



TOWN COUNCIL
H.E. Carter Nevill, Mayor
Paul W. Mooney
David A. McGuire
Heather D. Sutphin
William T. Semple II
Brett A. Hamby
James N. Hartman III, Vice Mayor
Eric F. Gagnon

TOWN MISSION AND VALUES STATEMENTS

WARRENTON TOWN COUNCIL OATH OF OFFICE:

"I do solemnly swear I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia and that I will faithfully and impartially discharge and perform all the duties incumbent upon me as a member of the Warrenton Town Council, for a term of four (4) years, according to the best of my ability, so help me God.

Mission: *In Cooperation With and For Our Citizens ... The Mayor, Town Council and the Staff of Warrenton are dedicated to providing public safety, economic opportunity, and quality public services in an attractive, well-planned community with historic character for the benefit, enjoyment and accessibility of all.*

Values: *To Achieve Our Mission, We Strive To... Provide high level services in a cost-effective manner; display honesty, respectfulness, and fairness in all relationships; support the health and economic well-being of our citizens and businesses; preserve our historic small-town character; encourage opportunities, services and infrastructure that allow people of all means to live, work and visit here; and address public concerns and opportunities promptly and effectively.*

Strategic Plan Goals and Focus Areas:

Resiliency: Financial and Workforce

Preparedness: Technology and Utilities

Livability: Affordable Housing

Preamble:

In recognition of the rights of the citizens and businesses of the Town of Warrenton, Virginia, to a local government that upholds principles of fairness, ethics, and accountability, it is imperative that public officials, whether elected or appointed, operate with integrity and earn the trust of the public. Aligned with the Town of Warrenton's Commitment to the Town's Mission, the essence of effective democratic governance lies in the unwavering commitment of officials to adhere to both the explicit and implicit regulations governing governmental operations. Upholding the values of independence, impartiality, and fairness, public officials must



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utilize their positions for the betterment of the community, free from personal motives or gains. Furthermore, it is essential that public deliberations and processes are conducted transparently, fostering an environment of mutual respect and civility.

In pursuit of these ideals, the Town of Warrenton Town Council has hereby established this Code of Conduct for members of the Council, as well as individuals serving on the Town's boards, commissions, and committees. Through the adoption of this code, we affirm our dedication to instilling public confidence in the integrity of local government and ensuring its equitable and efficient operation.

The purpose of this mission and value statement is aspirational. It does not supersede the Virginia Conflict of interest act in guiding decisions. This statement is to ensure that each member of the Town Council and appointed bodies can decide if their decisions are in line with the Town's views and beliefs.

Decision Making:

1. The Town's strategic priorities shall serve as the compass guiding the actions of both the Council and staff. These priorities will be established through a deliberate priority-setting process, ensuring alignment with the public interest.
2. Through our office's appointment, we acknowledge our adherence to the laws of the Commonwealth of Virginia, the County of Fauquier, the Town of Warrenton, and the United States of America, as well as all applicable regulations.
3. Our decisions will be grounded in the merits of the issues at hand, as developed in the legislative record.
4. We commit to treating all citizens and businesses equally based on the merits of the matter at hand and to using Town resources only for Town purposes.
5. We will uphold the will of the majority while valuing and respecting the concerns of the minority.
6. We will make decisions based solely on matters in the public record.



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7. Policy decisions and directives to the Town Manager will be communicated collectively by the entire Council. In cases of ambiguity, the Town Manager will seek clarification from the Council. No individual Councilmember will unilaterally direct policy implementation to the Town Manager.

Town Council and Staff interaction:

8. Council Members will strive to ensure that their interactions and requests to staff do not impede staff productivity. Staff members will exercise discretion and communicate the resources needed to address Council requests. Policy issues impacting workload or decisions will be routed through the Town Manager's office.
9. Communication from Council Members to staff members will be copied to the department director and the Town Manger. Urgent matters shall be clearly indicated in the subject line.
10. The Council will acknowledge the delineation between the Processes of Government and respect their requirements. The Council will focus on policy-making while staff will handle day-to-day operations and provide progress reports.
11. Concerns regarding staff performance from Council members or appointed individuals will be directed promptly to the Town Manager for resolution.

Guiding Principles:

12. We are accountable for our Wards, the entire Town, and the broader region, thus, we will diligently work for the benefit of all.
13. We will foster open communication with fellow Council members, Town Staff, the Town Manager's Office, other governing agencies, and consultants. Our communication will be constructive, positive, and guided by the pursuit of the public interest.
14. We will respect the autonomy and perspectives of the Boards and Commissions appointed by the Council to aid in governance duties. Recognizing the value of their independent advice, Council members will collaborate with and engage these bodies to serve the public interest.



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15. Members must maintain exemplary professional and personal conduct, serving as role models for those who elected us. We shall refrain from abusive behavior, personal accusations, or verbal assaults on the character or motives of other Council members, boards, commissions, staff, or the public.

I affirm that I have read and understand the Town of Warrenton Code of Conduct and the Town Council Guidebook.

Name (printed): _____

Position or Title: _____

Signature: _____

Date: _____