



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Minutes**  
**Thursday, June 13, 2024**



**PENDING APPROVAL**

**PRESENT:** Vice Mayor Chris W. Bernard  
Councilmember Pamela Curran  
Councilmember J. Kevin Daly  
Councilmember Morris E. “Bud” Jacobs  
Councilmember C. Darlene Kirk  
Councilmember Peter A. Leonard-Morgan  
Councilmember Cindy C. Pearson

**STAFF:** Danny Davis, Town Manager  
Martin R. Crim, Town Attorney  
Rhonda S. North, MMC, Town Clerk  
William M. Moore, Deputy Town Manager  
Police Chief Shaun Jones  
Business Development & Community Partnerships Director MacIntyre  
Town Treasurer/Finance Director Angela Fletcher

**ABSENT:** Mayor Trowbridge M. Littleton

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting on Thursday, June 13, 2024 in the Town Hall Council Chambers, located at 10 West Marshall Street. Vice Mayor Bernard led Council and those attending in the Pledge of Allegiance to the flag. The roll was called at 6:00 p.m.

**Public Comment**

Megan Gallagher, 214 E. Marshall Street, thanked the Town for an amazing Middleburg Day and noted that it had a great neighborly feel. She advised that she spoke with Supervisor TeKrony that day, who shared with her that there would be a community meeting in early September regarding the Mickie Gordon Park. Ms. Gallagher acknowledged that Parks & Recreation Director Torpe was scheduled to give Council a report later in the meeting and suggested the Council ask him for details about the proposed plans for the park so the community had time to push back on them if needed before they reached the County’s Planning & Zoning Department. She requested clarity on whether the new plan reflected the community’s consensus that was expressed during the local meetings, which were to restore the baseball and soccer fields; replace the lights; preserve the open space along Route 50; propose very limited new construction; and, focus on passive uses.

Donna Strama, 10 Orange Drive, noted that the Town had published articles related to the damage that ivy can do to trees and buildings and advised that there was a beautiful stone building in Middleburg that was being decimated by ivy. She asked that the Town re-publish their articles. Ms. Strama noted the upcoming Juneteenth holiday and opined that the Town did not recognize it. She advised that a dinner was being offered by a local business; however, the cost was \$93/ticket. Ms. Strama suggested it would be nice if the Town offered free tickets to that event.

Gary Nickelson, Commander of American Legion Post 295, reviewed the Legion’s accomplishments for the calendar year, including the establishment of a baseball team, sending children to participate in the Boys & Girls State Program, a one hundred twenty percent increase in membership, the Memorial Day Veterans Appreciation Picnic, and the distribution of Poppies. He reminded Council of their Vets Helping Vets Program, in which they raised over \$4,000 to help forty individuals.

Vice Mayor Bernard advised Ms. Strama that the Town was organizing a Juneteenth celebration, which was being led by Chief Jones. He noted that it would be held June 22<sup>nd</sup> or 23<sup>rd</sup> at the Town Hall. Mr. Bernard reminded her that over the past couple of years, the Town hosted a small event so individuals could gather and talk about the importance and history of the day.

Chief Jones reported that he would send Council an update on the plans for the Juneteenth celebration.

In response to a suggestion that the celebration be held on the Juneteenth holiday, Town Manager Davis advised that there were some challenges with doing so this year. He noted that over the last couple of years, it had been held the weekend after. Mr. Davis suggested it may be possible to hold it on the actual Juneteenth holiday in the future.

### **Special Recognition by Mayor & Council**

#### **Proclamation – Middleburg Day**

Vice Mayor Bernard read the proclamation aloud.

*Councilmember Daly moved, seconded by Councilmember Leonard-Morgan, that Council adopt a proclamation recognizing the success of the inaugural Middleburg Day held May 31, 2024 and declaring the Friday after Memorial Day as “Middleburg Day” in the Town of Middleburg henceforth.*

Vote: Yes – Councilmembers Bernard, Curran, Daly, Jacobs, Kirk, Leonard-Morgan, and Pearson

No – N/A

Abstain: N/A

Absent: Mayor Littleton

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### **Public Presentation**

#### **Status of Mickie Gordon Memorial Park**

Loudoun County Director of Parks & Recreation Steve Torpe reported that he, his staff, and the DTCI staff reviewed the feedback that was received from the community, which they then provided to the contractor along with the direction to start over in developing plans for the park. He advised that the contractor was in the process of developing multiple versions of a detailed concept plan that would be brought to the community for their feedback. Mr. Torpe noted that there was a substantial list of things that came out of the feedback; however, much of it involved common themes. He advised that those themes, along with their notes from the public information sessions, were shared with the contractor and they were asked to take them into account as they developed the various layouts. Mr. Torpe noted that some of the things they heard from the public was the desire to return the field back to use as a baseball field; the need to address the lighting; the desire to simply have open space and community play areas that were not designated as athletic space; the need for permanent restrooms; the desire to not pave the drive aisle and parking, but to leave them as gravel; a desire to relocate the recycling center to the interior of the park; the need for a larger pavilion for community gatherings; and, the need for an additional pavilion with power and grills. He advised that there was also a lot of feedback about the restoration of the farmstead area within the park. Mr. Torpe reported that they were working to develop a plan for how to do that properly, as well as to provide an opportunity for people to learn about the history of the area. He noted that a desire was also expressed for extensive trails that contained interpretive signage that told the history of the park, as well as the African American history of the area. Mr. Torpe advised that some people also expressed a desire for pickleball courts. He noted that the main desire that was expressed, however, was to keep the rural character of the park.

Director of Parks & Recreation Torpe reported that they were looking to hold another community meeting on September 5<sup>th</sup> and were working to finalize a location. He noted that several members of the Board of Supervisors have asked to be at the meeting and advised that this date aligned with their schedules. Mr. Torpe explained that the feedback from that meeting would be presented to the Board during a finance committee meeting, so they could talk about appropriate next

steps and funding. He advised that once they had the Board's direction, he could develop a timeline and next steps. Mr. Torpe noted that he would send out invitations to the community meeting once the location was identified. He opined that the community would be pleased with the concept plans.

Vice Mayor Bernard questioned whether the concept designer would provide a menu of the different options.

Director of Parks & Recreation Torpe explained that the designer was working on a site layout with various amenities at different locations. He advised that they planned to propose three different concept plans, each of which would be reviewed during the September 5<sup>th</sup> meeting. Mr. Torpe explained that the community would be asked to provide feedback and advised that they would use that feedback to take a plan to the Board of Supervisors for discussion. In response to an inquiry from the Council, he confirmed there was a deadline for providing the plans to the County; however, he did not have it.

Vice Mayor Bernard suggested the need to provide the concept plans to the community in advance, so everyone had enough time to look at them. He noted the limited amount of time that would be available for providing feedback to the County. Mr. Bernard asked whether it was possible to get the concepts plans to the Town a month ahead of the community meeting.

Director of Parks & Recreation Torpe agreed to check on whether this could be done.

Vice Mayor Bernard opined that people who would not be available to attend the community meeting would want to provide comments ahead of time. He noted that it would also take time to digest three large, dense concept plans. Mr. Bernard opined that the County would get more thoughtful feedback if the plans were provided in advance.

In response to an inquiry from the Council, Mr. Torpe advised that he planned to take the plan to the Board's Finance Committee in September.

Councilmember Curran agreed the Town needed enough time for the community to process the concept plans. She suggested the process not be rushed like it was the last time. Ms. Curran noted that the Vice Mayor was proposing a process that would allow feedback to be provided in advance and that would not require a quick turnaround.

