

DRAFT AGENDA

December 2, 2024

6pm Regular Called Council Meeting
Rock School Auditorium

- **CALL TO ORDER & WELCOME**

1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. The Damascus Town Council will conduct a Public Hearing regarding a proposed amendment to Chapter 50 Article 6 Section 50-182 regarding Virginia Creeper Trail Use Regulations to allow electrically powered wheelchairs and electric power-assisted bicycles upon the trail.

- Staff Presentation
- Open the Public Hearing and solicit comments – Mayor Lamb
- Close the Public Hearing – Mayor Lamb
- Town Council Discussion and Possible Action

3. APPROVAL OF MINUTES

November 4, 2024 – Regular Council Meeting

November 14, 2024 - Special Called Council Meeting

4. AGENDA APPROVAL

5. COMMITTEE REPORTS

- i. Budget, Finance and Administration, Jack McCrady

- Treasurer's Report submitted by Shawna Cook
- Consideration of continuing to have Town Hall remain closed to the public on Wednesdays in 2025

- ii. Streets, Lights and Maintenance, Robbie Kemmerlin (Interim Project Coordinator for Public Works)

- iii. Parks and Recreation

- Seat Vacancy
- Contra Dance December 7th

- iv. Planning Commission, Chris Bell

- v. Police and Fire Advisory, Tom Hayes

- DPD Monthly Report – Chief Turner

- DVFD Monthly Report – Chief Turner

vi. Code Enforcement Officer Report

vii. Special Committees

6. CITIZENS COMMENTS

** Citizens wishing to address the Council are asked to sign in on the Public Participation Register provided at the podium, and if participating electronically please clearly state your name and address for the record.*

7. MANAGER'S REPORT – Chris Bell

8. LEGAL MATTERS

Consideration of representation - Legal Counsel (Lucy Phillips is retiring this month)

(If necessary) At the appropriate time, motion to Recess into Closed Session for Discussion and Consideration of _____, per VA Code Section 2.2-3711 (A)(L).

9. UNFINISHED BUSINESS

- Town Hall renovation bids
- Damascus Health Center Commission: 2 seat vacancies
- Floodplain management and compliance services through the MRPDC was approved at the October 21st Council meeting, with no specification of where the funds would be paid from. Council is requested to authorize payment for these services using the Town's General Fund, line item for Professional Services (10-400-27), to be reimbursed by FEMA and subsidized by ARPA funds.

10. NEW BUSINESS

- Discussion and Consideration of setting the Regular Called Council Meeting time to 6pm instead of 7pm in 2025 (state code reference follows):

§ 15.2-1416. Regular meetings.

A. The governing body shall assemble at a public place as the governing body may prescribe, in regular session in January for counties and in July for cities and towns. Future meetings shall be held on such days as may be prescribed by resolution of the governing body but in no event shall less than six meetings be held in each fiscal year.

B. The days, times and places of regular meetings to be held during the ensuing months shall be established at the first meeting which meeting may be referred to as the annual or organizational meeting; however, if the governing body subsequently prescribes any public place other than the initial public meeting place, or any day or time other than that initially established, as a meeting day, place or time, the governing body shall pass a resolution as to such future meeting day, place or time. The governing body shall cause a copy of such resolution to be posted on the door of the courthouse or the initial public meeting place and inserted in a newspaper having general circulation in the county or municipality at least seven days prior to the first such meeting at such other day, place or time. Should the day established by the governing body as the regular meeting day fall on any legal holiday, the meeting shall be held on the next following regular business day, without action of any kind by the governing body.

At its annual meeting the governing body may fix the day or days to which a regular meeting shall be continued if the chairman or mayor, or vice-chairman or vice-mayor if the chairman or mayor is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend the regular meeting. Such finding shall be communicated to the members and the press as promptly as possible. All hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.

11. CONSENT AGENDA

- Consideration of invoices exceeding \$2,500
- Invoices - 'Pay the Bills' presented, as well as the standard and/or recurring bills that will come in before the next Regular Called Council Meeting

12. MAYOR & COUNCIL MEMBERS REPORTS

- Katie Lamb
- Susan Coleman
- Beaty Jackson
- Charles Fields
- Tom Hayes
- Robbie Kemmerlin
- Jack McCrady

13. UPCOMING EVENTS & OTHER ANNOUNCEMENTS

- December 6th – A Trail Town Christmas Parade, 7pm
- December 6 & 7 - Shop 'Til You Drop: A Very Dickens Christmas' at the Damascus Rescue Squad Building.
- December 7th – Trail Town Twirl Contra Dance, 7pm at the Rock School Auditorium
- December 14th – Bridge & Trestle 17 Mile Trail Run, 10am
- December 14th, 2-5pm - Shirley Hill 4th Annual Christmas in Damascus at the former Family Dollar building

- December 24th – January 2nd - Town Hall CLOSED in observance of the Christmas & New Year Holidays
- The next Regular Called Council Meeting will be held on January 6th, at the Rock School Auditorium

* For information on upcoming events, go to our website **visitdamascus.org**. For citizen info go to **damascus.org**, and don't forget our social media presence on **Facebook** and **Instagram!**

14. *(if necessary, motion to)*

- *RECESS INTO CLOSED SESSION FOR ITEMS LISTED UNDER LEGAL MATTERS*
 - *RETURN TO OPEN SESSION*
 - *CERTIFY (individually): We Certify that only public business matters lawfully exempted from open meeting requirements and only such matters identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting.*
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- **ADJOURN *(include time)***