

The Smithfield Town Council held its regular meeting on Tuesday, December 3rd. 2013. The meeting was called to order at 7:30 p.m. Members present were Mr. T. Carter Williams, Mayor; Mr. Andrew Gregory, Vice Mayor, Mrs. Denise N. Tynes, Ms. Connie Chapman, Mr. Michael Smith, Dr. Milton Cook, and Mr. Randolph Pack. Staff members present were Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins III, Director of Planning, Engineering, and Public Works; Ms. Lesley King, Town Clerk; Mr. Steven G. Bowman, Police Chief; Ms. Ellen Minga, Town Treasurer; Ms. Amy Musick, Smithfield Center Director; Ms. Judy Winslow, Director of Tourism; and Mr. William H. Riddick III, Town Attorney. There were twenty (20) citizens present. The media was represented by Ms. Abby Proch of The Smithfield Times.

Mayor Williams – Good evening ladies and gentlemen. Welcome to the Smithfield Town Council meeting of December 3rd, 2013. We will start with the Pledge of Allegiance. We have Raleigh King with us tonight to lead us in the pledge.

All present stood and recited the Pledge of Allegiance to the flag.

Mayor Williams – At this time, we will start with the Informational Section. Our Town Manager will give us the Manager's Report.

Town Manager – Thank you. Welcome everyone. As far as the meeting agenda for this month, we do not have a Planning Commission meeting next Tuesday due to lack of items for consideration. We tentatively have a Board of Historic and Architectural Review meeting scheduled for December 17th. We will post it on the website if we do not have the meeting. Our Council Committee meetings are a week earlier due to the Christmas holiday. They will be Monday, December 16th and Tuesday, December 17th at 4:00 p.m. at the Smithfield Center. The town offices will be closed on December 24th and 25th. We will be taking action tonight to determine if we will be closed all day on the 24th. At the end of this week the Christmas tree lighting will be held at the Smithfield Center which is free and open to the public. The Smithfield High School Band will provide the music at 5:30 p.m. At 6:00 p.m. there will be a message and then we will head outside for the tree lighting. People can come back into the Smithfield Center after the tree lighting to enjoy a cup of soup or chili while listening to the band and caroling. We also have a special Christmas market downtown on Friday evening the following weekend and the Christmas parade will have a new line up and route. All entries must enter the parade line up from the corner of Cedar Street and Church Street. The parade

will end at the corner of James Street and Grace Street. The people that have been used to spectating along Grace Street near Cofer Auto and Gimme Shelter the parade will no longer pass by that area. At the end of the month, we will have a notice in the newspaper for a couple of weeks to announce that there will be no debris collection on December 25th or January 1st. Those days are Wednesdays which is when we normally do leaf collection. There will be no leaf collection or debris collection on December 25th or January 1st. We will offer the free special pick up of items such as boxes, wrapping paper and large bulky items that do not fit into the refuse or recycling category. Those will be picked up on December 26th and 27th following Christmas. Mr. Al Casteen with the Isle of Wight County Board of Supervisors will not be present this evening. The Mayor will comment on one or two items from the report in a little while.

Mayor Williams – Next is Public Comments. We have a few sign ups. I would like to remind you that you have five minutes to speak. We have four sign ups. We will start with Dr. Milton Cook.

Councilman Dr. Cook – Dr. Milton Cook. I live at 1210 Crescent Drive. I have a letter from a neighbor that I would like to read to you tonight. He has bronchitis and cannot speak. He asked me to read it to you. It is from Mr. Roger Ash who lives at 1211 Crescent Drive. I am writing this letter to respectfully request Council to consider installing a disc golf course in Windsor Castle Park within the Town of Smithfield. Unfortunately, I am not able to attend tonight's meeting as I am ill. However, I feel it is important to voice my support in the installation of the disc golf course. The game of disc golf is growing in many communities for both avid players and novices while respecting the natural surroundings that it is played within. More and more youth players are beginning to play. The sport can be another activity that supports the Get Out and Play concept endorsed by so many in our nation. The game of disc golf teaches you discipline, hand eye coordination, strategy, and many other life skills all the while ensuring that they are getting exercise since the sport does not allow carts or other vehicles. My nine year old son and I play this sport together. This is a sport that allows a family true quality time to talk, teach, and generally have fun. This time together can lead to higher strides within the sport as well. Several disc golf organizations in the area such as the Newport News Disc Golf Club are constantly looking for new places to play the sport. They want both a challenging course as well as

