

**APPROVED MINUTES
TOWN OF URBANNA TOWN COUNCIL
REGULAR MEETING OF MAY 14, 2026**

A regular meeting of the Town Council of the Town of Urbanna, Virginia, was held on the 14th day of May, 2026 beginning at 6:00 p.m. in the Meeting Room of the Middlesex Volunteer Fire Department located at 330 Virginia Street in Urbanna, VA.

AGENDA ITEM 1. CALL TO ORDER

Mayor Goldsmith called the meeting to order at 6:00pm.

AGENDA ITEM 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A COUNCIL MEMBER

Councilmember Justice made a motion to approve electronic participation by Councilmember Austin due to personal reasons. Councilmember Wilson seconded. The Mayor called for any discussion. The members were polled:

Larry Chowning	Aye
Alana Courtney	Aye
Bill Goldsmith, Mayor	Aye
Merri Hanson	Absent
Beth Justice	Aye
Robbie Wilson	Aye

The motion passed 5-0 with 1 absent.

Councilmember Austin joined via Zoom from Chincoteague, VA where she was attending the VML Small Towns Conference on behalf of the Town.

AGENDA ITEM 3. ROLL CALL

The Mayor called the roll:

Marjorie Austin	Present (via Zoom)
Larry Chowning	Present
Alana Courtney	Present
Bill Goldsmith, Mayor	Present
Merri Hanson	Absent
Beth Justice	Present
Robbie Wilson	Present

Others Present:

Ted Costin, Town Administrator
Christine Hall, Town Clerk
Michele Hutton, Treasurer
Andrea Erard, Town Attorney
Members of the public and press

AGENDA ITEM 4. PLEDGE OF ALLEGIANCE

The Mayor led the Pledge of Allegiance.

AGENDA ITEM 5. REVIEW AND ADOPTION OF MEETING AGENDA

Councilmember Austin made a motion to approve the agenda as presented. Councilmember Justice seconded. The Mayor called for any discussion. All were in favor with none opposed. The motion passed 6-0 with 1 absent.

AGENDA ITEM 6. APPROVAL OF MINUTES

6a. April 23, 2026 Work Session Draft Minutes

Councilmember Justice made a motion to approve the April 23, 2026 minutes as presented. Councilmember Austin seconded. The Mayor called for any discussion. All were in favor with none opposed. The motion passed 6-0 with 1 absent.

AGENDA ITEM 7. PUBLIC HEARINGS

7a. 2026-SUP-01 (Ordinance 02-2026): William C. Hight, III

Mr. Costin presented the staff report and said the Planning Commission voted to recommend approval following their public hearing on May 6, 2026.

Mr. Hight said this is not a conversion; the space is already there. He said he thinks this should be a by-right use and he shouldn't have to get a SUP.

The Mayor opened the public hearing comment period. There being no speakers, the Mayor closed the public hearing comment period.

Councilmember Austin made a motion to approve Special Use Permit 2026-01 (Ordinance 02-2026) subject to the conditions proposed. Councilmember Justice seconded. The Mayor called for any discussion. The members were polled:

Marjorie Austin	Aye (via Zoom)
Larry Chowning	Aye
Alana Courtney	Aye
Bill Goldsmith, Mayor	Aye
Merri Hanson	Absent
Beth Justice	Aye
Robbie Wilson	Aye

The motion passed 6-0 with 1 absent.

ORDINANCE 02-2026 (Uncodified)

**SPECIAL USE PERMIT (SUP) APPLICATION 2026-SUP-01, WILLIAM C. HIGHT, III
TO ESTABLISH RESIDENTIAL SPACE IN PART OF AN EXISTING COMMERCIAL BUILDING
LOCATED AT 271 PRINCE GEORGE STREET, URBANNA, VIRGINIA 23175,
TAX MAP NO. 20A-1-47 IN THE B-1 ZONING DISTRICT, ACREAGE UNKNOWN**

WHEREAS the applicant, William C. Hight, III, requests a Special Use Permit (SUP) to establish residential space in part of an existing commercial building located at 271 Prince George Street, Urbanna, VA 23175 (Tax Map No. 20A-1-47, Zoned B-1); and

