

# ***TOWN OF ORANGE***



## ***COUNCIL MEETING PACKAGE***

***TUESDAY, JANUARY 16, 2024***

***7:00 P.M.***



**Regular Meeting Agenda  
Tuesday, January 16, 2024  
Town of Orange Community Meeting Room**

7:00 p.m.

1. **Call to order by Town Manager.**

2. **Pledge of Allegiance.**

3. **Roll Call – Town Council:**

Councilmember Jason R. Cashell  
Councilmember Jeremiah V. Pent  
Councilmember Martha B. Roby

Councilmember Frederick W. Sherman, Jr.  
Councilmember Donna Waugh-Robinson

4. **Adoption of Agenda**

5. **Election of Mayor.**

6. **Election of Vice-Mayor.**

7. **Public Comment** - *Town Council receives public input on issues concerning our citizens. Citizens are encouraged to sign-up prior to the meeting beginning and turn in slip to the Town Clerk.*

8. **Consideration of Town Council Meeting Minutes of December 4, 2023.**

9. **Reports**

[A] **Sneak Peak of the Town’s Newly Re-Designed Website.**

[B] **Finance Report – Director of Finance**

10. **Unfinished Business:**

11. **New Business:**

[A] **Presentation and discussion of loud exhaust in Town (Deputy Chief Moody).**

[B] **Presentation and request from the Orange Volunteer Fire Company that the Town of Orange and Town Council consider adopting an ordinance that requires buildings with multi-tenant spaces place address markers on the back side of the business doors. (Chief Whit Jacobs)**

[C] **Discussion and consideration of appointments to Boards and Commissions.**

12. **Town Council Adjournment.**



## ELECTION OF MAYOR

Tuesday, January 16, 2024

### Agenda Item: 5

#### Outline:

1. The Town Manager will call for nominations for Mayor. All nominations will be seconded.
2. The Town Manager will call for a motion for nominations of Mayor to be closed. This motion will need to be seconded and a vote taken.
3. The Town Clerk will call a roll call vote for each nominee for Mayor.
4. The Mayor for 2024 is \_\_\_\_\_.



## **ELECTION OF VICE-MAYOR**

**Tuesday, January 16, 2024**

### **Agenda Item: 6**

#### **Outline:**

1. The Mayor will call for nominations for Vice-Mayor. All nominations will be seconded.
2. The Mayor will call for a motion for nominations of Vice-Mayor to be closed. This motion will need to be seconded and a vote taken.
3. The Town Clerk will call a roll call vote for each nominee for Vice-Mayor.
4. The Vice-Mayor for 2024 is \_\_\_\_\_.

## MINUTES

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The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., Councilmembers Jason Cashell, Jeremiah Pent, and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Finance Dianna Gomez, and Police Chief Kiline Madison.

CALL TO ORDER

The Mayor led everyone in the Pledge of Allegiance.

ADOPTION OF AGENDA

The Town Manager stated that he had news regarding the surplus property on Lafayette Street and he would like to move it up on the agenda prior to Public Comment to Item Number 5 and the rest of the agenda items would fall in sequence like normal.

The Town Clerk stated that there was an error on the agenda under Reports. The Finance Report should be 7B.

Motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to adopt the agenda, as amended. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

UNFINISHED BUSINESS

CONTINUED DISCUSSION OF LAFAYETTE STREET SURPLUS STATUS

The Town Manager stated that since the last Town Council meeting, the unsolicited bid for the Lafayette Street property had been withdrawn. The Town Manager stated that there was no offer on this property at this time, but it could be brought back up at a later date. The Town Manager stated that if it was declared surplus, then 3 actions would be taken:

- To authorize the Town Manager to negotiate the details of the sale to the unsolicited bidder. Once negotiations completed, Council would have the option on whether to accept or not. Or;
- To authorize the Town Manager to put the property out for solicited bids. Or;
- Take no action at this time.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to make the property on Lafayette Street not surplus. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and

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Councilmember Waugh-Robinson – aye. The motion carried unanimously. Mayor Roby stated that the property on Lafayette Street was not surplus.

PUBLIC COMMENT

Ms. Jess Cifzzari a Town business owner appeared before Council stating that ODA was not working with Downtown/Main Street businesses. The Town Manager stated that at Council's request he had set-up up two meetings with the ODA President and neither one have happened because he hasn't called.

The following individuals thanked Town Council for making the decision to make the Lafayette Property not surplus property:

1. Ellen Sawaya – 134 N. Madison Street
2. Rick Clore – 371 Greenfields Drive
3. Kathy Judge – 113 N. Madison Street
4. Ann Mullins – 185 Taylor Street
5. Rita Carroll – 171 Landon Lane

Mr. Pat McAloon thanked the Town Public Works, Police, and Orange Voluteer Fire Department for their help with the Orange Rotary Christmas Parade. Mayor Roby thanked Mr. McAloon for all of his hard work on the parade too.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF  
NOVEMBER 20, 2023

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of November 20, 2023, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

PRESENTATION OF THE FY2023 AUDIT REPORT

Mr. Matthew McLearn, CPA, CFE, and Manager Director of Robinson, Farmer, Cox and Associates presented the FY23 Audit Report.

After discussion, Mr. McLearn thanked the Town staff for their dedication and for their good working relationship.

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DIRECTOR OF FINANCE -FINANCE REPORT

The Director of Finance stated that she would be reporting on the fifth month of FY24.

The Director of Finance reported that General Fund revenues included the following significant YTD favorable variances to budget: \$137K for Meals Tax. The Director of Finance stated that we had not received any information yet from the Orange County Commissioner of the Revenue's office to bill Personal Property taxes to the additional 444 town residents who had been identified for not paying personal property tax. The Director of Finance reported that staff had revied the Real Estate Tax database and did not find any owners who were not being billed the tax.

The income was \$99K favorable to budget due to rate increases and timing of ARPA fund deposits.

The Director of Finance stated that Water Sales Revenue through November was \$714K and was in line with budget.

The Director of Finance reported that Sewer Sales Revenue through November was \$973K and was in line with the budget.

The Director of Finance stated that payments for November were \$1.027M, \$137K was paid to Johnston Construction Company for Standpipe work, \$84K was paid to Rinker Design for sewer/water line designs, \$89K was paid to Infrastructure Solutions Group for a leaf machine and \$325K was paid to Virginia Resources Authority for the Wastewater Treatment plant loan. The Director of Finance reported that the other payments were normal course of business.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding were \$1.619M, ITD of which \$106K toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K toward the new SCADA system for the Sewer Plant, \$402K to the Standpipe Engineering services and new generator, \$6K for the Macon Road Mixer, \$18K covered the Water Line Engineering, \$274K on the Sewer Line Engineering services and \$61K covered an intake pump. The Director of Finance stated that \$521K was submitted to VDH for Standpipe Construction and the town was reimbursed \$257K.

The Director of Finance stated that the Virginia Investment Pool report was not available at this time.

MISCELLANEOUS REPORTS

The Town Manager reported the PD-9 Legislative positions have been provided and a copy was presented to Town Council.



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The Town Manager stated that Madison County had called off their burn band.

Councilmember Waugh-Robinson stated that she had attended the ODA Holiday Village and Rotary Christmas Parade this past weekend, along with an event at the Arts Center and everything was very nice and the Town was busy.

Councilmember Cashell stated that Town Council should meet the new incoming Orange County Board members.

NEW BUSINESS

TOWN COUNCIL CANCELLED THE MONDAY, JANUARY 1, 2024, TOWN COUNCIL MEETING BECAUSE IT FELL ON A TOWN HOLIDAY, NEW YEAR'S DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move that Town Council cancel the Monday, January 1, 2024, Town Council work session meeting because it fell on a Town holiday, New Year's Day observed. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED MOVING THE DATE OF THE REGULARLY SCHEDULED MONDAY, JANUARY 15, 2024, TOWN COUNCIL MEETING TO TUESDAY, JANUARY 16<sup>th</sup> BECAUSE IT FELL ON A TOWN HOLIDAY – MARTIN LUTHER KING JR. DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move that the Monday, January 15, 2024, Town Council meeting be moved to Tuesday, January 16, 2024, because the regularly scheduled Monday meeting fell on a Town holiday – Martin Luther King Jr. Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED MOVING THE DATE OF THE REGULARLY SCHEDULED MONDAY, FEBRUARY 19, 2024, TOWN COUNCIL MEETING TO TUESDAY, FEBRUARY 20<sup>th</sup> BECAUSE IT FELL ON A TOWN HOLIDAY – PRESIDENT'S DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move that the Monday, February 19, 2024, Town Council meeting be moved to Tuesday, February 20, 2024, because the regularly scheduled Monday meeting fell on a Town holiday – President's Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember

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Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

With no further business the meeting adjourned at 7:59 p.m.

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Wendy J. Chewning, MMC  
Town Clerk

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Martha B. Roby, Mayor

# **FINANCE REPORT**



**Town of Orange**  
**Director of Finance's Office**

119 Belleview Avenue, Orange Virginia 22960 - 1401  
Phone: (540) 672-1020 Fax: (540) 672-2821  
Email - directoroffinance@townoforangeva.org

**MEMORANDUM**

**TO:** Mayor and Council Members  
**FROM:** Dianna Gomez, Director of Finance  
**DATE:** January 4, 2023  
**SUBJECT:** Summary Financial Report – December 2023

The following is a summary report of the financial condition of the Town as of December 31, 2023, the sixth period of FY 2024 budget as approved and amended (amendments were made in August). This report covers 50% of the current fiscal year. Please review the attached schedules for specific category results.

