

Town of Scottsville

Agenda

Town Council Work Session

Monday, February 12, 2024, 7:00 PM

Victory Hall, 401 Valley Street

AGENDA

1. REPORTS

- a. Police Chief
- b. Fire Chief
- c. Chamber of Commerce
- d. Architectural Review Board
- e. Planning Commission
- f. Government Services
- g. Emergency Preparedness Committee
- h. Park & Recreation Committee
- i. Treasurer

2. MAYOR AND STAFF REPORTS

- a. Mayor
- b. Town Attorney
- c. Town Clerk

3. CARRY-OVER TOPICS

- a. Amelie Morse, World Book Day 2024, April 21
- b. Establishment Dates and Times for 2024 Meetings (Currently 2nd & 3rd Mondays at 7pm)
- c. Committee charges and responsibilities document update
- d. Proposed policy for resignations on board and commissions
- e. Appropriations for FY 2023-2024:
 - Capital Improvements –Canal Basin Square Exhibits
 - Capital Improvements –Van Clief Nature Area
 - Community Development –Local Agency Support

4. NEW TOPICS

- a. None

5. ADJOURNMENT

This meeting will be held with both remote and in-person access. The Town provides remote access [online at this link](#) or call 301-715-8592, then enter meeting ID 880 5989 4673 and pass code 1744. The Town of Scottsville is committed to the letter and spirit of the Americans with Disabilities Act. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Town of Scottsville should contact the Town Administrator at 401 Valley Street, Scottsville, VA 24590, telephone 434-286-9267, as soon as possible but no later than 48 hours before the scheduled event

Town Administrator's Report

1i. Treasurer's Report: Included as a separate attachment.

3a. Amelie Morse, World Book Day 2024, April 20th, 2024: Amelie Morse will present a brief about her work with local stakeholders on a book day festival.

3b. Establishment Dates/Times for 2024 Meetings (Currently 2nd & 3rd Mondays at 7pm)

Background: Town Council has been discussing changing the dates and times of our meetings.

Town Administrator Comment: Since I am away on vacation. I am informing the Town Council that my schedule includes two meetings I attend for the Charlottesville Housing and Redevelopment Authority (CRHA). I have a Work Session meeting for CRHA on the 2nd Thursday of the month and a Regular Session meeting on the 4th Monday of the month, both are at 6pm in Charlottesville. I wanted to share my availability as the council discusses their scheduling for this year.

Additionally, I have attached the calendar of SCAN for the next two months, it is worthwhile making sure their events don't conflict with our meeting times, I have spoken to SCAN president, and they let me know that currently this schedule was created to avoid any conflicts with council meetings. Calendar shows that not much changes month to month in scheduling.

3c. Committee charges and responsibilities document update: As requested by the council, I am presenting again the committee charges and responsibilities document, the request was to discuss this item at the February work session.

Government Services Committee draft is included as Version A, changes include 1) removal of meeting times and liaisons. 2) designation made between chartered committees and "special purpose committees" 3) rule change that each committee has a council member liaison who attends but does not serve as a chairperson. 4) Rule change that liaisons will be voted on by a simple majority of the town council. 5) inclusion of a Financial Oversight Committee

Staff Recommendation: Consider a version B, drafted by me after reviewing the Government Services committee draft, 1) reflects assignments made last month, includes dates and times, allows committees flexibility with assigning their chairperson. Removes for this document an arbitrary demarcation between committees. Town Council should discuss simple majority vote on liaison assignments.

3d. Proposed policy for resignations on board and commissions: As requested by the council, I am presenting again the committee charges and responsibilities document, the request was to discuss this item at the February work session.

Staff Recommendation: Council consider 'Version A' which was written by the Town Administrator. It 1) takes into consideration input I have heard from the council during our meetings and 2) does not infringe on the authority of the Town Council to decide on their appointees.

3e. Appropriations for FY 2023-2024:

Included as a separate attachment.