



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Minutes**  
**Thursday, December 8, 2022**



**PENDING APPROVAL**

**PRESENT:** Mayor Trowbridge M. Littleton  
Vice Mayor Peter A. Leonard-Morgan (arrived late)  
Councilmember Chris W. Bernard  
Councilmember J. Kevin Daly  
Councilmember Morris E. “Bud” Jacobs  
Councilmember C. Darlene Kirk  
Councilmember Philip M. Miller  
Councilmember Cindy C. Pearson

**STAFF:** Danny Davis, Town Manager  
Martin Crim, Town Attorney  
Rhonda S. North, MMC, Town Clerk  
William M. Moore, Deputy Town Manager  
A.J. Panebianco, Chief of Police  
Tina Staples, Town Treasurer/Director of Finance  
Ali MacIntyre, Business Development & Community Partnerships Director

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting on Thursday, December 8, 2022 in the Town Hall Council Chambers, located at 10 West Marshall Street. Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag. The roll was called at 6:00 p.m.

**Public Comment**

Gary Nicholson, Commander of the Middleburg American Legion Post 295, thanked the Council for the grant they approved for the removal of the oil tank on their property and for the construction of a handicapped ramp. He noted that the American Legion hosted the November elections and were going to host the June primaries. Mr. Nicholson advised that they also served as the staging area for the Christmas in Middleburg parade and provided food to the volunteers. He noted that the American Legion applied for a \$3,000 donation from the Health Center Fund, which would allow them to focus on community outreach, in particular the Vets Helping Veterans Program. Mr. Nicholson advised that they would also like to partner with the American Legion Boys & Girls State Program and noted that a portion of the donation would go toward paying for two people to participate.

Jane Covington reported that earlier in the day, the Virginia Department of Historic Resources voted that the Asbury Church should be eligible for inclusion on the National Register of Historic Places. She explained that the nomination for inclusion on the Register must now be written. Ms. Covington reported that placing the church on the National Register was important to the Willisville Preservation Foundation, so its story could be told; therefore, she researched grants that were available to assist with the nomination application. She advised that she found one; however, the letter of intent to apply to the National Trust’s African American Cultural Heritage Action Fund was due by December 19<sup>th</sup>. Ms. Covington reported that she drafted the letter of intent and asked for Council’s approval to submit it.

**Discussion Items**

**Letter of Intent to Apply for Grant – Asbury Church Nomination for Inclusion on National Register**

Town Manager Davis noted that this was not a formal agenda item; therefore, the Council did not have any materials on it. He suggested further explanation would be beneficial to the Council.

Jane Covington explained that the purpose of the letter of intent was for the National Trust to see who would be applying for grants. She opined that if not many people were applying in Virginia, the Town would have a good chance of getting it. Ms. Covington advised that the letter of intent was not binding upon the Town.

Mayor Littleton suggested the draft letter of intent be sent to the members of Council for their review and comment. He further suggested that if anyone had any questions, they refer them to the Town Manager.

In response to Ms. Covington’s comment that she needed additional information from the Town staff in order to complete the draft letter, Mayor Littleton and Town Manager Davis volunteered to assist her.

**Public Hearings and Action Items**

**FY ’23 Mid-Year Budget Amendments**

Town Manager Davis reminded Council that the staff continually reviewed the budget throughout the year. He further reminded them that he could administratively make some budget amendments; however, there were others that required the Council’s approval. Mr. Davis noted that if the amendments exceeded one percent of the budget, a public hearing and Council approval was required. He reminded Council that the FY ’23 Budget contained an \$800,000 contingency reserve that could be used for General Fund expenditures authorized by the Council. Mr. Davis further reminded Council of the need to recognize the federal grant that was received for the Town Hall Project. He noted that its receipt would not change the project’s cost and advised that he would work with the Council to determine how to use the money. Mr. Davis noted that one of the amendments was related to merit increases for the employees and others were related to the Windy Hill grant, additional Christmas in Middleburg funding and an increase in the Town events line item as they related to the Millie Miglia and the Rural Preservation Summit. He advised that the funds for the Rural Preservation Summit were simply a placeholder and did not obligate the Town to spend them.

No one spoke and the public hearing was closed.

*Councilmember Miller moved, seconded by Councilmember Kirk, that Council approve the amendment included herein (included in agenda packet) to the FY ’23 Adopted Budget.*

Mayor Littleton noted that if there were no objections, the Council would present a Resolution of Appreciation to Congresswoman Wexton and her staff in January to thank them for their help in securing the \$2 million in federal grant funding.

Vote: Yes – Councilmembers Bernard, Daly, Jacobs, Kirk, Miller, and Pearson

No – N/A

Abstain: N/A

Absent: Vice Mayor Leonard-Morgan

(Mayor Littleton only votes in the case of a tie.) (By roll call vote)

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**Zoning Text Amendment 22-02 Pertaining to Short-Term Rentals**

Deputy Town Manager Moore reviewed the history of this item. He reminded Council that they previously discussed other items that were not recommended by the Planning Commission that could be advanced and advised that he would bring those forward in January. Mr. Moore reported that the ordinance before them would change the name from “limited residential lodging” to “short-term rentals”; would clarify that this use could not occur in an accessory dwelling unit; would change the term “days” to “nights”; and, would clarify the need for the owner to obtain a business license and collect and remit transient occupancy taxes to the Town. He reported that the Planning Commission recommended approval of the amendments.

No one spoke and the public hearing was closed.

*Councilmember Jacobs moved, seconded by Councilmember Daly, that Council adopt AN ORDINANCE TO AMEND CHAPTERS II, V, X AND XVI OF THE MIDDLEBURG ZONING ORDINANCE PERTAINING TO SHORT-TERM RENTALS.*

Vote: Yes – Councilmembers Bernard, Daly, Jacobs, Kirk, Miller, and Pearson

No – N/A

Abstain: N/A

Absent: Vice Mayor Leonard-Morgan

(Mayor Littleton only votes in the case of a tie.) (By roll call vote)

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Mayor Littleton noted that he served on the County’s Zoning Ordinance Committee and reported that the County was also reviewing their short-term rental regulations. He noted that the committee held some discussion and reported that a lot of communities were having issues with short-term rentals, as they were taking away the affordable housing stock. Mr. Littleton advised that one person reported that because of the rates they commanded, using a unit as a short-term rental for as little as forty days would justify the purchase of a house. He reminded Council that they did not want the Ridgeview area to become a rental community and advised that he looked forward to their discussion of additional potential amendments in January.

Councilmember Kirk noted that the Ridgeview area experienced this problem in the 1970s and 1980s and opined that the Council did not want that to happen again.

### **Staff Reports**

#### **Utilities Monthly Report**

It was noted that due to the lack of a second meeting in November, the Council had the October utilities report. Stuart Will advised that IES would get the November one out as soon as possible.

Town Manager Davis recognized Mr. Will, Crystal Lucas and the contractors who responded to a water main break on Chestnut Street last week. He noted that they responded quickly and had the service restored by 9:00 p.m. Mr. Davis further noted that water mains in this area were old and suggested the need to put this main on the water line replacement list.

Town Manager Davis reminded Council of the sewer main replacement that was occurring at 408 East Washington Street. He noted that the main was approximately eighty years old and advised that the concrete was gone, with only a sewer liner that was installed years ago carrying the sewage. Mr. Davis acknowledged the homeowners who have been helpful throughout this project.

Town Manager Davis reported that, while not a Town project, a sewer lateral would be replaced in West Federal Street in January that would require the road to be closed completely for several days. He noted that he would issue a public notice of the road closure.

Council asked that something be sent to the homeowners at 408 East Washington Street to thank them for their assistance.

Town Manager Davis noted that the gallons of water billed-to-pumped number had dipped and suggested this was due to the water hydrant system flushing or leaks. He reported that it averaged 91% over the past year, which was a big improvement over prior years.

## November 2022

Business Development & Community Partnerships Director MacIntyre reported that she had received positive feedback from the business owners regarding Christmas in Middleburg. She advised that they reported an increase in sales despite having less people in attendance. Ms. MacIntyre noted that 116 parking spaces were provided to employees of the businesses on that day.

In response to an inquiry from the Council, Town Manager Davis estimated the number of attendees for Christmas in Middleburg at 7,000-8,000. He advised that the crowds were not as dense as last year but there was still a good crowd.

Council noted that a lot of people could be seen walking around with shopping bags this year, as it was easier to move around. They opined that this was the right number of people for the event.

Police Lieutenant Jones thanked the Town staff for their assistance during Christmas in Middleburg. He reported that a few issues arose; however, the Police Department was able to overcome them quickly. Lieutenant Jones estimated 6,500-7,000 people attended both the Hunt and the Christmas Parade and reported that there were no incidents. He advised that the department was preparing for the remainder of the events occurring in December. Lieutenant Jones reminded those present of the Stuff the Cruiser event scheduled for December 9<sup>th</sup>, with the canned goods collected being donated to Seven Loaves.

Lieutenant Jones reported that all of Middleburg's police officers had completed their required training this year and noted that they were recognized by the Police Training Academy for doing so. He advised that in addition to in-person training, officers took monthly online training and were trained on emerging items.

Lieutenant Jones noted that he took a lot of notes during Christmas in Middleburg and he and Chief Panebianco discussed areas of improvement for next year.

The Council commended the department for doing a great job with Christmas in Middleburg.

Town Manager Davis reported on behalf of Town Treasurer Staples. He advised that as a result of the news article on the old street signs, almost all were sold, which raised \$3,000. Mr. Davis reminded Council that the proceeds were going to the Health Center Fund to help fund charitable donations.

Town Manager Davis reported that the Town's revenues were strong, with the meals tax revenues being one of the strongest the Town has experienced for the month of October. He further reported that revenues were above the projections and the expenditures were below them. Mr. Davis reported that the Town was realizing almost 4% and 4.28% growth in its NAV Program and VIP Fund respectively.

## Town Hall Project Report

Town Clerk North reported that the windows were delivered earlier in the day and that approximately eighteen had been installed thus far. In response to an inquiry from the Council, she advised that the building contained approximately fifty windows. Ms. North reported that the installation of the EIFS would begin next week and noted that once complete, the building would essentially be watertight, which was a huge milestone for the project. She reported that Washington Gas connected the property to the gas main earlier in the day and that Dominion Power was scheduled to build out the permanent power system on the utility pole in the morning. Ms. North advised that the grading and base coat of asphalt would be placed in the roadway and parking areas and noted that the Town was pushing to get that done before the asphalt plants closed for the season, as this was needed in order to get a certificate of occupancy for the building. She noted that the permeable pavers installation could occur later, as the cold weather would not affect them. Ms. North noted that some good progress had been made and that the Town was pushing for even more progress, particularly on time sensitive items.

In response to an inquiry from the Council as to when the asphalt plants would close, Bill Downey, of Downey & Scott, reported that the closures were a judgement call based on the weather. He noted that not all plants operated on the same schedule. Mr. Downey expressed optimism that the contractor could get the base layer of asphalt down.

**Project Status Update**

Deputy Town Manager Moore reported that there had not been a lot of significant progress on the projects contained in the report. He noted that a resolution would be presented to the Council in January on the acceptance of Chinn Court into the State Maintenance Program. Mr. Moore reported that Planning & Project Associate LaClare continued to work on the Septic Conversion Project, which was mostly in final design, and noted that there was a question as to whether a property was connected to public sewer. He reported that the structural engineer performed an initial look at the Asbury Church and would return in January with his team to determine whether anything else needed to be done to shore up the building before the restoration project could begin next year. In response to an inquiry from the Council, Mr. Moore advised that at first glance, there did not appear to be anything critical that needed to be addressed. He noted that there were some minor items that could be accomplished, such as the removal of an oil tank from the property.

Town Manager Davis noted that the structural engineer would pay extra attention to the flooring structure during his review.

Deputy Town Manager Moore noted that there were signs of bugs; therefore, the engineer recommended a pest inspection. In response to an inquiry from the Council regarding whether any work done would support the Town's grant application that Jane Covington was preparing, he advised that Ms. Covington was involved in the inspections.

**Consent Agenda**

- A. Council Approval – November 1, 2022 State of the Town Minutes; November 10, 2022 Regular Council Meeting Minutes
- B. Council Approval – Acceptance of USDA Loan/Grant - Well 4 Clearwell Project

*Councilmember Miller moved, seconded by Councilmember Daly, that Council approve the consent agenda as proposed.*

Vote: Yes – Councilmembers Bernard, Daly, Jacobs, Kirk, Miller, and Pearson

No – N/A

Abstain: N/A

Absent: Vice Mayor Leonard-Morgan

(Mayor Littleton only votes in the case of a tie.)

