

TOWN OF GROTTOS
TOWN COUNCIL WORKSESSION AGENDA
July 8, 2024
6:00 P.M.

CALL TO ORDER – MAYOR PLASTER

1. FY23-24 Budget Amendment
2. Lil Gus's parking
3. Discussion on Shreckhise kill permit

TOWN OF GROTTUES
TOWN COUNCIL MEETING AGENDA
July 8, 2024
7:00 P.M.

CALL TO ORDER – MAYOR PLASTER

ROLL CALLING – DEPUTY CLERK WHETZEL

WELCOME CITIZENS

APPROVAL OF MINUTES – MEETINGS OF JUNE 10, 2024 AND THE SPECIAL CALLED MEETING ON JUNE 17, 2024.

RECESS REGULAR MEETING
JOINT PUBLIC HEARING

1. Rezoning request for block 523 lots 18-26 from R-1 to B-1
 - Speaking FOR
 - Speaking AGAINST
 - Council Comments

PUBLIC HEARING:

2. Shentel Franchise Agreement
 - Presentation
 - Speaking FOR
 - Speaking AGAINST
 - Council Comments
3. 2023-2024 Budget Amendment
 - Speaking FOR
 - Speaking AGAINST
 - Council Comments

ADJOURN PUBLIC HEARINGS AND RETURN TO REGULAR MEETING

PRESENTATION OF PETITIONS AND CLAIMS (PUBLIC COMMENT)

REPORTS OF THE STANDING COMMITTEES:

1. Finance – Council member Raynes, Chair
 - a. ACTION - Approval of Financial Reports
 - b. ACTION - Approval of the FY23-24 Budget Amendment.
2. Water and Sewer – Council member Bailey, Chair
3. Ordinance, Health, and Property – Council member Kohl, Chair
 - a. ACTION – Consideration of the Shentel Franchise Agreement
 - b. ACTION – Consideration of the rezoning request for block 523 lots 18-26 from R-1 to B-1
4. Streets and Street Lights – Council member Justis, Chair
5. Parks, Recreation and Public Facilities – Council member Chittum, Chair
6. Special Events - Council member Leeth, Chair
7. Personnel, Fire and Police Protection – Mayor Plaster, Chair

STAFF REPORTS:

1. Town Manager
2. Town Attorney
3. Treasurer
4. Assistant to Town Manager
5. Police Chief
6. Public Works
7. Parks and Tourism Director

NEW BUSINESS

OLD BUSINESS

1. David Bradley discussion on fence placement

ADJOURN

RULES FOR PUBLIC HEARINGS

Persons wishing to speak at the hearing must sign-up prior to the start of the meeting.

The Council/Commission/Board will hear up to 3 speakers from each side (FOR/AGAINST).

Each speaker is limited to 3 minutes, whether speaking on behalf of a group or as an individual.

Repetitive testimony is discouraged.

All comments shall be directed to the Town Council. Debate is prohibited.

Mayor/Chairman shall have the authority to end a presentation that violates these rules.

June 10th, 2024

A work session of the Town Council of the Town of Grottoes was held on Monday, June 10, 2024, at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the work session of June 10, 2024, of the Grottoes Town Council to order at 6:06 p.m.

ATTENDANCE: Council Members present: Mayor Jo Plaster, David Raynes, Joshua Bailey, Eddie Chittum, Tim Leeth, Jim Justis, and Michael Kohl.

Other Town Officials present were: Town Attorney Michael Helm, Town Manager Stefanie McAlister, Deputy Clerk Jennifer Whetzel, Treasurer Rhonda Danner, and Police Chief Jason Sullivan.

Mayor Plaster stated that a motion would need to be made to go into closed session.

At 6:07 pm Council member Leeth made a motion to go into Closed Session per Closed Session pursuant to Section 2.2-3711(A)7 for consultation with legal counsel and 2.2-3711(A)1 for discussion of individual personnel. Motion was seconded by Council member Justis and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH– AYE; JUSTIS – AYE, to go into closed session.

At 7:13 p.m. a motion was made by Council member Leeth to adjourn from closed session, seconded by Council member Justis, and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; RAYNES - AYE; KOHL – AYE; LEETH– AYE; JUSTIS – AYE.