**General Fund**

General Fund revenues year to date were \$3,402,199 or 36.15% of the FY 2024 annual budget. Referring to our annual projections spreadsheet (attached) the revenue position for the General Fund (excluding reserve usage) is \$340,591 higher than the budget.

Tax revenue for the month was \$423,362 of which 33% was derived from Meals Tax, 18% was from Real Estate Tax and 20% came from Personal Property Tax.

Year to date Tax revenue was \$142,768 higher than budget. This was driven by Meals Tax.

Year to date Interest Income was \$114,027 favorable to budget due to timing of ARPA spending.

Year to date General Fund expenditures were \$3,051,905 or 32.79% of the amount budgeted for FY 2024. Expenditures are in line for this period considering the timing of the debt payments.

**Water Fund**

Water Fund revenues year to date were \$857,337 or 12.66% of the annual budget. This is in line with the budget for the period. Water Availability fees are projected to pick up later in the year, so they are assumed to be in line with the budget at this time.

Year to date Water Fund expenditures of \$1,658,230 were 24.49% of the annual budget. Sludge treatment costs have been high due to low water levels. Unexpected repairs were required due to the pump issues. Standpipe construction costs of \$347,973 are included in expenses but will be reimbursed by VDH when the quarterly report is submitted. Other costs are in line with the budget for the period considering the timing of the debt payments.

*"A Main Street Community"*  
&  
*"A Designated Enterprise Zone"*

**Waste Water Fund**

Sewer Fund Revenues year to date were \$1,157,042 or 36.95% of the annual budget. Sewer revenue includes the offset to the higher Water Fund Sludge treatment costs. Sewer Availability fees are projected to pick up later in the year, so they are assumed to be in line with the budget at this time.

Year to date Sewer Fund expenditures of \$1,500,231 were at 47.91% of the annual budget. Costs are in line for this period considering the timing of the debt payments.

**Cash Balances**

The combined cash balance for the Town's Funds as of December 31, 2023 was \$9,331,780 with \$4,673,369 reserved for projects or dedicated to specific uses. The cash balance includes \$1,610,659 on deposit with the Virginia Investment Pool Trust Fund. Significant payments occurred in July for the US Bank loan and November for the Virginia Resource Authority loan.

**Debt Balances**

A summary of the Town's Debt as of December 31, 2023 is included with this report. The summary includes the significant debt payments.

**Town of Orange  
Revenue Accounts  
Month of December 2023**

Description	FY-2024 Budget	Actual Revenues			Projected		FY-2024 Variance to Budget
		Previous Months	Current Month	FY-2024 Year-To-Date	Remaining Months	FY-2024 Revenues	
<b>General Fund</b>							
<b>Taxes</b>							
Real Estate	635,000	219,937	74,409	294,346	341,535	635,881	881
Personal Property	195,000	111,844	85,652	197,497	9,000	206,497	11,497
Public Service Corp.	28,000	6,136	17,007	23,144	-	23,144	(4,856)
Delinquent	-	-	-	-	-	-	-
Cigarette	72,000	25,200	3,600	28,800	33,800	62,600	(9,400)
Bank Franchise	150,000	-	-	-	150,000	150,000	-
Utility Consumer	231,600	91,864	18,209	110,073	115,800	225,873	(5,727)
Electric Consumption	15,000	5,542	962	6,503	7,500	14,003	(997)
Local Sales	350,000	160,198	30,912	191,111	174,998	366,109	16,109
Motor Vehicle Registration Fees	95,000	53,667	31,527	85,195	3,000	88,195	(6,805)
Business & Prof. License	200	100	-	100	200	300	100
Meals	1,500,000	762,381	139,847	902,228	750,000	1,652,228	152,228
Transient/Occupancy	150,000	80,463	11,456	91,919	53,500	145,419	(4,581)
Communications	127,500	48,290	9,780	58,070	63,750	121,820	(5,680)
<b>Sub-Total Taxes</b>	<b>3,649,300</b>	<b>1,565,623</b>	<b>423,362</b>	<b>1,988,985</b>	<b>1,703,083</b>	<b>3,692,068</b>	<b>142,768</b>
<b>Licenses &amp; Permits</b>							
Licenses & Permits	100	175	25	200	50	250	150
<b>Sub-Total Licenses</b>	<b>100</b>	<b>175</b>	<b>25</b>	<b>200</b>	<b>50</b>	<b>250</b>	<b>150</b>
<b>Fines &amp; Forfeitures</b>							
Court Fines	86,000	40,742	7,995	48,737	42,998	91,735	5,735
<b>Sub-Total Fines</b>	<b>86,000</b>	<b>40,742</b>	<b>7,995</b>	<b>48,737</b>	<b>42,998</b>	<b>91,735</b>	<b>5,735</b>
<b>Intergovernmental - State</b>							
Skills Games Fee	1,800	-	-	-	900	900	(900)
Rolling Stock	6,600	7,235	-	7,235	-	7,235	635
Motor Vehicle Rental	-	13,324	4,083	17,407	-	17,407	17,407
Mobile Home (RV) Registration	-	-	-	-	-	-	-
Law Enforcement Assistance	117,460	34,861	33,126	67,987	58,730	126,717	9,257
PPTR Revenue	89,615	89,615	-	89,615	-	89,615	-
State Highway Maint. Fund	1,261,052	315,451	315,451	630,901	630,526	1,261,427	375
Misc. Grants - (DMV) Law Enf. OT	2,000	944	-	944	1,000	1,944	(56)
Litter Control Grant	3,745	5,871	-	5,871	-	5,871	2,126
Fire Programs Grant	19,108	21,972	-	21,972	-	21,972	2,864
<b>Sub-Total Intergovernmental</b>	<b>1,501,380</b>	<b>489,272</b>	<b>352,660</b>	<b>841,932</b>	<b>691,156</b>	<b>1,533,088</b>	<b>31,708</b>
<b>Investments/Sales of Assets</b>							
Interest Income	100,000	140,182	23,842	164,025	50,002	214,027	114,027
TowerCom Capital Lease	-	-	-	-	-	-	-
Sale of Surplus Property	-	16,750	-	16,750	-	16,750	16,750
Sales of Recycled Materials	-	653	-	653	-	653	653
<b>Sub-Total Investments/Sales of Asset</b>	<b>100,000</b>	<b>157,585</b>	<b>23,842</b>	<b>181,428</b>	<b>50,002</b>	<b>231,430</b>	<b>131,430</b>
<b>User Fees</b>							
Planning & Development Fees	2,500	400	1,825	2,225	1,250	3,475	975
Transit Collections	21,684	10,842	-	10,842	10,842	21,684	-
Porterfield Park Shelter	3,000	400	150	550	1,500	2,050	(950)
Depot Community Room	300	290	65	355	150	505	205
Public Works Community Room	3,300	960	-	960	1,925	2,885	(415)
Trash Collection - Commercial	50,000	23,490	4,526	28,016	24,998	53,014	3,014
Trash Collection - Residential	106,000	43,090	8,486	51,576	53,002	104,578	(1,422)
Taylor Park	50	134	37	171	50	221	171
<b>Sub-Total User Fees</b>	<b>186,834</b>	<b>79,606</b>	<b>15,089</b>	<b>94,695</b>	<b>93,717</b>	<b>188,412</b>	<b>1,578</b>
<b>Miscellaneous Revenue</b>							
Misc. General Fund Revenue	10,000	6,718	3,607	10,324	2,498	12,822	2,822
DMV Stop Fees	500	2,390	275	2,665	248	2,913	2,413
Administrative Fee	2,004	2,833	360	3,193	1,002	4,195	2,191
VRTA Reimbursements - TOOT	-	17,754	4,557	22,311	-	22,311	22,311
Expenditure Refunds	20,000	7,054	432	7,486	10,000	17,486	(2,514)
Internal Charges	413,328	172,220	34,444	206,664	206,664	413,328	-
ARPA - NEU FUNDS	-	-	-	-	-	-	-
Capital Fund (Real Estate Applied)	(121,337)	-	-	-	(121,337)	(121,337)	-
Add'l Transfers to Capital Fund	(3,573,840)	-	-	-	(3,573,840)	(3,573,840)	-
Reserve Fund	3,552,541	-	-	-	3,552,541	3,552,541	-
<b>Sub-Total Miscellaneous</b>	<b>303,196</b>	<b>208,968</b>	<b>43,675</b>	<b>252,643</b>	<b>77,776</b>	<b>330,419</b>	<b>27,223</b>
<b>Total General Fund</b>	<b>5,726,810</b>	<b>2,541,971</b>	<b>866,648</b>	<b>3,408,619</b>	<b>2,658,782</b>	<b>6,067,401</b>	<b>340,591</b>