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**Action Items**

**Council Approval – Health Center Fund Donations**

Councilmember Kirk reported that the Health Center Advisory Board met earlier in the week and noted that members of the newly formed Middleburg Charitable Foundation were also present. She reported that the Advisory Board recommended approval of most of the requests as submitted, with a reduction recommended in the amount of one request. Ms. Kirk advised that the Foundation Board would meet next month and noted that the IRS approved their 501(C)(3) application. She acknowledged Eric Scheps for his hard work in writing the 501(C)(3) application.

Mayor Littleton thanked Councilmembers Kirk and Miller for leading the Health Center Advisory Board over the years. He acknowledged former Councilmember Betty Kirk's work on it as well.

*Councilmember Kirk moved, seconded by Councilmember Miller, that Council approve the charitable donations as recommended in the "Health Center Advisory Board Calendar Year 2022 Requests" in the total amount of \$50,500.*

Vote: Yes – Councilmembers Bernard, Daly, Jacobs, Kirk, Miller, and Pearson

No – N/A

Abstain: N/A

Absent: Vice Mayor Leonard-Morgan

(Mayor Littleton only votes in the case of a tie.) (By roll call vote)

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#### Council Approval – Contract for Visitor Shopping App

Business Development & Community Partnerships Director MacIntyre explained that Bandwango was a visitor shopping application that was being proposed for the Foxes Trail Program. She reminded Council that the Foxes Trail Program allowed people who visited certain wineries and breweries to receive a swag bag and noted that the program took a lot of manpower. Ms. MacIntyre advised that the Bandwango app could be used to support it, allowing it to be done with less staff time and for the program to be expanded to the entire year and to include any businesses in town who wished to participate. She explained that under the app, individuals would accumulate points for visiting businesses, with the points being exchanged for prizes. Ms. MacIntyre advised that some businesses have already offered to donate items. She reported that the app would provide the Town with data, such as contact information, geographic information, check-in information and redemption information. Ms. MacIntyre advised that the Economic Development Advisory Committee (EDAC) recommended entering into a contract with Bandwango.

In response to a suggestion from the Council that the program be amended to allow children to participate, Business Development & Community Partnerships Director MacIntyre suggested that points be given for visiting historic sites in town. In response to an inquiry from the Council, she reported that the system was web-based.

Council held considerable discussion regarding this item. They opined that on a high level, it was a great idea; however, they expressed concern about approving it without identifying the Town's requirements and researching other vendors' solutions. The Council suggested the need to get demonstrations of other solutions that were available. They noted the need to market the program and advised that this would be a team effort. The Council reiterated that the request before them was pre-mature. They further reiterated the need to ensure the Town purchased the right product, which first required the development of a requirements document. The Council questioned who would own the data, including the merchants' data, and noted the need to make sure the merchants would be okay with that. They questioned the number of governmental clients that Bandwango had and opined that it did not have many. The Council suggested the need to perform due diligence. They noted that there was no rush to implement this and reiterated the need to take the time to get the details right. The Council suggested the message that needed to be sent to EDAC was that the Council was happy to fund this request up to a certain limit. They noted the need to discuss this with the businesses to determine who would be interested in participating, as well as to determine the entire cost for the platform including marketing. They reiterated the need to determine the level of participation and suggested the need to determine how it would be marketed and the success rate of similar programs.

#### Council Approval – Acceptance of Donation of Interactive Media Player for Town Hall

Town Manager Davis reminded Council that they agreed to make decisions regarding donations to the Town Hall Project on a case-by-case basis. He advised that a member of the community volunteered to donate an interactive display for the new Town Hall that would allow it to display things like notices and information on upcoming events. Mr. Davis reminded Council of the federal grant requirement to provide the history of the Town Office building and suggested the interactive display could be used for that as well. He advised that the donation would consist of the interactive box and three years' worth of services, with the Town being responsible for the purchase and installation of the touch screen. Mr. Davis noted that the display would be customizable and could be updated by the staff.

The Council agreed this would be a great item. They suggested the donation be recognized with a small plaque beside the screen.

*Councilmember Daly moved, seconded by Councilmember Miller, that Council accept a donation from Mvix for a multimedia player and associated programming costs for the Town Hall Project. Councilmember Daly further moved, seconded by Councilmember Miller, that a plaque be placed beside the unit recognizing Mvix for their kind and generous donation.*

Vote: Yes – Councilmembers Bernard, Daly, Jacobs, Kirk, Miller, and Pearson

No – N/A

Abstain: N/A

Absent: Vice Mayor Leonard-Morgan

(Mayor Littleton only votes in the case of a tie.)

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#### Council Approval – Termination of Contract for EV Charging Stations

Town Manager Davis reminded Council that a year ago, they approved a contract with Blink Charging for the installation of Level 2 charging stations in six parking spaces throughout the town. He advised that the staff met with the sub-contractor; however, things were moving slowly, and communications were difficult. Mr. Davis noted that the vendor intended to apply for a federal grant in 2023 for Middleburg’s system. He reminded Council that the contract contained an exclusivity clause for the Liberty Street Parking Lot, West Federal Street, and the Town Hall Parking Lot. Mr. Davis further reminded Council of the proposal to purchase a fast charger for \$100,000, which they declined, with the suggestion that the staff look at other options and grants. He reported that a different firm had a DC fast charger and offered to partner with the Town. Mr. Davis advised that they would provide the fast charger for a five to ten year period. He noted that they were a new start-up that was a U.S. based company; however, he advised that the technology had been deployed across Europe and China for a number of years. Mr. Davis further noted that there was a Chinese company of the same name; however, he reiterated that the company who was offering to partner with the Town was a separate U.S. entity. He explained that the challenge was that the Town would have to be released from Blink’s exclusivity clause in order to accept this firm’s offer. Mr. Davis reported that he had received no response from Blink thus far to his request for the release. He noted that the Town had three options – wait to see if Blink responded, termination of that portion of the contract, or termination of the entire contract. Mr. Davis advised that he would prefer to keep working with Blink; however, if the Council was interested in a DC fast charger at no cost to the Town, it would have to be released from Blink’s exclusivity clause. Mr. Davis reported that the staff was working with Downey & Scott to ensure the electrical requirements for the EV chargers were met as a part of the Town Hall Project and noted that this included a change in the electric wiring and a breaker. In response to an inquiry from the Council as to the risk of waiting, he advised that the Town may not be able to find another partner, which was why he would prefer not to terminate the agreement as he did not want to risk the Level 2 chargers for the sake of getting a fast charger. Mr. Davis explained that the fast charger was based on European technology that used 240 volts, as opposed to 480. He advised that the risk to waiting on the fast charger was that the company may decide to partner with someone else; however, he did not mind taking that risk. In response to an inquiry from the Council as to the relationship between the new company and China, Mr. Davis advised that they have said they were completely a U.S. company. He noted that the staff would try to get the best information available on this and provide it to the Council.

Council asked that the staff also get information on their relationship in the technology. They noted that they were uncomfortable that Blink was being non-responsive. Council questioned whether the staff wished to continue working with them.

Town Manager Davis opined that Blink was busy, as all towns were doing what Middleburg was trying to do. He noted that their service would be free. Mr. Davis suggested the staff could push them once the grant money was available.

The Council suggested the staff continue to communicate with Blink and request to be released from the exclusivity clause for the Town Hall Parking Lot, while it continued to investigate X Charge.

Town Manager Davis advised Council that he would return in January if he felt like he was not making progress.

**Discussion Items** (continued)

**Rural Preservation Summit**

Mayor Littleton opined that a better name was needed for the event that would reflect what the Town was trying to accomplish, which was educating those in the eastern portion of the County on why it was in their best interest to preserve the western portion. He reported that he worked with the Salamander Resort to identify a better date – April 11<sup>th</sup> - that would allow more time to plan for the event. Mr. Littleton reminded Council that the cost of the event was a concern and noted that Business Development & Community Partnerships Director MacIntyre had developed a list of sponsorship opportunities. He advised that he spoke with several organizations and individuals who were willing to be sponsors and that Salamander was willing to provide the event room for free. Mr. Littleton noted that the Town must pay for the food. He reported that he spoke with an individual who agreed to serve as the emcee. Mr. Littleton further reported that he met with representatives from the Loudoun County Conservation & Preservation Coalition, who were willing to help secure speakers and provide the right information to craft the message the right way. He reminded Council that they were proposing that the event consist of three blocks, with two speakers per block. Mr. Littleton further reminded them that the blocks would cover (1) why is this important; (2) what is the threat; and (3) what to do about it. He expressed hope to present the big picture and to identify one actionable item that would make a meaningful difference as a part of the latter block. Mr. Littleton advised that this approach had been successful elsewhere. He reported that he met with a member of the Loudoun County Board of Supervisors, and advised that his presentation was well received. Mr. Littleton suggested that participants be charged a nominal fee for their attendance, with the proceeds being donated to Seven Loaves. He further suggested that raffle items be included as a part of the event. Mr. Littleton advised that the target audience would be homeowners associations' board of directors and community leaders from the eastern portion of the county.

Council suggested that educators, including the School Board, be invited to attend.

In response to an inquiry from the Council as to whether a certain number of attendees was required in order to make the event worthwhile, Mayor Littleton advised that he had a core group that he wanted to attend and noted that the maximum attendance would be two hundred fifty people. He suggested that members from certain groups be given priority in registering. Mr. Littleton advised Council that he would report back to them on the status of the sponsorship sales and the speakers.

Mayor Littleton recessed the meeting for a break at 7:37 p.m. He called the meeting back to order at 7:46 p.m.

**Closed Session**

*Councilmember Miller moved, seconded by Councilmember Kirk, that Council go into closed session as authorized under Section 2.2-3711 of the Code of Virginia, for (1) consultation with legal counsel employed by the public body regarding specific legal matters requiring the legal advice of such counsel related to the Town Hall Project contract as allowed under Subsection (A)(8); and (2) for the discussion of appointments to the Town's committees and (3) for the discussion of the performance review of the Town Manager, both as allowed under Subsection (A)(1). Councilmember Miller further moved, seconded by Councilmember Kirk, that the Council thereafter reconvene in open session for action as appropriate.*

Vote: Yes – Councilmembers Bernard, Daly, Jacobs, Kirk, Miller, and Pearson

No – N/A

Abstain: N/A

Absent: Vice Mayor Leonard-Morgan

(Mayor Littleton only votes in the case of a tie.)

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(Vice Mayor Leonard-Morgan arrived at the meeting at 8:00 p.m.)



Mayor Littleton asked that Council certify that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting, which each member so did. He reminded those present for the closed session that any discussion that occurred within it should be treated as confidential.

Appointments to Town Boards and Committees

*Vice Mayor Leonard-Morgan moved, seconded by Councilmember Pearson, that Council reappoint Terry Cooke to the Middleburg Planning Commission for a four-year term, said term to expire December 31, 2026. Vice Mayor Leonard-Morgan further moved, seconded by Councilmember Pearson, that Council reappoint Punkin Lee and Linda Wright to the Historic District Review Committee for three-year terms, said terms to expire December 31, 2025. Vice Mayor Leonard-Morgan further moved, seconded by Councilmember Pearson, that Council reappoint Suzi Molak and Beth Erickson to the Cultural & Community Events Committee for two-year terms, said terms to expire December 31, 2024. Vice Mayor Leonard-Morgan further moved, seconded by Councilmember Pearson, that Council reappoint Bob Dale and Childs Burden to two-year terms on the Middleburg Strategic Finance Committee, said terms to expire December 31, 2024.*

Vote: Yes – Councilmembers Leonard-Morgan, Bernard, Daly, Jacobs, Kirk, Miller, and Pearson  
No – N/A  
Abstain: N/A  
Absent: N/A  
(Mayor Littleton only votes in the case of a tie.)  
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There being no further business, Mayor Littleton declared the meeting adjourned at 9:36 p.m.

APPROVED:

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Trowbridge M. Littleton, MAYOR

ATTEST:

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Rhonda S. North, MMC, Town Clerk

## December 8, 2022 Middleburg Town Council Meeting

**(Note: This is a transcript prepared by a Town contractor based on the video of the meeting. It may not be entirely accurate. For greater accuracy, we encourage you to review the video of the meeting that is on the Town's website – [www.middleburgva.gov](http://www.middleburgva.gov))**

**Rhonda North:** 6:00.

**Bridge Littleton:** All right. We'll call the meeting to order. First item is Pledge of Allegiance.

**All:** I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one Nation, under God, indivisible with liberty and justice for all.

**Bridge Littleton:** Okay. The next item is roll call.

**Chris Bernard:** Chris Bernard.

**Bud Jacobs:** Bud Jacobs.

**Philip Miller:** Philip Miller.

**Darlene Kirk:** Darlene Kirk.

**Bridge Littleton:** Bridge Littleton.

**Cindy Pearson:** Cindy Pearson.

**J. Kevin Daly:** John Kevin Daly.

**Rhonda North:** Rhonda North, Town Clerk.

**Danny Davis:** Danny Davis, Town Manager.

**Martin Crim:** Martin Crim, Town Attorney.

**Bridge Littleton:** Yeah. [multiple speakers] Okay next item is public comment. This is the period where any member of the public can address Town Council on any issue. Remember, you have 3 minutes. Would any member of the public like to address Council? Gary.

