

**Town Manager**  
David A. Mekarski

**Town Attorney**  
Sally Hankins

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**Chief of Police**  
Cynthia A. McAlister

**Town Clerk**  
Diana Hays

**Department Directors**  
Elizabeth Krens, Finance  
Buster Nicholson, Public Works  
Patrick Sullivan, Community Development  
Shannon Bohince, Information Technology  
Hooper McCann, Administration

**DATE:** March 13, 2019

**TO:** Purcellville Town Council  
Sally Hankins, Town Attorney

**FROM:** Diana Hays, Town Clerk

**SUBJECT:** Notice of Town Council Special Meetings/Budget Work Sessions

This is to notify you that, in accordance with the Code of Virginia §15.2-1418, the Mayor has called special meetings/budget work sessions on the following dates:

- Wednesday, March 20, 2019, 7:00 PM
- Thursday, March 28, 2019, 7:00 PM
- Wednesday, April 3, 2019, 7:00 PM
- Thursday, April 25, 2019, 7:00 PM
- Wednesday, May 1, 2019, 7:00 PM

The meetings will take place at Town Hall, 221 S. Nursery Avenue, Purcellville.

The topics of discussion are those items listed on the agenda for the special meeting. Copies of the agendas are attached.



**AGENDA**  
**TOWN COUNCIL SPECIAL MEETING/BUDGET WORK SESSION**  
**WEDNESDAY, MARCH 20, 2019, 7:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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- 1. CALL TO ORDER OF SPECIAL MEETING (Mayor Fraser)**
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION**
- 4. PRESENTATION OF FY 2020 BUDGET (D. Mekarski)**
- 5. DISCUSSION OF BUDGET REVIEW PROCESS (Town Council)**
- 6. REVIEW OF UPCOMING BUDGET SCHEDULE (Town Council & Staff)**
  - a. Thursday, March 28, 2019, 7:00 PM (Public Works, Water, Wastewater)
  - b. Wednesday, April 3, 2019, 7:00 PM (Community Development, Police Dept.)
  - c. Thursday, April 25, 2019, 7:00 PM (Administration, Finance, Information Technology, Parks and Recreation)
  - d. Wednesday, May 1, 2019, 7:00 PM (Long-Term Planning – GF 2030 Plan – Davenport and Stantec)

*\*Additional sessions as needed*
- 7. ADJOURNMENT**



**AGENDA**  
**TOWN COUNCIL SPECIAL MEETING / BUDGET WORK SESSION**  
**THURSDAY, MARCH 28, 2019, 7:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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- 1. CALL TO ORDER OF SPECIAL MEETING / BUDGET WORK SESSION (Mayor Fraser)**
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION**
- 4. FY 2020 BUDGET WORK SESSION**
  - A. Discussion of Operations and Capital Improvement Projects (CIP) (B. Nicholson)
    - i. Public Works
    - ii. Water
    - iii. Wastewater
- 5. DISCUSSION OF COUNCIL QUESTIONS**
- 6. REVIEW OF UPCOMING BUDGET SCHEDULE (Town Council)**
  - a. Wednesday, April 3, 2019, 7:00 PM (Community Development, Police Dept.)
  - b. Thursday, April 25, 2019, 7:00 PM (Administration, Finance, Information Technology, Parks and Recreation)
  - c. Wednesday, May 1, 2019, 7:00 PM (Long-Term Planning – GF 2030 Plan – Davenport and Stantec)

*\*May add additional meetings, if needed*
- 7. ADJOURNMENT**



**AGENDA**  
**TOWN COUNCIL SPECIAL MEETING / BUDGET WORK SESSION**  
**WEDNESDAY, APRIL 3, 2019, 7:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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- 1. CALL TO ORDER OF SPECIAL MEETING / BUDGET WORK SESSION** (Mayor Fraser)
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION**
- 4. FY 2020 BUDGET WORK SESSION**
  - A. Discussion of Operations and Capital Improvement Projects (CIP)
    - i. Community Development (P. Sullivan)
    - ii. Police Department (C. McAlister)
- 5. DISCUSSION OF COUNCIL QUESTIONS**
- 6. REVIEW OF UPCOMING BUDGET SCHEDULE** (Town Council)
  - a. Thursday, April 25, 2019, 7:00 PM (Administration, Finance, Information Technology, Parks and Recreation)
  - b. Wednesday, May 1, 2019, 7:00 PM (Long-Term Planning – GF 2030 Plan – Davenport and Stantec)

*\*May add additional meetings, if needed*
- 7. ADJOURNMENT**



**AGENDA**  
**TOWN COUNCIL SPECIAL MEETING / BUDGET WORK SESSION**  
**THURSDAY, APRIL 25, 2019, 7:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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- 1. CALL TO ORDER OF SPECIAL MEETING / BUDGET WORK SESSION (Mayor Fraser)**
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION**
- 4. FY 2020 BUDGET WORK SESSION**
  - A. Discussion of Operations and Capital Improvement Projects (CIP)
    - i. Administration (H. McCann)
    - ii. Finance (L. Krens)
    - iii. Information Technology (S. Bohince)
    - iv. Parks and Recreation (A. Ware)
- 5. DISCUSSION OF COUNCIL QUESTIONS**
- 6. REVIEW OF UPCOMING BUDGET SCHEDULE (Town Council)**
  - a. Wednesday, May 1, 2019, 7:00 PM (Long-Term Planning – GF 2030 Plan – Davenport and Stantec)

*\*May add additional meetings, if needed*
- 7. ADJOURNMENT**



**AGENDA**  
**TOWN COUNCIL SPECIAL MEETING/BUDGET WORK SESSION**  
**WEDNESDAY, MAY 1, 2019, 7:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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- 1. CALL TO ORDER OF SPECIAL MEETING / BUDGET WORK SESSION**  
(Mayor Fraser)
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION**
- 4. LONG-TERM FINANCIAL PLANNING PRESENTATION BY THE TOWN'S**  
**FINANCIAL ADVISORS (Davenport and Stantec)**
- 5. TOWN COUNCIL QUESTIONS/COMMENTS**
- 6. DISCUSS ADDITIONAL BUDGET WORK SESSION, IF NEEDED**
- 7. ADJOURNMENT**

\*Roll Call Votes