Town Council Regular Meeting
Agenda Item 6.k.

Agenda Item: **Approval of Minutes**

Meeting Date: December 9, 2025

Category: Consent

Prepared by: Amanda Kertz, Town Clerk

Description:
This is a request to approve the following sets of Town Council meeting minutes.

- October 3, 2025, Town Council Retreat;
- November 5, 2025, Work Session; and
- November 12, 2025, Regular Meeting.

Background:
N/A

Timing Impact:
Timely action on the minutes is an important function of the Town Council.

Strategic Focus Area:
Good Governance

Fiscal Impact:
N/A

Legal Impact:
Code of Virginia Section 2.2-3707 outlines the requirements for the recording of minutes for the governing body.

Staff Recommendation/Next Steps:
Recommend approval as presented.

Attachments:
1. October 3, 2025, Town Council Retreat Draft Minutes
2. November 5, 2025, Draft Work Session Minutes
3. November 12, 2025, Draft Regular Meeting Minutes