WHEREAS the Urbanna Planning Commission held a duly advertised Public Hearing pursuant to Code of Virginia §15.2-2204 on May 6, 2026 to accept comment from adjacent home owners and the general public and voted to recommend approval of Special Use Permit 2026-01 subject to the conditions proposed; and

WHEREAS the Urbanna Town Council held a duly advertised Public Hearing pursuant to Code of Virginia §15.2-2204 on May 14, 2026 to accept comment from adjacent home owners and the general public;

NOW, THEREFORE, BE IT ORDAINED by the Urbanna Town Council that Ordinance 08-2024 granting Special Use Permit 2024-SUP-04 for a recreational facility at 271 Prince George Street, Urbanna, VA 23175 (Tax Map No. 20A-1-47) is hereby revoked; and

BE IT FURTHER ORDAINED that Special Use Permit 2026-01 is hereby granted for 271 Prince George Street, Urbanna, VA 23175 (Tax Map No. 20A-1-47), subject to the following terms and conditions:

1. This Ordinance which grants a Special Use Permit to allow for conversion of approximately 1000 sq. ft. into an apartment at 271 Prince George Street, shall be recorded in the Middlesex County Clerk's Office by the property owner; the property owner shall provide a stamped copy of the recorded Ordinance to the Town Administrator;
2. All federal, state, and local laws, regulations, and rules shall be observed at all times;
3. The property shall be maintained in a clean and orderly manner at all times;
4. Remaining first floor activities shall be limited to those commercial uses permitted by right or by special use permit under the then-existing Town of Urbanna Zoning Ordinance;
5. Off street parking shall be provided and marked for two (2) spaces per dwelling unit, one (1) of which shall accommodate handicapped parking;
6. Failure to abide by any condition subjects this Special Use Permit to revocation by the Urbanna Town Council in accordance with legal requirements existing at the time; and

This Ordinance shall take effect upon adoption.

ADOPTED this 14th day of May, 2026.

7b. 2026-SUP-02 (Ordinance 03-2026): Shawn Pickett (Urbanna Pearl Oyster Tavern)

Mr. Costin presented the staff report and said the Planning Commission voted to recommend approval following their public hearing on May 6, 2026.

Mr. Pickett said he is trying to address possible future changes to avoid having to come back for another SUP.

The Mayor opened the public hearing comment period.

AB Gravatt of Virginia Street said he fully supports the Pearl. He said it is all local and feels like "Cheers", where everyone knows everyone. He said locals go there to have fun and play bingo and charades. He said some of the prizes were a bag of chips, a glass of wine, and tours of Lansdowne. He said the Pearl is an asset to the Town.

Susan Johnston of Red Hill Lane said she echoes what Mr. Gravatt said. She said it is the only place to get local seafood and oysters. She said it is a fun place and nothing criminal takes place there.

Kerry Robusto of Rappahannock Avenue said she also echoes what Mr. Gravatt and Ms. Johnston said. She said the Pearl is her favorite place to go since she moved here and they know you. She

said the property is also historical and used to belong to Dr. Mitchell of the Mitchell's Map. She said everything in the restaurant is all about Virginia.

There being no further speakers, the Mayor closed the public hearing comment period.

Councilmember Austin said she thinks it's ridiculous that Mr. Pickett has to go through all these SUPs. She thinks it's an insult and needs to stop. Mr. Costin said this is the process set out in the Town's ordinance. Councilmember Chowning asked if others are treated differently. Mr. Costin said there are some restaurants that were here before the ordinance and are grandfathered and another came in just under the time limit to take over the SUP from a previous restaurant. Mr. Costin said he finds it strange that the Town's ordinance says restaurants are not a by-right use in the commercial district. He reminded Council that they can change the ordinance to address any issues as they see fit.

Councilmember Wilson said he thinks Condition 4 regarding gaming is onerous. Ms. Erard said Council can completely remove Condition 4 if they so desire.

Council's general consensus is to evaluate both the Zoning Ordinance and the SUP process and make restaurants a by-right use in the commercial district. Mr. Costin asked Council to look at all the by-right uses in the Town's current ordinance and send their suggestions for changes to him. Staff will work on the ordinance and place it on the July 23, 2026 work session agenda.

