



TOWN COUNCIL WORK SESSION MINUTES
January 4, 2021 at 6:00P.M.
Warren County Government Center

The January 4, 2021 Town Council Work Session was held in the Warren County Government Center due to certain COVID-19 restrictions making it difficult to conduct the meeting in the Town Hall Conference Room. The minutes are a summary of items on the agenda. The meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com.

PRESENT: Mayor Holloway, Councilmen Cockrell, Gillispie, Lloyd, McFadden and Thompson, Town Manager Steven Hicks, Town Attorney Napier (via remote), Clerk of Council Tina Presley, Finance Director Wilson, Purchasing Manager Scott, Information Technology Director Jones, members of public and press.

CLOSED MEETING – Council Interviews

Councilman Gillispie moved seconded by Councilman Thompson that Town Council go into Closed Meeting for the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of the public body, regarding a vacancy on Town council, pursuant to Section 2.2-3711.A.1. of the Code of Virginia.

Vote: Yes – Councilmen Gillispie, Lloyd, McFadden and Thompson

No – N/A

Abstain – N/A

Absent – Councilman Cockrell (*entered meeting after vote*)

ROLL CALL

Councilman Gillispie moved seconded by Councilman Lloyd that the Mayor and Council certify that to the best of each member's knowledge, as recognized by each Mayor and Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by the Mayor and Council, and that the vote of each individual member of the Mayor and Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Vote: Yes – Councilmen Cockrell, Gillispie, Lloyd, McFadden and Thompson

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

Required Freedom of Information (FOIA) and Conflicts of Interest (COIA) Training from the Town Attorney

Town Attorney Napier gave a brief overview of the Freedom of Information Act and Conflicts of Interest Act via remote to Town Council during the Work Session.

APPOINTMENTS – a. Audit and Finance Committee and b. 2021 Town Scholarship Committee/Discussion on how to distribute

After a brief discussion, Council agreed that Councilmen Gillispie and McFadden would serve on the Audit and Finance Committee and Councilmen Thompson and Gillispie to serve on the 2021 Town Scholarship Committee and dividing the \$3,000 three ways among all high school seniors.

Liaison Committee Meeting Items

Councilmen Lloyd and Thompson agreed to attend the January 21st Liaison Committee. The following items were asked to be added to the Liaison Committee Agenda. 1. Understanding and making short term rentals easier to obtain such as Airbnb (McFadden); 2. PILOT Discussion (Thompson); 3. Joint Vision between entities for the communities (Cockrell); 4. Single point of entry for business to complete their business (Lloyd) and 5. Double Taxation (Lloyd).

Ordinance Amendment to Chapter 4-19 of the Town Code

Mayor Holloway explained that his vision for the amendment to Chapter 4-19 is to allow Council to set the agenda at the beginning of each year to allow for more flexibility on how items are listed on the regular agenda; and to remove the order of the agenda that is currently in the Code. Town Manager Hicks also asked that Council consider when meetings are held with the intent of possibly reducing the amount of meetings a month. Council agreed to discuss this item further in the next work session.

Joint Tourism Memorandum of Agreement (MOA) with Warren County Approval and Destination Marketing Organization Award Approval

Town Manager Hicks explained the MOA action that would be taken at the following special meeting. Town Purchasing Manager Alisa Scott continued explaining the MOA collaboration with the County of Warren. Council questioned the costs associated with the MOA. Mrs. Scott advised that the revenue comes from lodging partners. Councilman Gillispie voiced his excitement over hiring Jones Lang Lasalle Americas (JLL) and what they can bring to Tourism. There was much discussion regarding the urgency, costs and matrix associated with the MOA. It was agreed to send Council the RFP, JLL Response and any other information that would be helpful. It was noted that Council appoints member to the Tourism Committee. Councilmen Gillispie and Thompson are currently on the Committee. Councilman McFadden agreed to be the alternate. Town Manager Hicks encouraged Council to be thinking of citizens they would like to see serve on this committee.