Vice Mayor Bernard advised Mr. Torpe that the Town did not want to slow things down; however, he noted the need to get it right. He opined that getting the options at the last minute and having to provide a quick turnaround would put things back in the same boat they were already in.

Mr. Torpe agreed to follow-up on this and see what could be done about getting the concept plans to the Town sooner. In response to inquiries from the Council, he confirmed that baseball fields would be on the plans and noted that this was the single, biggest comment he heard from the community. He advised that the first thing that would be done was for the Pop Gordon Field to be returned. He further advised that they were also talking about having a large area of open space for community play that would not be designated for any particular sport, but rather, could be used for multiple things. Mr. Torpe noted that it would be a maintained space that would be nicer than a mowed hay field.

Vice Mayor Bernard thanked Mr. Torpe for providing the update. He noted that the more time the community had to review the concept plans, the better. In response to an inquiry from Mr. Torpe, he asked that he communicate through Town Manager Davis.

### **Consent Agenda**

A. Council Approval – Joint Council/Planning Commission Meeting Minutes – May 20, 2024

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

Vote: Yes – Councilmembers Bernard, Curran, Daly, Jacobs, Kirk, Leonard-Morgan, and Pearson  
No – N/A  
Abstain: N/A  
Absent: Mayor Littleton

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## **Staff Reports**

### May 2024

Town Clerk North reminded Council of their goal to hold a Citizen’s Academy. She further reminded them that the first academy was scheduled to be held August 14<sup>th</sup>; however, as of this time, only one person had applied. She noted that more applicants were needed in order for the academy to be held. Ms. North reported that Commonwealth Preservation would be in Middleburg on June 17<sup>th</sup>-18<sup>th</sup> to tour the Asbury Church, along with the County Building Code Official to determine how the building code would affect the restoration project, and to meet with stakeholders in order to help them prepare the survey form and prepare for the community engagement meeting. Ms. North reminded Council that the community engagement session was scheduled to be held September 5<sup>th</sup>.

Council noted that the County’s public meeting regarding the Mickie Gordon Park was also scheduled for September 5<sup>th</sup>. They asked that the Asbury Church community engagement meeting be rescheduled to another date.

Town Clerk North reported that she was working on two large FOIA requests, as well as gathering documents needed for another other item, which was taking up a lot of her time. In response to an inquiry from the Council, she explained that the Citizen’s Academy was intended to give the public an idea of how their town government operated, including what each department and each board and committee did. Ms. North advised that they would also be given tours of the treatment plants and the Town Hall. She confirmed that lunch would be provided.

Business Development & Community Partnerships Director MacIntyre thanked everyone for participating in Middleburg Day. She noted that the day began with the Fox Five Zip Trip. Ms. MacIntyre thanked the non-profit organizations and businesses who participated in that, as well as the police officers who were present at 4:00 a.m. that morning. She recognized Visit Loudoun, who helped bring the Fox Five event to Middleburg. Ms. MacIntyre noted the Town Hall Ribbon Cutting Ceremony that was held just prior to the start of Middleburg Day. She reported that she heard lots of great comments and thanked Vice Mayor Bernard for his vision for this event. Ms. MacIntyre recognized Back Street Catering, Mark Metzger, and Scruffy’s for providing the food. She noted that some of the leftovers were donated to Seven Loaves. Ms. MacIntyre advised that this event showcased Middleburg. She noted that she had identified some areas where things could be better for next year’s event.

Business Development & Community Partnerships Director MacIntyre announced that the Town would hold its Third Annual Juneteenth Celebration and advised that the information regarding it would be released soon. She reminded Council of the Fourth of July Celebration that would be held at the Middleburg Community Charter School. Ms. MacIntyre reviewed the activities proposed for the day.

Business Development & Community Partnerships Director MacIntyre reported that she had been working with the Town’s marketing and public relations firms about how to make the shift to community-oriented events per the guidance provided by the Council in their new strategic initiative. She further reported that she was also working with the businesses on mid-week specials that could draw foot traffic. Ms. MacIntyre noted that she was also making sure the Town had the businesses’ operating hours so it would not promote them when they were closed. She advised that she was also working on Oktoberfest, which would include new elements, and the Mille Miglia.

Councilmember Jacobs advised that he heard lots of praise about Middleburg Day. He reminded Council that Vice Mayor Bernard’s vision was to have an event for the town residents and opined that he hit his mark based upon the reactions. Mr. Jacobs thanked everyone responsible for putting on the event.

Councilmembers Kirk and Curran noted that they also heard praise from everyone about Middleburg Day and the ribbon cutting ceremony. Ms. Curran noted that dignitaries from all over the state were present for the ribbon cutting ceremony. She opined that the day could not have been any better.

Finance Director Fletcher reported that she had spent lots of her time over her first few weeks getting up to speed on the Town's financial operations, closing out the fiscal year, cleaning up the books, reconciling the accounts, and making sure everyone was paid. She advised that she was also trying to meet with the businesses and citizens. In response to an inquiry from the Council, she advised that she was cleaning up some minor things in the books and noted that the Town's audit was quickly approaching. Ms. Fletcher reported that everything was looking good for the audit thus far. She further reported that the Town's revenues were exceeding its expenditures.

Police Chief Jones recognized Officer Hinegardner who was able to help locate an elderly dementia patient who was lost and confused. He noted that Officer Hinegardner coordinated with the Loudoun County Sheriff's Department to get her home safely. Chief Jones reported that the Department developed an officer safety bulletin and worked with the Loudoun County Sheriff's Department, which allowed for the arrest of an individual who was wanted by the Sheriff's Department, as well as wanted on some out-of-state warrants. He advised that the Department was working on upcoming events, including the Fourth of July Celebration.

Vice Mayor Bernard thanked the Police Department for their hard work on all of the events held on May 31<sup>st</sup>.

Deputy Town Manager Moore reported that a lot of his time was also being spent responding to one of the large FOIA requests. He advised that he continued to work on the initial draft of the R-2 District zoning amendments. Mr. Moore reported that the Council could anticipate receiving a proposal for permit requirements for sandwich boards signs in the coming months and noted that they were proliferating at a much greater rate than in the past.

Town Attorney Crim advised that he had nothing to add to his written report; however, he was available to answer any questions.

#### Town Hall Project Report

Town Clerk North reported that the contractor worked to install trim, paint, and lettering in the Phase II portion of the project prior to the ribbon cutting ceremony; however, minimal work had been done on the project since May 29<sup>th</sup>. She noted that the building continued to experience problems with the HVAC system, as could be felt in the Council Chambers because the air conditioning was not working properly, with the Town continuing to push the contractor to resolve the issues.

Councilmember Leonard-Morgan noted that his dogs really liked the outdoor water fountains that contained dog bowls.

Vice Mayor Bernard advised that the ribbon cutting ceremony was great. He acknowledged that there were things that remained to be done on the building; however, he opined that the ceremony was nice and that everyone had a good time. Mr. Bernard thanked Town Clerk North for organizing it.

#### Reports of Town Committees/Council Liaisons

Councilmember Curran reported that the Middleburg Charitable Foundation had begun its strategic process of raising money. She further reported that they had also begun an awareness campaign so people would know what the foundation did and how they could apply for grants. Ms. Curran noted that their Chair spoke during the recent Middleburg Business & Professional Association's Biz Buzz and advised that they found there were more organizations and people who needed help in this area than ever before. She opined that the foundation was excited and would raise more money.