Councilmember Austin made a motion to approve Special Use Permit 2026-02 (Ordinance 03-2026) with the revisions to Conditions 3, and 5 as presented and the elimination of Condition 4. Councilmember Courtney seconded. The Mayor called for any discussion. The members were polled:

Marjorie Austin	Aye (via Zoom)
Larry Chowning	Aye
Alana Courtney	Aye
Bill Goldsmith, Mayor	Aye
Merri Hanson	Absent
Beth Justice	Aye
Robbie Wilson	Aye

The motion passed 6-0 with 1 absent.

ORDINANCE 03-2026 (Uncodified)

**SPECIAL USE PERMIT (SUP) APPLICATION 202-SUP-02, SHAWN PICKETT
TO AMEND CONDITIONS IMPOSED BY 2024-SUP-01/ORDINANCE 03-2024 AND 2025-SUP-
02/ORDINANCE 03-2025, AND 2025-SUP-04/ORDINANCE 05-2025 REGARDING GAMING,
HOURS OF OPERATION, AND OUTDOOR NOISE AT THE RESTAURANT LOCATED AT 161
CROSS STREET, URBANNA, VIRGINIA 23175, TAX MAP NO. 20A-17-8 IN THE B-1 ZONING
DISTRICT, +/-0.171 ACRES**

WHEREAS the applicant, Shawn Pickett, requests a Special Use Permit (SUP) to amend the conditions imposed by 2024-SUP-01 regarding gaming, hours of operation, and outdoor noise at the restaurant located at 161 Cross Street, Urbanna, VA 23175 (Tax Map No. 20A-17-8, Zoned B-1); and

WHEREAS 2024-SUP-01 was granted by Town Council via Ordinance 03-2024 on May 9, 2024 allowing a restaurant, retail sale of snacks, sodas, beer, and wine for consumption, on and off premises; as well as an arcade and board games subject to twelve (12) terms and conditions; and

WHEREAS 2025-SUP-02 was granted by Town Council via Ordinance 03-2025 on September 11, 2025 amending the conditions of 2024-SUP-01 regarding hours of operation and seating at the restaurant; and

WHEREAS 2025-SUP-04 was granted by Town Council via Ordinance 05-2025 on December 11, 2025 amending the conditions of 2024-SUP-01 regarding occupancy limit; and

WHEREAS the Urbanna Planning Commission held a duly advertised Public Hearing pursuant to Code of Virginia §15.2-2204 on May 6, 2026 to accept comment from adjacent home owners and the general public and voted to recommend approval of Special Use Permit 2026-02 subject to the altered condition numbers 3, 4, and 5 as proposed; and

WHEREAS the Urbanna Town Council held a duly advertised Public Hearing pursuant to Code of Virginia §15.2-2204 on May 14, 2026 to accept comment from adjacent home owners and the general public;

NOW, THEREFORE, BE IT ORDAINED by the Urbanna Town Council that Special Use Permit 2026-02 is hereby granted for Tax Map No. 20A-17-A, 161 Cross Avenue, to amend the terms and conditions of 2024-SUP-01/Ordinance 03-2024, 2025-SUP-02/Ordinance 03-2025, and 2025-SUP-04/Ordinance 05-2025 as follows:

1. All federal, state and local laws shall be observed at all times.
2. This Ordinance shall be recorded in the Middlesex County Clerk's Office by the property owner; the property owner shall provide a stamped copy of the recorded Ordinance to the Town Administrator.
3. Hours of operation shall be permitted ~~on Sundays from 9am-9pm, Mondays from noon-10pm, and Tuesdays through Saturdays from 9am-9pm~~ **seven (7) days a week, 10am to 11pm.**
4. ~~No game shall be offered that results in the award of monetary prizes of any type, including, but not limited to, cash, gift cards, or credit.~~
54. The uses authorized by this Special Use Permit are permitted: 1. On the inside of the existing structure, 2. On the front patio area provided it be defined by fencing along the edge of the public sidewalk, and 3. On a rear patio area after plan review and approval by the Planning Commission within one year of the approval of this SUP. However, in no case will outside seating alter the existing occupancy limit of thirty-six (36) persons established by regulatory authorities and at no time shall the public sidewalk be blocked. ~~Likewise, no outdoor speaker system may be utilized and there shall be no noise from inside of the structure that is audible outside of the structure.~~ **Outside entertainment shall be limited to live performances on the rear patio ending no later than 8pm.**
65. Outside lighting shall be utilized only to the extent necessary to allow safe egress and ingress; lighting of signage visible to the outside shall not exceed 450 lumens (40w).
76. Signage shall be limited to 100 square feet total and must be attached or painted on the structure. There shall be no other signage.
87. The property shall be maintained in a clean and orderly manner at all times.