a picturesque location to play. I believe that Windsor Castle Park can provide such a venue for them. The Newport News Disc Golf Club puts on regular competitive events that challenge members to increase their skill and increase the esprit de corps of all who are involved. The sport is also played on the national level throughout the professional Disc Golf Association. Smithfield could be the home of the next national champion. Challenging our youth and providing an outdoor venue for our community are great ways to bring new people to our town as visitors and potential new residents. Disc Golf clubs are typically conscience of the courses. The members of the aforementioned Newport News Club take opportunities to assist the city with maintenance of the course periodically. Of course, I cannot guarantee that this will occur with Smithfield but our town is famous for its residents giving back to the community. As I previously mentioned a Disc Golf course can provide our own residents with an outdoor experience but it can bring much more. Disc Golfers from outside of our town can possibly bring in more tourism dollars as well. This would increase the revenue of small businesses as well as the town. Again, I respectfully request consideration of the creation of a Disc Golf course within Windsor Castle Park for all of the reasons previously mentioned. I believe this is a worthwhile opportunity for our town. Thank you for your time and consideration.

Sincerely, Roger Ash.

Mayor Williams – Next we have Mr. Dale Steffensmeier.

Mr. Steffensmeier – Dale Steffensmeier. I live at 11204 Gatling Pointe Parkway. In reading the paper and the buzz on the streets about Windsor Castle Park, I just wanted to get some information and find out what is going on. You get different angles about what is going on or what is not going on. I would also like to comment that it is great that we have this park. We have some great festivals such as the Wine and Brew Fest and the Rotary Club is having an Oyster Fest.

Mayor Williams – Please state your name and address for the record.

Mr. Pitt – Lawrence Pitt. I live at 3305 Sawyer Way, Toana, Virginia. A recent article in the Virginian Pilot newspaper described Windsor Castle Park as a gift of nature practically in our own backyards. Considering the authors are from Norfolk most of us in Smithfield accept this endorsement with a great deal of pride and acknowledge rightfully so some tinge of envy. As most of us know the Windsor Castle property which is approximately 208 acres was purchased and donated as a gift from Mr. Joseph W.

Luter III with a goal of developing a park. It was his insight, vision, and love for his hometown that inspired him to buy the land. A County resident, Mr. Henry McBurney wrote in a letter to Mr. Luter "I think that history will show that this contribution will be the most lasting and far reaching contribution you have made to our community." I fully agree with that. During the early stages of construction when the underbrush was being cleared from the area of the proposed trails people immediately began to walk in the cleared area. On a sunny, warm day it is not unusual to find the parking lot at the park full as well as the designated parking area at the Smithfield Station. Town and County residents, as well as residents throughout the Tidewater area, are using the park at an ever increasing rate. The kayak/canoe launch is attracting enthusiasts from James City County, Suffolk, Chesapeake, and Virginia Beach. The kayakers have found the launch superior to any site that they regularly visit. They find the waterways an ideal network of estuaries for wildlife observation. Success stories such as this are not possible without vision, imagination, and the will to follow through. My concern during the construction of the park was that while I was spending an enormous amount of his personal money. I was not convinced that it would attract users at the level that would qualify as a success. His answer was simple and a testament to his vision. He knew it would be successful. Smithfield is extremely fortunate to have a hometown benefactor that continues to hold a great fondness for the community for which he was born, spent his childhood, and wound up building a Fortune 500 company. As Mr. McBurney stated Windsor Castle Park will be his legacy. The Town of Smithfield should exercise due diligence, careful thought, appropriate research and analysis to truly identify the current and future needs of the community. The National Recreation and Park Association cautions against planning parks that are one size fits all or that one park provides every amenity that might appeal to one individual. To put forth a plan that encompasses items that are inconsistent with sound and proven park development is not in the best interest of the citizens nor the park itself. The current master plan that the Windsor Castle Park Foundation has put forth flies in the face of the National Park thinking and the visionary insight of its' benefactor . During construction of the park, Mr. Luter was approached by individuals who were interested in building a ball park complex at Windsor Castle Park. He agreed to help and presented the idea to Council. There was a considerable amount of public outcry against the idea. He withdrew his support for the complex at the park. In

