

**SPECIAL MEETING MINUTES
TOWN COUNCIL
TOWN OF SHENANDOAH
August 2, 2021**

CALL TO ORDER: The Shenandoah Town Council held a special meeting on Monday, August 2, 2021, at 7:00 p.m., with Mayor Clinton O. Lucas, Jr., presiding.

The meeting began with the Pledge of Allegiance.

ATTENDANCE

Council Members present were: Mayor Clinton O. Lucas, Jr.; Vice Mayor William Kite; Councilmen Russell Comer, Jr.; Lynn Fox; Charles Jenkins; I. Michael Lowe; and Richard Pierce.

Council Members absent were: None.

Other Town Officials present were: Juanita Roudabush, Town Manager/MMC; Lora Jenkins, Town Clerk; and Paul Davis, Police Chief.

Citizens present were: None.

Media Representatives: None.

PURPOSE – DISCUSSION OF THE POSSIBLE ACQUISITION OF PROPERTY

It was noted at the special meeting on July 26th, the Council authorized using up to \$400,000 of the American Rescue Plan Act funds to purchase the building, modify and remodel the building and grounds, provide furnishings and fixtures and other expenses related to the building at 507 First Street to be used as a Pandemic/COVID-19 Information Center/Welcome Center/Town Museum to enhance services to local citizens and tourists too.

Town Manager Roudabush stated she has spoken to a real estate agent and has negotiated the purchase of 507 First Street amount to \$220,000, which is down from the original \$265,000 asking price. Council would now need to review the contract and determine if this is acceptable with the amount for purchase and if so, approve it and authorize Mayor Lucas to execute all paperwork pertaining to the purchase of 507 First Street.

Mayor Lucas asked if Town Manager Roudabush knew the amount of closing costs?

Town Manager Roudabush stated she did not know the amount of closing costs, but the sellers did agree to pay the expense of preparing the deed and the grantor's tax in the draft contract. The Town could owe some closing costs with Town Attorney expenses, etc.

Vice Mayor Kite asked what would happen to the ARPA funds if the modifications, remodeling, furnishings, fixtures and other expenses related to the building at 507 First Street would be less than \$400,000?

Town Manager Roudabush stated the remaining funds would have to revert back into the Town's American Rescue Plan Act funds to be decided upon by Council for use later. Town Manager Roudabush also noted that a requirement of the ARPA is that all projects have to be bid out. Also, the deadline for spending or obligating by contract, the ARPA funds is December 31, 2024, with all projects to be completed by December 31, 2026.

Councilman Comer stated a store in Harrisonburg has display cases that the Town may be able to purchase for the museum down the road.

Councilman Fox asked what account would the rent from tenants in the building be deposited into?

Town Manager Roudabush stated the rent would go into the General Fund, unless the Council voted to create another account for this building.

Councilman Pierce stated he thought the rent money should go towards overhead of the building and Museum.

Mayor Lucas asked if the rent money could go into the General Fund but be earmarked just for the Museum or would it be better just in General Fund to be used as needed on this building or otherwise?

Town Manager Roudabush stated she would have to ask Town Treasurer, Cindy Breeden, but if specifically earmarked for this building then that is the only thing it could be used for, even if it was not needed.

Mayor Lucas stated it would cut down on the paperwork to just keep the rental income in the General Fund.

Councilman Comer asked how Museum donations would be shown?

Town Manager Roudabush stated there is already a line item for Museum donations, and they are restricted for that use only.

Councilman Fox asked if the Town is expecting money from a gentleman who wished to leave his estate to the Town for a Museum, how would those funds be used?

Town Manager Roudabush stated Town Treasurer, Cindy Breeden, has only spoken to the gentleman's financial advisor and lawyer, but has not seen any paperwork. All indications are the estate funds are slated to be used for a Museum and expenses related to it only.

Councilman Fox stated the Town does not have any guarantees from that gentleman, who could use funds up or change his mind.

Mayor Lucas stated if the will states the Museum would receive the money, then the estate would have to only give the money to the Museum and that is all it could be used for.

There being no more questions, a *motion* was made by Councilman Comer, *seconded* by Vice Mayor Kite, to adopt the Resolution to Purchase Real Property owned by Akal Institute, P.O. Box 200, Rancho Santa Fe, California 92067 for property located at 507 First Street in the Town of Shenandoah, Virginia, identified by tax map number 102A3-(A)-89 and to have the Mayor execute all paperwork needed for the purchase, including the contract of sale, as presented.

RESOLUTION TO PURCHASE REAL PROPERTY

THIS RESOLUTION to approve and authorize the purchase of real property owned by Akal Institute, P.O. Box 200, Rancho Santa Fe, California 92067 for property located at 507 First Street in the Town of Shenandoah, Virginia, identified by tax map number 102A3-(A)-89, having acquired by a deed recorded in the Clerk’s Office of the Circuit Court of Page County, Virginia, as Instrument Number 19-2115 (the “Property”); and

WHEREAS, by a majority vote, the Town Council has determined the Property to be needed for public uses and/or public facilities for a future Pandemic Information Center for residents and tourists/Welcome Center and a Railroad Museum to house historic artifacts and to entice more tourists to our Town, as well as for the use of the Property during important Town historical events and other functions; and

WHEREAS, Akal Institute has agreed to sell the Property to the Town of Shenandoah, Virginia, for the sum of \$220,000.00, plus closing costs; and

WHEREAS, by a majority vote of the Town Council, it is of the opinion that the purchase of the Property is in the public interest and will otherwise advance the Town’s public uses and public facilities including its land use goals and funds received from the American Rescue Plan Act will be utilized for the purchase, along with the necessary remodeling and furnishings this structure and grounds for public facility use (as previously voted and discussed up to \$400,000 for purchase and needs); therefore,

THE TOWN COUNCIL OF SHENANDOAH, VIRGINIA HEREBY RESOLVES:

Section 1. That the purchase of the Property described above from Akal Institute for the sum of \$220,000.00, plus closing costs, is hereby approved and authorized.

Section 2. That the Mayor is hereby authorized, on behalf of the Town of Shenandoah, to do all things necessary and desirable to carry out the purchase of the Property describe above including, but not limited to, the execution and acceptance of the deed and any other appropriate documents, including this Resolution.

Section 3. That the Town Clerk is hereby authorized to attest to the execution of the deed and other necessary documents executed by the Mayor pursuant to Section 2, and to affix thereon the official seal of the Town of Shenandoah, Virginia, as necessary.

Members Roll Call Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Pierce

NAY: Councilman Fox
Councilman Jenkins

ABSTAIN: Mayor Lucas; Councilman Lowe

ABSENT: None

VOTE: Motion carried by 3-2 vote.

ADJOURN

There being no further discussion, a *motion* was made by Vice Mayor Kite, *seconded* by Councilman Lowe, to adjourn the meeting at 7:24 p.m.

Members Vote was as follows:

YEA: Vice Mayor Kite
Councilman Comer
Councilman Fox
Councilman Jenkins
Councilman Lowe
Councilman Pierce

NAY: None

ABSTAIN: Mayor Lucas

ABSENT: None

VOTE: Unanimous in favor of motion

APPROVED:

ATTESTED:

Clinton O. Lucas, Jr., Mayor

Lora Jenkins, Clerk