**J. Kevin Daly:** You also get a cookie [off mic].

**Bridge Littleton:** So just give us your name, address and 3 minutes is yours.

**Gary Nicholson:** All right. Mr. Mayor, Town Council. My name is Gary Nicholson. I am the Post Commander. Middleburg American Legion Post 295 111 The Plains Road here in Middleburg. First of all, thank you for the approval of the grant. Previous meeting back in November was very generous, that helped with the removal of our oil tank as well as what I was directed to call our site entrance ingress versus the ramp. [laughter] Definitely helped with the allowing those with accessibility needs to easily get into our building for once. That really played off very nicely. And I also want to thank you for the opportunity for allowing us to host the elections this year with the Town Building Council Building under construction. We had over 680 voters come and vote that day. We got very good comments from the town as far as how the elections were ran. They ran very smoothly with the election staff. They were very welcoming to our facility. They said if parking was great, I think there was only at most five people in line at any given time. So overall, very positive day, very positive turnout for the voters. And the election board has reached out to me regarding the June primary should you guys still have construction issues going on? We are more than happy to host those again or any time in the future. So please reach out if you need that. The Christmas Parade with Doug and Michelle Myers did a great job with that. We once again helped out hosting, basically used our lot to stage the area. We also opened up our facility providing drinks, hot dogs and facilities for the parade participants and friends and family. So, we're more than happy to do that again this year as well. And I also want to mention that we've kind of re partnered with one of our old partnerships, the Canine Companions. Basically, they're a nonprofit organization who train service dogs, and they're using our facility here in the winter months. And, you know, I know we're here tonight. One of the items on the agenda is the Health Advisory Board. We're once again up for a grant on that. I know there's a lot of great organizations that have applied to that. I think they're all more than deserving of donations on that. We have a \$3,000 grant request in for that, and I just want to state that as we kind of close out this year for the American Middleburg Legion, we're going to start focusing on kind of our community outreach programs, the first one being the Vets Helping Vets program, where it's a basically all the veterans service organizations within Loudoun County get together, no questions asked. We help veterans with financial need.

**Bridge Littleton:** Go ahead, that's fine. You can finish up.

**Gary Nicholson:** Help those in financial need, whether it be financial assistance or counseling or medical, you know, transportation to and from medical appointments. Just a little thing that we can help out with that. With the economy the way it's been lately, I've definitely seen an increase in requests this year. I think in just this past month in November we've had nine and typically I average about three to four each month. So, we're definitely seeing an increase there. We topped out at \$100 per request on these other PSOs do much more, but being a small post, we do what we can. So, the grant will definitely help out with that. And the other one that I'm going to be pushing hard for this year is the Boys and Girls State program. So American Legion National Level has a boys and girls state where it's a weeklong leadership program for juniors in high school, basically learn the rights and responsible as franchise citizens where they create their own local and state

government and they basically mimic the government proceedings. Being that we don't have an auxiliary in the past, we've only reached out to boys. But this year it has been my goal to also reach out to Girls State program as well. Even though we don't have the auxiliary program. Last year we were able to send seven boys to Boys State. Seeing how that we are the sponsorship for John Champ, Freedom, Lightridge and Saint Paul, the [inaudible] Catholic High School. I can definitely see us needing about 16 delegate slots and it's about an average of \$500 per delegate. That's my goal. I don't know if we can reach out. Oh, and I'd also being that we're doing Girls now, Foxcroft is definitely on my list. We've already started to reach out to the guidance counselors. I have two appointments next week and that I'll continue following up with the guidance counselors from these schools as we hit hard for that. So that's where that money would go to basically these two programs. But I'm definitely thank all your support in the past. I hope to be used to you guys in the future and anything you guys need, whether you need a spot to stage or hold meetings or just as backup location for any other events. So, thank you for your time.

**Bridge Littleton:** Thank you.

**Darlene Kirk:** Can I say something? You all actually [off mic].

**Philip Miller:** Wow. [multiple speakers]

**Bridge Littleton:** That was about four or five years ago, right?

**Darlene Kirk:** Just four.

**Bridge Littleton:** Yeah, yeah.

**J. Kevin Daly:** I remember that [off mic].

**Bridge Littleton:** Thanks, Gary. Any other member of the public wish to address Council? [off mic] Jane you're up.

**Jane Covington:** Thank you. Hello, everyone. I'm back. I'm Jane Covington. And last time I spoke to you, it was about sending in the preliminary information form to put Asbury Church on the National Register of Historic Places. You all voted yes, and you sent it through. And today in Richmond, the Department of Historic Resources voted that Asbury Church should be eligible for the National Register. So big hurdle. Congratulations. Yes, Well done.

**Bud Jacobs:** Thank you.

**Jane Covington:** Thank you for your support. So, what does all of this mean? So now I'm being eligible for the National Register means that you have to write the National Register. You don't have to, but it means that

you have the opportunity to elevate Asbury Church to the National Register. And to bring that story forward of the African American history and the White history of this 18th century, 17th, 19th century church. So, the National Register is very important to the Willisville Preservation Foundation. And so, we thought that we would like to do something to help move this forward. And so, we researched a few grants that the town might be eligible for. Grants are really competitive, but if you don't apply, you won't get it. So, there is a letter of intent due December 19th for the National Trust, African American Cultural Heritage Action Fund, which is a new grant that was established in 2017 in response to the marches in Charlottesville. And the purpose of that grant is to bring the African American story forward. So, fits with what we're trying to do here with Asbury. And I have drafted a letter of intent, and it's attached in your package, and it basically just says you can ask me questions on it, but this is what we're doing, and this is what we have to offer. And we would love to be considered for this grant. So, there we go. Any questions? That's a lot in 2 minutes and 30 seconds.

**J. Kevin Daly:** Well, done.

**Bridge Littleton:** Yeah.

**Jane Covington:** No, it's well done to the town. Thank you for submitting the [inaudible].

**Bridge Littleton:** So, Jane, let me ask. Let me do this real quick. So, this is public comment, so we can't go back and forth. But that's okay. What we'll do is we'll finish the public comment and then we'll just have a discussion about it. And if anybody's got questions, we can do that so.

**Jane Covington:** Okay.

**Bridge Littleton:** So, if you just want to hold for a few minutes. Is there anybody else who would like to speak to Council from a public comment perspective? Going once. Going twice. Shawn?

**Shawn Jones:** No, sir.

**Bridge Littleton:** Okay. Well, I saw Ali, you know, nudging you and everything, so. Rhonda, is there anyone on the phone?

**Rhonda North:** Stuart.

**Bridge Littleton:** That's it. Okay. Are we still doing public comment online? I thought we.

**Rhonda North:** Yeah, we're still doing comments online. But you all told Stuart he could do his [multiple speakers].

**Bridge Littleton:** No, I got that, but there's nobody else? Okay. So, we will close the public comment session, and then we'll just take this up right now as a discussion item. So, on the letter of intent, does anybody have any questions for Jane?

**Danny Davis:** So, yeah, I'm not sure. It's been forwarded to Council. It was not included in the packet because it's not a formal agenda item, so they don't have that for their benefit. So, I think it might be helpful just to explain a little bit more.

**Bridge Littleton:** Perfect. So, let's do. The reason I ask is because if it's due on the 19th of December, we got to figure out if we want to do it or not want to do it. So, Jane, do me a favor. So. All right. Because I read what you sent to Danny. So, this is a letter of intent. It's not the actual grant request. Okay. So that if I remember correctly, that's in April.

**Jane Covington:** Yes, yes, yes. When Rhonda is more free.

**Bridge Littleton:** Yeah. [laughter] Look at Rhonda's face. No, but if we don't do this, then we're not. [off mic] We can't the door is not open in April.

**Jane Covington:** April. And the selection process here and again, grants are so competitive and if you don't apply, you get zero. But a lot of this is also going to be the National Trust looking at their national distribution of who's applying. So, if they're not many applicants from Virginia, we have a higher chance of getting in. So, it really is just kind of like Russian roulette at this point. So I and again, as I told Danny, it's non-binding. You don't have to do anything. But why not just send in a letter and just see what happens.

**Bridge Littleton:** Right. So, let's do this and let's anybody has any objections to it. Let's send the letter out to everybody on Council. Everybody take a read of it. If you find anything that's questionable or, or you don't understand or whatever, talk to Danny. He can find out the answer. But, you know, let's say by next Wednesday.

**Jane Covington:** Because there are some pieces in here, I don't have the information for. So, I need to work with town staff to kind of flesh it all out because they are looking at the whole project, which also includes the bricks and mortar renovation. And it also includes your intention of what you want to do with the church, which you can say we don't know right now, but there are some pieces that I need from [off mic].

**Bridge Littleton:** Let's do it this way, because I'm cognizant of the staffs, really, there is no extra staff time. So, let's do it this way. You guys take a look at what's so far drafted. If there's nobody has any concerns with it, let Danny know by Tuesday. And if everybody feels fine, then, Jane, you and I can get together on Wednesday or Thursday next week, fill in the blanks, and then we can send it in. [multiple speakers] Does everybody feel comfortable? Yes. Yeah. Does everybody feel comfortable with that?

**Darlene Kirk:** Very much so.

**Bridge Littleton:** Okay, Danny, you good with that?

**Danny Davis:** Yeah. And I'm available too, to help out. I mean, we'll Will and I can spend 15, 20 minutes looking. [multiple speakers] filling in the blanks. That's [off mic] right. It's pretty. It's not a significant lift for us to [multiple speakers].

**Bridge Littleton:** No, I got it. But it's also sort of like what we intend to do and how we intend to fund it.

**Danny Davis:** Absolutely.

**Bridge Littleton:** And yeah. So, Jane, does that work?

**Jane Covington:** Yeah. [off mic]

**Bridge Littleton:** Okay, I'll shoot you an email tomorrow. We'll find a time on Wednesday or Thursday, set aside an hour and so yeah. Danny send it out to everybody.

**Danny Davis:** Tonight.

**Bridge Littleton:** Tomorrow as long as everybody is okay with it, then that's the game plan.

**Jane Covington:** All right. Thank you everyone.

**Bridge Littleton:** Okay, cool. All right.

**Jane Covington:** Bye bye.

**Bridge Littleton:** Thank you, Jane. I appreciate it. Okay. Two public hearing items. First item is the mid-year budget amendment.

**Danny Davis:** I'll be taking that.

**Bridge Littleton:** Mr. Davis.

**Danny Davis:** Thank you, Mr. Mayor, and Council Members, as you know, throughout the year, we are continually reviewing our budget and I have the authority to make some administrative budget amendments as appropriate within the dollar amounts appropriated by Council. But then there are times we also need Council to approve additional appropriations. And if those exceed 1% of the approved budget, then we need a

public hearing and the Council's approval. The town and the general fund, as you may recall, has almost \$800,000 in an unallocated line item, call it contingency unallocated revenues. We have Council has authorized some expenditures out of that line item. And then we also wanted to recognize the federal grant from the community project funding grant through the appropriations bill. While we have not changed at all the total project costs of the town hall project. So, we're technically not changing appropriations, it's a little wonky right now where we have debt, we have cash, we now have grants, so we want to at least recognize the funds and then we will intend to work with the Council in the best way to pay down using that grant, whether it's pay ourselves back cash, pay down debt or things like that. So, at this point, we're just recognizing those additional dollars at this point. In your item, you'll see there are a number of specific numbers of amendments that have been made. Primarily, most of these are staff related to merit increases. So, we leave a lump sum item in the budget process. And then once the merit increases are approved, we distribute that to each individual department budget so that they don't go over budget throughout the year for the salary lines. The other items just to bring to your attention because they are large numbers. The grant to Windy Hill that was approved at the last meeting was included in there. The additional funds to Christmas in Middleburg are included in here. And then also a significant increase in the town events line item, that's two primary things. One is related to the Mille Miglia. If you recall, the council authorized us to expend funds on behalf of the Mille Miglia and then we were being reimbursed those by the organization. And then in addition, we received a grant. So, this is recognizing funds we expended that are being paid back from that grant from the county. The additional major expense in this line item relates to the potential Rural Preservation Summit. And so, we've put a placeholder dollar amount in here. However, this does not obligate you to spend all that money or to even go forward with that. I know that's a topic of discussion later on the agenda. So, this would just simply be to change that line item. But then obviously any costs would be as authorized by Council as part of that discussion. So that's the primary changes as noted here. And I can take questions now or after the public hearing.