the beginning plans for the park were not presented as a passive environment. It was quickly labeled as such by nearby residents. A ballpark was just not consistent with passive principles. No one, including me, would deny that the community needs for ball fields, soccer fields, or a disc golf courses but each must be evaluated on the merits of participation, upfront cost, ongoing maintenance, and property capital among other considerations. In my opinion, the disc golf course fails in all but one category listed above and that would be up front cost. The other and perhaps the most significant consideration is that it like the ball park does not fit the passive equation. In the letter that Dr. Cook read it said hopefully disc golf would one day bring large crowds having tournaments. It did not fit for the ball park so why would it fit for disc golf? Each amenity in the park stands on its' own merit based on needs, participation, cost, and compatibility. Aside from need items restrooms, parking areas and other categories should undergo appropriate research and analysis to truly identify the current desires of the community to obtain an understanding of the goals unique to each community. The fishing pier is a unique feature but addresses a specific need in a segment of the population as with the Dog Park, kayak launch, picnic area, overlook, and trails. Of the many parks that I have visited over the years throughout Virginia, one characteristic that I have found in common is the location of restrooms, offices, picnic areas, and playground areas centered near the parking area. All other amenities are interspersed throughout the park but none to intrude on the other. They may be interwoven such as trails and overlooks but each stands alone. The trails are sacred to the park. The trails are the backbone of the park. I do not believe that Council would be doing justice to the enormous treasure that the town has been given or to the people who regularly use the park to put forth a generic plan of a one size concept fit all. I do not see a member that was part of the Council when Mr. Luter first made the offer in 2009 to donate monies for the purchase of the Windsor Castle property. If the plan is adopted the next assemblage of Council members may feel an obligation to the previously approved plan may become a reality without the process of due diligence. In October 2012, a member of the Windsor Castle Park Foundation announced being approached by a potential donor who was willing to contribute a substantial amount of money towards the development of a playground at the park. The Foundation engaged the services of Natural Playgrounds, LLC out of New Hampshire to provide a concept plan for the playground

that would be used as a display exhibit for the proposed donor as well as other potential donors. One year later with \$19,000.00 spent to develop the plan you have the document that you were presented earlier. In the meantime due to the Foundation dragging their feet the donor withdrew the offer. I am not opposed to comprehensive plan development as a tool for future development be it roads, schools, or parks. However, what began as a proposal for a concept of a natural playground has morphed into a grand scheme to address the fancy of every constituent with or without merit. This plan should not be put forward for consideration. Council must recognize the enormous treasure that has been bestowed upon the citizens of Smithfield, Isle of Wight County, and the surrounding area. Council must exercise extreme patience, foresight, and fiduciary responsibility to guard against haphazard development and individual goals. As much as I dislike the term consultant in this case it is my belief that a treasure of this magnitude requires expertise far greater than what has been displayed thus far. The least that the Council should do at this point is to table their plan until a public hearing is held to gage the public input on the proposal. I was trusted and given the responsibility to develop Windsor Castle Park. To this day and perhaps the remaining years of my life will always be influenced by the experience. I see the enormous uses of the park. I listen to the stories of appreciation to those that I come in contact with on the trails. I am left with a great deal of pride and humility. I encourage the Council to see the park through my eyes and pledge to preserve what has become a treasure and gem to this area.

Mayor Williams – Please give us your name and address please for the record.

