

# DRAFT AGENDA

May 4, 2026

6pm Regular Called Council Meeting  
*Damascus Town Hall*

## CALL TO ORDER & WELCOME

1. PLEDGE OF ALLEGIANCE AND INVOCATION
2. APPROVAL OF MINUTES : April 6, 2026, Regular Called Council Meeting  
: April 21, 2026, Special Called Council Meeting
3. AGENDA APPROVAL
4. The public hearing is held pursuant to § 15.2-2506 of the Code of Virginia, as amended, and is for the purpose of allowing the public to comment on the proposed budget. All citizens have the right to attend the public hearing and to share their views on the proposed budget within such reasonable time limits as shall be established by the Town Council.

The proposed property tax levies for Damascus, VA for the 2026-2027 tax year that would be necessary to fully fund the proposed budgets if approved by the Town Council are as follows:

A unit levy for general town purposes of thirty-eight cents (\$0.38) per one hundred dollars (\$100.00) of assessed valuation of all taxable real estate and public utilities and fifty-two cents (\$0.52) per one hundred dollars (\$100.00) of assessed valuation of all mobile home, personal property, and machinery and tools. Five cents (\$.05) per one hundred dollars (\$100) of assessed valuation of motor vehicles owned by volunteer rescue squads and fire departments at 100% of fair market value as a separate classification of tangible personal property as provided in VA Code 58.1-3506(A)(15).

The proposed budget is available at Town Hall for review.

Town of Damascus - FY2027 Budget Synopsis			
GENERAL FUND REVENUE		BUDGET	
Revenue by Source Classification	2025 - 2026	2026 - 2027	
Real Estate Tax	\$ 228,250.00	\$	267,729.00
Personal Property	\$ 38,750.00	\$	41,000.00
Transient Occupancy Tax	\$ 100,600.00	\$	115,000.00
Business License Taxes and Fees	\$ 67,000.00	\$	67,000.00
Meals Tax	\$ 175,000.00	\$	190,000.00
Cigarette Tax	\$ 32,000.00	\$	27,000.00
Washington County Sales Tax	\$ 47,500.00	\$	48,900.00
Trail Days Festival	\$ 170,000.00	\$	170,000.00
State & Local Fiscal Recovery Funds (ARPA)	\$ 338,000.00	\$	00.00
Miscellaneous	\$ 257,293.00	\$	242,110.00
Reserves	\$ 360,734.00	\$	315,500.00

Grant Awards / Capital Projects	\$	550,000.00	\$	1,089,877.00
<b>TOTAL</b>	<b>\$</b>	<b>2,365,127.00</b>	<b>\$</b>	<b>2,574,116.00</b>

<b>GENERAL FUND EXPENDITURES</b>		<b>BUDGET</b>	
Expenditures by Activity	2025 - 2026	2026 - 2027	
Administration	\$ 316,509.46	\$ 449,170.00	
Mayor & Council	\$ 25,621.00	\$ 25,621.00	
Grant Awards / Capital Projects	\$ 550,000.00	\$ 1,071,570.00	
Public Works	\$ 414,255.23	\$ 403,753.00	
Police	\$ 411,515.30	\$ 428,198.00	
Fire & Rescue	\$ 26,000.00	\$ 25,300.00	
Parks & Recreation	\$ 216,301.01	\$ 217,474.00	
Swimming Pool	\$ 66,925.00	\$ 64,735.00	
State & Local Fiscal Recovery Funds (ARPA)	\$ 338,000.00	\$ 0.00	
<b>TOTAL</b>	<b>\$ 2,365,127.00</b>	<b>\$ 2,685,821.00</b>	

<b>70 FUND REVENUE</b>		<b>BUDGET</b>	
	2025 - 2026	2026 - 2027	
FEMA/VDEM	\$ 340,500.00	\$ 125,000.00	
Damascus Strong Fund Reserves	\$ 234,270.00	\$ 35,750.00	
NRCS Streambank Restoration	\$ 0.00	\$ 2,694,047.00	
<b>TOTAL</b>	<b>\$ 574,770.00</b>	<b>\$ 2,854,797.00</b>	

<b>70 FUND EXPENDITURES</b>		<b>BUDGET</b>	
	2025 - 2026	2026 - 2027	
FEMA/VDEM	\$ 325,000.00	\$ 14,800.00	
Damascus Strong Fund	\$ 234,270.00	\$ 35,750.00	
NRCS Streambank Restoration	\$ 0.00	\$ 2,694,047.00	
<b>TOTAL</b>	<b>\$ 559,270.00</b>	<b>\$ 2,744,597.00</b>	

- Schedule budget adoption hearing.
5. Washington County Board of Supervisors, David Matlock re: Beaverdam Creek Park
6. COMMITTEE REPORTS
- i. Budget, Finance and Administration – Jeff Buckley
    - Treasurer’s Report submitted by Shawna Cook
  - ii. Streets, Lights and Maintenance – Derwin Creech
    - 4/13/26 Council Poll (6-0): To hire Travis Hall as a seasonal/temporary employee in the Public Works Department
  - iii. Parks and Recreation – Buddy Albro / Hunter Faust
    - Virginia Dept of Forestry, Strategic Tree Canopy Plan

- The Ironwood Foundation, Justice Musser

iv. Planning Commission - Chris Bell

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

- Events & Economic Engagement – K.T. Martin
- Trout Days recap

7. 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.*

8. MANAGER'S REPORT – Chris Bell

9. *(If necessary)* LEGAL MATTERS

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

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. 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

13. MAYOR & COUNCIL MEMBERS REPORTS

- Katie Lamb
- Buddy Albro
- Jeff Buckley
- Sam Campbell
- Derwin Creech

- Hunter Faust
- Charles Fields

#### 14. UPCOMING EVENTS & OTHER ANNOUNCEMENTS

Damascus Farmers Market – Thursdays from 4-7pm

May 9<sup>th</sup> – Town-Wide Yard Sale

May 14<sup>th</sup> – Tent City opens for parking and weekend camping

May 15<sup>th</sup> – 17<sup>th</sup> – Appalachian Trail Days Festival

May 25<sup>th</sup> - Town Hall Offices are CLOSED in observance of Memorial Day

- \* 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!**

#### 15. *(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.*

- **ADJOURN (include time)**