

BROADWAY TOWN COUNCIL

June 6, 2023

The Broadway Town Council met in regular session on June 6, 2023 in the Council Chambers of the Broadway Town Hall. The following members were present: Mayor Timothy S. Proctor and Council Members Chad L. Comer, Leslie E. Fulk, Richard E. Fulk, and David L. Jordan. Council Members Beverly L. London and Douglas W. Harpine were not in attendance. The following staff members were present: Deputy Town Manager Cari Orebaugh, Town Treasurer / Finance Director Susan Smith, Town Attorney Matt Light, and Police Chief Douglas Miller. Also in attendance were Emma Light, Tiffany Caplinger, Donna Lohr, Bonnie Caplinger, Lisa Schmid-Zweigler, Tim Schmoyer, Joe Adolph, Jodie Turner, Vic Young, Harleigh Cupp, Courtney Ropp, Ronald Fawley, and Elizabeth Fawley.

Mayor Timothy S. Proctor called the meeting to order at 7:00 p.m. with the Pledge of Allegiance followed by the invocation.

Approval of Minutes and Bills:

David L. Jordan moved, seconded by Chad L. Comer to adopt the minutes of the May 2, 2023 session of Council and to authorize payment of bills in the amount of \$444,502.32. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Absent
David L. Jordan	Aye	Beverly L. London	Absent

Budget Adoption – FY 2024

Mayor Proctor advised the first item of business is adopting the fiscal year 2024 budget. He then requested Deputy Town Manager Cari Orebaugh give a brief overview. Ms. Orebaugh stated that after proper public notification, a budget presentation and public hearing was held during the May 2, 2023 Council meeting to consider a budget in the amount of \$7,716,786 for fiscal year 2023-2024. Mayor Proctor then invited Council action.

Leslie E. Fulk moved, seconded by David L. Jordan to adopt the ***FISCAL YEAR 2023-2024 IN THE TOTAL AMOUNT OF \$7,716,786, TO ESTABLISH A REAL ESTATE TAX RATE OF \$0.07 PER \$100 VALUATION, TO APPROPRIATE FUNDS AND TO AUTHORIZE DISBURSEMENT OF SAME AS PER THE CATEGORICAL ALLOCATIONS LISTED IN THE BUDGET FOR 2023-2024.*** A copy of the budget is included in the minutes as attachment A. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Abstain	Douglas W. Harpine	Absent
David L. Jordan	Aye	Beverly L. London	Absent
Timothy S. Proctor	Aye		

Adoption of Transient Occupancy, Meals and Personal Property Tax Increase and Repeal of Vehicle License Fee:

Mayor Proctor advised the next item of business is adopting the transient occupancy, meals and personal property tax increase and repealing the vehicle license fee. He then requested Ms. Orebaugh give a brief overview. Ms. Orebaugh stated after proper public notification, a presentation and public hearing was held during the May 2, 2023 Council meeting to consider the transient occupancy, meals and personal property tax increase and the repeal of the vehicle license fee. Mayor Proctor then invited Council action.

Leslie E. Fulk moved, seconded by Chad L. Comer to adopt the ordinance ***INCREASING THE RATE OF THE TOWN'S TRANSIENT OCCUPANCY, MEALS AND TANGIBLE PERSONAL PROPERTY TAXES, REPEALING THE TOWN'S VEHICLE LICENSE FEE, AND***

BROADWAY TOWN COUNCIL

June 6, 2023

AMENDING SECTIONS 57.02 AND 56.01 OF THE TOWN CODE OF THE TOWN OF BROADWAY, VIRGINIA. A copy of the ordinance is included in the minutes as attachment B. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Absent
David L. Jordan	Aye	Beverly L. London	Absent
Timothy S. Proctor	Aye		

Public Hearing – Fiscal Year 2022-2023 Budget Amendment

Mayor Proctor advised the next item of business is the public hearing for the Fiscal Year 2022-2023 Budget Amendment. He then requested Ms. Orebaugh give a brief overview. Ms. Orebaugh stated that as required by state law, a budget amendment that exceeds 1% of total expenditures or \$500,000, whichever is lesser, shall require a public hearing. She stated that the purpose of this amendment is to show the ARPA funding that was received and how it has been disbursed.

