



# Town of Port Royal

Established 1744

*“Behold Us Rising”*

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**AGENDA  
REGULAR MEETING OF TOWN COUNCIL  
OF PORT ROYAL, VIRGINIA  
PORT ROYAL TOWN HALL  
Tuesday, February 20, 2018  
7:00 p.m.**

**CALL TO ORDER – Port Royal Town Council**

**AMENDMENTS TO THE AGENDA**

**7:00 p.m. – PUBLIC COMMENT –**

- ◆ Comments will be limited to three minutes, per person, in order to afford everyone an opportunity to speak. If comments relate to a specific public hearing item, we ask that you offer those comments at the time of the public hearing.

**REPORTS OF MEMBERS OF THE TOWN COUNCIL (including but not limited to committee/commission updates, reports on Council assignments, and items of interest):**

- Sharon Farmer
- Gladys Fortune
- Bill Henderson
- Alex Long
- J.P. Wilkerson
- Vice-Mayor Monica Chenault
- Mayor Jim Heimbach

<b>ITEM NO.</b>	<b>DESCRIPTION</b>
<b>02-10</b>	<b><u>Consent Agenda:</u></b>  02-10.1: Minutes from January 16, 2018 Town Council Meeting  02-10.2: January 2018 Financial Reports
<b>02-11</b>	<b><u>Report of the Town Attorney</u></b>  None
<b>02-12</b>	<b><u>Board/Commission/Agency Representatives and Public Hearings:</u></b>  02-12.1: Kevin Wightman – Caroline County Building Official
<b>02-13</b>	<b><u>Formal Presentations and Reports:</u></b>  None
<b>02-14</b>	<b><u>Action Items:</u></b>  02-14.1: Invoice from Dewberry Engineers, Inc. relating to the Port Royal Water System Improvement Project

**02-15**

**Discussion Items:**

1. 02-15.1: Discussion relating to Council Committees
2. 02-15.2: Discussion relating to a Professional Event Planner.
3. 02-15.3: Discussion relating to Town Code.
4. 02-15.4: Discussion relating to Business License Form, Zoning Permit Form, and Subdivision Application Form.
5. 02-15.5: Discussion relating to Development Guide

**02-16**

**Report of the Town Clerk**

**02-17**

**Report of the Town Manager**

**02-18**

**Information Items:**

02-18.1: Upcoming Events:

**02-19**

**Closed Session:**

02-19.1: Closed session pursuant to Section 2.2-3711(A)(7) of the Code of Virginia regarding consultation with legal counsel specifically relating to enforcement of the meals tax, and closed session pursuant to Section 2.2-3711(A)(1) of the Code of Virginia regarding discussion relating to personnel matters.

Adjourn to Tuesday, March 20, 2018 at 7:00 p.m. at the Port Royal Town Hall



**PLEASE NOTE, ALL TIMES ARE APPROXIMATE**

**419 King Street ~ P.O. Box 29 ~ Port Royal, Virginia 22535 ~ (804) 742-5331**