98. Trash containers shall be stored in the rear of the property and shielded from public view. Trash cans shall be securely covered at all times.
109. All vendor service deliveries shall be performed between the hours of 8:00 AM and 6:00 PM. Delivery vehicles shall park on the street and goods shall be carried into the structure.
140. Pursuant to Section 17-6.1 and 17-6.2 (1) the use is relieved of on-site parking space requirements.
121. If owner and/or applicant violates any of the conditions above or fails to adhere to the representations set forth in the application and supporting materials, this special use permit may be terminated upon notice being given the applicant and hearing by the Town Council; and

This Ordinance shall take effect upon adoption.

ADOPTED this 14th day of May, 2026.

7c. Ordinance 01-2026: Recodification of Town Code

Mr. Costin said the Planning Commission reviewed Chapter 20-Planning, Chapter 26-Subdivision, and Chapter 34-Zoning and held a public hearing on May 6, 2026. They voted to recommend approval of those chapters.

The Mayor opened the public hearing comment period. There being no speakers, the Mayor closed the public hearing comment period.

Councilmember Austin made a motion to approve Ordinance 01-2026 adopting and enacting a new code for the Town of Urbanna, Virginia with the changes shown, effective upon adoption. Councilmember Wilson seconded. The Mayor called for any discussion. The members were polled:

Marjorie Austin	Aye (via Zoom)
Larry Chowning	Aye
Alana Courtney	Aye
Bill Goldsmith, Mayor	Aye
Merri Hanson	Absent
Beth Justice.....	Aye
Robbie Wilson	Aye

The motion passed 6-0 with 1 absent.

ORDINANCE 01-2026

**ADOPTING AND ENACTING A NEW TOWN CODE FOR THE TOWN OF URBANNA, VIRGINIA;
THE ORDINANCE IS RENUMBERED AND MODIFIES, ADDS TO, AND DELETES FROM THE
CURRENT TOWN CODE IN ACCORDANCE WITH THE REVIEW PERFORMED BY MUNICODE.
ORDINANCES ADOPTED THAT WERE NOT PREVIOUSLY INCLUDED IN THE TEXT OF THE
TOWN CODE HAVE BEEN INSERTED.**

WHEREAS the Urbanna Town Council undertook a recodification project pursuant to Code of Virginia §15.2-1433 with Civic Plus Municode in 2017 including those ordinances adopted prior to 2019, such project being completed in November 2025; and

WHEREAS, during the recodification process, changes were made to the existing typed version of the Town Code including a new numbering system, changes to some headings and section names, updating any outdated references to the Code of Virginia, and adding various indexes and comparison tables; and

WHEREAS the Urbanna Planning Commission conducted a duly advertised public hearing on those portions of the proposed Town Code authorized by Code of Virginia §15.2-2200 et seq. (planning, zoning, and subdivision) on May 6, 2026 as required by Code of Virginia §15.2-2285, 1950, as amended, and voted to recommend approval; and

WHEREAS the Urbanna Town Council conducted a duly authorized public hearing on May 14, 2026 as required by Code of Virginia §15.2-1427, 1950, as amended;

NOW THEREFORE BE IT ORDAINED that the Town Council of the Town of Urbanna, Virginia does adopt and re-enact a new Town Code for the Town of Urbanna, Virginia as follows:

Section 1. The Code entitled "The Code of the Town of Urbanna, Virginia," published in 2025 by Civic Plus, LLC by Order of the Town Council, consisting of chapters 1 through 34, each inclusive, is adopted with the following corrections:

Sec. 8-135. [Food and Beverage Tax] Tax levied.