## Discussion Items

### Amendments to R-2 District Regulations

Deputy Town Manager Moore reminded Council that the Mayor asked that this item be on each agenda moving forward. He further reminded them that they could expect to see potential draft regulations at their next meeting. Mr. Moore noted that they would have some time before they possibly initiated a zoning text amendment.

### Review of Strategic Initiatives Action Plans

Town Manager Davis reminded Council that during their May 9<sup>th</sup> meeting, they endorsed their strategic plan for the next two years, which included their top eight goals. He reported that the agenda contained the staff's plans for how they intended to accomplish those goals, which would also allow the staff to be held accountable for staying on track. Mr. Davis advised that the staff did its best to outline a timeline for each item, as well as the steps that needed to be taken. He reviewed the timeline for the first strategic initiative as an example. Mr. Davis advised that the plans also included resources needed, including budget needs, and other implications for each project. He noted that the Asbury Church Project was one of the Council's top priorities and advised that this project may limit the staff's ability to focus on other infrastructure projects. Mr. Davis noted the need to make sure the staff's time and abilities were being balanced. He reported that the staff intended to sit down with the Council liaisons assigned to each strategic initiative to talk through the timelines and what adjustments may be necessary. Mr. Davis reminded Council that any major items, such as large FOIA requests, could delay the staff's ability to work on the initiatives. He reported that the intent was to update Council quarterly on the progress on the initiatives.

Vice Mayor Bernard noted that one of the Council's strategic initiatives was on communicating with the public. He opined that it would be nice to have a page for each of the strategic initiatives on the website that included these charts.

Town Manager Davis noted that there was already a page for the Council's strategic initiatives on the website and suggested the charts be linked to each of them.

### General Assembly Legislative Update

Town Manager Davis thanked Town Attorney Crim for taking a forty-five-page report and reducing it to a four page one that contained items applicable to the Town. He reminded Council of the FOIA issues related to meetings of a public body that were created due to a recent Virginia Supreme Court decision and reported that legislation as adopted that clarified what was meant by a "public meeting." Mr. Davis reported that the State standardized the numerous public hearing notice requirements that were contained in the State Code, which should make it easier to follow. He noted that the legislation also allowed for the advertisement of certain public hearings using an online only publication if they met certain requirements. Mr. Davis advised that the staff would keep an eye on that to determine whether there were any options where this could be applied. He reported that legislation was adopted that would allow the Council to impose a validity period on special use permits, which was something the Council may wish to consider utilizing in the future. Mr. Davis reminded Council of SB 544, related to short-term rentals, and advised that the Mayor had spoken with Delegate Higgins about introducing legislation next year that would rescind or heavily modify this legislation based on the impact it had on localities' ability to pass proper ordinances related to them. He reported that in response to HB 1071, related to the reduction of speed limits, he asked Chief Jones to develop a discussion item for the next Council meeting so they could begin the conversation on the opportunities to reduce the speed limits in certain areas of the town. In response to an inquiry from the Council as to whether they could look at other options that affected speeds, Mr. Davis confirmed that options could be a part of the high-level discussions. He explained that the staff would identify what the Town could do unilaterally and what it would have to work with VDOT on to accomplish. Mr. Davis advised that the legislation gave Council the unilateral authority to approve changes to the speed limits in town. He noted that he would work with Chief Jones and Deputy Town Manager Moore on some of the other ideas for reducing speeds.

**Closed Session**

*Councilmember Leonard-Morgan moved, seconded by Councilmember Jacobs, 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); (2) consultation with legal counsel pertaining to actual litigation involving Salamander Farms, LLC vs. the Town of Middleburg, as allowed under Subsection (A)(7); (3) a personnel matter related to the performance of Town employees, and (4) the performance evaluation of the Town Manager, both as allowed under Subsection (A)(1). Councilmember Leonard-Morgan further moved, seconded by Councilmember Jacobs, that Council thereafter reconvene in open session for action as appropriate.*

Vote: Yes – Councilmembers Bernard, Curran, Daly, Jacobs, Kirk, Leonard-Morgan, and Pearson

No – N/A

Abstain: N/A

Absent: Mayor Littleton

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Vice Mayor Bernard asked 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 (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in the motion, 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.

There being no further business, Vice Mayor Bernard declared the meeting adjourned at 7:51 p.m.

APPROVED:

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Chris W. Bernard, VICE MAYOR

ATTEST:

\_\_\_\_\_  
Rhonda S. North, MMC, Town Clerk

## June 13, 2024 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))**

**Chris Bernard:** Okay, I guess I will call the meeting to order. First thing is Pledge of Allegiance.

**All:** [Pledge of Allegiance]

**Chris Bernard:** All right next up is roll call.

**Peter Leonard-Morgan:** Peter Leonard-Morgan.

**Bud Jacobs:** Bud Jacobs.

**Darlene Kirk:** Darlene Kirk.

**Chris Bernard:** Chris Bernard.

**Cindy Pearson:** Cindy Pearson.

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

**Pam Curran:** Pam Curran.

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

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

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

**Chris Bernard:** And I believe the first thing we have is public comment. And I believe we do have somebody signed up, and we're all going to guess who it is. [laughter] So reminder three minutes.

**Rhonda North:** That would be Megan Gallagher.

**Chris Bernard:** Megan's going to tell us all the rules before she starts.

**Megan Gallagher:** This isn't as much fun if it's not 12 in the morning and the fourth item on the hearing list. Hi, I'm Megan Gallagher for 214 East Marshall Street. I wanted first to thank Ali and Chris, the town staff and the Council for an amazing launch of Middleburg Day. It was such a great neighborly feeling at the dinner, and everyone I talked to included, and I felt that that evening made us even more glad that we live here. But actually, I wanted to talk to you about something that Laura TeKrony, our Supervisor, raised at Middleburg Day, which was telling me about public meeting for the community. She said in August, now it looks like early September for about the plan for Mickie Gordon Park a promise that was made to our community. That makes Parks Chief Steve TeKrony's briefing tonight very timely. And if you all could get details from him now, beyond the timing and the public process that will occur sometime at the end of the summer, it would really, really be helpful. Our community needs to know now what those elements are. So if there's things to improve and push back on, we've got the whole summer to do it, not two weeks before it goes into the maw of Loudoun County planning and zoning. We can't ask those questions tonight, but you can. So I was hoping you might ask for clarity on the whether the new plan reflects the community consensus that was expressed at the local meetings here



six months ago. And those are largely the things like restoring the baseball and soccer fields, removing the baseball lights for a true dawn to dusk park, preserving the route 50 open space, very limited new construction with a focus really on passive uses like trails. So I'm here to ask you to ask those questions if you have the time, and he's willing to give you the answers. It would really serve us well not to have to worry all summer long. What's in the plan? Thank you.

**Chris Bernard:** Thank you, Megan. Anybody else? Public comment? Donna. Hi.

**Donna Strama:** Hi, Donna Strama, 10 Orange Drive. Thank you for the party, for the town. It was lovely. I know in the newsletter, when we get our water bill, there's a article about ivy on trees and buildings. There's a beautiful stone building in Middleburg that's just getting decimated with it. And can you write it every time in the newsletter? That would be great. My second thing is Juneteenth is a federal holiday. Our community was built with our African American brothers and sisters. We don't recognize it, which is really, really embarrassing. I know that Chloe's is offering a dinner over in, I don't know, somewhere. And it's \$93. Wouldn't it be nice if we offered some of our folks in Middleburg a free ticket to go to that. We're doing nothing for Juneteenth, which is very sad. There was something else. Okay. Thank you very much. Would I address Ali on that, or probably Ali or the historic. No Ali. Okay. Thank you.