**Town of Orange  
Revenue Accounts  
Month of December 2023**

Description	FY-2024 Budget	Actual Revenues			Projected		FY-2024 Variance to Budget
		Previous Months	Current Month	FY-2024 Year-To-Date	Remaining Months	FY-2024 Revenues	
<b>Capital Fund</b>							
Byrd Street Project	-	-	-	-	-	-	-
VDOT - Paving Reimbursement	947,790	6,009	-	6,009	941,781	947,790	-
ISTEA Mainstreet Project	-	-	-	-	-	-	-
ISTEA Railroad Avenue	-	-	-	-	-	-	-
General Fund Capital Proceeds	121,337	-	-	-	121,337	121,337	-
Add'l Transfers from General Fund	2,531,120	-	-	-	2,531,120	2,531,120	-
Loan Proceeds	-	-	-	-	-	-	-
Capital Reserve Fund	-	-	-	-	-	-	-
<b>Total Capital Fund</b>	<b>3,600,247</b>	<b>6,009</b>	<b>-</b>	<b>6,009</b>	<b>3,594,238</b>	<b>3,600,247</b>	<b>-</b>
<b>Net General Fund</b>	<b>9,327,057</b>	<b>2,547,980</b>	<b>866,648</b>	<b>3,414,628</b>	<b>6,253,020</b>	<b>9,667,648</b>	<b>340,591</b>
<b>Water Fund</b>							
<b>Investments/Sales of Assets</b>							
Interest Income	20,000	32,644	10,754	43,398	9,998	53,396	33,396
Sale of Surplus Property	-	-	-	-	-	-	-
<b>Sub-Total Investments/Asset Sales</b>	<b>20,000</b>	<b>32,644</b>	<b>10,754</b>	<b>43,398</b>	<b>9,998</b>	<b>53,396</b>	<b>33,396</b>
<b>Utility Revenues</b>							
Water Sales	1,345,255	613,842	125,517	739,359	672,628	1,411,987	66,732
Water Availability	105,000	19,744	9,000	28,744	76,000	104,744	(256)
Water Reconnection Fees	20,000	9,250	(100)	9,150	9,998	19,148	(852)
<b>Sub-Total Utility</b>	<b>1,470,255</b>	<b>642,836</b>	<b>134,417</b>	<b>777,253</b>	<b>758,626</b>	<b>1,535,879</b>	<b>65,624</b>
<b>Miscellaneous Revenue</b>							
Miscellaneous Revenues	41,500	38,927	1,036	39,963	6,600	46,563	5,063
Expenditure Refunds	-	-	-	-	-	-	-
Water Fund Grant	2,658,204	-	-	-	2,658,204	2,658,204	-
Reserve Fund	2,579,733	-	-	-	2,579,733	2,579,733	-
<b>Sub-Total Miscellaneous</b>	<b>5,279,437</b>	<b>38,927</b>	<b>1,036</b>	<b>39,963</b>	<b>5,244,537</b>	<b>5,284,500</b>	<b>5,063</b>
<b>Total Water Fund</b>	<b>6,769,692</b>	<b>714,407</b>	<b>146,207</b>	<b>860,614</b>	<b>6,013,161</b>	<b>6,873,774</b>	<b>104,082</b>
<b>Sewer Fund</b>							
<b>Investments/Sales of Assets</b>							
Interest Income	-	-	-	-	-	-	-
<b>Sub-Total Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Utility Revenues</b>							
Sewer Sales	1,583,518	695,173	145,267	840,440	791,759	1,632,199	48,681
Sewer Availability	431,550	52,905	36,990	89,895	341,560	431,455	(95)
Sewer Sales - Sludge	60,000	85,736	6,656	92,392	30,000	122,392	62,392
<b>Sub-Total Utility</b>	<b>2,075,068</b>	<b>833,814</b>	<b>188,913</b>	<b>1,022,727</b>	<b>1,163,319</b>	<b>2,186,046</b>	<b>110,979</b>
<b>Miscellaneous Revenue</b>							
Miscellaneous Revenues	2,000	2,378	1	2,378	-	2,378	378
Nutrient Credit Exchange	4,500	6,981	-	6,981	-	6,981	2,481
Leachate Sales	100,000	98,500	-	98,500	11,367	109,867	9,867
Septic Hauling	52,000	30,979	7,806	38,785	22,002	60,787	8,787
Expenditure Refunds	-	-	-	-	-	-	-
Transfers	1,042,660	-	-	-	1,042,660	1,042,660	-
Reserve Fund	(145,144)	-	-	-	(145,144)	(145,144)	-
<b>Sub-Total Miscellaneous</b>	<b>1,056,016</b>	<b>138,838</b>	<b>7,807</b>	<b>146,644</b>	<b>930,885</b>	<b>1,077,529</b>	<b>21,513</b>
<b>Total Sewer Fund</b>	<b>3,131,084</b>	<b>972,652</b>	<b>196,720</b>	<b>1,169,372</b>	<b>2,094,204</b>	<b>3,263,576</b>	<b>132,492</b>
<b>Total Revenues</b>	<b>19,227,833</b>	<b>4,235,038</b>	<b>1,209,575</b>	<b>5,444,614</b>	<b>14,360,384</b>	<b>19,804,998</b>	<b>577,165</b>

TOWN OF ORANGE

Fund Balances

The following numbers represent our best estimates of unencumbered fund balances (cash) as of December 31, 2023:

	Cash Balance	Encumbered	Unencumbered Balance
General Fund	\$ 9,061,165	\$ -	\$ 9,061,165
Capital Improvement Fund	(2,583,361)	2,004,667	(4,588,028)
Water Fund	4,155,197	1,758,888	2,396,309
Sewer Fund	(1,485,931)	725,104	(2,211,035)
Water Deposit Fund	99,593	99,593	-
Taylor Park Fund	73,638	73,638	-
Grant Fund	11,478	11,478	-
Totals	<u>\$ 9,331,780</u>	<u>\$ 4,673,369</u>	<u>\$ 4,658,411</u>



**Town Debt Service**  
As of December 31, 2023

	Original Debt	Principal @ 06/30/2023	FY - 2023 Principal & Interest			Principal Remaining
			Budgeted	Paid	Remaining	
<b>General Fund</b>						
Route 20 Expansion	\$ 1,372,000	\$ 182,000	\$ 92,412	\$ 91,466	\$ 947	\$ 92,400
Public Works Center	\$ 931,000	\$ 123,500	\$ 62,709	\$ 62,066	\$ 643	\$ 62,700
<b>Debt Service Activity</b>	<b>\$ 2,303,000</b>	<b>\$ 305,500</b>	<b>\$ 155,121</b>	<b>\$ 153,531</b>	<b>\$ 1,590</b>	<b>\$ 155,100</b>
<b>Water Fund</b>						
Macon Road Tank	\$ 392,000	\$ 52,000	\$ 26,404	\$ 26,133	\$ 271	\$ 26,400
Raw Water Storage Basin	\$ 2,196,000	\$ 1,126,000	\$ 134,989	\$ 74,292	\$ 60,698	\$ 1,068,200
<b>Debt Service Activity</b>	<b>\$ 2,588,000</b>	<b>\$ 1,178,000</b>	<b>\$ 161,393</b>	<b>\$ 100,425</b>	<b>\$ 60,969</b>	<b>\$ 1,094,600</b>
<b>Sewer Fund</b>						
Wastewater Treatment Plant Upgrade	\$ 2,009,000	\$ 266,500	\$ 135,318	\$ 133,932	\$ 1,386	\$ 135,300
New WWTP - Total /Cumulative Debt	\$ 15,882,032	\$ 8,128,807	\$ 650,304	\$ 325,152	\$ 325,152	\$ 7,803,655
<b>Debt Service Activity</b>	<b>\$ 17,891,032</b>	<b>\$ 8,395,307</b>	<b>\$ 785,622</b>	<b>\$ 459,084</b>	<b>\$ 326,538</b>	<b>\$ 7,938,955</b>
<b>Total Debt Service</b>	<b>\$ 22,782,032</b>	<b>\$ 9,878,807</b>	<b>\$ 1,102,136</b>	<b>\$ 713,040</b>	<b>\$ 389,097</b>	<b>\$ 9,188,655</b>

Town of Orange  
 ARPA Funds (Including VDH ARPA Funds)  
 As of December 31, 2023

		<u>Funds Received</u>	<u>Funds Spent</u>	<u>Remaining Funds</u>
<b>Standpipe -</b>	Engineering	342,000.00	(341,439.00)	561.00
	Generator	61,057.00	(61,057.00)	-
	Construction	1,864,914.00	(868,768.32)	996,145.68
	Construction Contingency	466,229.00		466,229.00
	<b>Sub-Total</b>	<b>2,734,200.00</b>	<b>(1,271,264.32)</b>	<b>1,462,935.68</b>
<b>Standpipe -</b>	Reservoir	200,000.00	-	200,000.00
	Pump Station	75,000.00	-	75,000.00
	Reservoir Mixer	50,000.00	-	50,000.00
<b>Macon Road Mixer</b>		65,000.00	(6,750.00)	58,250.00
<b>Water Line (NS Railroad)</b>		150,000.00	(24,876.68)	125,123.32
<b>Fiber Optics</b>		1,000,000.00	-	1,000,000.00
<b>Waste Water Sludge Truck</b>		126,000.00	-	126,000.00
<b>Waste Water Scada System</b>		231,132.00	(231,132.00)	-
<b>Liquid Feed System -</b>	Engineering	79,500.00	(79,500.00)	-
	Emergency System	22,194.00	(22,194.00)	-
	Building	500,000.00	(19,300.19)	480,699.81
<b>Sewer Lines Engineering -</b>	Greenfields	479,375.00	(177,765.88)	301,609.12
	Houseworth	165,575.00	(48,458.46)	117,116.54
	Brizzolara	271,710.00	(91,331.94)	180,378.06
<b>Water Plant -</b>	Millimeter Screen	500,000.00		500,000.00
	125 HP Intake Pump	200,000.00	(87,383.12)	112,616.88
<b>Water Line Meters Replacement -</b>		1,137,498.00		1,137,498.00
	<b>Total</b>	<b>7,987,184.00</b>	<b>(2,059,956.59)</b>	<b>5,927,227.41</b>

**FINANCIAL STATEMENT ENDING**

**December, 2023**

**Town of Orange  
Financial Statement  
December, 2023  
50% of Budget Year  
Fund Summaries**

**REVENUES**

FUND	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	5,592,306.00	315,000.00	862,050.30	3,396,190.24	36.15%	2,511,115.76
GF-CAP IMPROVEMENTS	1,252,189.00	2,251,562.00	-	6,008.75		3,497,742.25
WATER	1,519,990.00	5,249,702.00	146,157.24	857,336.66	12.66%	5,912,355.34
SEWER	2,088,424.00	1,042,660.00	196,719.65	1,157,041.78	36.95%	1,974,042.22
GRANTS/SPECIAL REVENUE	-	-	4,561.00	27,552.59	0.00%	(27,552.59)
WATER DEPOSIT	-	-	50.01	277.15	0.00%	(277.15)
TAYLOR PARK	-	-	37.17	205.43	0.00%	(205.43)
<b>TOTAL</b>	<b>\$ 10,452,909.00</b>	<b>\$ 8,858,924.00</b>	<b>\$ 1,209,575.37</b>	<b>\$ 5,444,612.60</b>	<b>N/A</b>	<b>\$ 13,867,220.40</b>

Note: A ( ) in Remaining Balance means that we have collected more than anticipated.