Mayor Plaster reopened the meeting and read the following certification of the closed session “to the best of our knowledge that only public business matter lawfully exempted from open meeting requirements under section 2.2-3711(A) subparagraph 7 and section 2.2-3711(A)1 of the Code of Virginia, as only public business matters that were identified in the motion by which a closed meeting were heard, discussed, or considered in the closed meeting”. Deputy Clerk Whetzel takes roll call, E. Chittum; so certified, J. Bailey; so certified, J. Justis; so certified, J. Plaster; so certified, D. Raynes; so certified, T. Leeth; so certified, M. Kohl, so certified.

At 7:15 p.m. Mayor Plaster adjourned the work session.

ATTEST:

Deputy Clerk

Mayor

June 10, 2024

A regular session of the Town Council of the Town of Grottoes was held on Monday, June 10, 2024, at 7:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the regular session of June 10, 2024, of the Grottoes Town Council to order at 7:18 p.m. Mayor Plaster asked for a roll call.

ATTENDANCE: Council Members present: Eddie Chittum, Joshua Bailey, Jim Justis, Mayor Jo Plaster, David Raynes, Michael Kohl, and Tim Leeth.

Other Town Officials present: Attorney Michael Helm, Town Manager Stefanie McAlister, Deputy Clerk Jennifer Whetzel, Treasurer Rhonda Danner, and Police Chief Jason Sullivan.

APPROVAL OF MINUTES

On motion by Council member Raynes, seconded by Council member Justis, and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; LEETH – AYE; RAYNES – AYE; KOHL – AYE; LEETH - AYE the Council approved the minutes of the meetings on May 13, 2024.

At 7:20 pm the Regular Meeting of the Town Council was recessed by Mayor Plaster and the Public Hearing ensued.

Public Hearing

Manager McAlister discussed the Shentel Franchise Agreement whereas Shentel would like to provide cable television in town across their fiber network that is already in place. One bid came in later than the advertised due date. After discussion it was advised by Mayor Plaster that the bid would need to be resubmitted.

ADJOURN PUBLIC HEARING AND RETURN TO REGULAR MEETING

Mayor Plaster adjourned the public hearing and returned to the regular meeting at 7:25pm

PRESENTATION OF PETITIONS AND CLAIMS (public comment)

Scott Sacra spoke regarding the FY 24/25 budget. He expressed his concerns about raising utility rates and the 5% increase for town employee salaries.

Nadina Pupic stated she has lived in Grottoes for 10 years. Last year when the town decided on demolition of the town pool, she and other community members began attending meetings and voicing their concerns. In November of 2023 they established a non-profit and formed the Grottoes Pool Preservation Foundation, in December 2023 they filed state corporation paperwork

and obtained an EIN, in order to obtain a classification of a 501c3 they had to pay a \$600 fee develop their mission and articles of incorporation. They completed all of this by March 2024. The IRS advised that the timeline for approval of this could take 6-9 months to obtain but would be dated retroactively back to March 2024. Since they did not want to wait that long to start fundraising, they have held 3 successful fundraisers in town totaling \$10,233.66. They also have received a pledge of \$10,500.00 from a local business owner. Since they do not want to wait in the IRS to approve their 501c3 and go after larger donations and corporate sponsorships, they have requested the help of The Community Foundation of Harrisonburg and Rockingham County and they have agreed to be their fiscal agent until their status with the IRS is complete. Their group meets every first Tuesday of the month at 6pm at Grottoes Town Hall.

Berkley Wentz spoke next, she is the Secretary of The Grottoes Pool Preservation Foundation. She wanted to thank everyone for the support they have been receiving over the last several months. Lots of local businesses and residents have donated such as Flowers by Rose, Wendy Filler Tax, Ye Olde Coffee House, The Long Acre Farm, Victoria Semeov Art, which are all businesses in Grottoes, Muddy Feet for their banner on Dogwood Ave., Ace Hardware for hosting their grill raffle and donating 20% of their proceeds to the foundation. She also thanked the residents of Grottoes for donations and support.

REPORTS OF STANDING COMMITTEE:

FINANCE – Approval of Financial Reports: Council member Raynes made a motion, seconded by Council member Leeth and carried by a vote of 6-0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS- AYE; RAYNES - AYE; KOHL – AYE; LEETH – AYE, to approve the financial reports for the month of May 2024.