Mr. Face – Brad Face. I live at 334 South Church Street. Mr. Mayor and members of Council, thank you for the opportunity to speak tonight on the subject of Windsor Castle Park. I begin every morning in fact that my schedule and weather permit a long walk through Windsor Castle Park. Each of those mornings I say thank you to Mr. Luter for the spectacular gift that he gave us. Not just those of us who have the good luck to live in Smithfield and enjoy the park regularly but the gift that he gave countless generations from all over the world who will one day visit the park in the years to come. I was so impressed by Mr. Luter's comments on the day that the park was dedicated. He said, "That this is the one thing that he has done in his life that he knows will last as long as there are humans on earth". He has had such an exceptional life in business and

philanthropy. It is gratitude and the appreciation of the unique nature of Mr. Luter's gift that motivated me to appear tonight. It is understandable that Smithfield is excited about all of the possibilities of the park and all the things that we might do that might make the park better. My backyard adjoins the park. I have walked the trails literally hundreds of times. I have talked with hundreds of people in the park and most of them are from out of town. I can tell you quite honestly that not one of them has said a single negative word. Not one has said that this is nice but the park would be so much better if you did this. If we leave the park exactly as it is no future generation will regret our decision. That is not to say that nothing should be done. I am simply pointing out that there is no pressing reason to make changes in what is a wonderful park. It is unique in my personal experience which has included visits to four continents. I encourage all of us to understand that anything that we do to this park must be done with considerable thought and care. There is every reason not to rush if we share Mr. Luter's vision that this park is something that will be around forever. In fact, I will argue that we must balance the excitement of the possibilities of the moment with the sober reality of the responsibility that is now ours.

Mayor Williams – Some of you attending tonight may not know that you had the opportunity to sign up for public comments. The floor is open if anyone else wants to speak.

Mr. Epps – Gary Epps. I live at 321 Granville Arch. My biggest concern about what happens with Windsor Castle Park is that we do not do something from which we can never retreat. If a portion of it goes into private ownership then there are real questions about public access. I am a photographer but there are many other types of people that enjoy the park. I cannot tell you the joy that I have had over the last several years taking photographs of that beautiful place. If it goes into private hands then the real question is what will be the parameters? I do not know how that will turn out. The park is truly a jewel. Whatever decision the Council makes then you owe it to yourselves and all of us to make sure that public access is maintained in perpetuity. Thank you.

Mayor Williams – Is there anyone else who would like to speak? Hearing none, we will close the public comments. Thank you all for participating. We appreciate you coming out and voicing your opinions. Mr. Al Casteen is not here tonight. I am sure that

you all have his report. There will be a Stormwater Program work session on December the 5th. Will we have someone there?

Director of Planning, Engineering, and Public Works – We will have a staff member there.

Mayor Williams – Next is Council Comments. Does any Council member have any comments?

Councilwoman Tynes – Thank you, Mayor Williams. I have a favorite quote. It says that I must stand for something if not then I will fall for anything. Tonight I stand before the citizens of Smithfield as an elected official I feel that the Town Council has disappointed many citizens of Smithfield with the usage of public property at Windsor Castle Park. I as your elected official would like to personally apologize to you for leaving a lot of decisions to a third party. In correcting that, I would like to make a suggestion that Mayor Williams appoint an adhoc committee to conduct public input on the future usage of Windsor Castle Park including the Manor house. I would also like to suggest that Councilman Smith and Councilman Pack be considered as co-chairs for this committee because of their professional expertise.

Mayor Williams – Are there any other Council comments?

Councilman Dr. Cook – First I was going to state my position about Windsor Castle Park but I will hold that until later when we talk about it some more. I would like to start my next comment with a quote “sometimes I feel that I might be out there on a limb by myself says Ms. Tynes who says that she trusts Council members Mike Smith, Randy Pack, and Carter Williams because they are for the citizens and have no agenda.” I was going to have a very long discussion about that quote but I feel that the comment was petty and you attack several of us on the committee indirectly. I feel that I do not need to dive into arguing with you. I am here, elected by the citizens, not to be people’s friends on this council. I just wanted to let you know that the quote was recognized. People know what was said and it really upset and disappointed several of us.

Mayor Williams – Are there any other Council comments?