Mayor Proctor opened the public hearing for the Fiscal Year 2022-2023 Budget Amendment. Having confirmed there was no one in attendance either for or against the Fiscal Year 2022-2023 Budget Amendment, the public hearing was closed. Mayor Proctor then invited Council action.

Leslie E. Fulk moved, seconded by Richard E. Fulk to adopt the **AMENDEND BUDGET AMOUNT FISCAL YEAR 2022-2023 AS FOLLOWS:**

Revenue:

General Fund	
ARPA Funds	\$2,063,621
Water Fund	
Prior year Funds	\$200,000
Sewer Fund	
Prior year Funds	\$300,000

Expenditures:

General Fund	
ARPA Expenditures	\$2,063,621
Water Fund	
Third Street Project	\$200,000
Sewer Fund	
Capital outlay, repairs and maintenance	\$300,000

The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Absent
David L. Jordan	Aye	Beverly L. London	Absent
Timothy S. Proctor	Aye		

BROADWAY TOWN COUNCIL

June 6, 2023

Old Business:

Ms. Orebaugh stated that there was no old business.

Departmental Reports:

Parks & Recreation Department:

Ms. Orebaugh shared that the pool successfully opened for the season on Memorial Day weekend, and the Foam Party was held this past Saturday which is the first of many events organized at the pool this year. The Broadway Community Pool received the Shenandoah Valley Best 2023 Winner for Best Public Pool. The Town is coordinating the first outdoor movie night in Heritage Park this Friday, June 9, 2023 and showing DC League of Super Pets. The annual fireworks show will be on Saturday, June 24, 2023.

Finance Department:

No report.

Personnel/Police Department:

No report from Council Representative Leslie E. Fulk. Broadway Police Chief Doug Miller reminded Council that the Broadway Police Department would be participating in the Broadway Lions Club Community Health Fair on June 17, 2023 to create ID and fingerprint cards for children. A copy of the police report for the month of May is included in the minutes as Attachment C.

Utilities Department:

No report. A copy of the water production report for the month of May is included in the minutes as Attachment D.

Streets & Properties Department:

No report.

BHP:

Council Representative Chad L. Comer shared that plans are being made for Red, White & Brew to be held on Saturday, July 8, 2023 at Heritage Park.

Planning Commission Report:

Council Member David L. Jordan stated that the Planning Commission would not meet in June due to no business to come before the Planning Commission.

New Business:

Mayor Proctor explained that the July Council Meeting would need to be moved to a different date as the first Tuesday in July is Independence Day.

Chad L. Comer moved, seconded by David L. Jordan, to move the July Town Council meeting from July 4, 2023 to July 11, 2023. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Absent
David L. Jordan	Aye	Beverly L. London	Absent
Timothy S. Proctor	Aye		

BROADWAY TOWN COUNCIL

June 6, 2023

Public Comment:

Tiffany Caplinger, business owner at 124 S. Main Street, addressed the Council regarding parking at the Little League Fields at the Community Park and Heritage Park. She shared that she has enjoyed seeing the growth of the town over the years but encourages Council to address immediate and long-term needs for parking spaces at all public parks. Many of these concerns were brought up because of a recent baseball tournament where parking concerns were addressed by Town leadership staff and Town police during the tournament.

Ron Fawley, resident at 358 Copper Drive, addressed the Council regarding the sidewalks in the Broadway South subdivision being broken in several places. Ms. Orebaugh stated that she would look into this and take care of replacing the broken areas.

Bob Southerly, 393 Gold Drive, addressed the Council regarding Broadway becoming a Golf Cart Community. Mr. Southerly is very much in favor of this proposal. Mayor Proctor shared that Town Council has tasked Town staff with developing a Golf Cart Community proposal for Town Council to consider.

Adjourn:

Chad L. Comer moved, seconded by Richard E. Fulk, to adjourn the June 6, 2023 meeting with no further business. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Absent
David L. Jordan	Aye	Beverly L. London	Absent

Timothy S. Proctor Mayor

Cari Orebaugh Deputy Town Manager