

DRAFT AGENDA

March 3, 2025

6pm Regular Called Council Meeting
Rock School Auditorium

- **CALL TO ORDER & WELCOME**

1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. APPROVAL OF MINUTES

February 3, 2025 – Regular Council Meeting

February 13, 2025 – Council & Planning Commission Work Session

3. AGENDA APPROVAL

4. COMMITTEE REPORTS

- i. Budget, Finance and Administration – Jeff Buckley

- Treasurer's Report submitted by Shawna Cook

- ii. Streets, Lights and Maintenance – Jack McCrady

- iii. Parks and Recreation – Buddy Albro

- Seat vacancy/Parks & Rec committee appointment - Tammy Rivenbark

- Next Trail Days Committee meeting – March 10th, 4pm at the Damascus Trail Center

- iv. Planning Commission - Chris Bell

- Next Planning Commission meeting – March 11th, 6pm at the temporary Town Hall

- v. Police and Fire Advisory – Sammy Campbell

- DPD Monthly Report – Chief Turner

- DVFD Monthly Report – Chief Turner

- vi. Code Enforcement Officer Report

- vii. Special Committees

5. 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.*

6. MANAGER'S REPORT – Chris Bell

7. LEGAL MATTERS

- i. First Reading - Ordinance to Adopt and Enact a Republication of the Code of Ordinances of the Town of Damascus, Virginia, Providing for the Repeal of Certain Ordinances Not Included Therein; Providing a Penalty for the Violation Thereof; Providing for the Manner of Amending Such Code; and Providing when such Code and this Ordinance shall become Effective
- ii. First Reading - To Amend Chapter 2, Sections 2-105 and 2-111, and Repeal Sections 2-296 through 2-303, of the Code of Ordinances of the Town of Damascus, Virginia, to Revise “Park and Recreation Commission” to “Parks, Recreation, and Trail Days Committee”
- iii. First Reading - To Amend Chapter 10, Section 10-1, and to Repeal Sections 10-3 through 10-16 of the Code of Ordinances of the Town of Damascus, Virginia, to Adopt by Reference the Animal Control Ordinances of the County of Washington, Virginia
- iv. First Reading - To Amend Chapter 22, Sections 22-318, 10-320, and 22-324 to Repeal Sections 10-321 through 10- 323, and to Create Appendix B, Fee Schedule, of the Code of Ordinances of the Town of Damascus, Virginia, to Update and Establish the Amount of Town License Tax on Amusement Machines
- v. First Reading - To Amend Chapter 22, Sections 22-400 through 22-406, and Appendix B, Fee Schedule, of the Code of Ordinances of the Town of Damascus, Virginia, Regarding the Town Motor Vehicle License Fee
- * The next step is a Motion to direct the Town Manager to place the ordinances on the April 7 agenda for second reading and Council action.
- vi. Consideration of representation - Legal Counsel

At the appropriate time, motion to Recess into Closed Session for Discussion and Consideration of Public Works Personnel Matters, per VA Code Section 2.2-3711 (A)(1).

8. UNFINISHED BUSINESS

- 2nd Reading and vote regarding an Ordinance to set the meeting time for Regular Called Council meetings
- 2nd Reading and vote regarding a Resolution proposing to sell and grant a franchise for an electric power transmission and distribution system in the Town of Damascus. (Jake Holmes/AEP)

- 2nd Reading and vote regarding a Resolution to adopt the 2025 Mt Rogers Planning District's pre-disaster hazard mitigation plan

9. NEW BUSINESS

- 2025/26 Employee Health Insurance Renewal
- Light Post Banner policy
- Petition to Establish an Arts & Entertainment Council – Rheda Dolinger

10. 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

11. MAYOR & COUNCIL MEMBERS REPORTS

- Katie Lamb
- Buddy Albro
- Jeff Buckley
- Sam Campbell
- Hunter Faust
- Charles Fields
- Jack McCrady

12. UPCOMING EVENTS & OTHER ANNOUNCEMENTS

- March 4th – DBG meeting at the Damascus Trail Center, 6pm
- March 7th – ATC's 100th Birthday at the Damascus Trail Center, 3-7pm
- The next Regular Called Council Meeting will be held on April 7th, at the Rock School Auditorium, at 6pm

- * 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!**

13. 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.*

- **ADJOURN (include time)**