Councilwoman Chapman – I would like to recognize the efforts of Ms. Sue Ivy and Ms. Gina Ippolito particularly for what they have been doing on the Windsor Castle Park Foundation Board. It is easy to sit from the outside and look in and say that they

should do this or should do that. Unless you are in their shoes, please do not judge them until you have walked in their shoes. It is a difficult place to be. They are doing a great job if you are into what they are doing and are educated on the whole process which we will dive into in a little while.

Vice Mayor Gregory – It is nice to have a good turn out tonight. I appreciate the comments from the public tonight. We have had a couple of emails forwarded to several Council members. I think everybody on Council is in favor of more public input in regards to the park. The park is very important to all of us. There were implications by citizens that all of this was done secretly behind closed doors. It was very offensive. All of the meetings have been open to the public. All of the meetings when the Foundation Board hired the consultant to go through all of the amenities of the park were open to the public. No one showed up. We had one meeting where forty five people came. We had a lot of good input initially. Unattended does not mean secret. All of these meetings are well published. They are on the website and in the newspaper. They are constantly put into the public view so that if you are interested on a topic then you can come and give your feedback. The idea that this Council is not transparent was insulting to me. I hope it was insulting to other Council members. We were compared to people in Washington D.C. I think one of the great things about this Council is that we do work well together most of the time. We rarely go into extended closed sessions. We are very transparent. I think we will continue to do that. I just wanted to state that for the record. Thank you.

Mayor Williams – Are there any other Council comments? Thank you all for your comments. Next is the Summary of Consent Agenda Items. Each chairperson gives a brief overlay of what we have already discussed in our Committee meetings. We have eight consent agenda items tonight. Does any Council member wish to pull any item from the consent agenda?

Councilwoman Chapman – I would like to pull item C-6 which is a motion to approve the Natural Playground Company Concept Plan for Windsor Castle Park.

Mayor Williams – Is there any other Council member that would like to pull an item? Hearing none, we will start with the Police Committee Chair, Ms. Denise Tynes.

Councilwoman Tynes – Police Committee Summary. We have a motion to approve funding for the initial start up of the Smithfield Police Department Honor Guard.

It is something new that we decided that we would like to see. The primary function of this unit would be to present colors showing honor to our fallen heroes and lead parades. Normally, these units consist of four to five members of the Police Department.

Mayor Williams – Next we have Mr. Randy Pack, Finance Committee Chair.

Councilman Pack – Finance Committee Summary. Thank you, Mr. Mayor. The Finance Committee has two items for consent this evening. It is an annual budgeted contribution to the Christian Outreach Program for \$14,000.00. We are recommending approval. The second item is a motion to approve the Christmas holiday schedule. After much discussion in committee, we finally agreed that on December 23rd the town will have an employee Christmas luncheon. Offices will be closed from noon until 1:00 p.m. for presenting of service awards and lunch for the employees. They will return back to work at 1:00 p.m. The offices will be closed for a full day, as opposed to half a day, on Christmas Eve which is December 24th. Offices will be closed all day on December 25th.

Mayor Williams – We move now to Parks and Recreation Chair, Ms. Connie Chapman.

Councilwoman Chapman – Parks and Recreation Committee Summary. Our first item is C-4 which is a motion to approve an Eagle Scout project from Bryce Looney. It would be in the large dog park at Windsor Castle. It would be an agility course similar to items in the small dog park. It would include two jumps, four section ramps, and two tunnels. The next item is a resolution to dissolve the Town appointed Windsor Castle Park Foundation Board. The Foundation Board has now become independent of the town. The Foundation has become a fundraising entity. The town will no longer appoint members to the Foundation. They will select their own members through public sources and input. They have a 501C-3 status.

Mayor Williams – Next we move to the Public Works Committee Chair, Mr. Mike Smith.

Councilman Smith – Public Works Committee Summary. Thank you, Mr. Mayor. We have a resolution to reallocate funds which are left over from VDOT projects. They have to go to VDOT projects. However, since we do not have 10.6 million dollars to do a third lane for Church Street we decided to earmark these funds to connect a trail from Windsor Castle Park to Nike Park.

Mayor Williams – Next we have item C-8. Our Town Manager will speak on this.