... such tax to be at a rate of ~~four~~ **five** percent ...

(Ord. of 1-15-1996, § 7.1-31; **Resolution 2017-RES-03 adopted 06/19/2017**)

Sec. 8-177. [Transient Lodging Tax] Tax levied.

... in the amount of ~~four~~ **five** percent ...

(Code 1973, § 7.1-44; **Resolution 2017-RES-03 adopted 06/19/2017**)

Sec. 34-110. Lot size and setback standards

(7) *Accessory buildings.* No accessory structure may be within eight feet of any party lot line.

Notwithstanding the foregoing, one (1) storage shed accessory building or structure no larger than two hundred (200) square feet in floor area and eight (8') feet in height may be placed within the eight (8;) foot setback of a lot line but not closer than two (2') feet from any lot line provided, however, that the property owner or tenant with the property owner's written consent (a) obtains the written consent of all adjoining property owners agreeing to the location of the storage shed accessory building or structure; and (b) provides the Zoning Administrator with a scaled drawing of the proposed storage shed accessory building or structure containing the proposed material and color; and (c) provides the Zoning Administrator with a site plan indicating the proposed placement of the storage shed accessory building or structure with the requisite set back of at least two (2') feet. For the purposes of this provision, a "storage shed accessory building or structure" is a building or structure used solely for the storage of furniture, tools and equipment, including without limitation yard furniture, lawnmowers/lawn tractors, garden equipment, tools and pool equipment. Nothing herein contained shall be construed as a waiver of any other requirements or provisions, if any, contained in Chapter 34 of the Town Code regarding accessory buildings or structures. The Zoning Administrator shall issue a zoning permit for the storage shed accessory building once the property owner or tenant with the property owner's written consent has complied with all of the requirements of this provision.
(Code 1973, § 17-4.2.5; **Resolution 2014-RES-3 adopted 04/21/2014**)

Sec. 34-167. Uses permitted by special use permit.

(41) Notwithstanding the foregoing, the owner or designated agent of the owner of a premises that has previously been issued a Special Use Permit by the Town Council to operate a restaurant

on the premises, whether or not the owner or designated agent of the owner was the prior holder of the Special Use Permit, may apply to the Zoning Administrator for the issuance of a new Special Use Permit to continue to use the premises as a restaurant, provided, however, the owner or designated agent of the owner of the premises shall agree to accept the following conditions and the Zoning Administrator first determines that the following conditions have been satisfied: (a) the prior holder of the Special Use Permit to operate a restaurant on the premises has paid in full all of the meals taxes and water/sewer charges to the Town of Urbanna and Hampton Roads Sanitation Authority, as applicable; (b) the premises was continually used as a restaurant since the issuance of the last Special Use Permit, whether said Special Use Permit was issued by the Town Council or administratively through this provision and the prior restaurant has not been closed for more than 365 days; (c) the proposed restaurant facility must operate within the same footprint of the prior restaurant facility as evidenced by the application, site plan and conditions approved in the prior Special Use Permit process and the use as a restaurant cannot be expanded without the expressed approval of the Town Council through the Special Use Permit process contained in Article 9 of Chapter 34 of the Town Code; (d) the Zoning Administrator determines that the continued use of the premises as a restaurant is appropriate and does not conflict with the Comprehensive Plan and the chapters and regulations of the Town; (e) the new applicant must agree to accept the special requirements and conditions imposed by the Town Council in the prior Special Use Permit; and (f) the new applicant must agree to accept any new standard requirements and conditions contained in the current Special Use Permits issued by the Town, including without limitation, the applicant's agreement to limit the hours of operation of the restaurant imposed by any appropriate public safety authority including without limitation, the Sheriff of Middlesex County, Virginia during any special festival event or otherwise. If the applicant cannot comply with or refuses to comply with any or all of the conditions and requirements listed above, then the Zoning Administrator cannot issue a new Special Use Permit through this administrative process and the applicant shall follow the procedures in Chapter 34 of the Town Code in order to receive a new Special Use Permit to operate a restaurant on the premises.

