



TOWN COUNCIL WORK SESSION

Monday, April 7 2014 @ 7:00pm in the Front Royal Administration Building

1. BZA Term Expires

2. Budget Overview

PLEASE BRING YOUR PROPOSED BUDGET NOTEBOOK

General Fund

- Town Council
- Clerk of Council
- Town Manager
- Town Attorney
- Human Resources
- Risk Management
- Information Technology
- Tourism
- Finance
- Police Department
- Planning & Zoning
- DES – Fleet
- DES – General Properties
- DES – Horticulture
- DES - Streets

3. CLOSED MEETING – Consultation with Legal Counsel

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting pursuant to Virginia Code § 2.2-3711.7 for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters, specifically, issues that have arisen as a consequence of the 1998 voluntary settlement agreement, and amendment and Court proceedings relating thereto, between the Town of Front Royal and the County of Warren, requiring the provision of legal advice by such counsel; and 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 namely, whether under the Town Code and Charter, a matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of a public body, should such be dealt with by Town Council or the Town Manager, as who deals with the matter might materially affect the outcome of the matter, pursuant to Section 2.2-3711. A. 7. of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion *[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]*

I move that Council certify that to the best of each member's knowledge, as recognized by each 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 Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

SUMMARY

1) BZA - Jennifer to ask if they are interested specifically in BZA; schedule for interested parties

2) Budget Review

Council - Attendance at local functions at cost; include line item for events

Bret - Defer salary to cover cost of attendance

Hollis - See how County handles; do they include?

Clerk - Elections to Nov ~~2015~~ 2014

Elections - Any savings directed to Council Expense

HR & Risk - Increase in Medical Insurance

Shae - Challenge Department Heads to find bonus for employees

Gene- TM Identify additional cuts towards bonus

Look at other communities handling raises for General vs Enterprise

IT

Ipad Discussion - Council Split

TA

Laptop - \$1500

Tourism

Life Insurance Premium - PT

Printing Visitors Guide & Map Update annually

BRAC Grant

Finance

1215 Postal - Bid for outsourcing billing

Shae - Finance Software - \$250,000 - \$500,000; Annual \$75k to \$145k; Start capital items for software upgrade - carryover

Police

Uniforms & Cleaning

Gene - Thermal Imaging - Fire Dept has one; no need for redundant

Hollis - Speed Trailer that collects speed information

Task Force \$8500 transfer towards \$20k cell phone

P&Z

Bret - Mind Mixer - Concrete use for software - Jeremy to provide

Shae - Reduce education for Boards

Gene - Education is for large cities not Towns

Daryl - Contact folks doing program or VML

DES

Investigate if any other Fleet shops have A/C

Gen Prop - PT Cleaning Shae - Preserving historical character - Heritage Society Funding -

Waive utility bills

Look @ bills

3) Council

Bret - Agreement w/ Glascocks

Bret - 225th Banners

Bret - Edward Jones support to wall

Tim - No action on Smith property; release from Smith for claim

Shae - Order status of benches & cans

Gene - Talked with Boisseau;

4)Shae Read into **CLOSED**; Bret 6-0

Shae Read out Closed; Gene 6-0