**Chris Bernard:** Thanks, Donna. Anybody else? Gary.

**Gary Nickelson:** Vice Mayor, fellow Council Members, my name is Gary Nickelson. I'm the Commander of American Legion post here in Middleburg 111 the Plains Road. You know, every non-profit has a calendar year just a little bit different. We're the same where our calendar year is from July to July. So I've been doing all my historical records for the year, all my write ups and everything, and I have a long list of accomplishments this year. But I'm so excited right now because I just want to announce that as of pretty much last week and actually the boys are practicing right now over the Hill school that we have a baseball team and that we're going to be competing this year in the American Legion Baseball League. So big thanks to our coach, Mike Merritt, for making it all happen. He was out there at the games all the local high school games, recruiting kids, talking to coaches. And he pulled it off. Big thanks to all community members who supported this. And I emailed Mr. Torpy this morning to let him know that we have a team, and we're looking to play in our home field so that he can use that during the Planning meetings for Mickie Gordon Park, because right now we're playing wherever we can. We're very grateful for The Hill School. But if you've been out there and it's a great ball, you know, these kids are motivated. They'll play anywhere that they can. But the home run fence is really just a two board fence, and the ball just goes right under it. So I don't think it's viable for the level of play that these kids are. But to follow up on, on some of the accomplishments this year, I always talk about our Boys and Girls state program. I think we're the number one program in the state of Virginia for boys and girls state. I mentioned earlier this year we had 60 kids from seven different high schools apply for those positions. We were able to send 14 boys and seven girls, and they're all packing up and going out this Sunday. So they'll be out there a week and then they'll come back and we'll have the dinner in September, and we'll have the kids come back and talk and tell you all about their experiences. There are a number two oratorical program in the state. You know, we just started that program as well as baseball. For the post ourselves, we're in the top five. We once again experience 120% membership growth. We're now up to 70 members. And I think we're rocking and rolling. I think over the Memorial Day weekend between the Community Center, Memorial Day Veterans Appreciation picnic, plus popping out or passing all the poppies at all the different events. We signed up five more members, so we're going to continue to grow. Yeah, all these youth programs are only leading the charge. Our Vets Helping Vets program, where we help disadvantaged veterans in Loudoun County we raised over \$4,000 for that. We helped 40 individuals. And I think it's only getting more from there. So thank you again for all your support.

**Chris Bernard:** All right. Any other public comments? All right. I guess we will close the public comment. Before we move on, Juneteenth. I do think we have something cooking. We do. And we've had something in the past couple of years. I think this year there were some plans and they got a little scrambled. But I think there is going to be something. So I don't know how much info we have right now, but.

**Danny Davis:** We do. So chief is working on getting that together. I don't want to commit to the date. It's either likely going to be the Saturday the 22nd or Sunday the 23rd here at the town hall. And chief is putting a small thing together. But you are correct. The last couple of years, we've done a small event, one at the Pink Box and the year before that by

Shiloh Baptist small little ceremony, but also a chance for the community just to gather and talk about the importance of that day and that history.

**Shaun Jones:** Sir, I'll have an email to you by tomorrow morning with an update, if that's good to go.

**Chris Bernard:** Thanks, Shaun. I didn't know who that was.

**Shaun Jones:** Sure.

**Chris Bernard:** Yes, ma'am.

**Pam Curran:** Yeah, I might just suggest if it can be done. Juneteenth is on the 19th, and that's why it's called Juneteenth, which we all know. So if we could make it happen on the 19th, that would be really, I think, more on the button for us. So if we can, if we can.

**Danny Davis:** Maybe for future years, we'll talk through that. There's some challenges with that with this year as well as with some other matters that we can talk about later. But in the past, the last couple of years, we've celebrated on the weekend afterwards.

**Chris Bernard:** I think the next thing on the agenda is special recognition. We have a proclamation. Yeah. Okay. This one is very near and dear to my heart. So this is a proclamation for Middleburg Day. Whereas the Town of Middleburg, Virginia, is renowned for its rich history, vibrant community, and spirit of camaraderie among its residents. And whereas the Mayor and Town Council of Middleburg believe it is fitting and proper to designate a special day each year to celebrate the uniqueness, resilience and unity of the Middleburg community and to provide an occasion for all Middleburgers to come together in celebration of our shared heritage and collective achievements, said day. To be known as Middleburg Day. And whereas the inaugural Middleburg Day was held on May 31st, 2024, which was the Friday after Memorial Day. And Whereas, due to the overwhelming success of the first Middleburg Day, the Mayor and Council wish to henceforth establish the Friday after Memorial Day as Middleburg Day in the town of Middleburg, said day to include celebrations of the community's heritage by engaging in activities that promote community spirit, foster a sense of belonging and pride among the residents and provide a time for reflection. And provide festivities to be enjoyed by all residents. And whereas the Mayor and Council will commit to promoting Middleburg Day through various communication channels to ensure maximum awareness and participation by all community members. And whereas the Mayor and Council would like to encourage local businesses, organizations and residents to participate in and also organize events and activities that reflect the values and traditions of Middleburg on the same day in order to ensure a vibrant and inclusive celebration. Now, therefore, be it proclaimed by the Mayor and Council of the Town of Middleburg, Virginia, that the Friday after Memorial Day shall hereafter be known and celebrated as Middleburg Day in the Town of Middleburg. All right. [applause] Do we have a motion?

**John Kevin Daly:** Mr. Vice. I move that Council adopt a proclamation recognizing the success of the inaugural Middleburg day, held on May 31, 2024 and declaring the Friday after Memorial Day as Middleburg Day in the Town of Middleburg, henceforth.

**Peter Leonard-Morgan:** Second.

**Speaker1:** Should we do a roll call? No, I'm just kidding. All those in favor say aye.

**All of Council:** Aye.

**Chris Bernard:** Any nays? All right. Motion carries or proclamation passes. Next up public presentations. I believe we have Mr. Torpy on the phone from Parks and Rec. And there he is. Hey there Steve. Thanks for joining us.

**Steve Torpy:** Good evening. Thank you for having me. Can you hear me okay?

**Chris Bernard:** I think so. So I think I think you have an update for us. I haven't seen anything, but I guess. Do we need an intro or just take it away I guess.