**EXPENDITURES**

FUND	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
GENERAL	5,592,537.25	315,000.00	458,542.94	2,855,537.60	32.79%	3,051,999.65
GF-CAP IMPROVEMENTS	1,149,189.00	2,251,562.00	11,299.07	196,366.99		3,204,384.01
WATER	1,519,990.00	5,249,702.00	520,857.56	1,658,229.72	24.49%	5,111,462.28
SEWER	2,088,424.00	1,042,660.00	175,943.98	1,500,230.87	47.91%	1,630,853.13
GRANTS/SPECIAL REVENUE	-	-	3,176.14	21,183.55	0.00%	(21,183.55)
WATER DEPOSIT	-	-	-	-	0.00%	-
TAYLOR PARK	-	-	-	-	0.00%	-
<b>TOTAL</b>	<b>\$ 10,350,140.25</b>	<b>\$ 8,858,924.00</b>	<b>\$ 1,169,819.69</b>	<b>\$ 6,231,548.73</b>	<b>N/A</b>	<b>\$ 12,977,515.52</b>

NOTE: A ( ) in Remaining Balance means we have spent more than what we planned

**Town of Orange  
Financial Statement  
December, 2023  
50% of Budget Year  
General Fund**

**REVENUES**

DESCRIPTION	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LOCAL TAXES	3,549,300.00	-	423,362.02	1,981,969.58	55.84%	1,567,330.42
LICENSES & PERMITS	100.00	-	25.00	75.00	75.00%	25.00
FINES	86,000.00	-	7,995.42	48,737.10	56.67%	37,262.90
STATE FUNDS	1,307,380.00	194,000.00	352,660.02	833,425.38	55.51%	667,954.62
INV / SALE OF ASSETS	-	-	-	-	0.00%	0.00
USER FEES	186,834.00	-	15,052.00	94,710.75	50.69%	92,123.25
MISCELLANEOUS	545,832.00	-	62,955.84	437,272.43	80.11%	108,559.57
ARPA - NEU FUNDS	-	-	-	-	0.00%	0.00
RESERVE FUND	869,199.00	2,767,342.00	-	-	0.00%	3,636,541.00
TRANSF TO CAP. IMPROVEM.	(952,339.00)	(2,646,342.00)	-	-	0.00%	(3,598,681.00)
<b>TOTAL</b>	<b>\$ 5,592,306.00</b>	<b>\$ 315,000.00</b>	<b>\$ 862,050.30</b>	<b>\$ 3,396,190.24</b>	<b>57.49%</b>	<b>\$ 2,511,115.76</b>

Note: A ( ) in Remaining Balance means that we have collected more than anticipated.

**EXPENDITURES**

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LEGISLATIVE	123,442.00	-	2,727.40	24,201.86	19.61%	99,240.14
TOWN MANAGER	438,078.00	-	37,306.34	183,529.06	41.89%	254,548.94
TOWN ATTORNEY	38,500.00	-	3,000.00	16,489.14	42.83%	22,010.86
FINANCE DEPARTMENT	413,500.00	-	39,373.10	221,639.01	53.60%	191,860.99
ELECTIONS	-	-	-	-	0.00%	0.00
POLICE DEPARTMENT	1,749,188.00	-	171,501.42	945,471.22	54.05%	803,716.78
FIRE AND RESCUE	56,341.00	-	-	61,972.00	109.99%	(5,631.00)
PUBLIC WORKS	1,540,612.25	315,000.00	148,659.20	710,901.38	38.31%	1,144,710.87
TRASH COLLECTION	274,371.00	-	20,545.08	124,460.53	45.36%	149,910.47
MUNICIPAL BUILDING	47,719.00	-	3,081.70	40,716.84	85.33%	7,002.16
DEPOT	16,000.00	-	616.94	7,397.01	46.23%	8,602.99
TRANSPORTATION SYSTEM	120,852.00	-	-	60,425.50	50.00%	60,426.50
PARKS AND GROUNDS	111,000.00	-	4,297.54	19,051.20	17.16%	91,948.80
COMMUNITY DEVELOPMENT	267,186.00	-	15,190.94	101,629.77	38.04%	165,556.23
NON-DEPT - DEBT & OTHER	395,748.00	-	12,243.28	337,653.08	85.32%	58,094.92
NON-DEPT - DONATIONS	-	-	-	-	0.00%	0.00
NON-DEPT - CAPITAL	-	-	-	-	0.00%	0.00
<b>TOTAL</b>	<b>\$ 5,592,537.25</b>	<b>\$ 315,000.00</b>	<b>\$ 458,542.94</b>	<b>\$ 2,855,537.60</b>	<b>48.34%</b>	<b>\$ 3,051,999.65</b>

NOTE: A ( ) in Remaining Balance means we have spent more than what we planned

Town of Orange  
 Financial Statement  
 December, 2023  
 50% of Budget Year  
 General Fund - Capital Improvements

**REVENUES**

DESCRIPTION	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	952,279.00	1,603,682.00	-	-	0.00%	2,555,961.00
STATE FUNDS	299,910.00	647,880.00	-	6,008.75	0.63%	941,781.25
MISCELLANEOUS	-	-	-	-	0.00%	0.00
MADISON/MAIN STREET SIGNAL LIGHT	-	-	-	-	0.00%	0.00
<b>TOTAL</b>	<b>\$ 1,252,189.00</b>	<b>\$ 2,251,562.00</b>	<b>\$ -</b>	<b>\$ 6,008.75</b>	<b>0.17%</b>	<b>\$ 3,497,742.25</b>

Note: A ( ) in Remaining Balance means that we have collected more than anticipated.

**EXPENDITURES**

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
ROAD PROJECTS	599,189.00	1,158,562.00	10,819.07	38,680.40	2.20%	1,719,070.60
MACHINERY & EQUIPMENT	495,000.00	93,000.00	-	142,522.79	24.24%	445,477.21
MADISON/MAIN STREET SIGNAL LIGHT	-	-	-	-	0.00%	0.00
COMPUTERS	30,000.00	-	480.00	14,356.45	47.85%	15,643.55
FIBER OPTICS BACKBONE (ARPA)	-	1,000,000.00	-	-	0.00%	1,000,000.00
CELL TOWER	-	-	-	-	0.00%	0.00
COMMUNITY ROOM SOUND SYSTEM	25,000.00	-	-	807.35	3.23%	24,192.65
<b>TOTAL</b>	<b>\$ 1,149,189.00</b>	<b>\$ 2,251,562.00</b>	<b>\$ 11,299.07</b>	<b>\$ 196,366.99</b>	<b>5.77%</b>	<b>\$ 3,204,384.01</b>

NOTE: A ( ) in Remaining Balance means we have spent more than what we planned

**Financial Statement  
December, 2023  
50% of Budget Year  
Water Fund**

**REVENUES**

DESCRIPTION	FY-2024 BUDGET		SALES MTD	SALES YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
TRANSFER FROM GENERAL	-	-	-	-	0.00%	-
INV/ SALE OF ASSETS	-	-	-	-	0.00%	-
WATER SALES	1,345,255.00	-	125,517.43	739,359.49	54.96%	605,895.51
WATER AVAILABILITY	105,000.00	-	9,000.00	25,743.75	24.52%	79,256.25
WATER RECONNECTIONS	20,000.00	-	(100.00)	9,150.00	45.75%	10,850.00
EXPENDITURE REFUNDS	-	-	-	-	0.00%	-
MISCELLANEOUS	61,500.00	-	11,739.81	83,083.42	135.09%	(21,583.42)
ARPA - NEU FUNDS	-	2,658,204.00	-	-	0.00%	2,658,204.00
RESERVE FUND	(11,765.00)	2,591,498.00	-	-	0.00%	2,579,733.00
<b>TOTAL</b>	<b>\$ 1,519,990.00</b>	<b>\$ 5,249,702.00</b>	<b>\$ 146,157.24</b>	<b>\$ 857,336.66</b>	<b>12.66%</b>	<b>\$5,912,355.34</b>

Note: A ( ) in Remaining Balance means that we have collected more than anticipated.

