



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Minutes
Thursday, March 26, 2020



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

STAFF: Danny Davis, Town Administrator
Rhonda S. North, MMC, Town Clerk
William M. Moore, Deputy Town Administrator (participated electronically)
Jamie Gaucher, Business & Economic Development Director (participated electronically)
Estee LaClare, Planning & Project Associate (participated electronically)

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting, beginning at 6:00 p.m. on Thursday, March 26, 2020 in the Town Hall Council Chambers located at 10 W. Marshall Street. Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag.

Due to Governor Northam’s order to avoid groups of ten or more and to social distance, Councilmembers Daly, Jacobs and Pearson participated in the meeting electronically from their homes, as did some members of the Town staff.

Public Hearing

FY’ 21 Budget

No one spoke and the public hearing was closed.

Mayor Littleton explained that the vote on the budget as presented would occur during the next meeting. He noted that the Town did not know the impact of the COVID-19 pandemic on the economy and advised that once the impact was known, the Council would do a budget amendment.

Town Administrator Davis reminded Council that the public hearing on the utility rates would be held on April 9th, at which time, the budget could be adopted.

Special Recognition by Mayor and Council

Council Approval – Resolution of Appreciation – Melissa Craig

Mayor Littleton noted that Mrs. Craig was a long-time volunteer in many forms. He further noted that she was moving from the area. He opined that she made great contributions to the community and ran a superb meeting. Mr. Littleton read the resolution of appreciation aloud.

Vice Mayor Kirk moved, seconded by Councilmember Leonard-Morgan, that Council adopt a resolution extending its appreciation to Melissa Craig for her service on the Middleburg Arts Council from May 17, 2017 through March 25, 2020.

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson
No – N/A
Abstain: N/A
Absent: N/A
(Mayor Littleton only votes in the case of a tie)

Mrs. Craig advised Council that moving to Middleburg was one of the best decisions she and her husband ever made. She noted that everyone she worked with was very professional. Mrs. Craig specifically thanked Town Clerk North, Town Administrator Davis, Business & Economic Development Director Gaucher and Councilmember Pearson.

2019 Tree City USA Award

Mayor Littleton announced that Middleburg received the Tree City USA Award for 2019. He thanked Punkin Lee and the Streetscape Committee for their work on Arbor Day and for doing tree trimming, which allowed the Town to receive the award.

Public Presentations

Status Report – Crosswalk Repairs – Virginia Department of Transportation (VDOT)

Kim McCool and Nick Roper, of VDOT, participated in the meeting electronically.

Town Administrator Davis reminded Council that during their November meeting, they discussed the need to repair the crosswalks. He reported that VDOT worked quickly on the design and advised that it was sent Richmond earlier in the day for review, which was required before the project could be put out to bid. Mr. Davis stressed the importance of sticking to the timeline in order to meet the July-August construction schedule.

Ms. McCool reminded Council that VDOT planned to remove and replace the sections that were previously patched by re-pouring with deeper patches and tying them into the existing concrete structures. She noted the need to advertise the project in April in order to meet the summer construction schedule.

Ms. McCool reminded Council of the need to close the intersections and to detour traffic onto the parallel streets. She advised that the contractor would do up to three intersections at a time, with the closures beginning at 10:00 p.m. on Fridays and ending at 5:00 a.m. on Mondays. Ms. McCool reported that it could take four weekends to complete the work; however, the contractor would be offered a financial incentive to complete it in three. She noted that they would be charged a penalty if it took longer than four weeks. Mr. Roper advised that the sequence of the work would be determined by VDOT, the Town and the contractor.

The Council expressed concern about the impact of the detours on traffic, particularly wide-load vehicles and tractor trailers. They also expressed concern about the possible disruption of pedestrian traffic.

Mr. Roper opined that there would be less traffic on the weekend. He noted that on-street parking may need to be limited on the side streets while the detours were in place in order to accommodate the truck traffic. Ms. McCool advised that pedestrian access would be maintained at all times via the side streets.

Mayor Littleton noted that whenever the work was done, it would never be ideal. He reminded Council that it must be done and that it must be done during warm weather.

In response to an inquiry from the Council, Ms. McCool advised that VDOT did consider doing the project in a continual manner; however, they were not comfortable putting traffic in the residential areas during the week.

The Council reiterated the need to maintain pedestrian access. They acknowledged that there was time to plan for the project. It was suggested that the Town work with the Middleburg Business & Professional Association to get the word out to the community.

The Council held some discussion as to whether the work should be done over four continuous weekends or whether there should be a break in the middle. It was noted that the Summer Sidewalk Sales would occur August 7-9. The Council suggested work be avoided during that period. It was further noted that there would be many events in the area beginning in September; therefore, the work needed to be completed as quickly as possible.

Town Administrator Davis advised Council that the staff would continue to work with VDOT and would keep them informed on the status of the repairs. He acknowledged the need to do community and business outreach.

Consent Agenda

- (A) Approval of Council Meeting Minutes – February 27, 2020 Regular Meeting; March 9, 2020 Budget Work Session; March 12, 2020 Regular Meeting

Councilmember Bernard moved, seconded by Vice Mayor Kirk, that Council adopt the consent agenda as proposed.

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

No – N/A

Abstain: N/A

Absent: N/A

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

Council Approval – Utility Refunding Opportunities

Town Administrator Davis reminded Council that they discussed a short-term loan and the existing bonds’ refunding during their last meeting. He noted that the short-term loan would close the end of the week. Mr. Davis opined that the market was good and advised that refunding the Town’s two existing bonds would save a significant amount of money and would cut five years off their repayment.

Councilmember Bernard moved, seconded by Vice Mayor Kirk, that Council adopt the RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND AWARD OF A GENERAL OBLIGATION REFUNDING BOND OF THE TOWN OF MIDDLEBURG, VIRGINIA, PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF, AND PROVIDING FOR THE REFUNDING OF CERTAIN PRIOR BONDS (2020C). Councilmember Bernard further moved, seconded by Vice Mayor Kirk, that Council adopt the RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND AWARD OF A GENERAL OBLIGATION REFUNDING BOND OF THE TOWN OF MIDDLEBURG, VIRGINIA, PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING PRINCIPAL INSTALLMENTS OF THE TOWN’S TAXABLE GENERAL OBLIGATION REFUNDING BOND, SERIES 2010, AND AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH (2020D).

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

No – N/A

Abstain: N/A

Absent: N/A

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

Council Approval – Setting of Real Estate Tax Rate

Councilmember Leonard-Morgan moved, seconded by Councilmember Pearson, that Council affirm the real property tax rate of \$.153 cents per \$100 assessed value for Calendar Year 2020.

Mayor Littleton advised that if the Council determined at some point in the future that it desired to change the tax rate during the fiscal year due to the impact of the COVID-19 pandemic on the economy, it would be able to do so.

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

No – N/A

Abstain: N/A

Absent: N/A

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

Council Approval – Special Event Funding Requests – National Sporting Library & Museum and Middleburg Concert Foundation

Town Administrator Davis advised Council that the Business & Economic Development Director polled the members of the Cultural & Community Events Committee, who recommended approval of the two special event funding requests. He further advised that the Town would apply for a Virginia Commission for the Arts grant, which would be evenly split between the two organizations if received. Mr. Davis noted that due to the COVID-19 pandemic, both were rescheduling the concerts that were scheduled to occur at the beginning of the season to the end.

Councilmember Miller moved, seconded by Vice Mayor Kirk, that Council approve the special event funding requests from the National Sporting Library & Museum and the Middleburg Concert Foundation in the amount of \$4,500.00 each. Councilmember Miller further moved, seconded by Vice Mayor Kirk, to authorize Town staff to apply for the recurring grant opportunity associated with the Virginia Commission for the Arts, noting that any proceeds from that application be split evenly between the National Sporting Library & Museum and the Middleburg Concert Foundation.

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

No – N/A

Abstain: N/A

Absent: N/A

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

Council Approval – Resolution Affirming Local Declaration of Emergency

Town Administrator Davis advised Council that when the County Board of Supervisors affirmed their declaration of emergency, they added language to the effect that this was a State disaster and a communicable disease of public health threat, which opened up potential additional authority within the State Code. He noted that this language was also included in this resolution.

Councilmember Daly moved, seconded by Councilmember Bernard, that Council adopt the Resolution Confirming a Declaration of Local Emergency for the Town of Middleburg

Councilmember Leonard-Morgan offered a friendly amendment to add businesses to the fourth paragraph in addition to residents. Councilmember Bernard agreed to the friendly amendment.