**Steve Torpy:** I can take it away, if that's okay.

**Chris Bernard:** Sure.

**Steve Torpy:** I apologize for not being there. I had to step out. We're have our Park board meeting here this evening, and I see on the agenda that Mr. Clemens is going to be there as well. Have to go back and listen to that presentation afterwards. So, Mr. Vice Mayor and Council Members, I do appreciate being given the opportunity to talk with you a little bit about Mickie Gordon Park and provide that update for you. As the public speaker was saying after the public comment periods that we had or the public information sessions that we held last year we spent a great deal of time going through all of that which was a lot of feedback from the community my staff, DTCI staff, and ultimately put that together into some information that was provided to a contractor to really go back to the drawing board and start over, developing some plans. That contractor is doing that still currently they are going to be providing detailed concept plans multiple versions that really took what we heard from the community and gives a variety of layouts to bring back to the community and ask for that feedback on those concept plans. As everyone that was involved in that was aware, there was quite a bit of information, not all information was agreed upon information But that's the public process. But we did come out with quite a pretty substantial list of things that seem to be common themes. And those themes were were shared with the contractor. And was asked or the contractor was asked to take those into account as they were going through the development of the various layouts. They also were provided all of our notes and recordings and everything that we had from all of those public information sessions. But we had gone through and kind of categorized different things. And we asked them to really take that into consideration when they come up with these concept plans. So some of the things that you already heard tonight are on that list, like Pop Gordon Field going back to baseball. You know, the issue of lights was certainly something that we heard loud and clear things such as just having open space and community play areas that aren't necessarily designated as an athletic space but is maintained to where folks can go out and do whatever it is that they want to do. It doesn't necessarily have to be organized play. We heard loud and clear that there is a need for real bathrooms ones that flush, we heard. [laughter] And so that's definitely on the list for inclusion in those concept plans improving the parking out there. But we also heard the desire to not pave over Mickie Gordon Park and keep the entry drive and the parking lots gravel, if that's appropriate to do. We heard about the moving of the recycling center, if possible, more interior to the park. So it's not down adjacent to homes. And we heard a lot about pavilions and the need for a larger pavilion somewhere on the site for community gatherings. The one that's there is, is heavily used, but is not of a size that when you get much more than 25 or 30 people, it can comfortably fit them. So we heard the request for an additional pavilion that we're looking at obviously power and grills is a benefit and adding power back to the small pavilion that's down there was something that we heard loud and clear. There was a lot of feedback on the restoration of the farmstead area within the park. And so coming up with a plan of how to properly bring that back and interpret that, perhaps even, you know combining that with a new pavilion so that it's a, an area for community gathering, but also something that when people do gather at the park have an opportunity for learning about the history. And speaking of history the mention of extensive trails throughout the park was something also. But it was more what we also heard along those trails was ensuring that there was a lot of interpretation interpretive signage along the trails that really tell the history of, not just the park, but the African American history of the area. We heard about pickleball, that pickleball course that wasn't that was one of the ones that, you know, a lot of the groups had yes or no. So there will be some concepts that show those and some concepts that may not but one of the underlying themes that we heard very loud and clear was the desire to keep the rural character and whatever amenities ultimately come into play out there at Mickie Gordon keeping that rural character was something that we heard. So that was the information, really that we gave to that contractor. I was on those those meetings with them as well. We are finalizing that the date we're looking at is September 5th, I think Supervisor TeKrony mentioned that we're finalizing the location. I greatly appreciate Commander Nicholson emailing me this morning and offering the hall, so we're probably going to circle back around on that. That date aligns with several of the board of supervisor members who have requested to be at that meeting as well. And then the plan is to quickly turn things around from that meeting. The feedback from that meeting on those concept plans into something that we can present to the board, likely at the finance committee where we can talk with them about the appropriate next steps. And what the appropriate funding mechanism may be for ultimately what it is that we want to do that and then based upon that board direction we can determine that, that timeline and where we go from there. So obviously I will be

sending those invitations once we get the location nailed down send those invitations out to Council and to the community, obviously. And look forward to continuing that dialog as we move this project forward. So I hope that it is my hope. And I do believe that when those concepts come back and we come back to the community the community is going to be pleased with that. And we definitely heard what the desire was out there when we were meeting with you. So, Mr. Vice Mayor, I'll turn it back over to you.

**Chris Bernard:** No, thank you for the update. It sounds like you guys I guess, heard all the right things and are talking about the right things. A question about the concept. So are you guys going to get what, like a menu of different options back from your concept designer?

**Steve Torpy:** So what they are working on is actual, like a site layout with the various amenities different ones at different locations. And those will come and be a part of the presentation on the fifth. Last I heard, they have they're working on creating three different concepts. And so from there, what that meeting is going to be about is going over each one of those concept plans and the pros and cons and whatnot that are with those and then asking you all to provide that feedback of, I like how this is, I like this layout and this, that and the other or you know, Steve, you totally are off base on this. And from there we go and try to combine that those comments down into some final things to take to the board for discussion.

**Chris Bernard:** Sure. Is there a deadline for the contractor to get those concepts back to you?

**Steve Torpy:** We are. There is, Mr. Vice Mayor, but I honestly, I don't have that. That's a DTCI contract.

**Chris Bernard:** Sure. So I guess what my concern and I think the concern of the community is that we have kind of enough time for everyone involved to look at what you guys have and the concepts, and maybe not get hit with them in a meeting and have limited time to come up with feedback and get it back to you and then get on to the next deadline. So I'm wondering if there's a way for us to get something ahead of time. You know, I mean, a month would be great. I don't know what that looks like for on your end.

**Steve Torpy:** Yeah. I mean, that's let me go back and ask about that. And I hear what you're saying about not having just particularly with you know folks' schedule. I'm sure there's some people that would want to be there that night. And. [multiple speakers].

**Chris Bernard:** There's going to be certain people that aren't there that maybe want to provide comments ahead of time. But I think even just, you know, sitting down and getting three really big, dense concept plans, looking at them and trying to then digest it all and spit out something coherent is tricky. [multiple speakers] you'll get more thoughtful feedback, but I'm going to open it up and see if anyone else has any questions for.

**Pam Curran:** I may have missed it, but when or is Steve taking it to the Planning Commission and then to the Board of Supervisors, I heard the September 5th date to present us. But when are you taking it to the Planning Commission?

**Chris Bernard:** Yeah, you said it goes to finance. When does that happen?

**Steve Torpy:** We're trying to go to finance also in September. That's why that quick turnaround.

**Chris Bernard:** Sure.

**Chris Bernard:** So yeah, I would say I think.

**Pam Curran:** Piggyback on what Chris is saying. We have to have enough time on our end to really let our community process and not have it be a rush so that everybody has to come out the way we did last time to make sure you heard our voices. So I think Chris is talking about a more, you know, a process where we can really get the feedback in advance and not have it be you know, too quick a turnaround.

**Chris Bernard:** Yeah. We don't want to slow this thing down, but we got to get it right. And I think, you know, getting these options last minute, having to get them back to the Planning Commission, I think we're back in the same boat we were in.

**Steve Torpy:** All right. Yep. I'll follow up with DTCI and see what we can do about that.

**Chris Bernard:** Cool. Thank you. Anyone else? Cindy.

**Cindy Pearson:** Steve, I didn't specifically hear baseball field. Is that on the plans?

**Steve Torpy:** Yeah, that was the first thing I said that, you know. I would say that, that was probably the, the single biggest comment that we heard. So that was the first thing the Pop Gordon Field going back.

**Cindy Pearson:** Oh, Pop Gordon is what you called it. Okay. And with soccer fields too or a soccer field. So the use is that what the area is for?

**Steve Torpy:** So that was what we were talking about, having a large area of open space community play that is not necessarily designated as any particular sport but could be used for multiple types of things, but also could be, you know, when you have a large community gathering, and you wanted to do something out in a field it's not something that's a mowed over hay field, but it's something that's maintained a little bit nicer.

**Cindy Pearson:** Okay. All right. Thank you.

**Chris Bernard:** Anybody else? All right. Well, thank you for giving us that update. And just let us know you know how soon we can get that stuff? I think the more time, the better.

**Steve Torpy:** Yeah, I will I will try to circle back with you all. Should I go to Mr. Davis so that can be disseminated?

**Chris Bernard:** Yep. That's perfect.

**Steve Torpy:** Okay. It'll probably be early next week, if that's okay.

**Chris Bernard:** Sounds great. Thank you.

**Steve Torpy:** All right. And I apologize for not being in there in person. I need to get back to my Park Board meeting.

