

**Special Council Meeting**

**Department of Human Services  
Board Room  
December 13, 2008**

The Council of the Town of Culpeper convened in special session at 9:00 a.m. with Mayor Pranas A. Rimeikis presiding. Present: Calvin L. Coleman, Duke M. duFrane, F. Steve Jenkins, James C. Risner, Robert M. Ryan, Christopher H. Snider, and William M. Yowell, Council Members; Jeffrey B. Muzzy Town Manager; Chuck Stephenson, Town Engineer; Robert W. Bendall, Town Attorney, Kimberly D. Allen, Town Clerk; Lisa Hutcherson, Deputy Clerk; Robert Thornhill, Public Works Director; Dwight Wicks, Environmental Services Director; and Scott Barlow, Chief of Police.

**Approval of Agenda**

The agenda was approved as presented by general consensus.

**Fiscal Year FY 2009 Review**

Town Manager Muzzy presented the Power Point overview of expenditures and revenues by fund and the need for council to establish service levels for budgeting purposes. (copy filed with the meeting packet of this date.)

Departmental budget overviews were given by the Public Works Director, Planning and Community Development Director, Environmental Services Director, and Chief of Police.

Discussion ensued on the General Fund debt service schedule and what projects made up the current town debt.

Further discussion was held regarding the impact of the new police building and Council Member Jenkins suggested council consider using a contractor to complete the design drawings for the police station rather than an architectural firm and requested staff to provide a comparison of the two.

Discussion ensued regarding council's expectation for budget adjustments for FY 2009, and it was the consensus of council for the Town Manager to balance by fund.

Town Manager Muzzy reviewed budget controls currently in place and how budgets would be monitored for the remainder of the year.

Potential impacts for FY 2010 were reviewed and a discussion ensued for an alternative process for ranking outside agency requests. The Town Manager recommended to council that he make the decisions on outside agency requests then submit to council.

It was the consensus of council to have review criteria for outside agency requests for FY10 on the Finance, Personnel, Technology, & Ordinance Committee agenda for January.

**CLOSED SESSION**

Vice Mayor Yowell moved, Councilmember Coleman seconded, that council enter closed session for discussion and consultation with staff and legal counsel, retained by council, regarding negotiating issues which may become subject to review by the Commission on Local Government relating to interjurisdictional cooperation, a possible voluntary boundary adjustment with Culpeper County; water and sewer agreements, generally, and the interjurisdictional water and sewer agreement of June 3, 2003, with Culpeper County, and related issues relating to the possible disposition or transfer of Town assets to a joint service authority; and to discuss recommendations from staff and offer directions to staff relating thereto. Such discussions are exempt from the open meeting requirements of Section 2.2-3707 of the Virginia Freedom of Information Act pursuant to Section 15.2-2907(D) and Section 2.2-3711(A)(3) and (7) of the Code of Virginia, as amended.

The motion carried by voice vote (Ayes: Coleman, duFrane, Rimeikis, Risner, Ryan, Snider, Yowell (7); Nays: Jenkins (1); Absent: Olinger (1)). Council entered closed session at 11:10 a.m.

Council entered open session at 12:20 p.m.

Certificate of Closed Session: Pursuant to Code of Virginia Section 2.2-3712, Mayor Rimeikis polled the members for approval of the certificate of closed session that to the best of each member's knowledge only business matters lawfully exempted from open meeting requirements under Code of Virginia Sections 15.2-2902 (D) and 2.2-3711 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

The following roll call was taken: Ayes: Coleman, duFrane, Jenkins, Rimeikis, Risner, Ryan, Snider, Yowell (8); Nays: None (0); Absent: Olinger (1).

There was no formal action taken from closed session.

**ADJOURNMENT**: Council adjourned at 12:22 p.m.

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Clerk

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Mayor