



Office of the Town Manager

Frank Cassidy

STAFF REPORT

Warrenton Town Council

Carter Nevill, Mayor

Heather Sutphin, Ward 1

William Semple, Ward 2

Brett Hamby, Ward 3

James Hartman, Ward 4 Vice Mayor

Jay Heroux, Ward 5

Paul Mooney, At Large

David McGuire, At Large

Council Meeting Date:	May 9 th , 2023
Agenda Title:	Strategic Retreat Date and Location Discussion
Requested Action:	Direction of a preferred date and location for the 2023 Strategic Retreat.
Department / Agency Lead:	Town Manager, Town Clerk
Staff Lead:	Frank Cassidy

EXECUTIVE SUMMARY

The Virginia Institute of Government has offered their availability for the month of September to facilitate a Strategic Retreat. This is an all-day event typically held off site.

Thursday September 14th, 2023.

Friday September 15th, 2023.

Saturday September 16th, 2023.

Thursday September 28th, 2023.

Friday September 29th, 2023.

Saturday September 30th, 2023.

Potential Locations include:

The Dias Chambers: Unavailable on weekends due to the Farmer's Market.

Willow Room: Available

Warrenton Police Department Community Room: Available.

Path Foundation: Currently available for September 16th, 2023 and September 30th, 2023.

BACKGROUND

On September 24th, 2022, the Warrenton Town Council met with Ms. Jane Dittmar of the Virginia Institute of Government for a Strategic Retreat. This retreat allowed the Council to begin to work on biannual goals and set direction for Staff to begin work on the FY24 Budget. The September 2023 Retreat will begin the budget process for the Town and allow the Council to set goals and direct policy decisions to align itself with Plan Warrenton 2040.

STAFF RECOMMENDATION

Staff recommends the use of the Warrenton Police Department space for the retreat and holding the event on a Saturday date in September.

Service Level/Policy Impact

The strategic retreat will allow the Council to set goals and direct staff directly impacting all service levels of the Town and affecting all aspects of Plan Warrenton 2040.

Fiscal Impact

Some locations have an additional financial impact for rental costs or for streaming costs if live streaming or remote participation is requested by the Council.

Legal Impact

ATTACHMENTS