Approval of FY24-25 Annual Budget and Fee Schedule: Council member Raynes, made a motion to approve the fiscal year 2024-2025 annual budget and fee schedule. Council member Justis seconded the motion.

Council member Bailey made a motion to amend that motion to reduce pay raises for employees from 5% and 15% for police officers to 3.5% for everyone, and to use the savings from that reduction to offset the amount of utility service rate increase. Council member Chittum seconded the motion and carried a vote of 4-2, voting recorded as follows: LEETH – NAY; KOHL – NAY; RAYNES – NAY; JUSTIS – NAY; BAILEY – AYE; CHITTUM – AYE; the motion failed.

There was a vote on the original motion and carried a vote of 3-3, Voting was recorded as follows: CHITTUM – NAY; BAILEY – NAY; LEETH – NAY; RAYNES – AYE; KOHL – AYE; JUSTIS - AYE This was a tie. Mayor Plaster cast a vote to break the tie. MAYOR PLASTER – NAY; The motion failed.

Council member Leeth made a motion to reduce pay raises for employees from 5% and 15% for police officers to 3.5% and to leave utility service rate increases as presented. Council member Bailey seconded the motion.

Council member Kohl made a motion to amend that motion to a reduction in employee raises from 5% to 3.5% while keeping a 15% pay increase for police officers. The vote on the

amendment was 3-3 and recorded as follows: BAILEY – NAY; CHITTUM – NAY; RAYNES – NAY; LEETH – AYE; KOHL – AYE; JUSTIS - AYE. This was a tie. Mayor Plaster cast a vote to break the tie. MAYOR PLASTER – AYE. The motion to amend the motion was passed.

WATER AND SEWER – no report

ORDINANCE, HEALTH, AND PROPERTY – Council member Kohl made a motion to set the date for the joint public hearing for rezoning for July 8, 2024 seconded by Justis, voting was recorded as follows: KOHL – AYE; JUSTIS – AYE; CHITTUM – AYE; BAILEY – AYE; LEETH – AYE; RAYNES – AYE, vote carries 6-0.

STREET AND STREET LIGHTS – Council member Justis said they will be installing the 4-way stop signs on Forest Avenue around the 17th of June.

PARKS, RECREATION AND PUBLIC FACILITIES – no report

SPECIAL EVENTS – Council member Leeth said the Memorial Day ceremony went well. He stated the Grottoes Party in the Park is this Saturday, June 15th, there will be 3 food vendors along with several beer & wine vendors and bands. Grottoes Cardinals games have begun.

PERSONNEL, FIRE AND POLICE PROTECTION – Mayor Plaster said interviews would be taking place in the coming weeks for the vacancies in the Public Work Department.

STAFF REPORTS

TOWN MANAGER. Manager McAlister touched on her staff report regarding the WWTP study. She stated the 1st Lagoon has never been cleaned and the 2nd Lagoon has not been cleaned in 22 years. An Engineering report was done by Mangrum, and they stated that sludge needs to be removed from the second lagoon this summer and that would cost around \$350,000. It would need to be done again in the summer of 2025 which would be an additional \$400,000. An engineer report along with a UV Disinfection System would be an additional \$35,000 & \$110,000 as stated by Mangrum. If we upgrade, DEQ regulations may change, which will end up costing more. Mangrum's report stated that the current WWTP could handle a maximum of 368 more connections before it was at capacity.

ATTORNEY. No report.

TREASURER. Treasurer Danner said she will finish the final requests for the 2021 audit by the end of the month.

ASSISTANT TO TOWN MANAGER. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

POLICE CHIEF. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

PUBLIC WORKS. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

RECREATION AND TOURISM DIRECTOR. A written report was provided. There were no additional comments from staff and no questions or comments from Council members.

NEW BUSINESS

David Bradley is requesting to purchase the alley way behind his house located at 704 12th Street so he may put up a fence and connect it to the neighbor behind him. He stated the neighbor is in agreement and he would have 9 ft gates for access by Public Works. Council decided that statutory requirements would need to be checked and it needs to be researched further.

Council member Bailey asked to amend new business to include an email received from Shreckhise regarding the overpopulation of deer down around the area of Riverside Ave. and Shreckhise. Chief Sullivan stated he has been talking with DWR about this matter and stated that Shreckhise had applied for a Kill Permit today and stated he had spoken with conservation officers, and they recommended a Kill Permit for that area. Council member Bailey asked for it to be added to the next agenda so it can be discussed.

