



TOWN COUNCIL SPECIAL MEETING

21 Main Street

Friday, February 13, 2026 at 9:00 AM

AGENDA

Possible additions to the agenda and related materials are not set forth herein.

Times set forth are approximate and may be adjusted as necessary.

I. WORKSESSION - 9:00 AM

A. Berkley Group Discussion

The purpose of this special meeting is for the Town Council to conduct a work session to discuss and provide direction on the development of a Town Manager profile. Council will identify desired qualifications, experience, leadership attributes, and areas of expertise for the position, which will be used to develop and refine the recruitment profile for the next Town Manager.

Council will also discuss the Town Manager recruitment process, available recruitment options, and a proposed timeline for the recruitment and selection process.

B. Closed Session

C. ADJOURNMENT.



Motion for Convening a Closed Session

Council Meeting Date: 02.13.26

I move that the Council convene in closed session to discuss the following:

- As permitted by Virginia Code § 2.2-3711 (A)(1), a personnel matter involving:
 - Discussion, consideration or interviews of prospective candidates for employment or appointment; OR
 - assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with The Town Manager Role *[Give department, job title(s), or job category]*.
- As permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving:
 - discussion or consideration of the acquisition of real property for a public purpose; OR
 - disposition of publicly held real property specifically involving _____ *[Give location of property]*, because discussion in an open meeting would adversely affect the City's bargaining position or negotiating strategy.
- As permitted by Virginia Code § 2.2-3711 (A)(4), a matter requiring the protection of the privacy of individuals in personal matters not involving the public business.
- As permitted by Virginia Code § 2.2-3711 (A)(7), consultation with legal counsel or briefing by staff members or consultants pertaining to:
 - probable litigation involving _____ *[Give subject]*; OR
 - the pending case of _____ *[Give case name]*, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the City.
- As permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, relating to _____ *[Give nature of matter]*.
- As permitted by Virginia Code § 2.2-3711 (A)(29), discussion of the award of a public contract for _____ *[Give nature of the contract]* involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City Council.
- As permitted by Virginia Code § _____, a matter involving: _____

[IDENTIFY THE APPLICABLE PARAGRAPH OF § 2.2-3711(A) OR OTHER LAW AND GIVE THE SUBJECT MATTER AND PURPOSE FOR THE CLOSED SESSION.]

Votes:
Ayes:
Nays:
Absent from Vote: None

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION:
(requires a recorded roll call vote)

I move that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion.

Votes:

Ayes:

Nays:

Absent from Vote: None

For Information:

Town Clerk

Effective date:

Stephen Clough, Town Recorder
