



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Agenda
Thursday, May 14, 2020
Town Office, 10 W. Marshall Street
6:00 PM



.NOTICE: THIS MEETING WILL BE CONDUCTED AS A REMOTE MEETING. PUBLIC PARTICIPATION IS AVAILABLE BY CALLING (540) 339-6355. THE MEETING WILL BE LIVE STREAMED/VIDEO RECORDED AND AVAILABLE FOR VIEWING ON OUR WEBSITE AT WWW.MIDDLEBURGVA.GOV

- I. Call meeting to order
- II. Mayor's Remote Meeting Announcement
- III. Pledge of Allegiance
- IV. Roll Call
- V. Public Comment
- VI. Public Hearing and Related Action Items
 - VI.A. Right-of-Way Franchise Agreement - Segra
[2020.05.14 Franchise Agreement - SEGRA - Public Hearing - WM.pdf](#)
[Middleburg Lumos Draft Franchise Lumos - SEGRA - for Public Hearing.pdf](#)
- VII. Special Recognition by Mayor and Council
- VIII. Public Presentations
 - VIII.A. Proposed Brewery East of Middleburg - Scott Buzzelli
[Middleburg Town Council Brief - Brian Yarnal-Scott Buzzelli.pdf](#)
[Site Plan - Buzzelli Project.pdf](#)
- IX. Staff Reports
 - IX.A. April 2020
[April 2020 Utilites Report.pdf](#)
[Town Clerk Monthly Report - April 2020.pdf](#)
[Treasurer's Report 051420.pdf](#)
[2020.5.14 Econ Dev Monthly Report.pdf](#)
[Deputy Town Admin report 2020_05.pdf](#)
[Police Monthly Report 2020-4.pdf](#)

[May 2020 Town Attorney Report.pdf](#)

IX.B. COVID-19 Updates
[2020.05.14 COVID-19 Updates.pdf](#)

IX.C. Town Revenues - FY '20 and FY '21
[2020.05.14 Revenue Outlook as a result of COVID-19 REV.pdf](#)

X. Reports of Town Committees/Council Liaisons (if applicable)

XI. Consent Agenda

XI.A. Council Approval - April 23, 2020 Regular Meeting Minutes
[04-23-2020 - Regular Council Meeting Minutes.pdf](#)

XI.B. VML Policy Committee Appointments
[Memo - VML 2020 Policy Committee Nominations - 051420.pdf](#)

XII. Action Items (Non Public Hearing Related)

XII.A. COLA & Merit Increases - FY '21
[2020.05.14 Staff Compensation Increases in FY21 Budget.pdf](#)

XIII. Discussion Items

XIII.A. Town Grant Policy
[Memo - Policy for Grant Review Allocation - 050820.pdf](#)
[Resolution - Adoption of Policy Pertaining to Town Grants and Sponsorships.pdf](#)
[Draft Application - Town Grants.pdf](#)
[Checklist - Grant Application .pdf](#)
[Draft Grant Award MOA.pdf](#)
[Town Donations - 2017-2020 \(Version B\).pdf](#)

XIII.B. Status of Fourth of July Celebration
[2020.05.14 Summer Events and Activities.pdf](#)

XIV. Information Items

XIV.A. Status Report - Restaurant Take-Out Voucher Program
[2020.05.14 Update on Restaurant Support Program.pdf](#)

XIV.B. Status Report - Retail & Support Business Program
[2020.05.14 Update on Retail Support Program.pdf](#)

XV. Closed Session

XV.A. Property Acquisition

[051420 - Closed Session - Property Acquisition .pdf](#)

XVI. Public Comment (second)

XVII. Adjournment

**.ANNOUNCEMENT REGARDING REMOTE MEETING PARTICIPATION
CHECK LIST/ANNOUNCEMENTS
REMOTE PARTICIPATION IN COUNCIL MEETINGS**

It is the Middleburg Town Council's responsibility to conduct essential public business despite the COVID-19 pandemic; however, it recognizes the need to do so safely for not only its membership but also for the Town staff and members of the public. To that end, in accordance with the Resolution Confirming the Declaration of a Local Emergency and the Ordinance to Implement Emergency Procedures & Effectuate Temporary Changes to Address Continuity of Governmental Operations during COVID-19, the Town Council will hold its meetings via remote access until such time as the Governor rescinds his emergency order prohibiting the gathering of more than 10 individuals and mandating social distancing. Copies of the previously referenced documents are available on the Town's website for those who wish to view them.

The Town will continue to live stream and record its public meetings, which are available for viewing, along with the meeting agenda packet, on our website at www.middleburgva.gov

Members of the public who wish to participate in the meeting during the public comment periods or to speak during a scheduled public hearing may do so by dialing (540) 339-6355. You will be placed on mute until such time as the public comment or public hearing periods are opened. While the meetings are being held remotely, the Council will offer two public comments periods - one at the beginning and one at the end of each meeting. As usual, speakers must identify themselves and their address when called upon and will be limited to three minutes.

To ensure trust in the process, the Town Clerk will ask the Council to do a roll call at least once an hour. In addition, I will ask each member by name if they have any comments or questions related to each item as we proceed. All votes of the Council will be taken by roll call (Town Clerk will announce their name, with individual then stating how they are voting).