Mayor Plaster declared the meeting adjourned at 8:20 p.m.

Mayor

Deputy Clerk

June 17, 2024

A Special Meeting of the Town Council of the Town of Grottoes was held on Monday, June 17, 2024 at 6:00 p.m. at the Grottoes Town Hall, Grottoes, Virginia.

CALL TO ORDER

Mayor Plaster called the special meeting of June 17, 2024 of the Grottoes Town Council to order at 6:00 p.m. Mayor Plaster requested roll call.

ATTENDANCE: Council Members present: Eddie Chittum, Joshua Bailey, Jim Justis, David Raynes, Michael Kohl and Tim Leeth.

Other Town Officials present were: Town Manager Stefanie McAlister, Clerk Tara Morris, and Police Chief Jason Sullivan.

CLOSED SESSION

On motion by Council member Leeth, seconded by Council member Justis, and carried by a vote of 6 to 0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; LEETH – AYE; the Council recessed the meeting from 6:01 p.m. to 6:35 p.m., for a closed meeting pursuant to Section 2.2-3711(A) subparagraph 1 for matters relating to personnel and subparagraph 5 to discuss a prospective business or industry.

On motion by Council member Leeth, seconded by Council member Justis, and carried by a vote of 6 to 0, voting recorded as follows: CHITTUM – AYE; BAILEY – AYE; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; LEETH – AYE; the council returned to open session.

Mayor Plaster read the certification of the closed session, to the best of your knowledge that only public business matters lawfully exempted from open meeting requirements under section 2.2-3711(A)1 and section 2.2-3711(A)5 of the Code of Virginia, as only such public business matters that were identified in the motion by which a closed meeting called, were heard, discussed, or considered in the closed meeting E. Chittum; so certified, J. Bailey; so certified, J. Justis; so certified, J. Plaster; so certified, D. Raynes; so certified, M. Kohl; so certified, and T. Leeth; so certified.

On a motion by Council member Leeth, seconded by Council member Raynes, carried by a vote of 6 to 0, voting recorded as follows: E. CHITTUM – AYE; BAILEY – AYE; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; LEETH- AYE; approved contracting with the Berkley Group to assist with the search for the next town manager.

On a motion by Council member Leeth, seconded by Council member Justis, carried by a vote of 6 to 0, voting recorded as follows: E. CHITTUM – AYE; BAILEY – AYE; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; LEETH- AYE; to approve the contract with Berkley Group for Interim Town Manager services. The Berkley Group advises that Joe Paxton will be assigned to this work.

On a motion by Council member Leeth, seconded by Council member Raynes, carried by a vote of 6 to 0, voting recorded as follows: E. CHITTUM – AYE; BAILEY – AYE; JUSTIS – AYE; RAYNES – AYE; KOHL – AYE; LEETH- AYE; to accept the utility agreement and reallocation of funds into an escrow account not to exceed \$323,400.00.

ADJOURNMENT

Mayor Plaster declared the meeting adjourned at 6:38 p.m.

Attest

Mayor

Clerk

**Public Notice
Budget Amendment
Town of Grottoes
FY 2023 - 2024**

1.) Finance
item b.

The Town Council of the Town of Grottoes, Virginia will hold a public hearing on Monday, July 8, 2024, to amend the fiscal year 2023-2024 adopted budget. The amendments are to allocate funds received through the federal ARPA-SLFRF program in prior fiscal years to approved projects that occurred during this fiscal year.

Revenue from savings:	
General Fund	\$157,029.95
Water Fund	\$650,718.87
Sewer Fund	\$20,000.00
Parks Fund	\$15,930.13

Expenditures:	
General Fund	\$157,029.95
Water Fund	\$650,718.87
Sewer Fund	\$20,000.00
Parks Fund	\$15,930.13

Information related to this budget amendment is available for public inspection at the Town Hall during normal working hours. Comments on the budget amendment may be made to the Town Manager at townmanager@ci.grottoes.va.us

**AN UNCODIFIED ORDINANCE TO ESTABLISH
A FRANCHISE FOR
SHENANDOAH CABLE TELEVISION, LLC**

This Uncodified Ordinance shall establish and grant to Shenandoah Cable Television, LLC, a Virginia limited liability company (“Shentel”), a Cable Franchise, pursuant to Virginia Code § 15.2-2100, *et seq.*