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson
No – N/A
Abstain: N/A
Absent: N/A
(Mayor Littleton only votes in the case of a tie) (as amended)

Council Approval – Amendment to Water and Sewer Ordinances – Waiving of Late Fees & Service Disconnects during Local Emergency

Town Administrator Davis reminded Council that the staff looked at different opportunities to support the community and suggested that an easy way was to waive late fees and suspend the disconnection of services for non-payments. He explained that once the ordinance was adopted to provide for this option, the Council would then need to vote to actually suspend them for the next sixty days. Mr. Davis advised that this could be extended if needed. He noted that this would partner with the next agenda item. In response to an inquiry from the Council, Mr. Davis confirmed this action would not cripple the Utility Fund in the long-term.

Councilmember Miller moved, seconded by Councilmember Leonard-Morgan, that Council adopt the ORDINANCE TO AMEND ARTICLE IV OF TOWN CODE CHAPTER 113 PERTAINING TO THE WATER USER CHARGES AND ARTICLE V OF CHAPTER 83.1 PERTAINING TO SEWER USER CHARGES TO ADD EMERGENCY PROVISIONS RELATED TO LATE FEES AND THE TERMINATION OF SERVICE.

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson
No – N/A
Abstain: N/A
Absent: N/A
(Mayor Littleton only votes in the case of a tie)

Councilmember Leonard-Morgan moved, seconded by Vice Mayor Kirk, that Council, under authority granted in Town Code Sections 113-29 and 83.1-44, suspend late fees and service disconnects for users of the Town’s water and sewer systems for a period of sixty (60) days.

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson
No – N/A
Abstain: N/A
Absent: N/A
(Mayor Littleton only votes in the case of a tie)

Council Approval – Support to Community During COVID-19 Pandemic

Mayor Littleton noted that the Town was thinking about what it could do to support the community, including the businesses. He reminded Council that the Town had been fiscally responsible in the past, which allowed it to preserve money for times of need, such as the one it now faced. Mr. Littleton noted that what was being proposed was substantial and meaningful; however, it was only just the first step. He acknowledged that while this would help the residents and restaurants, it would not help retailers and other types of businesses. Mr. Littleton noted that the staff would continue to think of ways to assist them.

Council noted that all businesses would benefit from the credit on the water/sewer bill.

Town Administrator Davis reviewed each of the recommendations. He advised that the first was to offer the water/sewer customers up to a two hundred dollar (\$200) one-time credit on their May bill. Mr. Davis noted that sixty-four percent (64%) of the customers' bills were historically below this amount; therefore, they would owe nothing for the March/April billing period. He advised that this would cost the Town \$65,000 and recommended the funding come from the Health Center Fund. Mr. Davis suggested the Town could repay the fund in the future.

Mayor Littleton opined that the Health Center Fund was set up to help the community in times of calamity such as this. He noted that the Town had planned to set up a foundation to administer these as charitable funds and suggested it could repay them over two or three years so the money would still be available for that purpose in the future.

The Council noted that some members of the community may not need this assistance, whereas others would need more. They questioned whether there was a way to address this. It was noted that the Town must treat all customers equally. It was suggested that those customers who did not need the credit could always make a donation to the Town/Health Center Fund or a charitable organization, which could then be used to help others.

Town Administrator Davis advised that the second recommendation was to waive the ten percent late penalty on restaurants that did not remit their meals tax payments by the deadline. He acknowledged that the meals tax was paid by the consumer, not the restaurant; therefore, it was not operating revenue for them. Mr. Davis explained that by waiving the penalty, the Town would essentially offer the meals tax revenues that the restaurants held in trust for the Town to them in the form of a short-term loan. He advised that they would still be required to file their monthly gross receipts report and would be responsible for the interest that would accrue.

Town Administrator Davis advised that the next recommendation was for the Town to contract with the restaurants to provide services to the residents, in the form of a voucher that would be redeemed for meals. He explained that the Town would pay them a certain amount of money to do so. Mr. Davis noted that this would provide the restaurants with working capital that would allow them to stay open for another month, which would benefit their employees as well as the residents. He advised that the Mayor spoke with some of the restaurants about this idea and received a strong, positive response.

The Council held considerable discussion regarding this recommendation. They agreed it would be a benefit to the residents and restaurants, as well as their employees. It was noted that the vouchers would be good through April 30th. The Council asked that the restaurants be required to report on the response and that this information be provided to them during their April 23rd meeting so they could evaluate its effectiveness.

The Council noted the need to ensure that those residents who did not receive a Town utility bill also received them. The staff confirmed they would work to ensure renters received them.

Mayor Littleton explained that participating restaurants would be required to be open four days per week and offer two meals per day. He advised that the Town would then promote their participation. Mr. Littleton noted that if the restaurant found it had to close because the program was not working or for some other reason, they would have to reimburse the Town for its purchase on a pro-rata basis.

The Council noted that the vouchers would not be used toward the tip for the wait staff. They suggested the cover letter indicate that the gratuity was not included and encourage residents to tip generously when using them.

Town Administrator Davis reported that Visit Loudoun was not invoicing the Town for their fourth quarter payment. He advised that the next recommendation was to take that money and make a donation to the Visit Loudoun Foundation, which set up a fund to help hospitality workers that have been laid off. The Council asked that the funds be used to help Middleburg hospitality employees as much as possible.

Town Administrator Davis advised that the final recommendation was to provide assistance to charitable organizations. He noted that the staff reached out to Middleburg FISH, the Seven Loaves Food Bank and the Windy Hill Foundation. Mr. Davis reported that Middleburg FISH make a specific request for \$4,000. He further reported

that Seven Loaves talked about the need for goods; however, he advised that it would be easier for the Town to make a donation and recommended they also receive \$4,000. Mr. Davis advised that the Windy Hill Foundation was trying to identify their needs at this time and noted that the staff would keep the lines of communication open with them.

The Council asked that the staff check with Backpack Buddies to determine whether they needed financial assistance. They asked that the staff report on any needs that were identified in the community during future Council meetings.

Mayor Littleton noted that the vouchers could not be used for the purchase of alcohol.

Town Administrator Davis acknowledged the need to help other businesses, such as retailers. He advised that once the pandemic was over, the Town would heavily market Middleburg in order to push people back into town.

The Council suggested the need to continue to think of ways to help retail businesses. It was noted that the Town could not give grants to for-profit entities. They questioned whether there was anything the Town could do to incentivize landlords to help the businesses, as rents were a large part of their monthly outlay. Mayor Littleton advised that if the banks deferred the landlords' mortgage payments, they could then defer the rent for their tenants.

The Council suggested the need to think more about ways to help the retail businesses. Mayor Littleton suggested that if the members had any ideas that they discuss them with the Town Administrator.

Councilmember Miller moved, seconded by Councilmember Leonard-Morgan, that Council adopt an Ordinance amendment titled an ORDINANCE TO AMEND ARTICLE VII OF TOWN CODE CHAPTER 97 PERTAINING TO THE MEALS TAX TO ADD EMERGENCY PROVISIONS RELATED TO LATE FEES.

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

No – N/A

Abstain: N/A

Absent: N/A

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

Councilmember Miller moved, seconded by Vice Mayor Kirk, that the Council authorize the following actions: (1) provide a credit to all water/sewer customers in their May 2020 bill, up to \$200; (2) authorize the Treasurer to suspend late fees on meals tax payments, effective with the payment due March 20, 2020 and to extend until June 30, 2020; (3) authorize the Mayor and Town Administrator to finalize details of contracts with local food establishments to provide for services, to include the provision of meals vouchers to Middleburg residents; (4) authorize a contribution to the Visit Loudoun Foundation in the amount of \$8,750, in lieu of the regular 4th quarter payment to Visit Loudoun; (5) authorize a contribution to Middleburg FISH, pursuant to their request dated March 26, 2020; and (6) authorize a contribution to Seven Loaves in the amount of \$4,000 to support their food provision to needy families. Councilmember Miller further moved, seconded by Vice Mayor Kirk that these programs and funding come from the Health Center Fund as authorized donations for charitable purposes in Middleburg.

Mayor Littleton asked that the motion be amended to include a contribution of up to \$2,000 for Backpack Buddies if the Town Administrator determined it was needed.