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
WATER/SEWER LINE PROJ.	-	5,210,702.00	397,253.02	751,813.56	14.43%	4,458,888.44
WATER TREATMENT	1,087,779.00	-	105,121.11	651,318.30	59.88%	436,460.70
WATER DISTRIBUTION	270,778.00	39,000.00	18,483.43	154,673.36	49.93%	155,104.64
NON-DEPT - DEBT & OTHER	161,433.00	-	-	100,424.50	62.21%	61,008.50
<b>TOTAL</b>	<b>\$ 1,519,990.00</b>	<b>\$ 5,249,702.00</b>	<b>\$ 520,857.56</b>	<b>\$ 1,658,229.72</b>	<b>1.86</b>	<b>\$ 5,111,462.28</b>

**Town of Orange  
Financial Statement  
December, 2023  
50% of Budget Year  
Sewer Fund**

**REVENUES**

DESCRIPTION	FY-2024 BUDGET		COLLECTED MTD	COLLECTED YTD	PERCENT COLLECTED	REMAINING BALANCE
	ORIGINAL	CHANGES				
LICENSES & PERMITS	-	-	-	-	0.00%	-
TRANSFER FROM GENERAL	-	-	-	-	0.00%	-
SEWER SALES	1,583,518.00	-	145,266.90	840,440.16	53.07%	743,077.84
SEWER AVAILABILITY FEES	431,550.00	-	36,990.00	77,565.00	17.97%	353,985.00
SEWER SALES - SLUDGE	60,000.00	-	6,656.17	92,392.21	153.99%	(32,392.21)
NUTRIENT CREDIT	4,500.00	-	-	6,981.30	155.14%	(2,481.30)
LEACHATE	100,000.00	-	-	98,500.23	98.50%	1,499.77
SEPTIC HAULING	52,000.00	-	7,806.03	38,784.78	74.59%	13,215.22
MISCELLANEOUS	2,000.00	-	0.55	2,378.10	118.91%	(378.10)
RESERVE FUND	(145,144.00)	-	-	-	0.00%	(145,144.00)
TRANSFER FROM GENERAL	-	1,042,660.00	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,088,424.00</b>	<b>\$ 1,042,660.00</b>	<b>\$ 196,719.65</b>	<b>\$ 1,157,041.78</b>	<b>36.95%</b>	<b>\$ 931,382.22</b>

Note: A ( ) in Remaining Balance means that we have collected more than anticipated.

**EXPENDITURES**

DEPARTMENT	FY-2024 BUDGET		EXPENSED MTD	EXPENSED YTD	PERCENT EXPENSED	REMAINING BALANCE
	ORIGINAL	CHANGES				
SEWER TREATMENT	1,092,004.00	-	110,885.10	615,063.63	56.32%	476,940.37
SEWER COLLECTION	210,708.00	-	21,198.63	108,527.14	51.51%	102,180.86
NON-DEPT - DEBT & OTHER	785,712.00	-	-	459,083.82	58.43%	326,628.18
CAPITAL OUTLAYS - ARPA	-	1,042,660.00	43,860.25	317,556.28	30.46%	725,103.72
<b>TOTAL</b>	<b>\$ 2,088,424.00</b>	<b>\$ 1,042,660.00</b>	<b>\$ 175,943.98</b>	<b>\$ 1,500,230.87</b>	<b>47.91%</b>	<b>\$ 1,630,853.13</b>

NOTE: A ( ) in Remaining Balance means we have spent more than what we planned



**BILLS AND CLAIMS**

**For the month December, 2023**

**TOWN OF ORANGE  
CHECK REGISTER**

**DECEMBER 1 - 31, 2023**

Check #	Check Date	Vendor Name	Net Amount
1218	12/27/2023	LOUISA CIRCUIT COURT	\$ 586.53
1219	12/27/2023	TOWN OF ORANGE	550.00
1224	12/27/2023	TOWN OF ORANGE	200.00
1226	12/27/2023	LOUISA CIRCUIT COURT	289.26
12123	12/27/2023	ANTHEM BLUE CROSS & BLUE SHIELD	65,360.00
12223	12/27/2023	TREASURER OF VIRGINIA	52,107.66
12323	12/27/2023	EMPOWER	1,200.00
12423	12/27/2023	MISSIONSQUARE RETIREMENT	781.03
12523	12/27/2023	MISSIONSQUARE RETIREMENT	609.03
12623	12/27/2023	MISSIONSQUARE RETIREMENT	781.03
12723	12/27/2023	MISSIONSQUARE RETIREMENT	609.03
34854	12/4/2023	ACCESS TELECOM INC	9,100.00
34855	12/4/2023	ADT SECURITY SERVICES	62.86
34856	12/4/2023	AMAZON CAPITAL SERVICES	1,516.71
34857	12/4/2023	AMOS APPAREL	3,656.53
34857	12/4/2023	AMOS APPAREL	301.40
34858	12/4/2023	BMS DIRECT	920.41
34859	12/4/2023	CENTRAL VIRGINIA ELECTRIC COOP	325.77
34860	12/4/2023	AT&T MOBILITY	1,556.66
34861	12/4/2023	CINTAS	245.63
34862	12/4/2023	COECO FINANCIAL SERVICES	1,011.49
34863	12/4/2023	COMCAST	513.94
34864	12/4/2023	COMPANION LIFE INSURANCE	290.00
34865	12/4/2023	CRYSTAL SPRINGS	9.00
34866	12/4/2023	DOMINION ENERGY VIRGINIA	27,266.13
34867	12/4/2023	DORSETT TECHNOLOGIES, INC	12,077.03
34868	12/4/2023	ENVIRONMENTAL SYSTEMS SERVICE	150.00
34869	12/4/2023	EZ PERFORMANCE CENTER	6.99
34870	12/4/2023	FORTILINE INC	981.76
34871	12/4/2023	ORANGE TIRE INC	1,056.00
34872	12/4/2023	PACE ANALYTICAL SERVICES, INC	387.00
34873	12/4/2023	PAINT 'N' PAPER	176.52
34874	12/4/2023	SELECT SPECIALTY PRODUCTS, INC	533.20
34875	12/4/2023	STEROBEN ASSOCIATES	4,090.00
34876	12/4/2023	TOWN OF ORANGE	35.00
34876	12/4/2023	TOWN OF ORANGE	3,085.06

34877	12/4/2023	UNIVAR SOLUTIONS	24,452.00
34878	12/4/2023	VACORP	208.30
34879	12/4/2023	NEW VIRGINIA TRACTOR	191.40
34880	12/4/2023	VRSA	16,803.00
34881	12/4/2023	VUPS	70.07
34882	12/4/2023	CHEWNING, WENDY	90.00
34883	12/12/2023	ADT SECURITY SERVICES	85.98
34884	12/12/2023	AMAZON CAPITAL SERVICES	1,322.71
34885	12/12/2023	AMERICAN GREEN	128.00
34886	12/12/2023	AMOS APPAREL	631.82
34887	12/12/2023	ATLANTIC PUMP & EQUIPMENT CO	15,750.00
34888	12/12/2023	TRUIST	5,134.25
34889	12/12/2023	CENTRAL VA COMMUNITY NEWSPAPER	333.00
34890	12/12/2023	CINTAS CORPORATION #385	2,541.49
34891	12/12/2023	CSX TRANSPORTATION	1,456.00
34892	12/12/2023	DMV	600.00
34893	12/12/2023	EVOQUA WATER TECHNOLOGIES, LLC	200.00
34894	12/12/2023	FAYE'S OFFICE SUPPLY	1,831.16
34895	12/12/2023	GALLS, LLC	331.96
34896	12/12/2023	HIGHWAY MOTORS	99.90
34897	12/12/2023	MATTHEW BENDER & CO., INC	26.69
34898	12/12/2023	MICROSOFT	480.00
34899	12/12/2023	ORANGE CO CHAMBER OF COMMERCE	65.00
34900	12/12/2023	ORANGE COUNTY LANDFILL	6,814.08
34901	12/12/2023	PACE ANALYTICAL SERVICES, INC	436.00
34902	12/12/2023	BEALE, ADRIENNE S	20.50
34903	12/12/2023	RINKER DESIGN ASSOCIATES, P.C.	62,104.55
34904	12/12/2023	RIDGEVIEW NEW HOLLAND, INC	60.73
34905	12/12/2023	RIDGEVIEW NEW HOLLAND, INC	174.48
34906	12/12/2023	THE DAILY PROGRESS	139.50
34907	12/12/2023	ORANGE CLUB LLC	5.35
34908	12/12/2023	UNIVAR SOLUTIONS	12,444.05
34909	12/12/2023	USABLUEBOOK	72.33
34910	12/12/2023	COECO OFFICE SYSTEMS, INC	20.00
34911	12/12/2023	VERIZON	1,572.67
34912	12/12/2023	WILLIAMS, PAUL	1,000.00
34913	12/12/2023	WW ASSOCIATES, INC	6,250.00
34914	12/19/2023	ADT SECURITY SERVICES	174.53
34915	12/19/2023	ADVANCE AUTO PARTS	67.37
34916	12/19/2023	AFLAC	1,357.30
34917	12/19/2023	ALLIED CONCRETE CO	1,173.50
34918	12/19/2023	BAKER, DWIGHT	157.01
34919	12/19/2023	BRIZZOLARA PLUMBING, INC	1,626.58
34920	12/19/2023	BRYANT JR, ARTHUR H	45.88