RECITALS:

- A. That the following Uncodified Ordinance is hereby adopted:
- B. That Shentel intends to install a Cable System in the public rights of way (defined as lands owned or controlled by the Town of Grottoes, Virginia (“the Town”) in which the Town has a property interest and only those rights which the Town has the undisputed right and power to grant easements) within the Town for the purpose of providing Cable service, the terms and definitions of which are more fully set forth in the Franchise Agreement dated the ____ day of _____, 2024.
- C. That the Franchise is authorized by this Ordinance enacted by the Town Council of Grottoes, Virginia in the manner provided by Virginia Code § 15.2-2100, *et seq.*

**NOW, THEREORE, BE IT ORDAINED BY THE TOWN COUNCIL OF
GROTTOES, VIRGINIA AS FOLLOWS:**

- 1. The Recitals above are adopted and incorporated herein.
- 2. The mutual covenants and terms set forth in the Franchise Agreement dated the ____ day of _____, 2024, by and between the Town of Grottoes, Virginia, a municipal corporation and Shenandoah Cable Television, LLC, a Virginia limited liability company

("Shentel") are hereby adopted and made a part of this Ordinance, a copy of said Agreement is attached.

3. The Town reserves the right to enforce the Franchise Agreement, including its termination should Shenandoah Cable Television, LLC ("Shentel"), fail to meet its obligation or fail to correct any defaults in its performance of the obligations as set forth in the Franchise Agreement.

4. The Town Council has determined the Franchise and the Agreement are in the best interest of the citizens of the Town.

5. This Ordinance shall become effective upon its passage.

6. The Mayor and Town Manager, either of whom may act, are hereby authorized to take any actions reasonably necessary to effectuate this Ordinance.

Ordained this ____ day of July, 2024.

Jo Plaster, Mayor, Town of Grottoes

Attest:

Tara Morris, Clerk

TOWN OF GROTTOS
TOWN COUNCIL AND PLANNING COMMISSION JOINT PUBLIC HEARING

REZONING REQUEST – BLOCK 523 LOTS 18-26

SUBJECT:

The Town of Grottoes is requesting to rezone from R-1 to B-1 a parcel, Block 523 Lots 18-26, owned by Donna W. Miller. Ms. Miller agrees with the town's rezoning request for the sale of the lots for a commercial purpose.

Current Proposal

To construct a new business in the town.

ZONING AND LOCATION:

The subject property is zoned R-1 (Low Density Residential) and is located east of the road frontage lots on Augusta Avenue. The subject property is identified as tax map numbers 160D4 - 6 – BLOCK 523 LOTS 18, 19, 20, 21, 22, 23, 24, 25, 26 (shown on the map below in pink).



PLANNING COMMISSION REVIEW:

The Planning Commission reviewed the request on May 28, 2024, and recommended to the town council to hold a joint public hearing for the rezoning request.

STAFF COMMENTS:

Staff has reviewed the request and feels the rezoning would be appropriate for the requested land use for these lots and the adjoining B-1 lots.

Submitted by:

Tara Morris
Assistant to Town Manager

Treasurer's Staff Report July 2024

Audit

Items on the final list have been submitted to our auditors. We are currently tying up loose ends needed for the FY21 audit. I will keep you updated on the progress.

Maximum Investment Sweep Account

For the month of June, we have earned \$7,475.98 in interest. The interest rate was 2.40%.

Taxes

The revenue totals below are as of June 30, 2024:

Real Estate: \$283,000 Budgeted: 110% Collected \$310,368
Personal Property: \$87,908 Budgeted: 108% Collected \$95,085
Vehicle License Fee: \$45,000 Budgeted: 111% Collected \$49,770

Utility Billing

Billing Period: 4/15/2024 – 06/15/2024

Billing Date: 7/5/2024

Due Date: 8/5/2024

Total Billing Amount: \$196,803.58

Total Number of Bills Generated: 1387

Difference From Last Billing: +9

Number of Bills Printed: 1016

Number of Bill Emailed: 371

Accounts Payable

Date: June 2024

Number of Checks: 98

Total March AP Expense: \$135,721.51

Business License

Business license renewal letters were mailed 4/1/2024. Business licenses are due yearly on July 1.

