

AGENDA

April 6, 2026

6pm Regular Called Council Meeting
Damascus Town Hall

CALL TO ORDER & WELCOME

1. PLEDGE OF ALLEGIANCE AND INVOCATION
2. APPROVAL OF MINUTES : March 2, 2026, Regular Council Meeting (including the 3/16/26 meeting continuation)
3. AGENDA APPROVAL
4. Joint public hearing regarding a proposed amendment to the Code of the Town of Damascus, Appendix A Zoning, Article 7, Establishment and Purpose of Districts, Article 8, Use Regulations, Article 9, Bulk Requirements, Article 11, Regulations for Site Plan Review to update regulation governing zoning reducing minimum site size requirements and the addition of a Planned Unit Development district.
 - i. Call to Order – Planning Commission
 - ii. Staff Presentation– Chris Bell
 - iii. Open the Joint Public Hearing to solicit comments – Mayor Lamb
 - iv. Close the Public Hearing – Mayor Lamb
 - v. Planning Commission Discussion and Recommendation
 - vi. Town Council Discussion and Possible Action
 - vii. Adjourn - Planning Commission
5. COMMITTEE REPORTS
 - i. Budget, Finance and Administration – Jeff Buckley
 - Treasurer’s Report submitted by Shawna Cook
 - ii. Streets, Lights and Maintenance – Derwin Creech
 - iii. Parks and Recreation – Buddy Albro / Hunter Faust
 - Trail Days parking fee (covers Thursday through Sunday, recommend increasing from \$20 to \$30)
 - Urban and community forestry updates

iv. Planning Commission - Chris Bell

- Seat vacancy nominations/action – Ben Earp resigned his seat, term ending 12/31/2027

v. Police and Fire Advisory – Sammy Campbell

- DPD Monthly Report – Chief Turner
- DVFD Monthly Report – Chief Turner

vi. Code Enforcement Officer's Report submitted by Marty Berry

vii. Special Committees

- Community Events & Economic Engagement – K.T. Martin

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

- 3/10/26 Council Poll (5-0): Mutual Aid agreement for the USFS
- 3/19/26 Council Poll (5-0): IDA property temporary use by Kiewit

8. LEGAL MATTERS

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

9. UNFINISHED BUSINESS

- Ordinance Modifications, Second Reading, Council Discussion & Action
 - a. Clarification of definition & requirements of Music Entertainment Festival
 - b. Addition of definition & requirements for Special Events (i.e. Dashing thru Damascus, Festival of Miles, C-TREC, etc. type of non-town sponsored events)
 - c. Update of property tax due dates to align with Washington County
 - d. Removal of meal and lodging tax discount to eliminate confusion and miscalculations
 - e. Refund authority for Treasurer as previously approved by Council
 - f. Clarification and addition of peddler definitions including mobile food vendors and qualifying events
 - g. Update of business fees to separate mobile food establishments from peddlers and a special events peddlers fee

10. NEW BUSINESS

- Beaverdam Creek Trail Bridge – general structural inspection – Prosim Quote

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
- Buddy Albro
- Jeff Buckley
- Sam Campbell
- Derwin Creech
- Hunter Faust
- Charles Fields

13. UPCOMING EVENTS & OTHER ANNOUNCEMENTS

- * 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. *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)**