Open Discussion

Council McFadden expressed his gratitude for serving the citizens. Councilman Lloyd reiterated and thanked those who ran for election and those councilmembers who preceded him. Mayor Holloway welcomed all the new members and expressed his excitement on serving the citizens for two years. Councilman Cockrell encouraged Councilmen Lloyd and McFadden to continue with asking questions as it was the only way to understand and learn what is going on.

CLOSED MEETING – Council Appointments, Consultation with Legal Counsel and Disposition of Publicly Held Real Property

Councilman Cockrell moved seconded by Councilman Gillispie that Town Council go into Closed Meeting for the 1) assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the public body, regarding a vacancy on Town Council, pursuant to Section 2.2-3711. A. 1. of the Code of Virginia; 2) for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, regarding the Afton Inn, pursuant to Section 2.2-3711.A.7 of the Code of Virginia AND 3) for the purpose of discussion or consideration of the acquisition of real property for a public purpose or the disposition of publicly held real property, where discussion in an Open Meeting would adversely affect the bargaining position or negotiating strategy of the public body, regarding a Letter of Intent, pursuant to Section 2.2-3711.A.3. of the Code of Virginia.

Vote: Yes – Councilmen Cockrell, Gillispie, Lloyd, McFadden and Thompson

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

Councilman Cockrell moved seconded by Councilman Gillispie that the Mayor and Council certify that to the best of each member's knowledge, as recognized by each Mayor and Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by the Mayor and Council, and that the vote of each individual member of the Mayor and Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Vote: Yes – Councilmen Cockrell, Gillispie, Lloyd, McFadden and Thompson

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

Town Council went immediately into a Special Meeting at 9:40 PM.

Approved by Town Council

Date: January 11, 2021



SPECIAL TOWN COUNCIL MEETING MINUTES

January 4, 2021

Immediately following the Work Session in the Warren County Government Center

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ROLL CALL PRESENT: Mayor Chris W. Holloway
Councilman Lori A. Cockrell
Councilman Gary L. Gillispie
Councilman E. Scott Lloyd
Councilman Joseph E. McFadden
Councilman Letasha T. Thompson

APPOINTED STAFF PRESENT: Town Manager Steven W. Hicks
Town Attorney Douglas W. Napier (via remote)
Clerk of Council Tina L. Presley

COUNCIL APPROVAL – Joint Tourism Memorandum of Agreement (MOA) with Warren County Approval and Destination Marketing Organization Award Approval

Councilman Thompson moved seconded by Councilman Cockrell that Council approve a new Front Royal-Warren County Joint Tourism Committee and Memorandum of Agreement (MOA) with Warren County and approval of the Destination Marketing Organization to Jones Lang LaSalle Americas, Inc. (JLL) contingent upon the Warren County Board of Supervisors approving the MOA. I further move that the Mayor and the Clerk of Council execute the MOA as presented on behalf of the Town Council. I continue to further move to rescind the Front Royal-Warren County Joint Tourism Advisory Committee MOA approved by Town Council November 13, 2017.

Vote: Yes – Councilmen Cockrell, Gillispie, Lloyd, McFadden and Thompson

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

COUNCIL APPROVAL – Appointment of Councilmember

Councilman McFadden moved seconded by Councilman Lloyd that Council appoint Jacob L. Meza to the Front Royal Town Council, to fill the vacancy left by Councilman Holloway due to being elected Mayor, said term to begin upon taking oath of office with the Clerk of the Court and end December 31, 2021.

The Mayor and Councilmembers thanked all the candidates who applied and expressed their desire to continue working with Mr. Meza. Councilman Thompson thanked the candidates as well but expressed a desire for new faces on Council and therefore advised that she would be voting NO for the appointment.

Vote: Yes – Councilmen Cockrell, Gillispie, Lloyd, and McFadden

No – Councilman Thompson

Abstain – N/A

Absent – N/A

ROLL CALL

Councilman Cockrell read a press release regarding the appointment of Jacob L. Meza.

Mayor adjourned the Special Meeting at 10:10.

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Approved by Town Council

Date: January 11, 2021