**Chris Bernard:** Oh, that's all right. Schedules we hear you.

**Steve Torpy:** Thank you. Thank you all very much.

**Chris Bernard:** Okay. I don't see Gary. Not that, Gary. We know that, Gary. So I guess, do we just bump him? We can get him later if he walks in. All right. I guess we will move on to the consent agenda. Does anybody have anything they want removed?

**Bud Jacobs:** Mr. Vice Mayor, I move that we approve the consent agenda as presented.

**John Kevin Daly:** Second.

**Chris Bernard:** Any discussion? All those in favor?

**All of Council:** Aye.

**Chris Bernard:** Any objections? All right. The consent agenda is approved. And I guess the next thing is May staff reports, and we will start off with Miss North.

**Rhonda North:** Thank you, Mr. Vice Mayor. As you know one of Council's goals for a while now has been the development of a citizens academy. And we have put that together. We've been advertising. The date will be August the 14th. We are accepting applications through June 30th. As of this moment, we have only had one person apply. So hopefully we'll have some more apply before June the 30th.

**Chris Bernard:** Was that person Michelle?

**Rhonda North:** I'm not sure.

**Chris Bernard:** Well, I told her to apply.

**Rhonda North:** Okay. Well, we do need more than one person in order to put it on. So hopefully we'll have a few folks apply between now and June the 30th. As you know, the Council approved a contract with Commonwealth Preservation for community engagement services for the Asbury Church. They will be here next week, on June the 17th and 18th, they'll be touring the building along with the building code official so that we can look at how the building code would affect any restoration project. They'll also be meeting with some stakeholders to help them prepare the survey and to prepare for the community engagement session, which is now scheduled for September the 5th. And then lastly [off mic].

**Chris Bernard:** September the 5th.

**Rhonda North:** Yes.

**Danny Davis:** Yeah, we'll work to. We can reschedule that.

**Chris Bernard:** Good. Okay. [laughter] Glad we caught it right now.

**Rhonda North:** Okay. Make a note here. And then lastly, I've just been working on some FOIA requests and gathering information that we need for some other items, which has taken up a lot of my time. So that's all I have.

**Chris Bernard:** All right. Any questions for Rhonda? Peter.

**Peter Leonard-Morgan:** Rhonda, just could you just remind us briefly what the Citizen's Academy is, because we've got plenty of members of the public here. And just as a maybe it'll encourage more applicants. Thank you.

**John Kevin Daly:** Raise your hand.

**Rhonda North:** Sure. So the idea is to just give the public a little more idea as to how their town government operates, what each department does, what the boards and committees do. Give them some tour of the treatment plants so they understand how they function. You know, just essentially it just sort of a little mini tutorial on your town government.

**Peter Leonard-Morgan:** Thank you very much.

**Chris Bernard:** Special offer. Everyone in the room right now can do it for free if you sign up today. [laughter] [off mic]

**Rhonda North:** Yes, lunch does come with it.

**John Kevin Daly:** Yeah, lunch comes with it.

**Cindy Pearson:** Okay. Any other questions for Rhonda? Nope. Okay. Who is next? Ali. Miss MacIntyre. Tell us how great Middleburg Day was.

**Ali MacIntyre:** Yeah, that's what I'm here to talk about now. Thank you. So I did I do have on here to mention Middleburg day and just thank you guys everybody that was able to come out, everybody that participated. The day actually started with Fox Five Zip Trip. So I did want to give special recognition to all of our nonprofits, all of our businesses that participated, but also our officers that were here at 4 a.m. that morning and had.

**Chris Bernard:** Slept over the night.

**Ali MacIntyre:** Before. Yes, some of them did, as he still is he still up there in the. Is Shaun still on? But yeah, our officers were here and ready to go first thing in the morning. And Jen Segal from Visit Loudoun Visit Loudoun was actually through our partnership with them brought us this opportunity. And it was just such a great start to the day. And then, of course, Middleburg day. Well, before that, the ribbon cutting Miss North did a wonderful job with our new town hall ribbon cutting. And then Middleburg day. I've heard a lot of great things. So thank you to our vice mayor, Chris Bernard, who it was really his vision for the whole thing. And then all of our Middleburg locals who came out to support. And then, of course you know, Tutti and Mark and Hillary. Hillary actually ended up giving away 397. I don't know if you guys saw that in there. 397 cups and cones. They were a big hit. 400 hamburgers, I believe 300 hot dogs. We still had a few things left over, but we were able to donate some of our leftovers to Seven Loaves. Which is pretty great, but it was for those of you that were able to attend such a blend of the community. And it really showcased Middleburg. So I was very happy with it. And we have a lot of areas of improvement, of course, next year to make it better. But now it's June. So on to the next. I know Shaun mentioned it. But we will we have had a few Juneteenth celebrations. I think this will be our third one. But we will get that information out here, if not tomorrow, early next week, as it is quickly upon us. Yes. And then just a few things that I wanted to mention. We are just a couple weeks away from our Independence Day celebration. We will be having live music. We have a few food trucks that will be hosted at the Middleburg Community Charter School. The MBPA is going to kick off the parade the kids parade with Chief Jones that's going to stage at the Middleburg Community Center, and it's going to take off at 5:45. It's going to end at the charter school. And then, of course, our American Legion family is going to be selling hot dogs and hamburgers. Yep. Just like last year. So it should be a ton of fun. We'll have bouncy houses donated to us that day from the Middleburg Baptist Church, and all kinds of fun stuff. So yes, we press on and then other than that, just gearing up for our shift in the marketing as you may have seen in there, we're looking to gather information. I've been speaking with our marketing team and our public relations firm on how exactly we want to make that shift per the guidance of Council as a new strategic initiative. So I've been talking to some of the businesses, but we're looking to gather any specials that they have going on during midweek to draw foot traffic. But then, of course, making sure we have the business hours that we're not promoting them when they're closed. Yeah. And then other than that, just working on Oktoberfest, which will be here before we know it, that's we have a bunch of new elements. Corgi races for those that of you that didn't hear that at Biz Buzz. And then Mille Miglia will be here and then it'll be 2025. So that's all. Any questions? Yes.

**Bud Jacobs:** I know you've heard a lot of praise. And I'm going to add to it a little bit. I had the opportunity last night to speak to our HOA, and I must tell you that the comments I received from folks, some of whom did not make it to the celebration, but many of whom did, were uniformly positive, in fact, so positive it was practically embarrassing. I remember the conversations that the Vice Mayor was having with us several months ago now. And as you noted, a big part of his vision was that we make this event for the residents of our town. And judging by the reaction and also judging by what we saw the day of, I have to say, you hit your mark. And it was a really beautiful thing. So thank you. Thank everybody that took part in it. And thank you and all of your cohort and the weather gods. Yeah. Thanks.

**Ali MacIntyre:** Thank you. [applause].

**Chris Bernard:** Darlene.

**Darlene Kirk:** I just wanted to say I heard uniform praise too. I went to the post office the next day and everybody was so happy about it, and I did not hear one negative comment at all. And that's really impressive for an event in this town, I thank you.

**Chris Bernard:** Pam.

**Pam Curran:** I would concur with Darlene and Bud. But the other thing is the ribbon cutting.

**Chris Bernard:** Yes.

**Pam Curran:** Was I mean, to actually pull both of those big events off and to have elected officials come from all over the state and talk about how long and the history and the care. I mean, I just really I mean, I was in awe of just how it was, but and the work all those years that led up to those days, maybe not so much Middleburg, but it looked like Middleburg Day. But it was just awesome. That's all I can say. It couldn't have been any better.