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

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (on motion as amended)

Council Approval – Emergency Ordinance – Continuity of Operations and Remote Meetings

Town Administrator Davis reported that there had been ongoing conversations among local governments who were trying to ensure the continuance of municipal operations. He reminded Council that the State Code only allowed remote meetings for short-term emergencies and even then, only to deal with the emergency. Mr. Davis noted that this pandemic would be a long-term emergency, during which Town operations would need to continue. He opined that in the future, the Council may not be able to have five members present during a meeting. Mr. Davis reported that he looked at what other jurisdictions have done in this regard and was recommending the adoption of an emergency ordinance that would allow the Town to continue its operations and hold remote meetings. He noted that the goal was not to handle all actions remotely but rather to act only on those items necessary to keep the government running. Mr. Davis advised that the ordinance would also grant him the authority to take immediate action if needed. He noted that the proposed ordinance was based upon ordinances adopted by both Loudoun County and the Town of Herndon. Mr. Davis reported that it would also allow for the extension of deadlines if needed. He recommended the maximum time of the emergency ordinance be set at six months; although, he noted that it would be extended if needed. Mr. Davis noted that the Council could also rescind the ordinance once it was no longer needed.

In response to an inquiry from the Council, Town Administrator Davis confirmed the ordinance would also apply to Town committees. He noted that the focus was on the Council, Planning Commission and HDRC as they were regulatory committees that took binding actions. Mr. Davis confirmed it could extend to advisory committees if they needed to meet.

Councilmember Leonard-Morgan moved, seconded by Councilmember Miller, that the Town Council of Middleburg adopt the Ordinance to Implement Emergency Procedures and Effectuate Temporary Changes to Address Continuity of Governmental Operations during Pandemic Disaster (COVID-19).

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

No – N/A

Abstain: N/A

Absent: N/A

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

Discussion Items

Strategic Initiative Report – Program for Grant Review & Allocation

Town Clerk North reported that the sub-committee, consisting of Councilmembers Pearson and Jacobs and herself, identified some assumptions the Council may wish to apply to a program for grant reviews and allocation. She reviewed the assumptions in general and explained that the sub-committee wanted to make sure the Council was okay with them before drafting a policy. Ms. North reported that the sub-committee also identified a question related to whether the special event grants should be in the form of start-up funding only and requested the Council's input. She noted that the program, as proposed, would impact some organizations that the Town had provided a donation for for many years as they would be required to apply in the same manner as any other organization. Ms. North advised that finally, the sub-committee drafted an initial purpose statement, goal for giving grants, evaluation criteria and follow-up activities. She noted that the Town staff was also working to identify a history of Town grants/donations that have been given over the past five years. Ms. North explained that the sub-committee wanted Council's input on whether it was on the right page based upon their work to date.

Councilmember Jacobs noted that one of the sub-committee's recommendations was that the annual budget no longer include line items for some events, but rather there be one overall grant line item to be used to fund requests.

The Council questioned whether the criteria would deter people from applying. Councilmember Pearson suggested the need to make the application process fair for everyone. She noted the recommendation that the Town hold a grant writing workshop at least once a year. Ms. Pearson further noted the need for the Town to see how organizations were using the Town's money and advised that this had not occurred in the past. The Council acknowledged the need for accountability to ensure the money was being used wisely and for the purpose for which it was given.

Town Clerk North reminded Council that the one area the sub-committee needed input on was whether the grants/donations were to be used as seed money only or whether the Council was comfortable making donations in perpetuity. It was noted that the Town had provided funding for Christmas in Middleburg and the Fourth of July Celebration for many years. Councilmember Pearson questioned whether the Council had a desire for those events to become self-sufficient.

The Council opined that approximately ninety-five percent (95%) of the successful grant/donation applicants should only receive seed money from the Town, with the goal that they would become self-sufficient within a certain period. It was suggested that there may be a couple of events, such as the Fourth of July Celebration, that may not.

Town Clerk North suggested the Fourth of July Celebration be handled differently. She noted that most people felt it was a Town event; however, it was actually a Community Center event that was funded by the Town. Ms. North suggested it become an actual Town event, with the Town contracting with the Community Center to be the event manager. She noted that this would remove it from the grant/donation equation. Ms. North acknowledged that Christmas in Middleburg would be more challenging to address.

The Council agreed the majority of the grants should be in the form of seed money only, with the organization providing a plan to become self-sustaining.

Town Clerk North noted that one of the proposed evaluation criteria required the applicant to provide a detailed budget, not just for the expenditure of the Town's money, but for the entire event, including identifying any cash they had on hand.

The Council opined that the draft reflected very detailed planning and consideration of the different types of events the Town had seen over the years. They opined that it was a good document.

Town Clerk North reported that the sub-committee's goal was to present a proposed policy to the Council during their May 14th meeting, with the hope that it could be adopted and would go into effect on July 1st to coincide with the new fiscal year. She noted that the only question that remained was how much of a limit the Council wished to impose on the overall grant/donation funding amount. Ms. North advised that this could either be a percentage of the General Fund budget and a specific dollar amount. She suggested the amount be identified once the historical data was available.

Information Items

Town Administrator Davis reported that the County Treasurer deferred the payment of personal property taxes by a month to June 5th. He noted that this would affect the collection of the business personal property taxes and the vehicle license fees for Middleburg.

Councilmember Bernard encouraged Town residents to vote by absentee ballot during the May elections.

Mayor Littleton encouraged the residents to order online or to purchase gift cards to help the local businesses.

Closed Session – Property Acquisition

Mayor Littleton noted that there was no need to hold a closed session as nothing had occurred regarding the property acquisition.

There being no further business, Mayor Littleton declared the meeting adjourned at 8:27 p.m.

APPROVED:

Trowbridge M. Littleton, MAYOR

ATTEST:

Rhonda S. North, MMC, Town Clerk

March 26, 2020 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)

Bridge Littleton: Let's see here. Let's go ahead and get started. We will call the meeting to order. First item is pledge of allegiance.

All: [Pledge of Allegiance].

Bridge Littleton: Bud, I noticed you weren't standing for the pledge.

Bud Jacobs: I was standing. I just wasn't saying anything.

Bridge Littleton: OK, so here's what we'll do for the roll call. We'll do the roll call in the building here in in chambers first and then we'll do the roll call on the phone. And what I'll do is I will read off each phone number. And then when I read off your phone numbers, say your name. OK, Chris.

Chris Bernard: Chris Bernard.

Darlene Kirk: Darlene Kirk.

Bridge Littleton: Bridge Littleton.

Peter Leonard-Morgan: Peter Leonard-Morgan.

Philip Miller: Philip Miller.

Rhonda North: Rhonda North, town clerk.

Danny Davis: Danny Davis, town administrator.

Bridge Littleton: OK. So on the phone, if you are XXXXXXXXXXXX (note: personal phone numbers removed), identify yourself.

Kim McCool: Hi, this is Kim McCool with VDOT.

Bridge Littleton: Hey, Kim. How are you? All right. XXXXXXXXXX.

Nick Roper: Hi, this is Nick Roper with VDOT.

Bridge Littleton: All right. Welcome. XXXXXXXXXX.

Will Moore: Will Moore, deputy down administrator.

Bridge Littleton: All right. XXXXXXXXXX.

Cindy Pearson: Cindy Pearson, Council Member.

Bridge Littleton: All right. XXXXXXXXXX.

Bud Jacobs: Bud Jacobs.

Bridge Littleton: XXXXXXXX. Who's who's that?

Cindy Pearson: He might have to hit his star button twice because we were muted at first.

Bridge Littleton: OK. So the one I read, the one I said was XXXXXXXX.

Jamie Gaucher: That's me. Jamie Gaucher.

Bridge Littleton: Hey, Jamie. And I think I screwed it up. I think I said 804. Yeah. OK. The next one is XXXXXXXX.

John Kevin Daly: John Kevin Daly.

Bridge Littleton: The next one is. This is the last one. XXXXXXXX.

Julie Rivard: This is Julie Rivard. Finance Director, Town Treasurer.