34921	12/19/2023	CHURCH STREET ENTERPRISE	160.68
34922	12/19/2023	AT&T MOBILITY	753.60
34923	12/19/2023	DEBORAH MARLENE WAREHAM	100.00
34924	12/19/2023	DODSON, JEFFREY N	2,500.00
34925	12/19/2023	DOMINION ENERGY VIRGINIA	8,656.68
34926	12/19/2023	DONLEN TRUST	432.24
34927	12/19/2023	DIX, JR JAMES A	10,778.12
34928	12/19/2023	ECONO SIGNS LLC	463.00
34929	12/19/2023	FISHER AUTO PARTS	640.35
34930	12/19/2023	GRAVES, STEVEN EUGENE	176.03
34931	12/19/2023	HIGHWAY MOTORS	1,503.62
34932	12/19/2023	HINCHEY & BAINES, PLC	3,715.00
34933	12/19/2023	JOHNSTON CONSTRUCTION COMPANY	344,972.64
34934	12/19/2023	KIMBALL MIDWEST	56.20
34935	12/19/2023	CATHERINE B. LEA	3,000.00
34936	12/19/2023	MINNESOTA LIFE INSURANCE CO	1,802.34
34937	12/19/2023	NATIONAL PEN COMPANY	110.94
34938	12/19/2023	NOVAEQUIP	930.00
34939	12/19/2023	O'REILLY	45.95
34940	12/19/2023	PACE ANALYTICAL SERVICES, INC	307.00
34941	12/19/2023	DONALD B. RICE TIRE CO., INC	540.00
34942	12/19/2023	ROOTX	1,070.00
34943	12/19/2023	SCHWARTZ & ASSOCIATES, INC	2,530.00
34944	12/19/2023	SEDWICK	2,041.84
34945	12/19/2023	SOSMETAL PRODUCTS, INC	125.19
34946	12/19/2023	SOUTHERN STATES	12,262.85
34947	12/19/2023	KIM STRAWSER	89.66
34948	12/19/2023	THE MILLER FIRM	188.75
34949	12/19/2023	TOWN OF ORANGE	36.27
34950	12/19/2023	TOYOTA INDUSTRIES COMMERCIAL	2.24
34951	12/19/2023	TRANSAMERICA EMPLOYEE BENEFITS	1,241.30
34952	12/19/2023	UNITED STATES POSTAL SERVICE	66.00
34953	12/19/2023	COECO OFFICE SYSTEMS, INC	20.00
34954	12/19/2023	WAYNE OXYGEN & WELDING SUPPLY	60.00
34955	12/26/2023	ADT SECURITY SERVICES	246.98
34956	12/26/2023	ALLIED CONCRETE CO	839.00
34957	12/26/2023	AMERICAN FOUNTAIN	2,972.00
34958	12/26/2023	BRIZZOLARA PLUMBING, INC	920.00
34959	12/26/2023	COMMONWEALTH ENGINEERING & SALES	3,382.60
34960	12/26/2023	COMCAST	755.21
34961	12/26/2023	DIX, JR JAMES A	990.00
34962	12/26/2023	NORFOLK SOUTHERN RAILWAY CO	15.00
34963	12/26/2023	OAKERSON, EVANS	35.42
34963	12/26/2023	OAKERSON, EVANS	45.89

34964	12/26/2023	RED BUD SUPPLY, INC	154.03
34965	12/26/2023	RIDGEVIEW NEW HOLLAND, INC	1.35
34966	12/26/2023	RAPIDAN SERVICE AUTHORITY	17.68
34967	12/26/2023	VACORP	208.30
34968	12/26/2023	VIRGINIA BUSINESS SYSTEMS	137.50
34969	12/26/2023	VIRGINIA BUSINESS SYSTEMS	316.23

**\$ 773,393.48**

## REPORTS



## **REPORTS SUMMARY PAGE**

**Tuesday, January 16, 2024**

**Item: 9A**

### **Sneak Peek of the Town's Newly Re-designed Website**

**Summary:**

You will get a sneak peek tonight of the Town's newly re-designed website before it goes live on Thursday, January 18, 2024.

## **NEW BUSINESS**





**NEW BUSINESS**  
**Tuesday, January 16, 2024**

*AGENDA ITEM: 11A*

**Presentation and discussion of loud exhaust in Town. (Deputy Chief Rebecca Moody)**

SUMMARY:

- Please see attached information from Deputy Chief Moody.
- This item has been placed on the agenda for discussion.

# ALTERED EXHAUST

## VA CODE 46.2+-1049

- No person shall drive and no owner of a vehicle shall permit to allow the operation of any such vehicle on the highway unless it is equipped with an exhaust system in good working order and in constant operation to prevent excessive or unusual levels of noise, provided, however for that motor vehicle, such exhaust system shall the type installed as standard factory equipment, or comparable to that design for use on the particular vehicle as standard factory equipment or other equipment that has been submitted to and approved by the Superintendent or meets or exceeds the standards and specifications of the Society of Automotive Engineers, the American National Standards Institute, or the federal Department of Transportation.

- As used in this section “exhaust system” means all the parts of a vehicle through which the exhaust passes after leaving the engine block, including mufflers and other sound dissipative devices. Chambered pipes are not an effective muffling device to prevent excessive or unusual noise, and any vehicle equipped with chambered pipes shall be deemed in violation of this section. The provisions of this section shall not apply to (i) any antique motor vehicle licensed pursuant to 46.2-730, provided that the engine is comparable to that design as a standard factory equipment for use on that particular vehicle, and the exhaust system is in good working order, or (i) converted electric vehicles.

## OFFICER COURT TESTIMONY

- Officer must be able to address the court that the questioned exhaust system is not equivalent to factory or comparable to that design with the exception of chambered pipes.
- A chambered muffler is a type of exhaust muffler that uses chambers or compartments to reduce the noise produced by a vehicle's exhaust system. These chambers are designed to create specific acoustic effects that help to muffle the sound of the engine and exhaust gases.

# OFFICER TESTIMONY

- Listed are some questions the officer may be asked in relevance to the questioned exhaust by defense:
- Can you describe the design of the questioned exhaust system?
- Does this exhaust utilize baffling? Chambering? Packed metal fiber? Resonators?
- Can you describe the design of the exhaust system of the factory version of the same questioned vehicle?
- How loud in decibels is the factory vehicles exhaust in question?
- How loud in decibels was the questioned vehicle?

- Does the police department have any device to gauge the decibels of sound or an exhaust?

At this point most officers will have answered no to all of the above questions.

Closing arguments will look something like this:

Your Honor, the Officer testified that he/she did not know the design of the exhaust system of the factory standard nor the exhaust system of the vehicle in question. The officer did not use a decibel reader to establish the level of noise that came from the vehicle in question. I do not believe that the officer has proved his burden of “beyond reasonable doubt” that the questioned vehicle is any louder than that of the factory standard.

- This information does not prohibit officers from writing the ticket in question however, does bring up an interesting point that officers rely heavily on their credibility with the court for prosecution of serious offenses. An officer who writes any summons under the state code needs to fully understand the law that they are enforcing so that peoples rights are not in violation. Stopping a vehicle is a seizure of a person and can be a violation of that persons fourth amendment right if the officers is unsure of the specifics of the code that is being enforced. This could lead to civil liability of the officer and/or the department.



## VA CODE 1710.1

- A police force shall not establish a formal or informational quota that requires a police officer to make a specific number of arrest or issue a specific amount of summons within a designated period of time.
- A police force shall not use the number of arrests made or summons issues by a police officer as the sole criterion for evaluation an officers job performance.
- Nothing in this section shall preclude a police force from collecting, analyzing and utilizing information concerning the number of arrests made or summons issued for any other purpose.

- This code is specifically designed to allow officers the freedom to enforce the misdemeanor and traffic laws as they see fit without fear of punitive action from the department.
- It is very important that officers have discretion and not allowing this leads to situations where citizens are unfairly treated as the totality of their circumstances are not considered.
- Imagine if the state created a law that said that all suspended drivers shall be arrested if found driving. An officer pulls a person taking their child to the hospital for a medical emergency and is required to arrest that person and take them before a magistrate as the child suffers the action.

## TOWN CODE 26-53

- At the areas and within the times specified, it shall be unlawful for any person to operate, use or play any sound producing machine or device, including devices within parked cars, or to sing or shout or make any other man made noise, at such a level:
- As to be clearly audible within the dwelling unit of another with doors closed and windows in normal position for the season, or to be clearly audible on the property of another or on public property at a distance of 100 feet from the source; or
- That exceeds 55 dbA on a certified decibel reader when measured at a point within the dwelling unit of another with doors closed and windows in normal position for the season or at a point that is on the property of another or on public property and is at least 100 feet from the source of the sound.

- Our town code allows for noise only during regulated times and the standard is from inside a residence 100 feet from the source with a certified decibel reader.

# VEHICLES IDLE DECIBEL LEVELS

- Standard factory idle levels are usually between 70-90 decibels.
- Most jurisdictions with an enforceable code for exhaust claim that the standard for too loud is 95 decibels.
- Here are a few standard factory vehicles with the idle levels that can be readily purchased and driven:

Ford F350 94 db

Dodge Ram 1500 84 db

Ford Mustang Mach 1 72 db

Jaguar F-type 84 db

Lexus LC 500 95 db

Mercedes AMG E63 84 db

Porche 911 GT3 108 db

- For reference:

Lawn mower 90 db

Police siren 120 db

Jet engine 140 db

- In conclusion my proposal to the council is to place signage, as requested by the complaining citizens at the intersection of West Main ST and Caroline ST for education of the public of the current Virginia Code
- I will also be conducting a study of traffic at that intersection to determine the actual decibel levels of the traffic at the stop signs to determine if the levels are in fact egregious.
- Officers have been given directed patrol explaining the complaint about the exhausts and have been instructed to enforce the law within their discretion.



**NEW BUSINESS**  
**Tuesday, January 16, 2024**

*AGENDA ITEM: 11B*

**Presentation and request from the Orange Volunteer Fire Company that the Town of Orange and Town Council consider adopting an ordinance that requires buildings with multi-tenant spaces place address markers on the back side of the business doors. (Chief Whit Jacobs)**

SUMMARY:

- Please see attached information from Chief Whit Jacobs.
- The Orange Volunteer Fire Company is requesting that the Town of Orange and Town Council consider adopting an ordinance that requires buildings with multi-tenant spaces place address markers on the back side of the business doors.