**Bridge Littleton:** Does anybody have any questions for Danny before we go to the public hearing? Going once, going twice. Okay. Let us open the public hearing. So, I will open the public hearing for the mid-year budget amendment. Any member of the public wish to speak on the budget amendment? Ok. We will now close the public hearing, and if Council has no other questions would someone propose to make a motion? Yeah.

**Philip Miller:** I move that the Middleburg Town Council approve the amendment included herein to the fiscal year 23 adopted budget.

**Darlene Kirk:** Second.

**Bridge Littleton:** Any discussion?

**Danny Davis:** We'll need to go roll call vote.



**Bridge Littleton:** Yeah. Yeah. No. The only thing I was going to note was, with that 2 million dollar grant we got from the federal government Congresswoman Wexton's office worked really hard on that, and their staff worked really, really hard, especially going through the HUD process. So I asked Rhonda to put together a resolution of appreciation. So, we'll do that in January. We'll invite them out. Hopefully they'll come and stuff like that. But I just want to make sure nobody had any issues. Yeah, that's that's 20% of the projects or or 15% project, so. Okay. Rhonda, do the roll call, please.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**J. Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Ok the amendment passes. Next item is Zoning Text Amendment 2022-02. Short term Rentals.

**Will Moore:** Thank you, Mr. Mayor, Members of Council. So, this was a discussion item with you last month. Just in recap, the Planning Commission started studying our existing regulations about a year ago at your request, early in calendar year 22. There was a Comprehensive Plan Amendment related to short term rentals prepared and ultimately adopted by council. And then in the months following, the Commission began work on some zoning text amendments related to short term rentals. As we discussed last month, they started with maybe some more complex regulations than what was ultimately forwarded to you. And there was some

discussion amongst Council last month about possibly having some additional discussions about some of those other items that they looked at but didn't necessarily forward for your approval. And we would be bringing those back for discussion in January. But at this time, the recommended amendment just contains some maybe minor clarifications and fixes to the existing ordinance. One is renaming the use as a short-term rental as opposed to the previous term limited residential lodging. Clarification that the use cannot occur in an accessory dwelling unit if there is one. Referring to nights of use rather than days. And some just additional reinforcement language about the owner needing to have a business license and being responsible for collecting and remitting applicable taxes. So, the amendment, as you have before you was recommended unanimously by the Planning Commission and happy to answer any questions.

**Bridge Littleton:** Anybody have any questions for Will on the Zoning Text Amendment? Okay.

**Darlene Kirk:** Good job.

**Bridge Littleton:** Ok Will, thank you. Appreciate it. We will now open the public hearing for the zoning ordinance amendment for short term rentals. Anybody from the public wish to speak on this item? All right. We will close the public hearing. One thing I just want to mention real quickly before we. Well, you know what let's take the vote. Let's do that first. Would anybody like to make a motion on this? Bud?

**Bud Jacobs:** I move that Council adopt an ordinance to amend chapters 2, 5, 10, and let's see, Roman numeral 16 of the Middleburg Zoning Ordinance pertaining to short term rentals.

**J. Kevin Daly:** Second.

**Bridge Littleton:** Any other discussion? Okay, Rhonda, would you do the roll call? I'll see them after.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**J. Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Okay. Amendment passes. No. The only thing I was going to say is we had a Zoning Ordinance Committee meeting earlier. Well, it was yesterday at the county level, and we sort of got an update from them on from staff on where they are on the county revising its short term rental zoning ordinance. And there was not much discussion about it, but there was actually some good conversation from a few folks that there's a lot of communities where the short-term rental thing is really becoming an issue in taking away affordable housing stock that, you know, it's actually a small place that's affordable someone buys it. And the number of it was interesting. One person was talking about the number of days that you have to rent it out, the rates you can get to justify buying it. I mean, it's like 40 days will justify it, you know. So, you know, we are authorizing 180 days. Does that disincentivize one of the things we want to try to do, like in the Ridgeview area, we don't want to become a rental community. So, I think that, you know, planning commission did a great job, you know, where it is. But since when this was passed a couple of years ago, the world and the environment's changing, interest rates are changing. It's harder, you know, so I really am looking forward to in April and not April, January really diving into this. But I was actually it was interesting how, you know, the way the conversation came up. And I know the county is wrestling with this as well. One thing Will, by the way, be aware. Oh, God. Who is it? Not Mark. I told one of the folks that to reach out to you. They had a question about the primary it being a residence or used for residential purposes. There was a legal issue they were trying to figure out in the text. And I said, Well, we actually dealt with that, right? Is it your primary residence or is it used for residential purposes primarily? So, their staff. So anyway, I said, well, you know, we actually dealt with that. And so, they might be giving you a call. It was Ryan. It was Ryan. Okay.

**Darlene Kirk:** We had that problem back in [off mic].

**Bridge Littleton:** Any public presentations, Danny? I don't think so. Please. Okay. So going on to staff reports. Where is Stuart? Stuart, why aren't you here?

**Stuart Will:** Hello? [laughter]

**Bridge Littleton:** Yeah, I'm kidding. Go ahead, Stuart.

**Stuart Will:** Yes, sir. You folks, I don't know if you have a current report from us. Can you confirm that?

**Danny Davis:** So we have the we have the October report, Stuart, because we didn't have the second meeting in November. So, this is covering that one. And we have not done the November utility report yet.

**Stuart Will:** Okay, well, that's on me. I looked at the itinerary on the town's website today and saw the October report and thought, surely, they've submitted a new report and maybe that's just oversight, but that will I'll get after the office, and we'll get them to get that out to you ASAP. But are there any questions regarding the utilities?

**Bridge Littleton:** Anybody have any questions for Stuart?

**Darlene Kirk:** We miss your smiling face here with us.

**Bridge Littleton:** But we're glad you got home at a decent hour.

**Darlene Kirk:** Yeah, we are.

**Stuart Will:** This is nice. I'm already fed. I'm sitting here fixing to watch some nice, mindless television.  
[laughter]

**Bridge Littleton:** That's great. And is it the Budweiser or Bud Light that's next to you.

**Danny Davis:** Hey, now.

**Stuart Will:** Neither right yet. [laughter]

**Danny Davis:** So, this report is always challenging because it does look backwards. But I don't want to miss the opportunity to recognize Stuart and his team as well as our contractors. We did have a water main break on Chestnut Street Friday afternoon at about 2:45. We had a kind of major event happening the next day and so we called Stuart, we called Tim, and then IES called a contractor out and they were here by about 5:30 or so and they got the water back on. I think it was somewhere around 9:00 or so, 8:30, 9:00. And so similar break that we've seen on Chestnut Street and other locations, also similar break that we've seen on Stonewall. These are just old pipes and it's a circle break where it just fractures in a perfect circle. They band it and it's good for at that location, but this is probably a pipe we need to look at putting on a replacement list because it is so old and has had issues. But kudos to Stuart, to Crystal and the team who got that fixed right away. And then if you've been east of town in the last couple of days, you will see the significant amount of dirt that is moving next to 408 East Washington. And we were replacing a sewer main there that is probably 70 to 80 years old. And what they have found in digging that up is that we had relined it with a cured in place liner. The concrete around it has almost completely disintegrated. And so, the only thing carrying the sewage is the liner, which is meant to have something around it. So, it is a good time for us to get in there and replace

it. The homeowners have been nothing but incredibly supportive and helpful in us getting this done, and it's good for us to do this before they actually put in hardscape or other really nice landscaping. So, it's important. So anyway, if you see a lot of work happening, that's what that is. And since we won't be meeting before this happens, not a town project, but an individual lateral project will be happening at Jane Covington's house. I'm sorry, not house a business where Punkin's shop is on West Federal Street, likely starting January 2nd or third. They will have to completely close Federal Street for a couple of days because if you know, Federal goes like this and the sewer pipe goes has to go down. So, it's 15 feet or so underneath the pavement. I believe it's about that. Maybe it's not quite that deep, but it's pretty far down. And so, they will have to there's just no safe way to keep one lane open, but we'll do plenty of public notice before that begins, likely starting January 2nd or third. So, they wanted to avoid the holidays and I really appreciate all that. But it's the same crew that's working on our pipe out here, too. So, they're a very good crew.

**Bridge Littleton:** So, if everybody's okay with it, if you guys don't mind, let's send something nice to Chris and Carolyn for ripping up their backyard, as you know, as a thank you and whatever.

**Danny Davis:** Sure. And I'm sorry. Real quick, last thing on the utilities report. You'll see the billing water billed to produce or produce to billed ratio. This month did dip a little bit. We're not quite sure if that's related to the hydrant flushing, we did or potential other leaks that we may have had and hadn't found. So, we take that real seriously and we're trying to keep up with that. But on average, over the last year, we've maintained about a 91% ratio, which is really, really an improvement over where we were before the well from the prior years. But we're also seeing an increase because of the meter project.

**Bridge Littleton:** So, any questions for Stuart or Danny on utilities? Ok Stuart, thanks a lot.

**Stuart Will:** Yes sir. Have a good evening, Bridge. Good evening, Council.

**Bridge Littleton:** Stuart, have a great Christmas.

**Bud Jacobs:** Bye Stuart.

**Bridge Littleton:** Ok Rhonda.

**Rhonda North:** Mr. Mayor, in the interest of time, I really have nothing other than what's already in my written report. So, I'm available if you have any questions.

**Bridge Littleton:** Any questions for Rhonda? Tell you what, man.

**Rhonda North:** And no sense repeating what you've already read.

**Bridge Littleton:** Yep. Ok. Next is Ali. [off mic]

**Chris Bernard:** [off mic] time we got back. [off mic]

**Ali MacIntyre:** Okay, You guys do have my report. The only thing that I do want to mentioned, I won't read all my little notes, but I have been getting really good feedback from Christmas in Middleburg, particularly from the businesses. They've noticed but I don't have the exact numbers, of course, but even with the less people, there was definitely an increase in sales from the businesses that I've talked to. And overall, just good feedback, happy spirits, minimal complaints, which is great. And then for the business parking, we ended up filling 116 spots that were donated back by the business community to help the business community. So that was great. Any questions?

**Bridge Littleton:** Any questions for Ali? Bud. Sorry.

**Bud Jacobs:** Has AJ or Shawn given you guys a guesstimate on the attendance number?

**Ali MacIntyre:** Yes, but I expect that they're going to report on that. I don't know if they've done their whole calculation yet. It was just kind of a roundabout number [inaudible].

**Danny Davis:** Our initial estimates using the Jacobs method. No, it's more of [laughter].

**Bud Jacobs:** You say that too much.

**Danny Davis:** That's right. I know that. I think as we compare it to last year, the general consensus, it was somewhere probably around 65 to 70% of what it was last year. And that puts us somewhere probably in the 7 to 8,000 persons range for the whole entire day. Lieutenant Jones, I hope that's not stealing your thunder, but.

**Shawn Jones:** I'm just confirming. But it was a little bit down from pretty much last year. [off mic]

**Danny Davis:** Yeah, but I think in general, if you look at some of the photos, you'll see there were still sections. It was four or five persons deep and you look at some sections, it was one or two persons deep, one on the east side, so not as dense as last year, but definitely still a very good crowd.

**Darlene Kirk:** And saw a lot of people walking around town with bags.

**Danny Davis:** I did too.

**Darlene Kirk:** And that's a good thing.

**Chris Bernard:** Well, it was easier to move around.

**Danny Davis:** Yeah, it was.

**Bud Jacobs:** Seemed to me it was we sort of hit the sweet spot. That's probably about the right number.

**Philip Miller:** It was good. [off mic]

**Bridge Littleton:** Less is more. Any other questions for Ali?

**Ali MacIntyre:** Also, just make sure you look at the events page because we have a lot going on and [off mic].

**Bridge Littleton:** Subtle nudge. Thank you, Ali.

**Ali MacIntyre:** Thank you.

**Bridge Littleton:** Appreciate it. Shawn. [off mic] All right.

**Shawn Jones:** Don't have a lot to report. So, for Christmas in Middleburg, we'd like to thank everybody. Ali Town Council, Town Staff, Tim Cole, and his team. We all worked together to help make Christmas in Middleburg a success. So, it was a good time. We had a few hiccups, but nobody could really tell what the hiccups are. We adapted and overcame very quickly. Our team made things happen. As soon as we figure out the hiccups, our team jumped right on it, and we got the job taken care of. So, we just want to thank everybody for that. Speaking with the Chief, our numbers for the parades maybe six, 6,500, 7,000 per parade, 5 to 6 somewhere in that time frame. Didn't have a lot of incidents or anything like that. Crowds were able to move through in a good, safe manner. So, we were happy with that. Other than that, we're just gearing up for the rest of the Christmas events. Tomorrow, we're going to work with the MPA to do a Stuff the Cruiser stuff with one of our cruisers at Safeway. Fill it with food so we can give that to Seven Loaves. So that's one of the things that we're going to work on tomorrow. So, we're going to do it for a few hours in the morning, come back and do it for a few hours in the evening time, as well as our way of giving back to the community.