Bridge Littleton: OK, great. And that is all the numbers we have currently logged in at the moment. So. All right. So what we'll do is if you're on the phone, we've got two requests. Number one, keep yourself muted until you need to say something, and then when you come off mute, just make sure you identify your name each time. It's really important because otherwise transcript people won't be able to identify it when they when they do the transcript for us. OK, we're done with the roll call. Next item is public comment. Anybody like to speak to the council on any member, on any item of public comment? OK. We'll close the public comment session will now open the public hearing for the fiscal year 21 budget. So I now open the public hearing any member wishing to speak about the fiscal 21 budget. OK, we will close the public hearing. The one thing I did want to make mention of before we move off of this. So we've had the public hearing we're going to do we're going to move to vote on the budget next council meeting. I'm going to say one thing. I'll quickly then Danny might have something wants to add. So we're approving the budget for 2021, given the Corona virus, the impact to the economy, all that kind of stuff. I think everybody's in agreement and most municipalities are doing this. We're just going to approve it as it stands today. Statutorily, we have to get it done. But, you know, we really don't know what the economic impact is going to be of, you know, the long term effects of the coronavirus. Once we approve the budget, when we're ready and we have enough data and information to make an informed analysis of the impact, we will then do a budget amendment. You know, at such a time as the town staff and we as council feels appropriate. But we you know, we need to meet our statutory requirements. And go ahead and get that done. And I think I do think it's the right path. Danny, do you have any other input?

Danny Davis: At this time, no. Our public hearing is set on the utility rates and fees for the next meeting, April 9th, at which time once you hold that public hearing, you can't adopt the budget.

Bridge Littleton: OK, great. OK. The next item here is special recognition. And we actually, believe it or not, have a have, excuse me, an esteemed member of the public who has been a selfless volunteer in many ways shapes and form to the town of Middleburg for a long time. And we have a resolution of appreciation. And it is for Melissa Craig. Unfortunately, Melissa and her husband, Jason, are going to be leaving Middleburg and moving to the illustrious life on the eastern shore of Virginia. They have a. Oh, Maryland. Yeah, yeah, Maryland. I was thinking East in Maryland. Then I was thinking Eastern Shore and what you'll be you'll be glad to know that they have bought a 700 acre estate with three miles of waterfront property that we are all invited to come to any time we want. So she did make that, you know, commitment to the town earlier. And so we'll be taking all 786 residents for a visit very soon. No, but in all seriousness, Melissa has been an absolute, you know, joy and wonder and a great contributor to the town of Middleburg, especially with the Middleburg Arts Council and Art in the Burg and all those events and bringing her skills and talents and really running a superb committee. So we want to take this moment to read a

resolution of appreciation. So. All right, resolution of appreciation. Melissa Craig, service on the Middleburg Arts Council. Whereas the town council appointed Melissa Craig to serve on the Middleburg Arts Council on May 17th 2017. And whereas Ms. Craig was elected as chair of the Middleburg Arts Council on July 17th, 2019, and whereas Ms. Craig continued to serve her service on the Middleburg Arts Council until she resigned on March 25th, 2020, as she was moving out of the area. And whereas during her tenure on tenure on the Middleburg Arts Council, Ms. Craig led the Organization of the Arts in the Burg events including the transformation of the 2019 fall event into the town of Middleburg's first Oktoberfest, as well as helping to raise funds for and coordinate the creation of the Bronze Fox sculpture for the town. And whereas the Middleburg Arts Council is an extremely important committee for the town area. Whereas Ms. Craig has demonstrated professional and personal dedication to the town of Middleburg. And whereas the Middleburg Town Council deems it appropriate to express its gratitude to Ms. Craig for her exceptional service over the past three years. Now, therefore, be it resolved that the mayor and members of the Town Council of Middleburg, Virginia, recognize and express our sincere appreciation for the exemplary services of Melissa Craig on the Middleburg Arts Council from May 17th, 2017 through March 25th, 2020. Melissa, again, thank you very much. Now, it's not official till we vote on it. So is there a motion to approve the resolution?

Darlene Kirk: I move the resolution honoring our good friend Melissa Craig.

Peter Leonard-Morgan: Second.

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

All: Aye.

Bridge Littleton: Kevin? Cindy?

Cindy Pearson: Aye.

John Kevin Daly: Aye.

Bridge Littleton: Great. All right. It's approved. Melissa. Thank you so much. So here you go. We've got. And now we don't have a bronze fox for you. They're on order. [Off mic].

Melissa Craig: Just one quick thing. I've made a few good decisions in my life. One was coming to Middleburg. Two was voting for you. And I feel good knowing that you're running the show around here. I really do. Because you're lucky to have him. And then everybody that I've had the pleasure of working with in Middleburg, so professional. Rhonda, my gosh. The quality and the professionalism of everything. Just just to give you a shout out, I need to do that. And Danny, your support through everything. I really appreciate it. If Jamie's on the phone. Jamie, thanks for getting through Oktoberfest with me. And also.

Bridge Littleton: Which was awesome.

Melissa Craig: And you know, Cindy, actually, I worked with a little bit in the beginning, too. I haven't had a chance to work with everybody. But but but those individuals I have worked with and greatly appreciated their help. Middleburg is like little bit like a fairy tale, you know, living. It's very magical. You never know what you're gonna see or what's going to come up. You know, but I feel like my fairy tale is ending on a happy note and like it should. And we're leaving on a good note. So.

Darlene Kirk: And you can always come back.

Melissa Craig: Yeah, but you come visit me on the water now.

Bridge Littleton: We'll come to your beach. You can come to my backyard.

Melissa Craig: And inform my landlord, the property will be available the end of April.

Peter Leonard-Morgan: Thank you.

Melissa Craig: [Inaudible] have a chance to celebrate the arts at that level. Greatly appreciate it.

Darlene Kirk: Thank you so much.

Bridge Littleton: Well, Melissa and if you need any help moving, Peter's available. [Laughter]. OK. Next item here is. Do we have to do anything for the Tree City USA Award? Is that just a notification? We got the letter.

Rhonda North: Just a notification. We received the award for this year and we just wanted to recognize it during the meeting. So.

Bridge Littleton: Oh, that's right. Yeah. OK. So this is from for the Arbor Day Foundation and all the work that Punkin and the Middleburg Beautification team does to support the the Beautification Middleburg. I mean it's around trees, but it's also around, you know, arbor work. And they put on that great event every year celebrating Arbor Day. And it's about I think like last week I saw them. They had their or is it this week they had their people out on the street doing the tree planting and they're starting to do some of the tree, you know, the putting the new trees and stuff like that. So yet again, we've gotten recognized by the foundation for all their great work. So we just want to say, you know, call them out for specific attention here, you know, and thank them for all their hard work. OK. Next item is. Danny we're going to do, go ahead and do the crosswalk repairs, right?

Danny Davis: Yes, sir.

Bridge Littleton: OK, great. So on the phone we have Kim and I'm sorry. Who is the other person from VDOT?

Danny Davis: Nick Roper.

Bridge Littleton: OK. So, Danny, if you want to just give a quick brief background and then hand it over to VDOT, that would be great.

Danny Davis: Sure. So in November, as you recall, Kim and Nick came to our meeting and discussed the crosswalks, the situation, potential alternatives. They had been looking at it for a number of months. And out of that discussion, a number of questions were raised, number of ideas by council. And also then, you know the question of how quickly could this happen? And so they've been moving quickly to get the design phase done. And as I think Kim will explain, based on their timing, today was actually their deadline requirement to send it down to the central office in Richmond for design review before it gets on the street for actually construction bids for proposals. Doesn't mean that we're locked in to do anything at this point. But I think the important part is to keep on the timeline that we had indicated the last time we met, which was trying to get this done late July, early August. They have been meeting those timelines and have to move really fast. So I think at this point, if I can, I'll turn it over to to Kim and let her go through a little bit of the work they've done so far then talk through the schedule and some of these options. Kim?

Bridge Littleton: Yeah. Kim. What we'll do, we'll turn it over to you guys as you go through your briefing. I think from a council perspective will hold any questions. We just because we're doing telephonically we'll just hold all questions to the end. So any member council, if you think of a question as you're going through, just jot it down and then we'll jump back into those at the end. So, Kim, we'll turn over to you.

Kim McCool: Thank you very much. And I don't have very, very long update. We're glad to take questions and feedback from you. But as Danny mentioned, last November when we met with you, we presented the findings that we had as far as the damaged crosswalk [inaudible] and our recommendation for repairing those, which was a very short version to remove and replace any of those restraints that had been previously damaged during construction.