## ADDRESSING PROPOSAL

The Orange Volunteer Fire Company requests that the Town of Orange and Town Council consider adopting an ordinance that requires buildings with multi-tenant spaces place address markers on the back side of the business doors.

Often when fire companies respond to emergencies, both the front and rear of the building are checked. If there was a need to make access from the rear of the building, it becomes extremely difficult knowing which doorway leads to which business when they are not marked. This obviously becomes even more difficult when smoke and fire conditions are present in one or multiple businesses. The same situation remains true for law enforcement agencies who provide services within the Town.

As a form of safety for our own personnel, it is common practice to ensure any exits to businesses are opened when there is a fire. This ensures safe egress for any victims found inside or the same safe egress for our own firefighters who may need to exit the building under emergency circumstances.

To date, the Town Manager has tasked Public Works staff with going throughout the Town and labeling rear doors commercial buildings. Our request is that Town Council consider adopting a new addition to the Town Code that specifies the location, size of numbering, and structures that qualify.

The next pages include ordinances from jurisdictions within Virginia and beyond. The language should be kept very simple so that the process of marking each business is consistent and easily accomplished.

# Virginia Statewide Building Code

Per the Orange County building official, the adoption of a local ordinance or specific addition to the Statewide Fire Prevention Code does not conflict with the building code. The two codes work with one another to ensure a building is within compliance when it applies for its occupancy permit.

Virginia Administrative Code  
Title 13. Housing  
Agency 5. Department of Housing And Community Development  
Chapter 63. Virginia Uniform Statewide Building Code

## 13VAC5-63-224. Chapter 5 General building heights and areas.

Change Section 502.1 to read:

502.1 Address identification. New buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other approved sign or means shall be used to identify the structure.

Statutory Authority  
§ 36-98 of the Code of Virginia.

Historical Notes  
Derived from Virginia Register Volume 37, Issue 14, eff. July 1, 2021.

Website addresses provided in the Virginia Administrative Code to documents incorporated by reference are for the reader's convenience only, may not necessarily be active or current, and should not be relied upon. To ensure the information incorporated by reference is accurate, the reader is encouraged to use the source document described in the regulation.

As a service to the public, the Virginia Administrative Code is provided online by the Virginia General Assembly. We are unable to answer legal questions or respond to requests for legal advice, including application of law to specific fact. To understand and protect your legal rights, you should consult an attorney.

7/27/202

# Virginia Statewide Fire Prevention Code

## 505.1 ADDRESS IDENTIFICATION.

New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of  $\frac{1}{2}$  inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

# County of Orange

## Sec 46-76 Assignment, Display Of Numbers

1. House numbers shall be assigned to each dwelling or other building in the county. The combination of such number and the road name assigned shall be the official location of such dwelling or other building, and such number shall be displayed by the owner or occupant of such building in a manner specified by the board of supervisors by resolution.
2. Within the Lake of the Woods Subdivision, the location of each dwelling or other building and the manner of display of such number shall be as directed by appropriate resolution of the Lake of the Woods Association and approved by the board of supervisors.
3. Within the incorporated towns within the county, the location of each dwelling or building shall be the combination of the house number and street name assigned by the appropriate town council, and the display of such number shall be in the manner specified by resolution of the appropriate town council.

(Ord. of 8-11-1987)

# Loudoun County, Virginia

## Example #1

Loudoun County (VA) adopted an ordinance within their *Streets, Utilities, and Public Services Code* which directly states the size and location of where address markers will be placed on buildings that fit the description as it's written.

### **1026.10 DISPLAY OF NUMBERS IN URBAN AREAS.**

(a) Each assigned primary address number shall be displayed at the front entrance or the entrance which is clearly visible from the street or the ingress/egress easement providing access to the building. If the address number cannot be posted on a building in a manner that makes it clearly visible from the street, then the address number shall be displayed at the end of the driveway nearest the street or the ingress/egress easement providing access to the building. Display of a street address at the corner of a driveway shall be such that clear identification can be made of the location of the building to which the address is assigned. Nonnumeric postings of street addresses shall not be permitted, except in cases where such postings are in addition to the standard numeric posting required.

(b) Numerals displayed on single-family dwellings shall be a minimum of three inches in height and shall contrast with the background on which they are posted, except as provided in subsection (c) hereof

(c) The display of primary street address numbers for multiple dwelling units and commercial and industrial buildings shall be of solid numerals that are a minimum of six inches in height and one inch in width. Such numerals shall contrast with the background on which they are posted and shall be clearly visible from the street on which the building is addressed and ingress/egress easements in the rear of the building. (Ord. 92-01. Passed 1-21-92.)

# Hanover County

## Example #2

Hanover County (VA) adopted an ordinance in their code under Chapter 2, Article VII, Section 2-77 referencing to a *Property Numbering and Street Naming Manual* that is managed by the County Planning Office.

### Sec. 2-77. - Address numbering system for properties and principal buildings.



- (a) In order to provide for more efficient delivery of emergency and other services and to provide for uniformity in street naming and assignment of proper numbers, and elimination of inconsistencies and duplication of street names there is hereby established the property numbering and street naming system for Hanover County, Virginia.
- (b) A system of numbering properties and principal buildings and naming street in accordance with the "Property Numbering and Street Naming Manual," filed in the county planning office is hereby established. The "Property Numbering and Street Naming Manual," including all numbering maps, plats, naming and numbering procedures and explanatory matter, is hereby adopted and made a part of this system and this article.
- (c) All properties or parcels of land assigned names or numbers in the manual shall be identified by reference to the system.

(Ord. No. 12-08, § 2, 1-9-13)

#### **SEC. 21 COMMERCIAL, OFFICE AND INDUSTRIAL COMPLEXES**

A choice must be made among several methods:

- A. Assign the number to the main building where all of the mail is to be received. Auxiliary buildings may be assigned separate numbers.
- B. Each principal building in the complex may require a separate number.
- C. For strip type shopping center development, one number shall be assigned to the strip mall, and each individual business shall have a unique suite number. Individual addresses may be assigned for each business when requested by the property owner. For security and emergency uses, the store name and address should be placed on each store rear entrance and loading area.

# Stafford County

## Example #3

Stafford County (VA) adopted an ordinance that specified the location of their address markers on buildings fitting a certain description. This ordinance falls under Chapter 12 of their County Code : *Fire Prevention and Protection*.



### Stafford County Fire and Rescue Department Office of the Fire Marshal

1225 Courthouse Road, PO BOX 339, Stafford, VA 22555  
(540) 658-8648 · [www.staffordfirerescue.com/fm](http://www.staffordfirerescue.com/fm)



Guidelines and Specifications For:

## Address, Door Marking and Other Building Signs

### Applicable Codes and Standards:

VSFPC - Virginia Statewide Fire Prevention Code (2018)

VCC – Virginia Construction Code (2018)

SCC – Stafford County Code

Building Address Identification	Code Section
New and existing buildings must be marked with approved address numbers or identification that is attached to the front of the building and visible from the street (marked with an approved street sign). Additional signage at the street may be required if the building address is not visible. New numbers should be at least 6" in height (existing permitted to remain at least 4") and provided on a contrasting background.	VSFPC 505.1
Separate buildings or homes (including townhouses) shall be assigned an individual address number. Sheds or other unoccupied buildings are typically not assigned an address.	SCC 28-148
Buildings with multiple tenants/apartments sharing the same entrance shall also be assigned unit or suite numbers that indicated the floor level each unit is located on. Garden-style apartments or similarly separated buildings shall have an address assigned to each isolated entrance however no number assigned to the entire building.	SCC 28-148
Multiple tenant commercial buildings such as strip-shopping centers must have their unit or suite numbers posted on the front AND REAR doors. If multiple doors serve the same unit, each door should be marked with that same unit number.	SCC 12-23
Temporary building address numbers and street name signs are required to be posted and visible for all for buildings under construction.	VSFPC 505



# ORANGE VOLUNTEER FIRE COMPANY

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FAX: (540) 672-4304



MAILING ADDRESS:  
P.O. Box 367  
ORANGE, VA 22960

PHYSICAL ADDRESS:  
205 CAROLINE STREET  
ORANGE, VA 22960

Attn: Greg Woods, Town Manager  
Town of Orange  
119 Belleview Avenue  
Orange, VA 22960

Greg,

Both myself and Assistant Chief Roby appreciate you taking the time meet with us last week. As we discussed in our initial meeting, we feel that addressing identified buildings will provide us with more seamless emergency operations.

As you requested, we have compiled a list of buildings that would identify as a *multiple occupancy commercial building of 3 or more*. I have provided that list in this letter and included information regarding ownership and additional contact information. We would like to make it a priority to complete strip shopping centers first. We feel that maintaining a simple contrast color scheme (*Light vs Dark or Dark vs Light*) will ensure visibility at all times of the day. Furthermore, we would like to see that the numbering be 6" in height and placed on any exterior door that exists on the rear of these buildings.

We also have individuals in our department who would be willing to help complete the work on a part-time or contract basis. If you are interested in this, please let me know and we can work together to make those arrangements.

Lastly, I would like to make sure we work to complete the project in timely fashion. As I see it, the next step is to have the Town of Orange contact the business owners and notify them of our intentions. Assuming no opposition, we move towards purchasing the stenciling, paint, and identify who will complete the work. If we meet opposition, I feel it becomes our job to draft an ordinance that clearly states the intentions of this project. I still do believe it is in our best interest long term to have an ordinance. This will ensure future developments meet the expectations of the adopted ordinance.