Town Manager – In your packet, we included the meeting schedule for 2014 which is for the entire year of Council meetings, Committee meetings, BHAR, Planning Commission, and BZA. We even have our staff meetings in there. It is public information when we meet. Obviously, there were a couple of holidays just like this year where we had to make some adjustments to the regular schedule.

Town Clerk – The May and November Committee meetings will be early.

Town Manager – The May and November Committee meetings will be early due to holidays. You are also able to change the schedule but it gets it out there for the public so that they know the meeting schedule for the upcoming year.

Mayor Williams – This schedule is on our website so that you can look it up. You can come to these Committee meetings so that you can keep up with what we are doing. We also have public comments at our Committee meetings. You can also voice your opinion there and keep us informed about how we should be voting for you. I need a motion on the consent agenda items.

Councilwoman Chapman – I will make a motion to approve the consent agenda items with the exception of C-6 which was pulled.

- C1. Motion to Approve Funding for Initial Start Up of Smithfield Police Department Honor Guard.
- C2. Invoices Over \$10,000 Requiring Council's Consideration:
 - a. Christian Outreach Program (Annual Budgeted Contribution)
\$14,000.00
- C3. Motion to Approve Christmas Holiday Schedule.
- C4. Motion to Approve Eagle Scout Large Dog Park Agility Course Project.
- C5. Resolution to Dissolve the Town Appointed Windsor Castle Park Foundation Board.
- C6. Pulled from Consent Agenda.
- C7. Resolution to Reallocate the Town's Virginia Department of Transportation Urban Funds to Another Project.
- C8. Motion to Approve the 2014 Meeting Schedule as Proposed.

Councilman Pack – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – Next we have Item C-6 which is a Motion to Approve the Natural Playground Company Concept Plan for Windsor Castle Park as Presented by the Windsor Castle Park Foundation Board.

Councilwoman Chapman – We have received a lot of feedback after our last Committee meeting on the concept plan. We would like to propose a public informational forum at the Smithfield Center on December 16th at 6:30 p.m. following the regular Committee meetings. We have had several informational forums that have been open to the public. On November 28th, 2012 the Natural Playground Company shared different amenities that could be placed in the park and approximately fifty people attended the meeting. On March 5th, 2013 there was a focus group that was put together with two citizens that were not part of the Windsor Castle Foundation Board. We have had online surveys. There is a Windsor Castle Facebook page. There has been plenty of information out there you just have to be proactive and look for it. All of our meetings are open to the public. We encourage you to come. What I would like to propose for the December 16th public informational session is that if you have a concerns please come to the meeting. It is our diligence as Council members to find that out because we are here for the public. I do not have an agenda. I do not have any personal interest in the park other than I enjoy it. I want to know what the citizens want. We have received feedback through these other sources but we are interested in hearing feedback from those that have circulated emails or who have additional concerns. We will have the concept plans on display. We invite everyone to attend on December 16th at 6:30 p.m. If you have concerns then I encourage you to email me or any member of this Council. It is great to have concerns in writing so Council will know the number of people for or against a particular item. You can speak at the meeting. Please do not hesitate to contact any Council member. I will make a motion to take item C-6 back to the December 17th Parks and Recreation Committee and have a December 16th public informational session.

Councilman Pack – Second.

Town Manager – Staff will advertise the meeting in the newspaper next Wednesday and put it on the website.

Councilwoman Tynes – I received an email today from Councilwoman Chapman that the Windsor Castle Foundation Board would be in charge of the informational meeting on December 16th and not Town Council. If that is true then I would like to again recommend that Town Council be in charge of this meeting with the public.

Councilwoman Chapman – There is actually no one in charge. Ms. Gina Ippolito and Ms. Sue Ivy members of the Windsor Castle Foundation Board have agreed to come and be available as an information source. If someone asks a question that Council members are not informed of then they can help answer. We are absolutely in this together even though they are members of the Foundation and we are members of Council. I would encourage all Council members to attend so that we can educate ourselves on all of the amenities and impact that they will cause currently and in the future. A lot of these amenities are not written in stone. If we do not raise the money for them then we are not going to build them. The reason that the Disc Golf Course was included was because it was included at no extra charge while the Natural Playground Company was already here surveying the park. They went ahead and laid out a preliminary location of 4100 linear feet for a possible Disc Golf Course which was a result of the public input surveys. I encourage the citizens, Council members, Town staff and the Foundation Board to be present at this meeting.