And our plan is to, if so we haven't changed from what we talked about last fall. Again, [inaudible] remove those sections that were previously patched, plan to replace some with a 6 inch deep patch, which is deeper than was done the first time around. And we're going to add reinforcements to that in order to kind of tie that down to the concrete structure. So that's the thing that we talked about last fall. We're moving forward. As you mentioned, with developing those that repair for advertisement, we're going to advertise that because it's outside of the scope of what VDOT can do internally so we're going to have an external contractor do that work. And in order to meet that timeline you talked about last fall, which is to have the work between late July and early in August. We need to have that contract advertised in April. So we advertise products once a month. So the advertisement date for this one would be April 21st. And as we said, in order to meet advertising date, we did bring the package down to central office today. And we're glad to talk to you about it. We don't want you to feel like that that's not flexible.[Inaudible]. So it would be advertised on April 21st. It would be out on the street or roughly a month. The bid opening would be planned for May 27. And then it takes up a certain amount of time, that same contractor before they're up and running. So that would put our construction kind of late July and August. [Inaudible]. We obviously talk about the plan for traffic. What we're going to do during their work. And as we talked about last fall, we're planning on closing the intersection completely so that the contractor has that ability [inaudible].

Bridge Littleton: Kim, I'm sorry. Can you get a little closer to your phone? We're having trouble hearing you.

Kim McCool: Let me see if I can turn it up or something. That better?

Bridge Littleton: Yes. Much better.

Kim McCool: So I guess do you need me to back up or did you hear what I had to say?

Bridge Littleton: Keep going. We're good.

Kim McCool: OK. And so what we've put it in our advertisement package is because we're planning on closing the intersection. The traffic during the repair time. There will be a [inaudible] place. And that would involve either a Marshall Street or Federal Street. What we put in our advertisement package right now is fairly flexible. We are going to allow them to work on up to three intersections at a time. Some intersection that's more work than others. And so, you know, we didn't prescribe how they were going to do that in detail. And again, that point that we can revisit with you if we like to do that. But we did not give them a lot of restrictions on that. The closure period would be begin at 10:00 p.m. on Friday evening and then extend to 5:00 a.m. on Monday morning. And the contractor would work continuously during that time. So it would involve night work. We based on our estimates, we're expecting it to take about four weeks. That would be four separate weekends to do the work. But we would offer a financial incentive that they can complete it in three weeks and then the opposite is we would have a disincentive or a penalty if it took more than four. I think that's kind of a high, high point of what I what I had to say.

Nick Roper: This is Nick Roper. I'll just add one thing to what Kim said is that we are [inaudible]. We left that to be determined by VDOT, the town and the contractor after the contract is awarded. So just to reiterate, we're looking at the 2-3 intersections being worked for a weekend. So the [inaudible] is not, that Route 50 [inaudible] is not closed off. Again, we're looking. We're allotting four weeks in the contract for construction, although we're hopeful with the financial incentive, with the ability to do two to three intersections. There are eight and I believe total that the contract, the work could be completed within three weekends. And I think that that concludes where we stand with regard to our plans and timelines. I guess we can turn it back to you all for a questions.

Bridge Littleton: OK, well, Kim and team, thank you guys very much. We appreciate it. What questions does counsel have from the team at VDOT. Peter.

Peter Leonard-Morgan: Hi, Kim and Nick. It's Peter Leonard-Morgan here. My one concern and I think probably we all have the same concern is about the detours on to Marshall and/or Federal. And just thinking about tractor trailers, et cetera, that come down 50 and wide loads, we see a lot of wide loads, you know, with construction materials going east and west. What do you what do you think about that practically? Is that going to be an issue?

Nick Roper: Kim, I'll handle that first up. If we're working predominately on a weekend, I think we have lesser truck traffic on those weekends so not to say completely eliminated. But it's not the same as it is through through the week. Yeah, the with the streets, especially where there is on street parking, it's somewhat restricted. That might be something we want to discuss with you moving forward for the contracts in some place about maybe trying to restrict parking on the street in some locations depending on where the work is occurring on Route 50. Because you don't have to be on East Marshall the way to town. We're doing two or three intersections. You could go halfway through on East Fed Marshall street and be able to detour right back onto Route 50 to get through the rest of town. So it wouldn't be necessarily be parking restrictions, something like that throughout the entire, less than something like East Marshall or Federal Street. But since we're mostly on the weekend traffic, we think that at slow speeds and maybe with some other accommodations, that the trucks, if they are there, they could be accommodated.

Peter Leonard-Morgan: Thank you very much.

Bridge Littleton: So Philip has a question and Darlene, then we'll go to folks on the phone. Philip.

Philip Miller: My concern is after what we're going through now and the disruption to businesses. God willing, we're in a place in July and August that we are a bustling tourism center again and we have people walking down the streets, shopping, dining, enjoying the Middleburg experience. How do we address the pedestrian traffic and the disruption to that flow for our businesses especially?

Kim McCool: I'll take a quick stab at that one, I guess. We did acknowledge that you would probably want that you would want to keep the businesses available for pedestrian use. So that is something that we put in the contract that they all need to maintain pedestrian access to the businesses at all times.

Philip Miller: So will there be temporary crosswalks in areas near the construction?

Bridge Littleton: What they're saying is that the contractor is going to bid their solution. That's a requirement.

Kim McCool: They would be able to access from the side streets and then walk on Route 50 from the side streets.

Bridge Littleton: Yeah. I mean, you know, one thing, I'll just and then go to Darlene. It's never gonna be ideal. Right. But it has to get done and it has to. If I remember, the whole reason we had this problem is because we built them originally in cold weather and these things didn't cure correctly. So they had to be done it. You know, I don't want to say hot weather, but they can't be done when it gets below a certain degree. Yeah, exactly. So now I think Danny has an idea. Don't know if you want to throw it out there. But. But so, you know. There's no great there's no perfect. There's no ideal solution. So when they're and there are going to be impacts, we just have to figure how to mitigate them. So anyway, so Darlene, you had a question.

Darlene Kirk: Well, my question was and I think we had said this before was talking about if they could do it continuously over like a certain period rather than doing it every weekend, like maybe do two weeks and just do the whole town.

Danny Davis: Kim and I talked about that earlier today, and I'm going to let them respond with their perspective on it. I mean, there's potential to consider that. But I think to hear their.

Kim McCool: I'm sorry, I apologize, my dog is barking. We did consider the full closure. It would probably be somewhere around a 10 day closure if we were to do all of the work continuously. Unfortunately, because of the increased traffic during the week with rush hour and that type of thing, we didn't really feel comfortable recommending putting that kind of traffic in residential areas during a continuous period during the week, there would be more traffic and then there would also be residential impact for coming and going to deal with the additional traffic on Main street.

Danny Davis: Yeah, I think the concern there is I mean, clearly it's. And even to the question earlier that Council Member Leonard-Morgan brought up about truck traffic. Right. You see a lot more that during the week when they are coming through town and they are servicing either the businesses or or going through. And so the concern, especially with Marshall Street, you know, being much more residential street than than Federal even. But, you know, both of those would have to be used continuously for that 10 day, give or take period. You know, hoping weather is good to ensure that the traffic can flow through. So I think that is the main challenge and the main question for council as we go through this. But definitely a consideration that has to be taken into account.

Bridge Littleton: Chris.

Chris Bernard: I was just going to comment, it sounded like they said if it was, you know, if we were just to work through it until it's done, they said 10 days and they said otherwise it's gonna be three, maybe four weekends, which is only six or eight days.

Bridge Littleton: Any questions from council members that are on the phone?

Cindy Pearson: I have a comment.

Bridge Littleton: And who is I?

Cindy Pearson: It's Cindy. Are you ready?

Bridge Littleton: Yeah.

Cindy Pearson: OK. It's just I agree with Philip on how people will get to the businesses. But I think we'll have to leave that. I mean, I understand, you know, doing it on that four day weekend or however you'd like to say a three day weekend. But we'll have to come up with a plan, I guess through Jamie and maybe through the business association to advertise. I mean, they did it before. It makes me sick that this was going to happen because our businesses are going to get it again. I think we can work through it since we've got some time to plan ahead and work with the business association and Jamie and see if we could come up with, you know, get them ready for this. That's all.

Bridge Littleton: Any questions from Bud or Kevin?

Bud Jacobs: Well, this is Bud. I think I'm like everybody else. I really don't like the fact that this is going to disrupt four weekends in a row. But honestly, I don't know that there's a better way to do it. So I'll hold my peace.

Bridge Littleton: Kevin?

John Kevin Daly: No comment.

Bridge Littleton: Bud, you actually just made me think of something. Is there any way. I mean, and Kim this is a question for you guys. Is there a way to break it up like we do the last weekend of July, the first week of August, and then we do the last week of September, the first weekend of October. My point is make it two weekends, have a six week break and then make it the other two. So it's not four all in a row.