Please let me know if you have any questions. Thank you once again for hearing our request and helping us see the project to completion.

Whit Jacobs

Fire Chief

7-25

## **Shopping Centers and Multi-Business Buildings in the Town of Orange**

**12383 James Madison Hwy Orange Town Center 2 Buildings – 11 Occupancies**

**Owners: Orange Town Center LLC, Box 698, Orange & Orange Pro Investments Box 694, Orange**

**13276 James Madison Hwy Colonial Square Shopping Center 13 Occupancies**

**Owner: Orange Colonial Square LLC, 10 Terry Court, Staunton, VA**

**N. Madison Rd Orange Village Shopping Center 2 Buildings - 21 Occupancies**

**Owner: MTH Management, P.O. Box 74, The Plains, VA**

**290 N. Madison Rd. Silk Mill Multiple Occupancies**

**Owner: Higginbotham, Kent C. & James H. II, 150 Blue Ridge Dr. Orange**

**201 N. Madison Rd. Schewels Shopping Center Approx. 12 Occupancies**

**Owner: Sedwick, H.B. III Et Al, P.O. Box 70, Orange, VA**

**125 Byrd St. Copy Stop Building Multiple Occupancies**

**Owner: Higginbotham, Kent C., 317 N. Madison Rd., Orange**

**145 Byrd St. Former Altman Furniture Building 3 Occupancies**

**Owner: Nguyen Tuyen Thi-Thanh, 11517 Bend Bow Dr., Fredericksburg, VA**

**110 Berry Hill Rd. Tobacco Hut Building 3 or 4 Occupancies**

**Owner: KPSP LLC, 571-A James Madison Hwy, Culpeper, VA**

125 N. Madison Rd.     **Terrapins Sports Supply**     2 Occupancies

Owner: Terrapin's Sports Supply Inc., 125 N. Madison Rd, Orange

154 N. Madison Rd.     **V.R. Shackelford PLC**

Owner: Spring Garden LLC, 309 Oak Ln, Richmond, VA

132 E. Main St.     **Wise Coffee & Wiley Real Estate**

Owner: Stockhome Trading Corp., 575 Arcadian Way, Orange

130 E. Main St.     **Happy Garden (Attached to 132)**

Owner: Stockhome Trading Corp., 575 Arcadian Way, Orange

114 & 116 E. Main St.     **The Depot & Logan Edward Salon**

Owner: OMS Holdings LLC, P.O. Box 309, Orange

110 & 112 E. Main St.     **Grelen Downtown & Main Street Tavern**

Owner: Stockhome Trading Corp., 575 Arcadian Way, Orange

125 E. Main St.     **J.S. Mosby**

Owner: Paul A. Williams, III, 190 Reservoir Ln., Gordonsville

129 E. Main St.     **The Arts Center**

Owner: The Arts Center in Orange, Inc., 129 E. Main St., Orange

124 W. Main St. **Forked on Main**

Owners: Purcell, Thomas M. & Catherine B. 165 W. Main St., Orange

128 W. Main St. **Orange County Building & Development Services**

Owner: County of Orange, P.O. Box 111, Orange

130 W. Main St. **Orange Pharmacy**

Owner: Gillespie, Catherine M. Trustee, 11478 Rapidan Rd., Orange

132 W. Main St. **Spelled Ink**

Owner: Gillespie, Catherine M. Trustee, 11478 Rapidan Rd., Orange

127 Chapman St. **Faith in Christ Church**

Owner: Samuel E. Walker Et Al Trustees, P.O. Box 386, Orange

125 Chapman St. **Truslow Insurance**

Owner: Little Hawk Properties LLC, 161 Spicers Mill Rd., Orange

115 Chapman St. **Coffee Cup Counseling**

Owner: Nancy Guy Miller, 17452 Lovers Ln., Gordonsville

113 Chapman St. **ODA**

Owner: Nancy Guy Miller, 17452 Lovers Ln., Gordonsville

111 Chapman St. **Democratic Committee**

Owner: Nancy Guy Miller, 17452 Lovers Ln., Gordonsville

**131 E. Main St. Vacant**

Owner: Toole, Sherrill, and Robert Crosby, Jr., P.O. Box 278, Powhatan, Va

**133 E. Main St. Apartment**

Owner: Owner: Stockhome Trading Corp., 575 Arcadian Way, Orange

**135 E. Main St. The Music Room**

Owner: CAS Assets LLC, 14351 Kenwood Ln., Orange

**104 W. Main St. Burnett & Williams Law**

Owner: Sedwick, H.B. III & Stevan C. Sedwick, P.O. Box 70, Orange

**108 W. Main St. Finders Keepers**

Owner: 108 W. Main LLC, 15227 Wood Dr., Orange

**110 W, Main St. Finders Keepers**

Owner: 110 W. Main LLC, 15227 Wood Dr., Orange

**112 W. Main St. Gordon Building**

Owner: County of Orange, P.O. Box 111, Orange

**118 W. Main St. Edward Jones & Lil Off the Top**

Owner: New Beginnings Properties LLC, 118 W. Main St. Orange

**120 W. Main St. Lacy's Florist**

Owners: Rave, Louis & Selena Lee, 130 Birchside Circle, Locust Grove, VA

**130 & 126 Chapman St. Tom's Automotive**

**Owner: Joseph T. & Grace E. Collier, 15 232 Albano Rd. Barboursville**

**124 Chapman St. Vacant**

**Owner: Little Hawk Properties LLC, 161 Spicers Mill Rd., Orange**

**120 Chapman St. Friends of the Library**

**Owner: Little Hawk Properties LLC, 161 Spicers Mill Rd., Orange**

**108 Railroad Ave. Miller Law Firm**

**Owner: Nancy Guy Miller, 17452 Lovers Ln., Gordonsville**

**118 Railroad Ave. Makawao Coffee Co.**

**Owner: Nancy Guy Miller, 17452 Lovers Ln., Gordonsville**



**December 14, 2023**

**Nathan K Mort  
11282 Government Center Drive  
Orange VA 22960**

County of Orange Fire and EMS is in support of the efforts that are being made by Orange Volunteer Fire Company to make sure that all commercial structures have address markers on the back doors of their businesses. It is extremely important that emergency services have the most accurate information on where an emergency is occurring so that there is no delay in the services that are provided to our citizens and the safety of our own members. As you may be aware there was a fire in a restaurant that is housed within the Food Lion strip mall in July of this year. This fire was an eye-opening event into the issues that could have arisen from the stores not having addressing on the rear of the complex, while the outcome was favorable if we had had an emergency that required crews to enter from the rear of the structure it would have been time consuming to pick the correct door for the business where the fire was located.

Sincerely,



Nathan K Mort, Chief  
County of Orange Fire and EMS

Sheriff Mark A. Amos  
(540) 672-1200  
Fax (540) 672-9435



P.O. Box 445  
Orange, Virginia 22960  
email: mamos@orangecountyva.gov

**ORANGE COUNTY SHERIFF'S OFFICE**

**November, 14, 2023**

**Town Council of Orange  
119 Belleview Ave.  
Orange, VA 22960**

**Dear Council Members,**

**Sheriff-Elect Jason Smith and I are in full support of the Orange Volunteer Fire Company's efforts to have addresses posted on the rear of all businesses. When it comes to a law enforcement response, it is vital to know where the entry point to a particular business is. By posting these addresses it will make our responses faster and could possibly save lives.**

**If you have any questions, please feel free to contact me or Sheriff-Elect Jason Smith.**

**Sincerely,**

A handwritten signature in black ink that reads "Mark A. Amos". The signature is written in a cursive style with a long horizontal line extending from the end.

**Mark A. Amos**

**Sheriff of Orange County**



## Timeline

- Presented idea to Town Council on May 15, 2023 as part of the OVFC Annual presentation.
- Over the summer in 2023, OVFC ran working fires in two separate laundry mats and a Chinese restaurant. Each of these incidents presented issues with identifying the correct address to rear egress points.
- Met with the Town Manager in September 2023.
- Provided the Town Manager with a list of all businesses that fit the description of “3 or more under the same roof or located in a row”.
- Over the Fall, the Town Manager and Public Works began contacting local businesses to have public works place addresses on the rear of their buildings.
- We have confirmed no conflict exists in the building code with the adoption of a local ordinance.
- We have endorsement from the County Fire Marshal that this is an appropriate action to take.
- The Town Public Works director has provided at least two updates to the fire department on progress with their project and problems they have found along the way.

## Proposal

- The Orange Volunteer Fire Company recommends that Town Council explore adopting an ordinance in the current town code.
- Our recommendation is that the ordinance apply to “*any building that occupies a businesses of 3 or more or any business in a strip mall or row style fashion of 3 or more*”.
- Adding this language into the code will ensure that future businesses not only comply with the building code but local code.
- Request that Town Council discuss and decide on the aesthetic component to ensure future consistency.
  - Our recommendation is now 4” in height, contrasting color and placed on any rear egress door to the buildings that apply.



**NEW BUSINESS**  
**Tuesday, January 16, 2024**

*AGENDA ITEM: 11C*

**Discussion and consideration of appointments to Boards and Commissions.**

SUMMARY:

- Discussion and new appointments (if any) to Boards and Commissions take place at the time of the election of Mayor and Vice-Mayor annually.
- Below are the following appointments:
  - Rappahannock-Rapidan Regional Commission- Councilmember Pent and the Town Manager
  - Planning Commission – Councilmember Roby
  - Orange Downtown Alliance Board – Councilmember Waugh-Robinson and the Director of Community Development
  - Orange County Board of Supervisors-Councilmembers Cashell and Sherman