Total revenue as of June 30, 2024: \$93,000 Budgeted: 111% Collected \$103,588



Land Development Staff Report July 2024

Zoning Permits issued (June 2024)

- 3 Permits
 - 0 Single-Family
 - 0 Town houses
 - 1 Fence
 - 2 Patio/deck

2024 total to date

- 26 Total Permits
- 2024 Total Dwellings**
 - 7 Single-Family
 - 0 Townhouse units

Forest Station - (21st Street) – Construction of the first group of six townhouses is near completion. The road will be paved before the last group on the street is completed, this was the recommendation from the public works staff and the paving company, so the road does not get wavy from all the trucks.

R-7 Zoned area east of Cherry Avenue – Single family residential development continues. The developers are running all service lines and constructing the roads to state standards. This development is not considered a subdivision since the streets are already platted and the developer is following the town code for zoning and land use.

Shendun Hills Subdivision – The site plan for the subdivision has been submitted, staff has reviewed the plan and responded with a few changes that need to be made. Rockingham County and VDOT have also reviewed the plans and sent back their responses. Once the changes have been made and accepted the approved project will be ready to move forward.

Potential Business on Augusta Avenue – The JPH will be held for the rezoning request of the back lots will be held at this meeting. The location requested to be rezoned from R-1 to B-1 is in block 523 lots 18-26. The site plan has been submitted for review. Once all departments review the site plan and reply with their responses the developer will then make any necessary changes and resubmit the plans for approval.

Respectfully submitted:
Tara Morris, Assistant to Town Manager

Grottoes Police Department Staff Report July 2024

Staffing

	Authorized	Filled	Vacant
Chief	1	1	0
Sergeant	1	1	0
Officer	4	4	0

All police department positions remain filled.

Training:

All patrol officers are scheduled to attend the Active Shooter training that the Harrisonburg Police Department is hosting. This training is part classroom and part scenario /skills-based training on responding to active shooter situations.

Special Events:

The police department worked security for Party in the Park. No issues were reported that required Law Enforcement to intervene or assistance from other Emergency Services.

Other Activities:

The flashing Stop signs have been active since June 17, 2024. Officers have been monitoring the area and have been issuing warnings and summonses when deemed appropriate.

Respectfully submitted:
Jason Sullivan
Chief of Police.

**Parks & Tourism Staff Report
June 2024**

Staffing:	Authorized	Filled	Vacant
Parks & Tourism Director	1	1	0
Parks & Tourism Assistant Director	1	1	0
Parks Coordinator	1	1	0
Park Ranger II	2	2	0
Park Ranger I	11	11	0
Park Aide	2	2	0

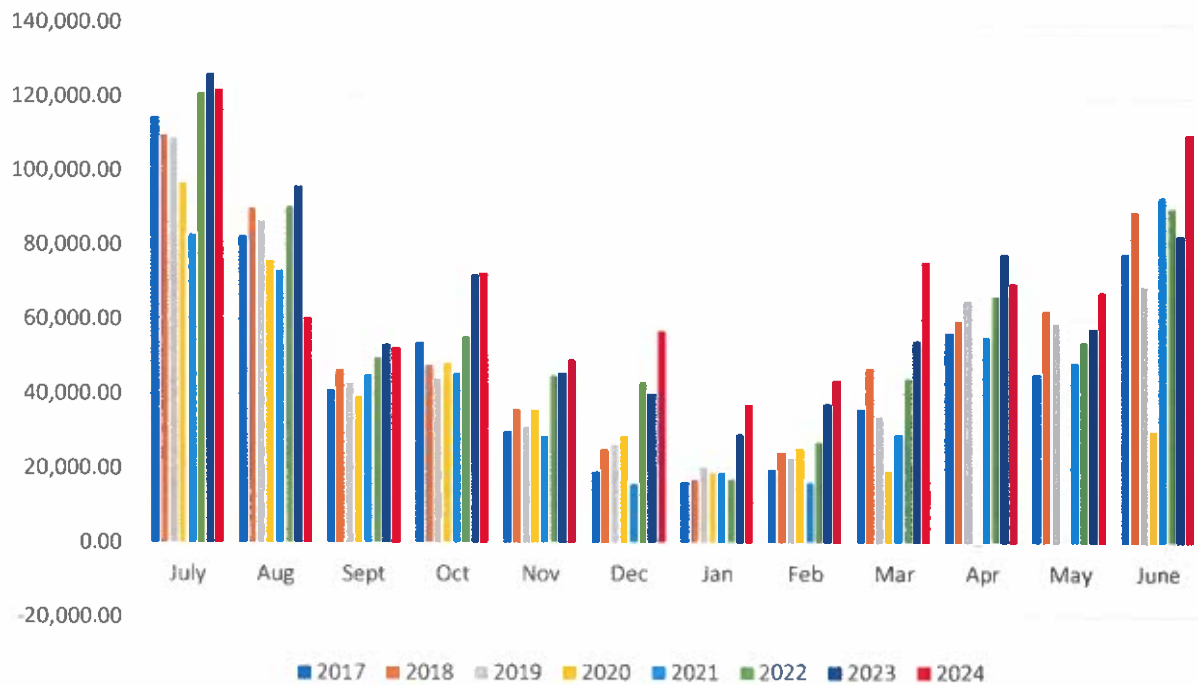
- *Park Aide and Park Ranger I positions replace the prior terminology of Tour Guide. Previously, there were 21 authorized tour guide positions. Staff will determine employee numbers once each position type is filled. With this improved staffing structure, we anticipate needing fewer overall employees.*