Kim McCool: That sounds like something we can probably do that. That's fairly easy to. If we wanted to write some rules like that in the contract. We had originally thought actually that we were going to put in the contract that they would need to work on consecutive weekends because we were concerned that maybe they might start work and then go away for a couple of weeks and they wouldn't have. We just want to make sure we don't let them have that much flexibility, that they can't extend it out for as long as possible. But if we want to prescribe something that works better for the town.

Bridge Littleton: OK. So here's what I would say. I don't think we know the answer is that we should or shouldn't, but I think that from a town perspective, we should look at, you know, between the 1st of July and the first weekend where it really does get too cold to do this. Let's just say it's November 1st. And if we want to pick the four that are the most ideal and it's better than just four in a row.

Chris Bernard: If you get that specific on it, you run into one bad weather weekend.

Bridge Littleton: Same thing if there's four in a row.

Chris Bernard: If you do the four in a row starting in July and it rains, then you just do the next weekend.

Bridge Littleton: Same thing.

Cindy Pearson: Can I make another comment?

Bridge Littleton: I'm sorry. I'm sorry. OK. Kim, what did you say?

Cindy Pearson: No, it's Cindy. Can I make another comment?

Bridge Littleton: Oh, sure, Cindy, go ahead. Sorry.

Cindy Pearson: I think we should just go ahead and get it done and not make it longer because as soon as September hits, the calendar is full every weekend through the middle of November. So you're going to be running into events all that time of some time or the other. That's why we picked that July and first part of August to try to get that done even before the charter school starts back, which that won't happen. But I think it would be better to get it and get it done.

Bridge Littleton: OK. Is everybody comfortable with that path? I mean, nothing's ideal. OK.

Kim McCool: We would be looking towards the end of July. We're not going to I mean, just based on the timeline and how long it takes, the award would be towards the end of July. And we specifically did talk about not wanting to do work around July 4th. But as it worked out anyway, it looks like our timelines are more tight end of July.

Bridge Littleton: One at a time. Philip.

Philip Miller: It's gonna be, what, the seventh, eighth, ninth? So the August seventh, eighth and ninth, we have a town wide sidewalk sale for our businesses. That is absolutely crucial that we do not mess with that in any way, especially this year.

Kim McCool: OK. August 7th, 8th and 9th?

Bridge Littleton: Correct. That is that is a weekend we will not be allowing work to be done.

Kim McCool: OK. I'll write that in. Make sure we get that.

Bridge Littleton: Great. Thank you. That's for the sidewalks. All right. So any other questions or input for Kim and her team? OK. I think we're good. Danny, is there anything you need us to do?

Danny Davis: No, absolutely not. They're going to keep moving forward on this timeline. I'll stay in touch with them. Will and I will work with them on any questions on our side or the design side of it. And then from that we'll just make sure that we stay on engaged with what the schedule is and keep you informed. And then to Council Member Pearson's point, and of course, knowing it's the concern of all of council, we will do a lot, a lot of good

outreach to the businesses and the community as well about the detours of traffic. So we will do our best to get that word out as broadly as we can.

Bridge Littleton: OK. Kim, is there anything you need from us?

Kim McCool: No, I don't think so. I'll stay in touch with Mr. Davis and give him a chance to review some of the restrictions that we have in there now and make sure that we we get in there what you need to have.

Bridge Littleton: OK, great. Thank you very much.

Kim McCool: Thank you.

Bridge Littleton: Thank you. OK. Going on to the next items, we have got. Any staff reports? I don't think so. This is the second meeting. Any council committee reports? No one's been meeting. OK. Consent agenda. Has anybody got a motion for the consent agenda or. Wait, excuse me. Does anyone anything removed from the consent agenda? No? OK. Is there a motion?

Chris Bernard: I move we adopt the consent agenda as proposed.

Darlene Kirk: Second.

Bridge Littleton: Any discussion? All in favor, say aye.

All: Aye.

Cindy Pearson: Aye.

John Kevin Daly: Aye.

Bridge Littleton: Bud? There's three on the phone. Oh, I'm sorry I didn't hear it. OK. Opposed? Abstentions? It passes. OK. Action items. The first item of the thirty eight we have is utility fund refunding opportunities. Danny, take it away.

Danny Davis: Thank you, Mr. Mayor and Council. As you know, we discussed the last meeting two different options or tracks, I guess, if you will. The first was a line of credit. Just so you know, that is closing tomorrow. We've had all the documents signed, returned. Everything's moving forward. And so that is still going through. And the initial disbursement of funds reimbursing us for the first portion should hit our bank tomorrow. So we're excited about that. That's good for the utility fund. And again, that boosts, especially in these times we're in right now. The second track was on the refinancing or refunding is the official terminology for it for our existing utility fund bonds. And we went through the process fine with Key Bank. We were waiting, if you recall, to make sure we pass their credit approval and the banks did not pull their proposals. So everything is moving forward. I will say anecdotally, for what it's worth, we heard from another town. They actually are getting slightly, even slightly better rates than what we saw. Now, again, minimal, minimal. But.

Bridge Littleton: That bond is a lot bigger.

Danny Davis: That bond is a lot bigger.

Bridge Littleton: And there's there's buying power.

Danny Davis: But my whole point is, you know, it's continuing to be a good market for the municipal bonds. And so what you have before you are the two resolutions that would refund our existing bonds would save us a

significant amount of dollars on the back end of this by cutting off four or five years and all details are in order and moving forward. So I'll leave it at that unless there are any questions.

Bridge Littleton: Does anybody have any questions for and I know we've covered this twice already. Anybody in the council chambers have any questions for Danny? No. Okay. Anybody on the phone have any questions for Danny?

Cindy Pearson: No, I don't.

Bridge Littleton: OK. So would somebody like to make a motion? And I believe it's going to be a roll call vote.

Cindy Pearson: Are you there?

Bridge Littleton: We're here.

Cindy Pearson: Sounded like it went off.

Bridge Littleton: Oh, I didn't do it. I thought about it, but I didn't do it.

Bridge Littleton: OK. So Chris is going to read the motion.

Chris Bernard: I move the town council adopt the resolution providing for the issuance, sale and award of a general obligation refunding bond of the town of Middleburg, Virginia, providing for the form details and payment thereof and providing for the refunding of certain prior bonds. And I further move that town council adopts the resolution providing for the issuance, sale and award of a general obligation refunding bond for the town of Middleburg, Virginia, providing for the form, details and payment they're providing for the refunding of all or a portion of the outstanding principal installments of the town's taxable general obligation refunding bond series 2010 and authorizing the execution and delivery of certain documents in connection therewith.

Darlene Kirk: Second.

Bridge Littleton: OK. And we will now have a roll call vote.

Chris Bernard: Chris Bernard, aye.

Darlene Kirk: Darlene Kirk, aye.

Peter Leonard-Morgan: Peter Leonard-Morgan, aye.

Philip Miller: Phillip Miller, aye.

Bridge Littleton: On the phone. Ladies first.

Cindy Pearson: Cindy Pearson. aye.

Bridge Littleton: Military veterans. Oh, wait, they both are. The guy who wears glasses. No, they both are.

Darlene Kirk: Alphabetically.

Bridge Littleton: Alphabetically by first name. Bud. Bud, what's your roll call vote?

Darlene Kirk: I think he's gone.

Cindy Pearson: He's probably got to remember to take his mute off.

Bridge Littleton: Yeah, Bud, you there? He's online still. We'll do Kevin. Kevin, can we have your roll call vote?

John Kevin Daly: John Kevin Daly, aye.

Bud Jacobs: Bud Jacobs, aye.

Bridge Littleton: There we go. All right. I knew you were there. I could see you. Okay. Motion passes, resolution approved. All right. Next item is setting a real estate tax rate for fiscal year 2021.

Danny Davis: You held your public hearing at the last meeting. And this is just action to affirm the tax rate for us to send to the county because they will be sending the real property tax or they'll be printing the real property tax bills in the next couple of weeks and sending those out shortly.

Bridge Littleton: Okay. Rhonda, is this a roll call vote? So, yes, is there a motion.

Peter Leonard-Morgan: I move that the town council affirm the real property tax rate of 15.3 cents per hundred dollars assessed value for the calendar year 2020.

Cindy Pearson: Second.

Bridge Littleton: Okay. Any comment? The one thing I will say is so Danny and I talked about this earlier, he checked with Martin. You know, given the Corona virus and all that stuff is, you know, tax rates are important. The question was to Martin, if we adopt it now, three months from now or six months from now, if we decided we wanted to lower it for residents or whatever reason could we do it or do we have to do it only this one time a year. And the answer was we can we could adjust the tax rate at anytime we want to through having a public hearing and all that stuff. So by doing this, we're not forgoing the opportunity to make any changes down the road. Okay. With that, we'll do a roll call vote.