**Bridge Littleton:** Is there anything specific they want?

**Shawn Jones:** Can goods.

**Bridge Littleton:** I know, can goods but like, you know, can?

**Darlene Kirk:** Sweet potatoes.

**Bridge Littleton:** Or but or can beef or, you know.

**Shawn Jones:** Sweet potatoes, green beans, stuff like that. You know, just for the holidays. Wish we could do a turkey drive, but we have no way to.

**Bridge Littleton:** Keep them frozen.

**Shawn Jones:** Yeah, keep them frozen. That and I'm also proud to say that when we are at the Academy every year, the Academy usually sends out a nasty gram because you have officers that have not completed the necessary training for the year. Well, we didn't get a nasty gram. We got a [multiple speakers]

**Bridge Littleton:** They lost your email address. Yeah. [laughter]

**Shawn Jones:** We actually have congratulations that we were 100% in compliance. They didn't have to call us and tell us this officer is this or this or that. So, we stayed on top of that throughout the year. So, one of the things that we started implementing is if we can't send somebody to training, we are trying to do online monthly training to get ahead of things and also train on topics that are emerging around us before it gets to us. So, we want to keep our officers trained. So that's one of the things that I work on monthly is like a monthly training or monthly topic for our officers. So I'm just proud that we got 100 percent compliance from that this year.

**Cindy Pearson:** That's great.

**Shawn Jones:** So that was good.

**Darlene Kirk:** Proud of you guys.

**Shawn Jones:** Thank you. And we're just working on the rest of the Christmas events for the rest of the year. And we survived Christmas in Middleburg and this one I was actually not sick and I could really focus on it. So that was a good time. Also took a lot of pictures and jotted down a lot of notes. So next year we can be prepared. The Chief and I sat down, and we talked about pros and cons, things that we saw, things that we can improve upon and so forth.

**Bridge Littleton:** Awesome. Any questions for Shawn?

**J. Kevin Daly:** Well, done.

**Bridge Littleton:** Shawn, thank you.

**Darlene Kirk:** I did notice on Facebook that a lot of the smaller towns, not a question for you Shawn. A lot of the smaller towns in the area were also having parades. Small town parades, and I think that helped our members.



**Chris Bernard:** Marshall had theirs. [multiple speakers] was the night before.

**Shawn Jones:** And [off mic] had theirs the same evening. City of Fredericksburg had theirs that day too. So, a lot of folks had parades.

**Bridge Littleton:** Copying us.

**Darlene Kirk:** Great minds think alike.

**Bridge Littleton:** Or troubled minds think alike. [off mic] Yeah. All right, Will.

**Will Moore:** Yes sir. You have my report, I have nothing to highlight, but happy to answer any questions.

**Bridge Littleton:** Any questions for Will? Now Will just cause you know, you picked 7:30, you know, sloughing off stuff like you, unlike you normally do you know, I see the game. [multiple speakers] I see. I got it. Okay. All right. Thank you Will. [off mic] Yeah, exactly. And there's a lot of money riding on that bet. Ok. Danny, I'm assuming you're taking it for Tina.

**Danny Davis:** I am. I will take all of Will's time. Thank you, Mr. Mayor, and Council. A couple of items of note. Since he's also here, it's written in the report. But thanks to Norm for putting a great article about the street signs, because we have now sold 108 to date. In fact, I think that's up over 115 or so now. And so, we're pushing almost \$3,000 in revenue. So, thanks for the publicity there. [off mic] It's about 15.

**Chris Bernard:** Yeah. So, it's a fantastic job.

**Danny Davis:** Yeah, it's really cool. It's really great. So that's gone. As noted in a future item to the Health Center Advisory Board grants this year. Revenues continue to look very strong. A couple of quick items. You'll note that meals tax is probably one of the strongest months I remember ever seeing, and so very strong receipts were in November but so this was for October sales, as you know, is a very, very busy month and that's reflected in the numbers there. So, we continue to be above projections on our revenues and we continue to be right on track or really under budget on our expenditures, and we continue to monitor our investment funds in a good way. The stable NAV program is almost at about a 4% annual rate, so that's good. The VIP, as you can imagine, has a little more fluctuation to it because there's a longer held fund. But I think if held to maturity would be about 4.28%. So again, you have to go through the fluctuations of paper losses and actual losses there. But on that end, I'm happy to answer any questions about the Treasurer's report, if you'd like.

**Bridge Littleton:** Any questions for Danny on the Treasury report? All right. Next item is Town Hall Project. Rhonda.

**Rhonda North:** Thank you.

**Bridge Littleton:** I have a feeling you actually are going to say something this time.

**Rhonda North:** I'm going to say something this time. Just a few things to fill you in on since I put out my written report. So, I'm happy to say the windows were delivered today and they have started to install them. And I think 18 at last count had already been installed since they were received. [off mic]

**Rhonda North:** 40, 50? 50. Yeah, yeah. So, they're getting them in fairly quickly. The plan is to have them installed this week and then next week they'll start the EIFS installation means the building will be watertight. That's a huge milestone for us. Yes, huge milestone.

**Bridge Littleton:** I will note that Danny's office windows went in first before everything else, it was Danny's windows. [multiple speakers]

**Chris Bernard:** [inaudible] Than any other room.

**Bridge Littleton:** Yeah, right. And it's larger than any other room in the building.

**Bud Jacobs:** Bridge what's your point?

**Bridge Littleton:** It's being executed as I expected. [laughter] [off mic] Exactly. Yeah. You know what? If we make him have to start living that building now, it's going to get done a lot quicker. Yeah.

**Rhonda North:** So, Washington Gas did complete the connection to the gas line today. So, another good thing. And we anticipate Dominion Power will be here tomorrow to build out the system on the pole for permanent power. Another good move forward. And then they are working to do the grading and hopefully get the base down and start doing the asphalt overlays for the roadway and the parking that is asphalt. We're really pushing to get that done before the asphalt plants close later this month because we do need that in place for our occupancy permit. The permeable pavers can be installed at a later time. They're not as dependent on weather. We just need to get the asphalt down before the asphalt plants close. So, some good progress and pushing to make some more progress on some other time sensitive issues. [off mic] Yeah. Council did its walk-through on Monday, its tour on Monday and things are starting to come together.

**Bridge Littleton:** Any questions for Rhonda? Rhonda, I only had one question about the asphalt, so and this might be a question for Bill from an industry perspective. So, I mean, so as I understand it, the reason those guys close in the December time frame is because it gets so cold, you just can't lay asphalt.

**Rhonda North:** Correct.

**Bridge Littleton:** So but we're having a warm December so far. So do those guys stay open as long as the weather looks warm because they've got business or is it like everybody plans on being closed by the 15th, no matter how good the weather is?

**Bill Downey:** It's mostly the judgment call is related to the weather. And they're not all on the same schedule either.

**Bridge Littleton:** Okay.

**Bill Downey:** Yeah, we're optimistic that we can get the base layer of asphalt down. Which is great.

**Bridge Littleton:** Okay. Perfect. Okay. No other questions for Rhonda or Bill? Ok. Great. Excuse me, [inaudible]. All right. Next item here is project status updates. Mr. Davis, yet again.

**Danny Davis:** I am actually going to punt to Will because I don't have the most recent version, and I think it was just uploaded in iLegislate.

**Rhonda North:** It was.

**Danny Davis:** And I do not currently have that, so I apologize. [off mic] So if you're opening the PDF that Rhonda emailed, you have an older version as well.

**Bridge Littleton:** Will, over to you.

**Will Moore:** Not a lot of significant progress on the projects listed on this report. Do note that it will be coming in January. We'll have a resolution for you regarding requesting acceptance of Chin Court since we completed the reconstruction of it. Estee has continued working with the individual property owners on our septic conversion project, which is in mostly final design now. We do have an issue determining the status of one property that we're still working on, whether it's connected to public sewer or not. So, it's an interesting case, but we continue to work on that. And then finally, we did have the structural engineer come out for an initial look at as he came out on Friday, and he will be coming back out in early January with some of his team to really get in there. But we talked about getting that work to. Again, the idea here is that since we won't be able to start the full planning for the restoration until mid or later next year, we want him to put eyes and just advise us is there anything we really need to do in between now and when that restoration would eventually get started just to shore it up. So, he had a couple of initial ideas, but he needs to get in with some of his team to get a closer look [off mic].

**Bridge Littleton:** Let me ask one quick question. In his first look was there anything that he thought that jumped out at him that was serious? I mean, I get a little stuff all over the place, but.

**Will Moore:** I mean, there were a couple of things that he immediately said. These are things that we should be working on, things that we didn't complete during the first phase. But they're not necessarily critical at this stage. They could wait. There are some things that we could go ahead and do. We wouldn't have to wait until the end, like there's an old oil tank that we could go ahead and have that.

**Bridge Littleton:** That's easy stuff. Yeah. Okay.

**Danny Davis:** And he is going to put some extra attention in his review to the flooring structure, which I know has been a question as well, and just ensure that if there is any immediate issue, that he brings that up to us now, otherwise that we just kind of know what we're getting into when we're ready to begin the next phase of the project.

**Bridge Littleton:** And so that would be if he's like, yeah, you might want to go do it. We might, what we would do is just tell him, go do a subfloor right now. And at least then if anybody goes in and you can walk on it.

**Will Moore:** It could be, yeah, it's a very unique structure and getting underneath to get those floor joists.  
[multiple speakers]

**Bridge Littleton:** Beams. Yeah.

**Will Moore:** That's a heavy lift. He also recommended having pest inspection and he saw some signs of termites and some other bugs that may have been active at one point. He can't tell if it's still active or not, but he could tell that there was some activity by a pest at some point in time. So, he recommended having testing.

**Bridge Littleton:** Okay. Any questions for Will? Bud.

**Bud Jacobs:** Well, I had one for Jane, but I guess she took off. We might ask Jane if the interim work that we do, if we do any be sure to capture that in case it helps support our ultimate request for grant money for the church.

**Will Moore:** Absolutely. And for what it's worth, Jane was with us when.

**Bud Jacobs:** Great.

**Will Moore:** [multiple speakers] come along. So, she's involved with it.

**Bridge Littleton:** No, it's a great idea. Take credit for whatever we're doing. Ok Will, thank you. All right. Any Town Committee Reports, Peter? [laughter]

**Darlene Kirk:** I got one, but I guess I'll wait.

**Bridge Littleton:** Go ahead. You're up. [off mic] What's next? [off mic]

**Bridge Littleton:** Oh, yes, it is. I'm trying to see if there is any other. I don't think so. So next item is consent agenda. Would anybody like anything removed from the consent agenda?

**Darlene Kirk:** No, sir.

**Bridge Littleton:** All right. Is there a motion?

**Philip Miller:** I move we accept the consent agenda as proposed.

**J. Kevin Daly:** Second.

**Bridge Littleton:** Any discussion. All those in favor say aye.

**All of Council:** Aye.

**Bridge Littleton:** Opposed, abstentions? Okay. Now, the next item for Ms. Kirk is the Health Center Advisory Board Donation recommendations.

**Darlene Kirk:** Yes, we did meet this week. Thank you. Put it towards me. [inaudible]

**Bridge Littleton:** [off mic] yellow piece of paper.

**Darlene Kirk:** Yeah. Oh, I forgot. Sorry. That's a [inaudible] Anyway, [inaudible] reminding me. The Health Center Advisory Board met this week, and we had also the members who are going to be a part of the 501c3 there as well. We talked a bit, and we went over the list of requests and we pretty much approved them as requested. We did cut one back a little bit because the percentage of jumping it was so much more than we thought it really should be. But we gave them a really good amount anyway. And we're going to be meeting probably next month towards the end of January to set up the 501c3 and come up with how we're going to what the rules are going to be and that sort of thing. And it was a good meeting. We had everybody there except for Tommy Dodson, I think was the only one that didn't show up. But everybody was there and had good ideas and Pam was there. So, it'll be going over to 501c3 pretty soon. I mean, it's been approved, so IRS says fine.

**Bridge Littleton:** Which it shocked me. [off mic]

**Bud Jacobs:** Oh, wow.

**Darlene Kirk:** Yeah. We were surprised it came that fast. We were surprised it came that fast, sorry.

**Bridge Littleton:** Yeah, it took our reclassification took two and a half years. The town got, what, eight months?

**Darlene Kirk:** Yeah.

**Danny Davis:** Yeah, it was about three.

**Bridge Littleton:** Clearly [inaudible]. What?

**Danny Davis:** About three from submission.

**Bridge Littleton:** Clearly you all know somebody. [multiple speakers] Yeah.

**Darlene Kirk:** And I will say it probably is as extremely well written because Eric Scheps took that on and that was not an easy job. [inaudible] did I say [inaudible]. [laughter]

**Bridge Littleton:** I'll be sure to let Eric know. [inaudible] Darlene thinks that you're.

**Darlene Kirk:** Nothing but anyhow, so he did a great job on that and thank him for that.

**Bridge Littleton:** Oh, it's great. Okay. Any questions for Darlene or Philip on, you know, what they went through or on any of the specific donation approvals? Okay. I would just say as we move into a 501c3, which will have its own unique dynamic and everything. I just want to thank you and Philip for all the years of leading the health center fund as a town committee the way you have, because it's been like herding. You know, it's a lot of work now we're going to have a structure and a broader board and all that kind of stuff. But thank you guys for champing it all those years.