Town Manager – Staff would recommend that we treat it very similar to how we had a public forum when we laid out the plans for the last phase of the South Church Street Project. We will not have the consultant here since they are in New Hampshire. We have staff and Foundation Board that are familiar with all that went into the plans to answer questions. Council can answer questions. We will make sure that there are recorders available as well as notepads for people to leave comments. They can write comments or speak whichever they prefer. The South Church Street forum was very successful. We recommend handling it the same way.

Councilwoman Chapman - For anyone who cannot attend that night they can contact Council members by email or telephone.

Mayor Williams – Do any other Council members have a question or a comment? We are in the middle of a vote Mr. Pitt. I will get to you in a moment.

Mr. Pitt – It pertains to what you are getting ready to vote on.

Town Attorney – That would be out of order.

Mayor Williams – Hearing no other comments, we have a motion to move the Windsor Castle Park Playground Concept Plan back to our Committee meeting on December 17th and a public forum on December 16th. Roll call vote.

On call for the vote, seven members were present. Vice Mayor Gregory voted aye, Councilman Smith voted aye, Councilwoman Chapman voted aye, Councilwoman Tynes voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – The motion passed. Thank you all very much. Next we move to our Action Section. We have a Motion to Approve the Minutes for the Town Council Meeting of November 5th, 2013.

Town Attorney – Mr. Mayor, I have made minor revisions and corrections and would recommend that the minutes be approved as revised and corrected.

Vice Mayor Gregory – So moved.

Councilwoman Chapman – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, Councilwoman Chapman voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – Next we have a Motion to Appoint a Nominating Committee to Appoint/Reappoint the Expiring Terms of Charles F. Bryan, Randolph Pack and Michael Swecker of the Planning Commission. I would like to appoint Dr. Milton Cook and Mr. Mike Smith to that committee. Next we have a Motion to Appoint a Nominating Committee to Appoint/Reappoint the Expiring Terms of Nancy Fortier and Cecil W. Gwaltney Jr. of the Board and Historic and Architectural Review. I would like to appoint Ms. Connie Chapman and Mr. Andrew Gregory for that committee. Next we have a Motion to Appoint a Nominating Committee to Fill the unexpired Term of Mr. Joseph Campbell to the Board of Zoning Appeals. I would like to appoint Ms. Denise Tynes and Mr. Randy Pack on that committee. We will need those by the next Council meeting. Next is New Business. Does anyone have any new business? Next is Old Business.

Does any Council member have any old business? Next is a Closed Session. Thank you ladies and gentlemen for coming out tonight. If you want to stay until after the closed then you are certainly welcome to. Thank you all for coming.

Town Attorney – We need a motion to go into closed session for the purpose of discussing the acquisition of real property for public purposes and the discussion of the disposition of publicly held real property.

Vice Mayor Gregory – So moved.

Councilman Smith – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Vice Mayor Gregory voted aye, Councilwoman Chapman voted aye, Councilwoman Tynes voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Town Council went into closed session at 8:20 p.m.

Town Council went back into regular session at 8:55 p.m.

Town Attorney – We need a motion to go back into open session.

Councilwoman Chapman – So moved.

Councilman Smith – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Vice Mayor Gregory voted aye, Councilwoman Chapman voted aye, Councilwoman Tynes voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Town Attorney – We need a motion that during the closed session there was only a discussion of the acquisition of real property for public purposes and the disposition of publicly held real property pursuant to 2.2-3711.A.3 of the Code of Virginia.

Vice Mayor Gregory – So moved.

Councilman Pack – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Vice Mayor Gregory voted aye, Councilwoman Chapman voted aye, Councilwoman

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Tynes voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – We are going to continue this meeting until December 10th at 5:00 p.m. We are adjourned.

The meeting was continued until December 10th 2013.



T. Carter Williams
Mayor



Peter Stephenson, AICP, ICMA-CM
Town Manager