Chris Bernard: Chris Bernard, aye.

Darlene Kirk: Darlene Kirk, aye.

Peter Leonard-Morgan: Peter Leonard-Morgan, aye.

Philip Miller: Philip Miller, aye.

Bridge Littleton: On the phone. Ladies first.

Cindy Pearson: Cindy Pearson, aye.

Bridge Littleton: Mr. Daly.

Bud Jacobs: Bud Jacobs, aye.

Bridge Littleton: All right, Bud.

John Kevin Daly: John Kevin Daly, aye.

Bridge Littleton: Okay. Motion passes. Okay. Next item is special event funding request from the NLSM and the Middleburg Concert Foundation.

Danny Davis: I'm going to take this. Mr. Mayor, but Jamie's on the phone in case there are any specific questions. Just so you know the as it's stated in here, the committee could not meet. But Mr. Gaucher did reach out to each member with these two applications. Again, as for the National Sporting Libraries Open Late concert series and then with the Middleburg Concert Foundations Concert series. The committee recommended approval of both of those. And then also the idea of applying for the Virginia Commission for the Arts grant and splitting that grant between these two recipients. So it would be the the committee grant going to each and then half of the Virginia Commission for the Arts going to each. That being said, with this situation going on currently with the Coronavirus. My understanding is that each of these concert series have decided to take their initial concert and put it at the back end of the schedule. And so that would give an extra month's delay before beginning the actual concert series. Considering we're still unknown what gatherings are going to be in the coming month or so or really May.

Bridge Littleton: We'll have all the, we'll have all the full concerts they will just go a month later.

Philip Miller: At this time, that is still the plan to have the full concert series for both.

Bridge Littleton: Does anybody have any questions for Danny and Cindy and Darlene, any input you all want to give from the committee?

Darlene Kirk: I have none. Cindy, do you?

Cindy Pearson: No. I'm good.

Bridge Littleton: OK. Any other questions? OK. Would someone like to make a motion?

Philip Miller: I move that the town council approved a special event funding request for from the National Sporting Library and Museum and the Middleburg Concert Foundation in the amount of four thousand five hundred dollars each. I also move to authorize town staff to apply for the recurring grant opportunity associated with the Virginia Commission for the Arts, noting that any proceeds from that application be split evenly between the NSLM and MCF.

Darlene Kirk: Second.

Bridge Littleton: Any discussion? All in favor, say aye.

All: Aye.

Bridge Littleton: Opposed?

Cindy Pearson: Aye.

Bridge Littleton: Oh, that's right.

Bud Jacobs: Aye.

John Kevin Daly: Aye.

Bridge Littleton: Abstentions? Okay. It passes. Thank you guys. Yeah. Nine votes. All right. Next item is the resolution affirming local declaration of emergency.

Danny Davis: One brief comment, if I may, just quickly is that after making my declaration local emergency, when the county board went to affirm theirs. They did ask to amend the county administrator's declaration to add. It's covered in here. The second be it further resolved because some state code language requires it to be considered a

disaster as well as a communicable disease of public health threat. And that opens up potentially additional authority within the state code. So that is captured in the resolution. I just want to bring that to your attention.

Bridge Littleton: OK. Thanks.

Danny Davis: And I'm happy to answer questions specific to this, but there are other items we'll be getting to down the road that might have you more specifics to it.

Bridge Littleton: Yes. Does anyone have any questions for Danny on this resolution? Anybody have any questions for Danny on the phone?

John Kevin Daly: Negative.

Cindy Pearson: No.

Bud Jacobs: No.

Bridge Littleton: OK. Is there a motion?

Philip Miller: I move that the town council adopt the resolution.

John Kevin Daly: I move that the town council adopt declaration of local emergency for the town of Middleburg. This is John Kevin Daly.

Chris Bernard: Second, second.

Bridge Littleton: What's your friendly moment?

Peter Leonard-Morgan: I'd like to make a friendly amendment to add businesses to the residents of Middleburg section.

Danny Davis: The fourth whereas paragraph second line is or that really first line, extreme peril to life, safety and property of the residents. And I believe Council Member or Morgan would like to add in businesses of Middleburg.

Chris Bernard: Accepted.

Bridge Littleton: OK. Any other discussion? All those in favor say aye.

All: Aye.

Bridge Littleton: Was that everybody on the phone? OK. Opposed abstentions. All right. The motion passes. All right. Next item is amendment to water and sewer ordinance waiving of late flea.

Darlene Kirk: Late fleas?

Bridge Littleton: Thursday night, right? Late fees and cut offs during local emergency. Danny you're on a roll.

Danny Davis: Absolutely. Happy to, Mr. Mayor and council. And we put this item together before we put the subsequent items together. So it feels a little disjointed. But as you know, we've been looking at all different opportunities and options to support our community. The first one that was really, I hate to say, an easy fix, but it's something that was kind of a no brainer, if you will, partly because the State Corporation Commission, as well as Housing and Urban Development have essentially dictated to utilities. We don't technically fall under their guidance by state regulated utilities that they not issue cut offs during this period of time. But it makes sense for us to follow

suit. So our requests here. We don't believe in the ordinance itself. You currently have the authority. In fact, it mandates that the treasurer cut off utility customers that don't pay within 60 days. There's no option there. So we're asking here for amendments to the ordinances. And then subsequent to adopting those ordinance amendments then that you would consider suspending late fees and service disconnects for the next 60 days. We believe we'll see what happens at that time. You could always extend it at that time. So that would also partner very well into the next item that we're going to talk about, which might be some type of credit for customers of our utility system. And in that scenario, paired together, it might mean that customers today with the bill, perhaps if they can pay it slowly or don't have any late fees for 60 days, but then their subsequent bill might be very minimal or nothing that provides a long term benefit to those customers. So currently we're just talking about the late fees and disconnects.

Bridge Littleton: And I think we all sort of had a review, you know, stuff like this prior. So any questions for Danny on what we're doing here it's sort of a two-step process. Amending the ordinance and then suspending the late fees and the cut off.

Danny Davis: Long term, no. And in fact, this discussion here is is, you know, more deferring, I would say, payments. The next item is we'll talk about what the potential fiscal impact is.

Bridge Littleton: Okay. Any other questions for Danny? Any any questions on the phone for Danny?

John Kevin Daly: Negative. No questions.

Bud Jacobs: No questions from Bud.

Bridge Littleton: Is there a motion?

Philip Miller: I move the town council, adopt the ordinance to amend Article 4 of the town code, chapter 1 1 3 pertaining to the water user charges and Article 5 of Chapter D3.1 Pertaining to the sewer user charges to add emergency provisions related to late fees and the termination of service.

Peter Leonard-Morgan: Second.

Bridge Littleton: Any other discussion? Rhonda, this does not have to be a roll call, does it? No. Okay. All those in favor say aye.

All: Aye.

Bridge Littleton: Great. Opposed? Abstentions? All right. The resolution passes or amendment to the ordinance. Next is the vote for the actual suspension of late fees and cut offs. Is there anybody?

Peter Leonard-Morgan: I move that the town council under the authority granted in town code sections 113-29 and 83.1-44, suspend late fees and service disconnects for uses of the town's water and sewer systems for a period of 60 days.

Darlene Kirk: Second.

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

All: Aye.

Bridge Littleton: On the phone.

John Kevin Daly: Aye.

Bridge Littleton: Great. Opposed? Abstentions? Okay. It is passed into law. All right. Moving on to the next item, which is support to the community for COVID 19. Danny. OK. So item number one background's pretty straightforward, we're in a pandemic. But so I just. So just to give a little color. And Danny, you can, you know, by all means, jump into the details. I know we've all been thinking really, really hard about everything we can do to support the community. As broad as a term as that is not only our residents and citizens, but our businesses within the authority and the power that we have. And, you know, I think this council has been and prior councils have been incredibly thoughtful and and with great foresight in being very prudent about how we budget our money and how we do the things we need to do and improve the town the way that we need to improve it. But then we. Like we passed the the budget amend or not the budget, but the financing, the finance provision that our reserve has to be one hundred and fifty percent of, you know, town budget. And, you know, really making sure that we preserve the money when times were good for when the times were bad. And that's what's what's happened. So the measures here are I'm not going to say it's all that we can do, but it's what we know we can do right now. And this thing is so fast moving, we're trying to figure out. And Danny and the rest of the staff are really looking at what other things could we do, you know, monetary and non-monetary that could help everybody in our community, whether it's a nonprofit, whether it's a citizen or whether it's a business. So the things here are absolute first steps. I think they are substantial and incredibly meaningful. And I think they will dramatically help our community. But unfortunately, I'll just say this. We're not able to get to everybody. You know, it's what's going to be great for our residents can be great for our restaurants, but we've also got retail businesses and other types of businesses. But we're not ending here. So all ideas on the table to try to figure out how we can touch that next circle of our community. And if we actually I'll say this, too, if we come up with we figure out a way to do it. And is everybody on board for this? We can call a special meeting if they need a resolution passed and get in and get it done. And once we adopt all these things, will. Right. Yeah. Yeah. Exactly. You know, once we adopt these things, we can do a telephonically. So I think we need to keep going. Yeah.