**Darlene Kirk:** And my mom.

**Bridge Littleton:** And your mom.

**Darlene Kirk:** She busted her butt on that.

**Bridge Littleton:** Yep. Yep. Ok. Would anybody like to make a motion? Darlene?

**Darlene Kirk:** I guess [multiple speakers] but I will.

**Bridge Littleton:** Yeah.

**Darlene Kirk:** I move that the Town Council approve the charitable donations as recommended in the Health Center Advisory Board calendar year 2022 request in the amount of \$50,500.

**Philip Miller:** Second.

**Bridge Littleton:** Any other discussion? Rhonda, do we have to do roll call?

**Rhonda North:** Yes sir.

**Bridge Littleton:** I mean, I know Martin's here, so probably, but anyway go ahead.

**Rhonda North:** Yes. [laughter] Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**J. Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Darlene Kirk:** Can we do that backwards once of course Cindy can be first? [laughter]

**Bridge Littleton:** And Gary, I don't know if you'd seen the recommendation, but there was the full amount. [off mic] Yep.

**Darlene Kirk:** And we thank you, because you did a great job on that.

**Bridge Littleton:** Ok. Next item here is a contract for visitor shopping app.

**Danny Davis:** I know Ms. MacIntyre would appreciate it if [multiple speakers] say Aye, one more time and we can just move on.

**Ali MacIntyre:** You have my information.

**Cindy Pearson:** [off mic] promotion.

**Bridge Littleton:** You're not getting away with it on this one.

**Ali MacIntyre:** Okay, Well, thank you. I am here to talk about the Bandwango visitor shopping app. In regards to our Fox's Trail. So, for those of you that aren't familiar, the Fox Trail originated from one of our wineries and breweries got together in the business community to start this little trail here to promote more foot traffic in town. And basically, the premise was they had to go to each of the businesses, they had to get a stamp, and if they completed the trail, then they would get entered to win or they would get a swag bag. That included participation or the town took it over in March, and we partnered with the Pink Box to assemble the swag bags and get these distributed and stopped it for about three weeks. And it was just lots of fun, but also lots of time and lots of manpower because it was all physical. The reason why we're looking to an app. Bandwango is the company, they actually reached out to me about something just adopting the application for one of our other events. I thought it would be more appropriate for this application. It will definitely make it a lot easier and less hours for those three weeks. But also, we could draw out the trail to be an entire year and this contract would go for 12 months. Another piece of it would be we would be able to have more than just the alcohol related businesses. Of course, nothing wrong with the awesome businesses that were a part of it. But one of the biggest pieces of feedback that I got from the Fox Trail was for folks that wish that more businesses would participate. So, retail businesses and such. So, with this app, we would do the check in pass and the check in challenge. It's like a gamified trail. We are looking to gamify this in a way. Just didn't expect to have an app option so quickly, but we gave them the trail to where they would go. They would check in and then they would accumulate points. And with those points, once they hit a certain level, they would be eligible for prizes. I've talked to some of the businesses in town already. I haven't floated it to everyone just because I didn't want to get them all excited and then it not come to fruition. But some of the businesses that offered to donate, whether it's gift cards or overnight stays different things like that to make it more enticing. But it wouldn't be, you know not everybody would be able to just get something. And then the data that's included, we would be able to see almost instantly once it gets going, should it be approved contact information, geographic information and the redemptions and check ins, which is you know more than we're getting now. It



would just. Yeah. Anyway, and this was recommended by our EDAC Committee on November 21st. Any questions?

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Oh, I don't have a question, but I know several years ago when they did. I have it on. The buttons for the fox buttons around town for the kids. So, we should look at doing something Fox Trail wise for kids so that they can have their own little cart and go around and do it, because I know they would enjoy that as well.

**Ali MacIntyre:** Yeah, we would definitely want to incorporate elements, so we would still have the winery, brewery [off mic]. The points would be tiered. Obviously, if somebody is going out to eat, it would be different. Then they could also do a check in at one of our historic sites and they would be able to just check in at Five Points [off mic] versus going somewhere, checking, getting 50 points. We haven't figured all those pieces out yet, but.

**Darlene Kirk:** It might be good for children if they, you know, go to Scruffy's, and get an ice cream cone they can get five points or something. And it would just be nice to do that for kids because I know they did really enjoy it that year. I saw them running around all over the place.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** I'm not real clear on it because I haven't read every little bit in that. Do you have to have an app on your phone to do it, or is it just a game piece per say?

**Ali MacIntyre:** It's web based. You don't actually have to download it.

**Cindy Pearson:** That's what I thought.

**Ali MacIntyre:** We would mark it in [off mic] and that's how [off mic].

**Cindy Pearson:** But is there an app that you could download if you want to? [off mic] There's not. It's web based. Okay.

**Chris Bernard:** I'm sure it's like a QR code or whatever that you scan.

**Bridge Littleton:** No, it's a web link they send you, they text you.

**Cindy Pearson:** Oh, okay.

**Bridge Littleton:** And you go to a home page.

**Chris Bernard:** What [off mic] come up with an app.

**Ali MacIntyre:** In your spare time?

**Bridge Littleton:** So, a couple of thoughts. I asked Ali to set up a phone call with the people who run this business and do a little demo and ask some questions. So, at a high level, you know the concept, right? Conceptually. Forget this company. Conceptually. Is it a neat idea or is it a powerful idea to have a thing that, you know, geo locates you on a map and you can see where you walk by? Yeah, it's a great idea. You know, I know we've talked about it in the past. I've always been massively impressed with the Colonial Williamsburg app. I mean, it's fantastic. It's the map. And they, you know, you can put these layers and, oh, you're near this museum and you click on it. The hours are open. So, I mean, it's not exactly the same thing, but it can function as the same thing. But a couple of concerns. Number one, I think we need to be careful about jumping at the first company that comes to us and offers us a technology. Right. If this is something we want to do, that's great. Let's figure out what our requirements are, see what the top five folks are who do this and take them for a test drive. Right. And I think you guys and I think EDAC should get a demo. I mean, of every of this software working right and seeing what it looks like. I mean we all when you buy a car, right, we go test drive four or five. We don't just the first one that somebody puts in front of us. [off mic] Well that's you. [laughter] So I think we want to do that. And I think there's a lot of devil's in the details. So, because the thing I would hate to have happen is that we choose a platform. All the businesses or a lot of businesses put all their information in it, we upload it, we really use it. And within the first couple of months we go, This thing stinks. It doesn't really work. Whatever, right? We don't like the user experience isn't good, but we still want to do it. We have to go to something else. Now you've got to there's a yeah, you're not going to migrate that data. You've got to basically make everybody restart. I'm not saying these this technology and these folks aren't the right folks. I have nothing to compare them against. Right? So that would be my concern. And it's not about the \$6,500. It's about the time, energy, and effort for Ali staff and all the businesses, because you're not going to get any benefits from it unless a significant majority of the businesses load into it and then people start to use it, right? And then you're really far down that path.

**Philip Miller:** So, the additional load on the marketing team to go ahead and push this out and make sure that people actually know about it and the additional expense is out of scope. And from that contract.

**Bridge Littleton:** Well, I didn't think about that. Yeah.

**Philip Miller:** [multiple speakers] to be part of that. Yeah, I agree completely with what you said, and I think that it's premature.

**Bridge Littleton:** Yeah. And again, like, this may be the best one. I just I don't have its sort of like a Coke versus Pepsi, but I don't have Pepsi next to me. Right. So, I again, I think it's a great idea. I just think it needs you know; we need to make sure we're buying the right thing and totally not about the \$6,500.

**Darlene Kirk:** No.

**Bridge Littleton:** It is about is this going to meet the need? Well, we have you know, we don't even have requirements document. We don't even have what we want out of this thing. I think that's the first thing we got to do. But and then the last thing is, and I asked some very specific questions of the folks when they were and I saw your email earlier, Ali, that they did answer like who owns the data? Right. Like, when this is all done, if we terminate the contract or [inaudible], who owns all this data? And like I think if they said that we would own the metrics, but that they would own the merchant data. I don't you know, let's make sure we're okay with let's make sure the merchants are okay with that. Now. It may mean, it'd be no big deal but, you know, I would want to know. And then there was one other question I had. I can't remember what that was.

**Ali MacIntyre:** The .gov was the.

**Bridge Littleton:** Oh, right. I was curious how many of their customers are actually government versus a tourism board or a? And they came back and said that what was it? Only ten of their customers were actually. [multiple speakers]

**Ali MacIntyre:** [off mic] clients who have dot gov in their URL. But there's a lot of much like.

**Bridge Littleton:** Like there's a Loudoun.

**Ali MacIntyre:** But it's [off mic] still government funded.

**Bridge Littleton:** Yeah yeah. So, it would be like so I think the way to say it is [multiple speakers] the vast majority of their customers are not a they might be government funded but they're a non-governmental entity, so like a nonprofit or a business professional association. So again, I'm not saying that we shouldn't do it, but we should ask the question of what's the right most appropriate, you know?

**Darlene Kirk:** Just more due diligence.

**Bridge Littleton:** Yeah. And I know the last question I asked him is, I said, Hey, who's your main competitor? Right in this space? Whenever I see a new doctor, I always say, hey, if I was a family member and you had to recommend somebody else, who would you recommend? And it always throws the doctor for a loop because they're like, oh, well, you know. But they always give an answer. It was interesting. These guys said, oh, we don't have a competitors. Everybody has competitors, so. I've, blathered on, but I've really thought a lot about it. So curious anybody else's thoughts.

**Darlene Kirk:** I think you're on target.

**Chris Bernard:** Yeah, I think there's been a push to get it out as soon as you know, like in January, because that's when it's slow. I don't think the true impact is going to be felt right away. So, I don't think there is a massive rush. So, I think it just needs a little more time to get the details right.

**Bridge Littleton:** Any other thoughts? Would it be fair to message this for Ali to EDAC and anybody else? We're happy to fund doing this. Right. It's not an issue of money to a certain limit. Right? I mean, we're not going to spend \$80,000 on it. Go ahead, Philip.

**Philip Miller:** I was going to say maybe it depends on where we end up with this. And I think there's a lot of businesses in town to talk to to see who would actually participate and use it. And we have to look at our also then our additional marketing costs, which we pay for solely. There's a lot of things to consider when you say something like that. So, no, I'm not not in favor of saying that we would we would absolutely pay for it.

**Bud Jacobs:** And the [off mic] needs more work, you know.

**Philip Miller:** Great idea.

**Bridge Littleton:** Great idea, we're on board, but more homework needs to be done.

**Chris Bernard:** I think we need to have a better idea of what participation level we would have. But it does. It could help fix some of the issues. Okay, how do you draw people to Federal Street? Oh, well, if three or four of the businesses down there are participating, well cool, I'll go check that out. So, there are some [multiple speakers].

**Bridge Littleton:** Come down here, you get 15% off.

**Chris Bernard:** Yeah. So, I think it's right track a little more time.

**Bridge Littleton:** Okay. [off mic]

**Bridge Littleton:** Yeah, yeah, yeah.

**Chris Bernard:** We don't need to rush it to get it in time for slow season because it's not going to have this immediate. Oh, my God, everyone's doing 30% better.

**Bridge Littleton:** Yeah. Well, it would be interesting to see from the marketing company. I don't know if we've reached out to them, but hey, guys, if we did this, what would you do? How would you push it? What type of

success rates have you had with other groups like this? How much do you think it would cost to push it the appropriate way.

**Philip Miller:** Who are their competitors? [multiple speakers]

**Bridge Littleton:** Oh, that's a great idea. That's a great idea. Okay. Ali, I know this is a lot of extra stuff, but does is that helpful? [off mic] Okay. I'm willing to help any way you need. But and I know Chris and Philip are so and clearly Darlene, too. [laughter] [off mic] All right. No, it's a great idea. And I think we all want to do it. Just, you know.

**Ali MacIntyre:** More information.

**Bridge Littleton:** Yeah. Yeah. Okay, cool.

**Ali MacIntyre:** Thank you guys.

**Chris Bernard:** [off mic]

**Bridge Littleton:** Bud you were left out on purpose. [laughter]

**Cindy Pearson:** Yes, Bud.

**Bridge Littleton:** Okay.

**Chris Bernard:** That's great. You're on the right track here.

**Philip Miller:** I've see Bud use the wrong side of his phone, so I know.

**Bridge Littleton:** Oh, you mean he's doing this? Hello? Hello? [laughter] All right. Next item is donation of interactive media player for the town hall.

