

AGENDA

August 4, 2025

6pm Regular Called Council Meeting
Damascus Town Hall

- **CALL TO ORDER & WELCOME**

1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. APPROVAL OF MINUTES

July 7, 2025 – Regular Council Meeting

3. AGENDA APPROVAL

4. Tourism Action Plan – Kalen Hunter (Virginia Tourism Corp). Town Council action needed.

5. COMMITTEE REPORTS

i. Budget, Finance and Administration – Jeff Buckley

- Treasurer's Report submitted by Shawna Cook
- Owens CPA and Associates – Fiscal Year 2024-25 Audit Engagement Letter, Town Council action needed

ii. Streets, Lights and Maintenance – Jack McCrady

iii. Parks and Recreation – Buddy Albro

- Town Pool report - daily operating hours through August 6th, move to evening hours August 7th & 8th, and then implement weekend only operations for the remainder of the month beginning August 9th & 10th. Our last day of operation will be Labor Day, September 1st
- Festival of Miles planning underway

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

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

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

9. UNFINISHED BUSINESS

- The Damascus Planning Commission has voted to recommend approval of the updated 2050 Comprehensive Plan. Town Council action needed.

10. NEW BUSINESS

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
- Hunter Faust
- Charles Fields
- Jack McCrady

13. UPCOMING EVENTS & OTHER ANNOUNCEMENTS

- Damascus Farmers Market at 'The Kickstand' (on Laurel Ave. across from the Appalachian Heritage Distillery), Thursdays from 4-7pm
- Iron Mountain Trail Run Aug. 30th
- Town Hall will be CLOSED on September 1st, in observance of Labor Day
- The next Regular Called Council Meeting will be held on Tuesday, September 2nd, at 6pm at Town Hall

- * 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)