

TOWN COUNCIL WORK SESSION MINUTES

TUESDAY, January 22, 2013 @ 7:00pm

Town Hall Conference Room

1. Introduction to Front Royal-Warren County Power of Partnerships Alliance (POPA) – *Ken Thurman*



Mr. Thurman noted that the Front Royal Power of Partnerships Alliance (POPA), was a volunteer organization striving to be a resource for tourism in the Warren County and Front Royal hospitality and tourism efforts by creating items that advises citizens as well as tourists to the area about what is there is to do the community. He noted that their desire was to improve and support the Front Royal-Warren County community through partnerships and actions.

Mr. Thurman stated that POPA's goal was to increase business revenues and tax dollars through hospitality and tourism; enhance the area experience for visitors as well as citizens; and be a resource for the Town, the County of Warren and POPA members. He noted that they are proposing to have funds reimbursed by the Town to fund POPA's work in order to promote tourism. Mr. Thurman stated that this would hopefully take place with the Town of Front Royal's financially backing/matching funds.

Council discussed various projects and ways that POPA could interact with the Town's Tourism Division and various outreach opportunities to connect with tourists arriving into the community. POPA representative, Ken Thurman, explained that \$3,800 would be the ideal amount to begin work on their proposal for the Front Royal-Warren County tourism

outreach initiative.

Mr. Thurman explained their colorful rack card campaign, promotional materials, and displayed a large style vertical banner he would launch as a starting point into the community. He explained that the \$3,800 request from the Town of Front Royal would be for matching funds through the Virginia Tourism Corporation (VTC) Marketing Leverage Program Grant. Council chose to place the matter on the upcoming formal agenda for official vote.

2. Update on the Virginia Main St. Program – *Downtown Front Royal (DFR)* *Linda Allen/Jim Martin*
Ms. Allen noted that

3. Update on 225th Anniversary Celebration –*Tourism Director*

4. Ordinance Amendments – *Director of Planning/ Zoning*

- a. (Ord12-09-212), "Fences Height & Safety"

b. (Ord12-09-213), “Nonconformity – Parking Exemption”

c. (Ord12-09-214), “Home Occupations”

d. (Ord12-09-215), “Sign Re-Facing Exemption”

5. Proposal for Phase II-Task 4 of the WTP Expansion Project – CHA – *Director of Environ. Services*

6. Employee Handbook Revisions – *Town Manager*

7. Capital Improvement Project (CIP) Discussion – *Director of Finance*

8. Discussion re: Real Estate/Personal Property Tax Rates – *Director of Finance/Town Manager*

9. Continued Discussion of Policy Manual – *Mayor Darr*

10. Council Discussion/Goals

**11. CLOSED MEETING – 1) Consultation with Legal Counsel
2) Personnel Matter (Evaluation of Town Manager)**

Motion to Go Into Closed Meeting

===== moved, seconded by ===== that Council convene and go into Closed Meeting for the purpose of 1) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711.A.7 of the Code of Virginia; and 2) for the purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of a public body, pursuant to Section 2.2-3711 A. 1 of the Code of Virginia

Vote: Yes – Funk, Hrbek, Parker, Tharpe, Tewalt and Sayre

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Darr did not vote as there was no tie to require his vote)

Motion to Certify Closed Meeting at its Conclusion

===== moved, seconded by ===== 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 Action 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.

Vote: Yes – Darr, Funk, Hrbek, Parker, Tharpe, Tewalt and Sayre

No – N/A

Abstain – N/A

Absent – N/A

(By Roll Call)

Present: Mayor Timothy W. Darr, Vice Mayor N. Shae Parker, Councilman Thomas H. Sayre, Councilman Eugene R. Tewalt, Councilman Bret W. Hrbek, Councilman Daryl L. Funk Councilman Hollis L. Tharpe, Town Manager Steven M. Burke, PE, Town Attorney Douglas Napier, =====

Clerk of Council Jennifer E. Berry, CMC, members of the media and members of the public.

Jennifer E. Berry
Clerk of Council