



MINUTES

TOWN COUNCIL WORK SESSION

MONDAY, MARCH 25, 2024 AT 4:00 PM
COUNCIL CHAMBERS, 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. A. **Persons Present:**

Beth Taylor - Mayor
Cathy Pattison - Vice-Mayor
Holly Atkins - Council Member
Gary Gillman - Council Member
Candice Johnson - Council Member
Brian Freeman - Town Manager
Elaine HOLETON - Assistant Town Manager
Brandi Jones - Chief Deputy Clerk
Paul Cassell - Interim Town Attorney
Ron Jude - Computer Operations Manager
Josh Sharitz - Director of Parks and Recreation
Darren Umberger - Police Officer
Charlie Jones - Downtown Wytheville, Inc. Assistant
Jim Cohen

Persons Absent:

None

2. **ITEMS TO BE DISCUSSED**

A. **Approval of Agenda**

Mayor Taylor advised that the first item on the agenda is the Approval of Agenda. She noted that this required a motion and approval by the Council. Mayor Taylor inquired if there was a motion to approve the Work Session agenda.

Motion made by Vice-Mayor Pattison, Seconded by Councilman Gillman. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results, by roll call vote: Voting Yea: Councilwoman Johnson, Councilwoman Atkins, Mayor Taylor, Vice-Mayor Pattison, Councilman Gillman.

B. **Discussion regarding the Fiscal Year 2024-25 budget**

Mayor Taylor advised that the next agenda item is the discussion regarding the Fiscal Year 2024-25 budget. She stated that Town Manager Freeman would present the Council with more information regarding this topic.

Town Manager Freeman advised that the focus of his presentation would primarily be on the General Fund's Capital and One-Time Expenditures. He discussed the process of how the Town has developed the Capital and One-Time Expenditures for the upcoming budget cycle. Town Manager Freeman then presented the proposed Capital and One-Time Expenditure requests from Town Department Heads that were reviewed by the Budget and Finance Committee for the Fiscal Year 2024-25 budget. He presented one request to the Town Council that was made by the Public Works Department that would come from the Cemetery Perpetual Care Fund instead of the General Fund. Councilwoman Atkins inquired about a request that was made for lights at the Homestead Museum and if the lights could be paid for by the Homestead Endowment, since they have already been ordered. Town Manager Freeman explained that the lights at the Homestead had already been approved in last year's budget and that the Department did not have enough money to have the lights installed, which is the reason they are requesting additional funding. He stated that, however, he will seek additional information regarding the cost of the lighting and other ways to fund the installation. Councilwoman Johnson inquired if Town Manager Freeman would send each of the Council members a copy of the presentation that he shared at this meeting. Town Manager Freeman stated that he would send the presentation to the Council members. He then briefly reviewed the budget adoption calendar with the Council.

3. ADJOURNMENT

There being no further business, the Work Session was adjourned. (4:43 p.m.)

T. Brian Freeman, Town Manager

Brandi N. Jones, Chief Deputy Clerk