(Code 1973, § 17-4.6.3; Resolution 2014-RES-4 adopted 04/21/2014)

Section 2. Ordinances adopted by town council after December 9, 2016 that amend or refer to ordinances that have been codified in the Code, shall be construed as if they amend or refer to like provisions of the Code.

Section 3. Additions or amendments to the Code when passed in such form as to indicate the intention of the town council to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 4. This ordinance shall become effective upon adoption.

ADOPTED this 14th day of May, 2026.

AGENDA ITEM 8. REPORTS

8a. STAFF REPORTS

8a.1. Town Administrator

Mr. Costin presented his report.

Mayor Goldsmith asked if the lead pipes are in the houses or the Town. Mr. Costin said we do not know. He said there are no water quality issues. He said we must send a notice to every water customer before July 1 annually and we are looking into a bulk rate permit with the post office.

Councilmember Wilson asked if the notice could go in the HRSD bills. Mr. Costin said the notice is too long and HRSD would not include it.

Councilmember Chowning said, due to a new ordinance passed by the Middlesex Water Authority, the Town cannot expand our system. Mr. Costin said we can connect left and right but cannot expand unless you get their permission. He said he was told that permission would be granted. Councilmember Chowning asked Mr. Costin to get that in writing from the Water Authority. Mr. Costin said we also have to make sure we have the capacity to service any possible future expansion.

Councilmember Chowning said that the Water Committee Chair, Mayor, and Town Administrator should have been at the meeting held by the Middlesex Water Authority and be at any future meetings.

8a.2. Treasurer

Ms. Hutton presented the March Treasurer's Report. She said she continues collection attempts for all delinquencies.

Councilmember Austin asked if there was a late fee on meals taxes. Ms. Hutton said yes. There is a minimum of \$10 or 10% of the amount due.

8a.3. Town Clerk

Ms. Hall presented the Monthly Clerk's Report and noted that her name changed from Branch to Hall due to her recent marriage. There were no questions from Council.

8b. COMMITTEE REPORTS

8b.1. Finance Committee

The Finance Committee met on April 24, May 1, and May 12, 2026. Councilmember Wilson said the budget is ready to present to Council at the May 28th meeting.

8b.2. Water Committee

The Water Committee did not meet since their last report.

8b.3. Special Events Committee

The Special Events Committee did not meet since their last report. Councilmember Austin said there was a huge turnout for the first 2nd Saturday event and it was amazing. She said there were enough kids there that they played baseball.

Councilmember Justice said she continues working on the 4th of July celebration and she needs to get with Mr. Costin. She said there will be three bands for the weekend, a movie in the park, sparklers for the kids, a pie-eating contest, and food vendors.

8b.4. Personnel Committee

The Personnel Committee did not meet since their last report. Mr. Costin said a meeting needs to be called to go over staff performance reviews.

AGENDA ITEM 9. PUBLIC COMMENT 1 & COUNCIL RESPONSE TO PUBLIC COMMENT 1

A.B. Gravatt of Virginia Street said this month was the fifth anniversary of his wife Diane's passing and Donald Richwine also passed away. Both served the Town as councilmembers and also as Mayor. He said the Town should recognize both of them for their contributions and love for Urbanna.

Billy Mayo of Rappahannock Avenue said the people in the back row cannot hear what's being said.

Councilmember Wilson said he looked into a wireless sound system but it cost \$23,000. He will work with Councilmember Justice to come up with other ideas. Councilmember Austin said it is also difficult to hear on the Zoom meeting and recordings.

AGENDA ITEM 10. OLD BUSINESS

10.a. Personnel Policy Presentation (Added 05-11-26)

Councilmember Austin made a motion to table this item. She said the document provided has not been updated, still contains errors, and was provided too late for members to review properly. Councilmember Wilson seconded. The Mayor called for any discussion. All were in favor with none opposed. The motion passed 6-0 with 1 absent.

Ms. Erard asked Ms. Austin to let her know what items are incorrect.