**Ali MacIntyre:** Thank you.

**Chris Bernard:** All right. Anything else for Ali? Wow. Easy one. Next. Oh. Yeah. So, Angela, I think we have heard from you before, but this might be your first staff report. So finance report. Welcome.

**Angela Fletcher:** Of course you give me a tough act to follow. [laughter] Vice Mayor and Council, thank you so much. As you're aware, my report is in your agenda packet. I've been spending lots of time the first few weeks getting up to speed on everything internal closing out the year end that's quickly approaching us, cleaning up the books, reconciling accounts, making sure Council is paid, staff is paid. You got your paycheck? Yeah. Trying to meet with local businesses, talk with citizens. So let's hit the ground running. Happy to be here. Happy to answer any questions you might have in the report.

**Chris Bernard:** Anybody any questions?

**Bud Jacobs:** Just a quick comment. I didn't see my raise reflected in mine. [laughter]

**Chris Bernard:** We canceled that. All right. If there's.

**Peter Leonard-Morgan:** Yeah. Actually, welcome aboard, Angela. And any skeletons in the cupboards you should tell us about as transparency?

**Angela Fletcher:** As you know I'm cleaning up just some minor things. Some minor things? Yes. We'll be approaching audit very quickly, so I will inform you if I find any skeletons.

**Peter Leonard-Morgan:** That's great. And on the subject of audit, I know that we got a new firm. All looking smooth?

**Angela Fletcher:** So far, so good. Yeah.

**Peter Leonard-Morgan:** Great.

**Angela Fletcher:** And our revenues are exceeding expenditures, so we're not overspending. Yes.

**Chris Bernard:** All right. Anything else?

**Angela Fletcher:** Thank you so much.

**Chris Bernard:** Thank you Angela. Appreciate it. All right. Who is next? Oh, the voice guy, Shaun Jones, Chief Jones.

**Shaun Jones:** Good evening everyone. I apologize for not being there. I had an appointment I had to get home to, and I rushed home so I could be here for this meeting. You have my Council report before you, but before any questions? I just want to give kudos to Officer Hinegardner . The other night, I believe it was Tuesday night Officer Hinegardner, noticed



a vehicle passed him that was a description given from Loudoun County Sheriff's Office in reference to an 80 year old female that had left her house. And she was lost. And a little confused. Officer Hinegardner got behind the vehicle, activated his emergency equipment. The female wouldn't stop, but he kept trying to get her attention. He was at very low speeds and was able to follow her and coordinate with Loudoun County Sheriff's Office, and they both got her safely stopped. She was a 80 year old dementia patient that had been gone away from her house for five hours. So his you know, he did a wonderful job and helped resolve the situation safely. And both agencies was able to get the female home safely. Second incident we have is I received information from a citizen in reference to some [inaudible]. I guess we could say. Based on the information that I received, I worked with Loudoun County Sheriff's offices to come up with an officer safety bulletin. Based on officer safety bulletin received a phone call from Loudoun County Sheriff's Office thanking us for our work in reference to that. Also, we did a little digging and found out the subject was wanted out of state. Loudoun County Sheriff's Office was able to make an arrest. Got felony charges of their own, and also was able to get the person charged for the warrants he was wanted for out of state. We're currently working on upcoming events such as 4th of July. Any questions?

**Chris Bernard:** Before questions, I just want to say thank you to you guys for all of your hard work on the Fox Five thing Middleburg day, the ribbon cutting. That was a whole lot of stuff jammed into one day. It was almost like Christmas in Middleburg. So thank you guys for stepping up and making all that happen.

**Shaun Jones:** Thank you.

**Chris Bernard:** Any questions for Shaun? Nothing. All right. Well, thank you for calling in. You are free to go.

**Shaun Jones:** All right. Thank you guys.

**Chris Bernard:** All right. And now, Deputy Town Manager, Mr. Moore.

**Will Moore:** Thank you, Mr. Vice Mayor. You have my report? Nothing really to highlight. I'll just reiterate what Town Clerk, Rhonda North said a lot of time is being devoted right now to a large FOIA request. But otherwise, we're still plowing on with initial drafting of some R2 amendments that we'll talk about a little bit later. And then also noted within my report to be expecting something in the next couple of months in terms of a proposal for permit requirements for sandwich board signs, it seemed to be proliferating at a much greater rate than they have in the past. So to address some of the concerns that are coming along with that otherwise happy to answer any questions you have.

**Chris Bernard:** All right. Anyone have any questions for Will? Just be glad Bridge isn't here so we don't have to talk about sandwich boards for 45 minutes. Okay. Who is next? Oh, yeah, Martin.

**Martin Crim:** Thank you, Mr. Vice Mayor. I have nothing to add to my report. Stand ready to answer any questions.

**Chris Bernard:** Anybody have any questions for Martin that they want to ask in public? Okay. Thank you, Martin. Yes, sir. Okay. Next up is town hall project report. Rhonda, take it away.

**Rhonda North:** Thank you, Mr. Mayor. So the contractor did work to do some things in phase two with regard to trim work, painting, the installation of the town hall lettering since we last met. But since May the 29th they've done minimal work on the site. And as you can tell from the temperature in this room, we are continuing to experience air conditioning issues, HVAC chiller issues with the building. That we are pressing them to resolve.

**Chris Bernard:** Anybody have any questions for Rhonda about the town hall project? Peter?

**Peter Leonard-Morgan:** Just an observation. My dogs really like the water fountain. Thank you. [laughter] It's up right now.

**Chris Bernard:** All right. Well, I guess to echo what some people have said earlier, the ribbon cutting was really great. And I know the building has a couple things left to finish, but that turned out really nicely. I think everyone had a good

time. So thank you for getting that together. Thank you. Okay. Who's next? Reports of town committees. Does anyone have a committee report they would like to share? Pam.

**Pam Curran:** I have a quick update on the charitable foundation that we've begun our strategic process for raising more money. And we also have started more awareness so that everybody knows what the foundation is for and how they can apply. And Erik Scheps and I spoke at Good Stone at Biz Buzz the other night, and there was a lot of interest. I mean, there are more organizations and people that need help, I think, than ever before. So we're really excited and we're going to raise more money. So that's it.

**Chris Bernard:** Yeah, I think pushing that message, and I think a lot of people were confused about like, what is this? What does it mean? And yeah, I think making people aware of it, you'll get a lot of feedback. Any other committees, Town Committees. Going once. Okay. Doesn't look like we have any action items. Discussion items? Amendments to R2? Will.

**Will Moore:** Thank you. Mr. Vice Mayor I don't really have an update from the last meeting, the Mayor asked, could this be put on each agenda as a placeholder going forward? But just a reminder that you will expect to see at your next meeting an initial draft of potential regulations that you could discuss and consider, give comments on and then a little bit of time after that to flip it before you would possibly initiate the amendment. But we're still in the initial drafting piece. But again, expect to see something at your next meeting.