**Danny Davis:** Thank you, Mr. Mayor. As you know, the Town Council had discussed at one point donation policies and decided at that time just to consider those kind of on a case-by-case basis, depending on what they were. We were approached by a local member of the community who has a business here in Loudoun County that provides interactive displays. You might see them in like shopping areas or in a professional office, and it might display anything from news and information. What's upcoming, the current weather to also having the ability to be interactive displays where it could be. I'm looking for this type of store, that type of location. And these the question was were, was the town interested in something like that for the new town office or a town hall building and where we could display things like public notices or events coming up or any other kind of important information we wanted to share if people came into the town hall, this became a little

more pertinent when, as part of our federal grant, we became required to talk about the history of this current building in the new town hall. And I thought that could be a great combination of or use of this technology, as well as using it for promoting events. Hey, sign up for E-bills on your water bills, whatever it might be. So there the proposal was to offer the essentially the box, the brains of the information, the services to get it started and three years' worth of the services. The town would still be responsible for purchasing the display, the touch screen, and getting it installed as part of the contract. So, the request to Council right now is if there is interest in pursuing this, staff thinks this could be a great addition into the town hall. It's fully customizable. So, Rhonda or I or any one of us could have access to the back end to update information, put in new information and keep that fresh, and then also again fulfill the requirements of the grant. So, I'm happy to answer any questions.

**Bridge Littleton:** Any questions for Danny or Rhonda? Okay. I think it's great. The only other thought I had was, you know, assuming we approve it, next to that, let's do a little plaque that says, you know, generously donated by.

**Danny Davis:** Sure. That's fine.

**Bridge Littleton:** Okay. Is there a motion? Oh, wait, [inaudible] Do we vote on this? [multiple speakers] Motion? Yeah. All right. Good.

**J. Kevin Daly:** I move that the Town Council, accept a donation from Mvix for a multimedia player and associated programming costs for the town hall project.

**Philip Miller:** Second.

**J. Kevin Daly:** What huh? In addition, a plaque recognizing Mvix for their kind and generous donation.

**Philip Miller:** Still second.

**Bridge Littleton:** Any discussion? All's in favor say aye.

**All of Council:** Aye.

**Bridge Littleton:** Yeah. All right. All sorry. All opposed? Abstentions? Okay. Now Martin's happy. All right. Next item here is. Oh, termination of contract for EV charging station.

**Danny Davis:** So, Mr. Mayor and Council Members, you may recall this about a year ago, we had been looking at a variety of options for EV charging throughout the town and through the Virginia Clean Cities Initiative we were connected with Blink Charging. Fairly growing, I think relatively large, but growing company that's providing primarily level two chargers throughout the Commonwealth and the country, using federal

grants that flow through states or other organizations. At that time, we entered into an agreement with them to provide level two chargers likely for six parking spaces in the town. Since that time, it's taken some effort, but we have met with an electrical company that's a subcontractor to Blink to look at where those could be located; fitting in with the council's desire of a few locations that we had talked about. In general, that's been going slow but making some progress. I believe the level two charging is still intending to press forward and I think there is still a great opportunity with Blink in that way. There's no cost to the town with these chargers. And so that's a positive side. My understanding is their goal is that they would be seeking funds after January 1st in a 2023 round of grant funding to support our particular application. I would just simply note that communication with this company has been very difficult and very slow. So as much as I wish I had, you know, the ability to give you weekly or up to date information, it's often weeks or months stagnant just because of the difficulty in communicating with them. So that's kind of one side of our conversation. Our current agreement with them gives us well, I'll come to that in a second. Our current agreement with them contains an exclusivity clause for these particular locations that we identified in the town. That would be the Liberty Street parking lot, West Federal Street, where we were looking for on street parking, and also here at the new town hall parking lot. Subsequent to that discussion, you may recall, I think it was over the summer we approached you with the idea of purchasing a fast charger through Blink to use at the town hall, but those costs would be approximately \$100,000 and also have ongoing costs associated with it. So, council said let's look at grant opportunities, other funding or other ways to achieve a DC fast charger. Through, again, Virginia Clean Cities we were connected with a different firm, who long story to it, some of this is written out here in the memo essentially has a DC fast charger that they would suggest or offer essentially to partner with the town in in an agreement to give to us for a 5 to 10 year period of time. They are a self-declared startup, so they are a newish firm, they are a US based company. But the technology has been deployed across Europe, across China for a number of years, five or six years. And so if you look up their company name, there is a Chinese company with same name, but they are a completely separate US entity in and of itself. So, it's in case there's any question there.

**Bridge Littleton:** [off mic] Is there any connectivity at all?

**Danny Davis:** I have not reviewed their articles of incorporation.

**Bridge Littleton:** That's all. I mean. I mean, look [multiple speakers].

**Danny Davis:** My understanding. [multiple speakers]

**Bridge Littleton:** You have US subsidiaries. [multiple speakers]

**Danny Davis:** It's not a subsidiary. It's a completely separate company. Yeah. So the challenge becomes, if we would like to use a different company for DC fast charging at the town hall, we need to be released of our exclusivity clause from Blink. I have requested that over the past three weeks and have received zero response. Again, coming back to everything else we talked about. So we have a couple of options. One is

wait and see if they respond in the next month or so, and we don't have to make a choice right now. Another option is for Council to give me the authority to terminate all or a portion of the agreement with Blink. Ideally, it would only be a portion of the agreement and that would be specific to the exclusivity here at the town hall for the DC fast charger. Or we could terminate the entire agreement and look for another partner. I don't think I really want to go that route. I'd rather try to hopefully keep working with Blink, assuming things are going to press forward. But if council is interested in this potential option of a DC fast charger at no cost to the town, then we need a little bit of we need to be able to get out of a portion of this agreement with Blink one way or another. So, in terms of the charger itself, we have been working with our design team, Downey and Scott specifically to look at the electrical requirements, to look at the size requirements and everything else. Generally, it appears that it would function. We would have to change a few slight things about it's 300 amps versus 400 amps. Those are again, that's power. That's just pulling a different wire and putting a different breaker in. So all in all, we believe it should work. So I know there's a lot thrown at you, but, you know, it seems like an opportunity for us to try it. We want an experience to be a good experience. So, I recognize that it's not like we're taking something that's been deployed, you know, at 8,000 locations across the US. But they are, you know, rolling these out throughout the country. So.

**Philip Miller:** What's the risk of waiting?

**Danny Davis:** So.

**Bridge Littleton:** Programs can change.

**Danny Davis:** Well.

**Chris Bernard:** Is there a timeline on this offer from them? [multiple speakers]

**Philip Miller:** Blink is looking for grant money on January one?

**Danny Davis:** Yeah. So, let me maybe ask a question waiting on terminating with Blink or waiting on agreeing to the X Charge, charger?

**Philip Miller:** Terminating with Blink.

**Danny Davis:** The risk is that we don't find another partner to provide level two throughout the town and then we're back at square one and have to go find someone willing to do it. And it's a technology that works and it's a well-known product. So again, I'd rather not go that route of terminating the full entire agreement just for the sake of getting a fast charger. So I don't think that there's too much risk in waiting to January 1st, January 15th, January 30th X Charge has one of these 480 volt fast chargers. They have basically been rolling out a more European type technology which uses 240 volt for fast charging instead of 480 volt because they found that most people don't have the infrastructure or it's too expensive to run the infrastructure for 480. So, they



literally have one of these devices sitting in New Kent County and want us to just hold it until we decide what to do with it. I don't mind holding it until we decide what to do with it. And if we don't want it we can ship it back or I mean, [inaudible] they can come take it. So the only other risk on that charger is if we wait too long and they decide they want to partner with another entity or another group, they might commit it to Arlington or to whoever else might want it. And that's I don't mind taking that risk because goodness knows the parking at the town hall is not going to be truly open until the spring time anyway. So I will say that they are pushing us to try and say, Hey, we love you, to roll this out. But yeah.

**Philip Miller:** Why?

**Danny Davis:** Well, they have an interest in their own company of being able to say, hey, we're rolling out this, it's PR for them, to be able to say.

**Bridge Littleton:** But it's a startup too. PR is more important than the money.

**Danny Davis:** And because this is a product, again, that they're not selling to other entities because they have a different essentially a different product. [multiple speakers]

**Chris Bernard:** Why? Why are they pushing it so hard on us? Why Middleburg?

**Danny Davis:** They're just trying to find a place to put it. They don't have anyone else that at this point that I understand has a stated interest in this way. [multiple speakers]

**Chris Bernard:** Doesn't seem urgent.

**Bridge Littleton:** Bud.

**Bud Jacobs:** I'd like to know what the relationship is between this startup and any entity connected with the People's Republic of China?

**Danny Davis:** I can get the best information I can get for you and provide that to you.

**Bridge Littleton:** Well, just ask them a question directly.

**Danny Davis:** No. And they discussed it in our video chat. I just their statement to me is we are a fully, completely, 100% US company. But I can't explain to you right now.

**Bridge Littleton:** It's an [multiple speakers].

**Philip Miller:** What's the relationship in the technology too?

**Danny Davis:** Sure.

**Bridge Littleton:** Yeah. Oh, that's a good point. Yeah. Kevin.

**J. Kevin Daly:** I'm uncomfortable with what you spoke about with Blink Charging, being nonresponsive, and basically keeping you in Ethernet land for months. Why are they being so nonresponsive and is that someone we want to go forward with?

**Darlene Kirk:** Good point.

**Danny Davis:** So, it's, a question and I appreciate you bringing that up. I'm not going to make any excuses for them. I think they are probably extremely busy because a lot of places are doing the same thing we're doing, which is trying to find ways to roll out inexpensive or free level two charging in their business or in their government. I did speak with another local jurisdiction that entered into an agreement with Blink and asked them if they also had difficulty and their comment was, yes, it was very slow at times, but you just have to keep prodding along and you'll get through it. And so, you know, I feel like there's a success, you know, down the road if we just keep waiting it out, it's just it gets a little challenging and frustrating. So, I'm willing I mean, I think right now we continue forward and we hope for the best and we keep just kind of nudging them along and then hope that after the new round of funding is out there, that we push that as quickly as possible.

**Cindy Pearson:** Do they have one of these fast charger? Like this company X Charge wants to give [off mic]

**Danny Davis:** They do, but only for purchase. That's. That's the hundred thousand. [multiple speakers]. It's, that's right. Yeah. It's not they don't have a grant at this point and the federal government's grants related to fast charging or focused on primary corridors of which Route 50 is not one.

**Philip Miller:** So, there's no harm in continuing to communicate with Blink and tell them that we would like out of our exclusivity for the town hall spaces while we continue to investigate X Charge?

**Danny Davis:** Right. We can continue to do that.

**Philip Miller:** Let's do that. That's my recommendation.

**Bridge Littleton:** Let's see if they give a responsive with that.

**Bridge Littleton:** Well, and that's all Danny is asking for, is the authority if needed. And I trust him to figure it out the right way.

**J. Kevin Daly:** Yeah, you got it.

**Bridge Littleton:** Okay. Any other questions?

**Bud Jacobs:** Do you need a motion [off mic]?

**Danny Davis:** No, I don't need a motion for that. I think the only challenge is we'll have to make some determinations on the town hall project about the power requirements. But I think I can talk to Kevin about that. I don't think we're required at this point to pull the actual power to it. We can always pull that power later. So.

**Bill Downey:** Yeah, the conduits are in the locations where the vertical stations are known [off mic] so it could [off mic] wait.

**Bridge Littleton:** It's just pulling different line to the hole. Yeah. Okay.

**Kevin-Audience:** [off mic] size of the cable [off mic].

**Danny Davis:** So, I'm fine with that.

**Philip Miller:** So, you don't need a motion on the first part, the first sentence?

**Danny Davis:** I don't. I can come back to you in January if it feels like we've made no progress and we'll just continue to, if they release us from the exclusivity, then I don't need. I'll bring it to Council just to memorialize that in the agreement. But I don't need authorization at this point. I think I'm okay. Thank you.

**Bridge Littleton:** Okay. [off mic] Yeah. Well, then after this, we're just going to Closed Session, so.

**Philip Miller:** If we pause now Will will lose the bet. [laughter]

**Danny Davis:** They don't count Closed Session in there.

**Bridge Littleton:** No, no. It wasn't counting Closed Session, just the normal order of business. And we've got five and a half minutes. And, you know. [multiple speakers]

**Will Moore:** Her guess was an hour late so as long as it doesn't go [off mic].

**Bridge Littleton:** Oh, this is not the Price is Right, but like if you go over, you lose. Oh, it's closest to. [laughter] Oh, got it. Well, it's you know what, It's not worth it then. [off mic] Yeah. Exactly. Either way. Exactly. Ok.