AGENDA ITEM 11. NEW BUSINESS

11a. Main Street DHCD Planning Grant

Mr. Costin said Sarah Jane Wyatt, who is working on the writing of the grant, told him that, although the deadline is not until later, submissions are dated as they come in and are reviewed in that order. Once the grant money runs out, reviews stop. He said the Town's Comprehensive Plan needs to be updated, which could cost \$40,000. He said the Town's contribution to this effort could cost as much as \$20,000 plus staff time because comprehensive plans are costly.

Roy Kime with Urbanna Main Street presented information about the grant opportunity. He said this is a \$75,000 planning grant to the Town, not to Main Street; they are organizing the submission of the grant to the Virginia Department of Housing and Community Development (DHCD). He said there is a second grant for up to \$1.25 million which we would have a good chance at getting if we're awarding anything from this first grant.

Councilmember Austin asked the cost to the Town if this grant were awarded. Mr. Kime said there is no match. Ms. Austin asked why the Town's fiscal impact is "up to \$20,000" if there is no match. Mr. Kime said that is assuming it would cost \$40,000 for a Comprehensive Plan. He said the money from the second grant could be used to update the Town's Comprehensive Plan if we get that far. He said he did a plan using AI and it did a pretty good job. He thinks we can get one done for less than \$40,000. He said we won't know if we get this initial grant for a year.

Ms. Hutton asked who would be responsible for tracking the money. Ms. Erard said the Town. Ms. Hutton said she does not have the capacity to add this to her current duties. Mr. Kime said the grant could pay for someone to do the administrative work.

Councilmember Austin made a motion to authorize submission of a grant application to the Virginia Department of Housing and Community Development Planning Grant for a planning grant. Councilmember Justice seconded. The Mayor called for any discussion. The members were polled.

Marjorie AustinAye (via Zoom)
Larry ChowningAye
Alana CourtneyAye
Bill Goldsmith, MayorAye
Merri Hanson.....Absent
Beth JusticeAye
Robbie WilsonAye

The motion passed 6-0 with 1 absent.

11.b. Memorial Day Proclamation

Councilmember Austin made a motion to accept the Memorial Day Proclamation for May 25, 2026 as presented. Councilmember Wilson seconded. The Mayor called for any discussion. All were in favor with none opposed. The motion passed 6-0 with 1 absent.

AGENDA ITEM 12. PUBLIC COMMENT 2 AND COUNCIL RESPONSE TO PUBLIC COMMENT 2

There were no speakers.

AGENDA ITEM 13. COUNCIL ANNOUNCEMENTS & REQUESTS

Councilmember Chowning said we need to do the proclamations for the two former Mayors.

AGENDA ITEM 14. CLOSED MEETING

Mayor Goldsmith asked if Council wanted to skip this item due to the time. Council's general consensus was to proceed with the Closed Meeting.

Convene Closed Meeting

Councilmember Wilson made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to discuss the performance reviews of the Town Administrator and Town Attorney. Councilmember Austin seconded. The Mayor called for any discussion. All were in favor with The members were polled:

Marjorie AustinAye (via Zoom)
Larry ChowningAye
Alana CourtneyAye
Bill Goldsmith, MayorAye
Merri Hanson.....Absent
Beth JusticeAye
Robbie WilsonAye

The motion passed 6-0 with 1 absent.

Reconvene/Certification of Closed Meeting

Councilmember Austin made a motion to reconvene in open session and certify that only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered by Town Council; and only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed, or considered by Town Council in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950. Councilmember Justice seconded. The members were polled:

Marjorie AustinI so certify (via Zoom)
Larry ChowningI so certify
Alana CourtneyI so certify
Bill Goldsmith, MayorI so certify
Merri Hanson.....Absent
Beth Justice.....I so certify
Robbie WilsonI so certify

Action on Closed Meeting (if necessary)

No action was taken.

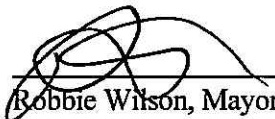
AGENDA ITEM 15. ADJOURN OR RECESS

Councilmember Austin made a motion to adjourn. All were in favor with none opposed. The meeting was adjourned at 9:48pm.

**Respectfully submitted,
Robbie Wilson, Mayor**

Approved by Council 05/28, 2026

ATTEST:



Robbie Wilson, Mayor