**Chris Bernard:** Anyone have any questions about that? No. Cool. Thank you. All right. Strategic Initiatives. Danny.

**Danny Davis:** Thank you, Mr. Vice Mayor and Council Members. At the May 9th meeting, the Town Council endorsed your strategic plan for the next two years. And so that is included in the agenda packet here and is also been distributed out to all of staff to make sure that we're on the same page and that everybody knows the direction we're going as an organization. As part of that strategic plan, you identified your top eight goals, or what we might call strategic initiatives for the next 18 months or so. And one of our key items is to put together our best efforts at how we intend to accomplish those goals so that we have some expectations for you guys to understand how we intend to accomplish these and also accountability for ourselves to make sure that we're staying on track with these various items. So what we have done is taken each of those strategic initiatives and created a 1 or 2 page document as best as we can outlining kind of what we see as the timeline and steps for this. So I'll walk you through the first one that might just be helpful, just so you kind of understand where we are. The first one is actually, the first one is a little tricky, how about we go to the second one which is to adopt a zoning and subdivision ordinance updates, and that is related to what Mr. Moore was talking through on the R2 district. You'll see here we provide both kind of a Gantt chart kind of calendar of how we see the process moving forward. The information immediately below that is actually the same information, it is just simply in a table format. And so we have dates of when we're working on those items and also the responsible groups. So right now in that item staff is working on those amendments. We'll bring that to the Council. It'll then go to the Planning Commission. And then after that back to the Council for adoption. We also identify in each of these if there are any resource needs or specific budget needs risk factors or other implications on our other projects. For some of these items they, they don't interact, but in other items they might. For instance, the discussion of Asbury Church, I know is one of the top priorities for Council. And that may limit staff's ability to focus as much on other infrastructure until things are proceeding a little bit further along. So we just have to make sure we're balancing out staff's time and abilities to implement any of these particularly. These items are ones that we would intend to sit down next with the Council liaisons for each of these strategic initiatives and talk through how we see the timeline rolling, and then be happy to adjust or amend as appropriate. And, of course, should we have any major items that might delay us or take our attention, for instance, major FOIA requests or other projects that happen to get in the way, we'll keep these updated. And our intent would be to update Council quarterly on the strategic plan and our progress of it. So with that, I know there's a lot of information in these charts. It is a little bit different than the way we presented it previously, but hopefully it's helpful as you look at it, either again in a graphical format or in a tabular format. And I'm happy to answer any questions you might have.

**Chris Bernard:** Any questions for Danny? My only thought and it was kind of just as we're having this conversation is one of our strategic initiatives is communicating with the public. And I think it would be really cool to have somewhere in our dropdown on our website, you could have a page for each one of these strategic initiatives and actually show your

chart. You know, it might be a nice way for if someone wants to go to the website and just look at Asbury Church not have to read the whole document. That might be a nice way to absolutely provide that info.

**Danny Davis:** We do have one link that is it does discuss the Town Council's Strategic Plan, and on that page we can link to each one of those individually with the latest version of this chart.

**Chris Bernard:** I think that'd be really good.

**Danny Davis:** Great.

**Chris Bernard:** Thanks. Legislative Summary. Back to you.

**Danny Davis:** All right. Thank you. And this may be a little bit of a tag team with the town attorney, but just to give Council an overview, I'm not going to go through all of the items listed in the report. Thank you to Mr. Crim who took which was something that was about a 45 page report and turned it into the 3 or 4 pages that are more applicable to us, so much more digestible for this, the things that are really as important to us. Just a couple of quick items that are probably the most important. As you recall, the FOIA issues related to meetings of the public body that got a little bit thrown in uncertainty and lack of clarity through the Supreme Court decision were generally cleared up through legislative notice that or legislative action that clarified what a public meeting is. And that was helpful, so that we don't face any concerns that if there are three of you that happen to be in the general vicinity and someone says a word that could be public business, that someone could claim that was a meeting. So it provides clarity that you can go to attend events and listen. And if you're not participating and there's more than two of you there, it's not a public meeting. So we can kind of keep operating the way we used to operate without any real fear or concern there. In terms of notices in the paper for public hearings. Thankfully, this was one that we weren't sure maybe whatever happened but the state has standardized a number of the public hearing requirements, notice requirements for publication in a newspaper, and we would have some that might require a seven day notice or a 28 day notice or a 30 day notice. And they've taken much of all that and combined it into one standardized requirement, which is easier for us to follow. In addition the General Assembly passed legislation that would allow certain advertisements to be published in an online only publication if they meet certain requirements. So we'll be continuing to keep an eye on that and whether that will apply to us, and give us another option for publicizing our public hearing notices. There are a few land use cases that did not specifically affect us directly. One of note is that the Council can impose a period of validity on special use permits, and maybe something that we consider utilizing the future as appropriate and in consultation with the Deputy Town Manager and the Town Attorney. In addition, we all are aware of Senate Bill 544, the short term rental bill. And I do know one of our efforts related to this, that the Mayor has spoken with Delegate Higgins to see if we can introduce some legislation in the next General Assembly session that would either rescind the legislation that was just passed or modify it heavily based on the concerns that it has for localities being able to pass proper ordinances related to short term rentals. And finally HB 1071, as we've discussed a couple of times related to reducing speed limits. I have asked Chief Jones to develop a discussion item for the next Council meeting to begin the conversation about opportunities to reduce speed limits in certain areas of town. Talk about locations of that, and also to talk about potential recommendations on the actual speed reductions for those particular areas of town.

**Chris Bernard:** Can we perhaps include something? So options for changing speed limits maybe include some options other than changing speed limits to affect speeds in that conversation. Is that fair?

**Danny Davis:** Yeah.

**Chris Bernard:** So say like look, we can change the speeds here and here and maybe here's like alternatively we could also try these other things.

**Danny Davis:** We can include options as part of that for high level discussions. [multiple speakers] Correct.

**Chris Bernard:** So it's not our only option?

**Danny Davis:** That's true. Absolutely. And what we will also do as we develop that is identify what items that we might be able to do unilaterally and what items we might have to work with VDOT on. The benefit of this legislation is it now gives the Town Council unilateral authority to approve changes in the speed limit in town, whereas other mechanisms may require a little more working together. But we can work with Chief and with Mr. Moore on some of those ideas. I realized I kind of jumped quickly through these. But if there are any questions on any of the legislative items that have been brought forward we're happy to answer any questions.

**Chris Bernard:** I guess that's it. Any other information? Items from anybody. Okey dokey. Well, I'm not reading the closed session memo, so anybody want to take us into closed session? Are we missing something? Is that where we are?

**Peter Leonard-Morgan:** I move that Council go into closed session as authorized under section 2.23711 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 A8 and two. Consultation with legal counsel pertaining to actual litigation involving Salamander Farms, LLC versus the Town of Middleburg, as allowed under subsection A7 and 3, a personnel matter related to the performance of town employees and 4 the performance evaluation of the Town Manager. Both as allowed under subsection A1. I further move that the Council thereafter reconvene in open session for action as appropriate.

**Bud Jacobs:** Second.

**Chris Bernard:** All those in favor say aye.

**All of Council:** Aye.

**Chris Bernard:** All those opposed? All right. We are in closed session.

**Darlene Kirk:** Thank you.

**Chris Bernard:** You should all be here when we come back. [laughter] Yes.

**Darlene Kirk:** Yeah, right. [multiple speakers]

**Chris Bernard:** Okay. Everybody ready?

**Darlene Kirk:** Yes.

**Chris Bernard:** I ask the Council certify that in the closed session just concluded, to the best of each members 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.

**Peter Leonard-Morgan:** Aye.

**Bud Jacobs:** Aye.

**Darlene Kirk:** Yes.

**Cindy Pearson:** Yes.

**John Kevin Daly:** Aye.

**Pam Curran:** Aye.

**Chris Bernard:** All right. And I guess that closes the meeting. [applause]

**John Kevin Daly:** Well done. All right. [off mic]