Revenue:

Parks & Tourism generated \$110,266.18 in revenue for the month of June. This is a \$27,515.54 increase from June 2023, which also makes it a new record high for the month. This increase is mostly from tour admissions and giftshop.

1. **The Blue Ridge Heritage Project:** *As you may recall, Council approved the construction of a monument in Grand Caverns Park, in the form of a chimney. BRHP has recently reconnected with Town Staff to announce its capacity to finish this project thanks to a successful, although admittedly longer than anticipated fundraising campaign. Attached to my staff report is the detailed, formal engineered plan for their monument. Once Town staff finalize their permitting, we'll begin construction. As a reminder, all materials, planning, and labor are to be covered by BRHP. However, should there be a cost-saving service that Town Staff can provide, this will allow their funding to stretch even further. I'll report back to council on this projects progress. Minor Update; Permitting has been submitted with Augusta County and once approved, staff will coordinate with BRHP and their contractor to begin construction. We are hoping for an early August start.*
2. **Staffing:** The Parks & Tourism Department has just filled two Park Aide positions, which rounds out the final vacancies in the updated staffing model. Staff retention is one trend that has continued to improve throughout the staffing model's maturation, but I'll continue to closely monitor the department's capacities to assess how effectively business is captured and services provided.

Revenue per Month by Fiscal Year								
	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
July	114,666.02	109,906.75	109,049.62	96,790.05	83,045.02	121,183.39	126,333.08	121,896.53
August	82,400.00	90,052.60	86,369.02	75,955.14	73,099.04	90,498.86	95,857.62	60,252.18
September	40,864.00	46,500.01	42,753.13	39,037.34	45,294.81	49,867.95	53,129.49	52,043.89
October	53,621.00	47,728.97	44,111.49	48,171.93	45,446.76	55,187.46	71,849.43	72,362.94
November	29,960.14	35,864.01	31,040.05	35,719.21	28,575.92	45,122.38	45,510.93	48,813.49
December	19,065.81	25,078.17	26,501.92	28,439.56	15,788.80	43,131.17	39,826.13	56,869.12
January	15,989.60	16,933.85	20,391.97	18,631.61	18,618.06	17,038.43	29,243.19	37,149.92
February	19,589.22	24,394.21	22,570.37	25,357.98	16,009.96	27,089.55	37,269.68	43,610.16
March	35,916.00	46,890.09	33,851.06	19,130.58	28,944.34	44,157.10	54,117.45	75,431.34
April	56,393.64	59,677.04	65,301.31	-777.78	55,284.51	66,405.33	77,696.74	69,633.56
May	45,428.42	62,606.36	58,972.15	50.60	48,287.55	53,997.59	57,678.58	67,238.58
June	77,932.89	89,339.00	68,952.85	29,959.89	93,205.09	90,247.33	82,750.64	110,266.18
Total	591,826.74	654,971.06	609,864.94	416,466.11	551,599.86	703,926.54	771,272.96	815,567.89



Total Revenue