**Philip Miller:** Closest to the [off mic]

**Bridge Littleton:** Yes. Yeah. Open the window. [multiple speakers] All right.

**Cindy Pearson:** Yeah, really open the window. [multiple speakers]

**Philip Miller:** Not for closed session.

**Bridge Littleton:** Yeah. [multiple speakers] Okay, Hold on seriously. Rural Preservation Summit. I guess it's at a high level. We have number one. [multiple speakers] Yeah, well, we're going to figure [multiple speakers]. Yeah. Destruction of Loudoun County unless we do something summit. You know, we've got to figure out a bigger name. A better name, but yes, a more for what we're trying to accomplish, which is basically educating the East as to why preserving the West is actually in their best interest. Not just in our best interest. Right. And then what can we actually do? So, I guess a couple of high-level overarching things. So, we've worked with Salamander to find a better date, which gives us more time to plan, but also gives us more time to do sponsorships and things like that. So right now, the planned date is April 11th. So, which is great because again, that gives us more time and it'll be spring. So, we don't I think the other issue that came up was if during the end of January, there's a really high likelihood we have snow or ice and then it's blown, it's blown, right. So that made a lot of sense.

**Philip Miller:** You also lose the opportunity to enjoy the rural landscape.

**Bridge Littleton:** Yeah, well, yeah, with things in bloom, right, exactly. That's another good point. So, and when I first reached out to everybody about it, you know, in terms of what the cost was going to be, some of you had some concerns. Ali has put together a really good sponsorship program where I think we're going to have one key sponsor at 10,000, then the number of 5,000's, then 2,500 and [off mic] yeah, right. Toll Brothers Yeah, yeah, yeah. Sponsored by Equinix [multiple speakers] Yeah, exactly. So no, so we've spoken to a number of organizations. I've actually spoken to several organizations who are willing to be sponsors as well as several individuals. So, I think it is expensive, right? Salamander is giving us the room for free, but the food is the part that we have to pay for. We've spoken with. Do we want to talk about emceeing yet? I don't think so. So, we've spoken to someone who everybody knows about being the emcee and also one of the speakers, who would be fantastic. And they've tentatively agreed that they would be happy to do it and excited and all that. So, we've already had one meeting. What's that?

**Philip Miller:** For free?

**Bridge Littleton:** [off mic] Oh yeah, yeah, yeah. Totally, totally. And so, and you know, we can talk. I'll talk to each one of you individually about that. But there's a couple of things we need to make sure we do the right way. But I think this person would be awesome and they do this a lot anyway. And they're from they live in Loudoun and you know, champion the West and all that so. Let's see here. We did meet with Loudoun County

Conservation Preservation Coalition and Al and Maura and all those folks, and they're all in to help make sure we get good speakers and also have the right data, the right information, craft the message the right way. There's a lot of legwork to make sure we're doing it right. But I think we've probably got I would say, well, let me break it out. Chris and Ali and I and others have been working on what's the right structure. So, we think it's three blocks and each block has two speakers. So, the first block is why it's important. Right. And again, why it's important to somebody in the East, not necessarily important in the West. And so, there's two speakers. One speaker is the quality-of-life conversation, right? It's your playground. It's where you go. It's, you know, all that kind of stuff. The second piece is the balance is a balanced county. You know, the East enjoys amenities, and they enjoy low tax rates and things like that. Well, there's a reason why. And the West is actually intimately connected with that conversation, even though they probably don't even know where to understand it. Traffic, congestion, schools, all those things tie together, right? If we make the West like we make the East, the people in the East think their traffic's bad now what until they see when there's another 200 or 400,000 people in Loudoun County? So that's the first block which goes from the morning to like a mid-morning break. Then there's a mid-morning break. Then after that, it's the middle block, which is again, two speakers. And the topic is, What's the threat? Right. So here are the threats to this balance and this quality of life. And obviously the data centers and the bad land planning or imbalanced land planning. And, you know, the objective here is not to blame anybody or make anybody the boogeyman. It's, you know, how do we make sure we have the right policies? And what are those policies now that are incentivizing the wrong results. And we want to make this a conversation about not what the result is in five years, what the result is going to be in 50 years. I mean, that's the big piece to it. And there's several folks that we've talked about to talk about it. Spoken to PEC, they've got a great conversation around some of the infrastructure data centers and stuff like that. Again, it's all data driven. Right? This is not, again, making anybody out to be bad people.

**Darlene Kirk:** Right.

**Bridge Littleton:** It's just these are choices, right? We want to make the right choices. That leads into lunch. So, lunch will be about 12:15 I think we take an hour for lunch. Then the final block two more speakers is okay what do we do about it? Right? So, let's solve the problem. And the idea there is to have one speaker talking about sort of an overarching sort of big picture view shed of it. And then the second speaker actually talking about a specific actionable thing that we could educate people on, that they could understand and that everybody could hopefully get behind and champion that can make a meaningful, impactful difference. And I don't mean go to the Board of Supervisors and talk about the zoning rewrite. No, it is a specific plan that that we've been doing some research on that could really make a big difference. And it's been successful in other counties. You know, in like in Maryland, where they have like Montgomery County, they have literally in their western half of Montgomery County, literally 70% of that western edge is now in conservation easement. And they adopted this program 30 years ago. They stuck to it. It's worked. It's been successful. And the economics work that if we did it here, it could be really. Now, that could change, right? We could make it more. No, let's talk about the comp plan more generally, but I think that's kind of the idea. I had a meeting with a member of the Board of Supervisors two weeks ago and Scott Kasprovicz went with me, and we sort of laid this out and very, very well received. [off mic] So what's that? Someone from the East. Right. Yes, I will say it was not

Caleb. It was not Tony. It was someone from the East. And that's who we've got to educate. So, but it was very well received. And so that's the overarching thing. I think our idea still is participants pay 25 bucks, we give the money to Seven Loaves, but we don't want somebody. You know, the bad thing about, well, number one, you know, we want people to be committed to coming. But it's not about the money. It is about if you sign up to come you know, the free ones, people bail, it's free. I didn't pay anything. And we were looking at it. The Chamber of Commerce does their.

**Chris Bernard:** [multiple speakers] targeting people that live 30 minutes away.

**Bridge Littleton:** Right. Exactly. And we want them to drive here through the pastureland. And and we even talked to Salamander about maybe we'll have a couple of raffle items like, you know, like I'm not going to put Salamander on the hook, but like, we'll raffle off free night, you know, if they're willing to donate that and a couple other things, you know, people would be all in for, for something like that. But I think the idea, well the other thing is the Chamber of Commerce does their policymaker series. And if you're an average citizen, you've got to pay 90 bucks to go and they sell that thing out. [off mic] What's that.

**Darlene Kirk:** Charge \$90.00?

**Bridge Littleton:** Well, it's not about making money, right? It really is about getting folks to when they sign up, they come. And I think everybody also is on board with the target, being members of HOA boards and community leaders in the east who can have a meaningful impact on the board. So at a very high level, Chris, is there any major thing I missed? [off mic] Okay.

**Bud Jacobs:** If we're trying to set the narrative for the next 50 years. Educators.

**Bridge Littleton:** Yep. No, that's a great point. Some of the kids. Yep. Well, School Board Members. Yeah.

**Bud Jacobs:** Yeah, well, not the kids so much, but teachers.

**Bridge Littleton:** No, no. Yeah, Teachers, I'm thinking. Yeah, but people who also set the policy.

**Bud Jacobs:** School Board is great, yep.

**Bridge Littleton:** I mean, that's a great idea. Why don't we have educational programs that teach people about local civics?

**Darlene Kirk:** Yeah.

**Bridge Littleton:** Yeah, yeah. [off mic] Well, or let's start with civics and then. [off mic] Yeah, Yeah. Any questions about the project overall or the program overall?

**J. Kevin Daly:** It's going to be April 11th?

**Bridge Littleton:** April 11th.

**J. Kevin Daly:** Tuesday?

**Bridge Littleton:** Yes. [off mic] Yeah. Well, that's Salamander books on the weekends.

**J. Kevin Daly:** Okay, no I'm just checking because this [off mic] I believe [off mic] is going [off mic].

**Bridge Littleton:** So, we'll be done by 3:30. Yeah. Sorry. Cindy.

**Cindy Pearson:** Attendance. So will you have you to have X amount of people to make this worthwhile to have it. I mean, you don't want 25, 30 people and 20 of them being us to attend this. So, will you have an early registration?

**Bridge Littleton:** Oh, yeah. Yep.

**Cindy Pearson:** And if you don't get it?

**Bridge Littleton:** Yes. So, the way we thought about it is there is a core group of people we really want to be there.

**Cindy Pearson:** Right.

**Bridge Littleton:** So, there is actually an association of homeowners' associations in Loudoun County and I mean there are I don't know how many homeowners associations in Loudoun, but a lot. So that is going to be an easy way to get to all those folks. And look, it's 200 to 250 people is the max. The people of that association are probably thousands. So if we only get 10%, I mean, that would fill it up. So we want to like reserve the first bucket of slots for people like that, right? Then the next level is the broader. And then once we get to as many of those folks as we can get, then it's like the last 100 or last 75 or open to everybody. First come, first serve.

**Darlene Kirk:** But we're not going to pick and choose.

**Bridge Littleton:** We're going to pick and choose by groups to go first. Right. So, like the HOA, right? [multiple speakers] You get to sign up for the first two weeks and then after that, it's open to everybody. So, if you're going to come, you better sign up. [off mic] Okay, early bird. Yeah. Yeah, exactly. [off mic] Yeah, right,

exactly. Well, the deal is getting a seat. Any questions? Okay. We'll keep you guys up to speed on sponsorships and speakers, but. Awesome. Thank you. All right.

**Philip Miller:** Are we going into Closed Session or are we taking a break?

**Bridge Littleton:** Oh, take a break. But real quick anybody have any other information item?

**Darlene Kirk:** Shawn, could you repeat again what days you're doing the car fill up.

**Cindy Pearson:** Tomorrow?

**Darlene Kirk:** Yes, Tomorrow? [multiple speakers] I got to pay attention.

**Shawn Jones:** In the morning and in the evening.

**Darlene Kirk:** In the evening.

**Bridge Littleton:** Okay. So what we will do is we will take a recess, five minute recess for bio break.

**Cindy Pearson:** Read the whatever first?

**Bridge Littleton:** What thing? [off mic] No, no, we'll do that when we come back.

**Cindy Pearson:** Okay.

**Bridge Littleton:** All right. We will reconvene. Who would like to read the motion?

**Philip Miller:** I move that Council, go into Closed Session as authorized under section 2.2-3711 of the Code of Virginia for one consultation with legal counsel employed by the public body regarding specific legal matters requiring the legal advice of such counsel related to the town hall project contract as allowed under subsection A 8. And two the discussion of appointments to the town's committees and three for the discussion of the performance review of the Town Manager, both as allowed under subsection A 1. I further move that Council thereafter reconvene in open session for action as appropriate.

**Darlene Kirk:** I'll second.

**Bridge Littleton:** Any discussion? All's in favor say aye.

**All of Council:** Aye.



**Bridge Littleton:** Opposed, abstentions? All right. We are in a Closed Session. I'm going to miss that thing. All right. I ask that Council certify that in the Closed Session, just concluded, to the best of each member's knowledge, nothing was discussed except the matter or matters one specifically identified in the motion, to convene in closed session, and two lawfully permitted to be discussed in a Closed Session under the provisions of the Virginia Freedom of Information Act, as cited in the motion. I would like to remind those present for the Closed Session that any discussion that occurred within it should be treated as confidential.

**Chris Bernard:** Yes.

**Bud Jacobs:** Yes.

**Philip Miller:** Yes.

**Darlene Kirk:** Yes.

**Bridge Littleton:** Yes.

**Peter Leonard-Morgan:** Yes.

**Cindy Pearson:** Yes.

**J. Kevin Daly:** Yes.

**Bridge Littleton:** Peter, is there a motion?

**Peter Leonard-Morgan:** There is. Mr. Mayor, I move that Council reappoint Terry Cooke to the Middleburg Planning Commission for a four-year term set term to expire December 31, 2026. I further move that Council reappoint Punkin Lee and Linda Wright to the Historic District Review Committee for three year terms said terms to expire December 31, 2025. I further move that Council reappoint Suzi Molak and Beth Erickson to the Cultural and Community Events Committee for two year terms, said terms to expire December 31, 2024. I further move that Council reappoint Bob Dale and Childs Burden to two year terms on the Middleburg Strategic Finance Committee said terms to expire December 31, 2024.

**Cindy Pearson:** Second.

**Bridge Littleton:** Any discussion. All those in favor say aye.

**All of Council:** Aye.

**Bridge Littleton:** Opposed, abstentions? Ok and meetings adjourned.

