</sup> Dayton Days Autumn Celebration

Music: Nothin' Fancy (will try to secure)

December 5<sup>th</sup> (Saturday) – Christmas Parade / Tree Lighting

December 9<sup>th</sup> (Wednesday) – Resident Christmas Party