Darlene Kirk: Well, the businesses were also going to get this as well because each of the businesses has water, so they'll get the water. But they'll get some money back. Yes.

Bridge Littleton: Yes, absolutely. But, you know, we've got a program over specifically targeted at restaurants. We've got to figure out how we can target other programs as well. So with that, Danny, I'm going to turn it over to you. And if you want to, please take us from here.

Danny Davis: Absolutely. So we'll just kind of walk step by step, if that's OK. Adding on to the prior conversation about utility bills. The question was, what is the opportunity to potentially provide a credit? We looked at. Is this something we do a flat fee? So it's something we do a percentage based with a cap. What's the right way to approach this? Administratively, we'll figure it out. We've never done this that I know of. But we'll find a way to make it happen. I think a flat fee probably makes the most sense just because it's a straightforward credit of some sort. And then the question, honestly, if council is open to this is what is an appropriate number. I don't think there's ever a a right or wrong answer to that question. It's just what is appropriate for our current situation and what helps people in a meaningful way. As a reminder, minimum bills per month are sixty nine dollars fifty eight cents. We built a two thousand gallon minimum. Whether you use that much or not in this time. We expect with a lot of people staying home and a lot of people taking extra precautions to clean that this is going to be a heavy water usage period for them. And so the the upcoming bill period where the bill is sent in May covers the months of March and April, which, you know, as of right now are the most hard hitting months that we know of. So you see the information provided here. I don't need to go over it necessarily, except to say approximately 64 percent of our water bills this past billing cycle were under two hundred dollars. Meaning if you granted a \$200 credit, all of those customers would have paid no water rates for this bill period. We imagine it will be very close to that again and continue to be. And again, we're not talking about a credit where it will roll over. Right. We're talking about a one-time credit up to your bill amount or \$200, whichever is higher. The other aspect of this that's a benefit too especially larger families, but especially those that are low income or fixed income, larger families, is that, you know, if your bill is \$400. Well, there's still cuts it in half. That is still a significant credit.

Bridge Littleton: So I'll say real quickly for the low income, lower income families. That is actually probably the difference right now between making rent and not making rent.

Danny Davis: So, you know, the hope here is that this ties in with other programs, either unemployment or rental assistance or other things, and is just one one piece of the pie. So as you see here that the cost of this opportunity or suggestion is in our current billing cycle, approximately sixty five thousand dollars, it's a fair amount of money. Our normal billing cycle or billing amount would be between 200 and two hundred twenty thousand. We do know that with Salamander being about half of our consumption production and also now currently temporarily being closed until the end of April, that that will impact our overall revenue streams. But we don't know what that looks like. So, you know, I want to make sure we don't do this in a vacuum, but I also don't want to try to give you any information that I don't know exactly what that will look like. That being said, the discussion about 10, 15, 20 minutes ago on the refunding bonds, that's part of the reason we do have fund balance and fiscal reserve has to cover either costs or needs like this. And also these funds for this program, as this entire program we're talking about, we're suggesting to be contributed out of the health center fund, which is a way to benefit the community. And we think that falls within the spirit of the health center and the health center funds. So this sixty five thousand dollar credit, if you will, would essentially be paid from health center to the utility fund. And so the the shortfall we might see in the coming months will be on the rest of the revenues from closure of businesses or temporary closure of businesses.

Bridge Littleton: So the two things I'll say real quickly before we go further in regards to the Health Center Fund. So I think Danny is exactly right. The health of the fund was set up for exactly these kinds of things. Right, to help the broader community and especially when it's in a time of calamity. That being said, I do feel it is a obligation from the town to commit to. Sorry, I was going to say, I do think it's a commitment from the to and this is me personally. So this is a group decision. But I do think the town would show a commitment to repay that. And if it takes two or three years, repay it, that's fine. You know, but, you know, we do have that longer term goal of setting this up as a private foundation and really putting all those monies to really good, you know, public works, public use. And I think over, you know, that kind of a runway would give us plenty of time to make it up. But that being said, if council's will and desire is to not take out the health center fund and use the general fund, we can do that. It just I think just gives us more flexibility right now as we're still trying to figure out what all the impacts and everything are. Exactly. So. So I let's let's handle it this way. Let's go through each one of these programs and just flush out any questions or input and then we'll go the next one. And at the end of it, we'll discuss them all in totality and then figure out how to move forward. So with the utility bill credit. And again, I think it's one time credit for this bill in this bill only. But again, we get two months down the road. I mean, looking at it again. Right. I think with all these programs, we're putting a one month, six week kind of timeline on it. And then we'll reassess. So anybody have any questions for Danny or the staff on this first piece? Peter?

Peter Leonard-Morgan: OK. So I think it's fabulous proposal. My one question would be there are residents who wouldn't need that credit. So is there a way to make it more of a you know, you've got the credit where you've got the \$200, but, you know, if you don't. I mean, we're in a different time now. I mean, there are going to be people going. No, I'll pay double. Well, maybe not. But the fact of the matter is, not everyone needs the two hundred dollars. Right. And it would be nice to formulate some mechanism in the in the in the offering.

Danny Davis: Exactly. And I appreciate that the mayor and I did talk about that option. I believe there's two ways that someone could accomplish that if they so choose. One would be I would intend that when we send the bills out, we would send a letter with it explaining what's going on and why the council made this choice. Also explaining that if they chose to pay their bill, they would still see what their bill amount had been if they chose to pay it. They can pay it. And then behind the scenes will essentially reverse the credit, if you will. And we can let them know that by doing so, they're helping the broader community. An alternative to that. Or let's even say in addition to that, if someone wished to even give more, you know, some people do wish to give more is that the town can receive a gift or a contribution essentially from from anybody. And we could designate that as a receipt in the health center fund, if you wished, which is again, helping that fund help other people. So I believe that that would be fully acceptable and allowed. But primarily if someone said it's my \$69.58, I pay it every two months, it's OK. And they want to write a check that just helps us have a bigger pot to serve the public in the future.

Chris Bernard: Well, what about could you put something in there that says, you know, if you still want to pay your \$80 bill or whatever, we encourage you to make a donation to a local charity and then we take it off of our administrative.

Danny Davis: Sure. Right. It could it could be that could be an another option as well. You know, absolutely. Use this to support one of the local nonprofits in town.

Chris Bernard: [Off mic].

Danny Davis: We're probably just not there yet. It's kind of based on our conversation of the last meeting. I think we're a little bit further along maybe, but.

Bridge Littleton: Yeah, that's a that's a lot to manage. But I think but I think, Peter, your idea and Danny's idea of if they say, you know what, I will pay my bill and they pay it back through into the health center fund long term, that's what that's going to end up doing. So, Cindy, you had a question. Darlene.

Cindy Pearson: That might be Darlene, but yes, I have one when you're ready.

Bridge Littleton: Sorry. Darlene is scowling at me. I don't know what that means. Cindy.

Darlene Kirk: Cindy, did you have a question?

Cindy Pearson: For me?

Darlene Kirk: If you have a question.

Cindy Pearson: Yeah, I do. Instead of making it quite so complicated, you know, there are people that can still pay their water bill. And I know they appreciate the gesture, but is it, I still think you're making it difficult with people who will go ahead and say it anyway. Would it be better just to have people contact the town if they need assistance and just have that pile of money for them if they do?

Bridge Littleton: Right. Cindy, I think. I mean, I think what that's exactly we want to achieve. But the challenge there is fundamentally coming out of the gate, government has to treat everybody equally and then they have to make the affirmative decision that they want to give it back.

Bridge Littleton: Well, let that be the other way. The government makes a offer. It's there for everyone. If you need it, please contact us if you need it.

Bridge Littleton: Yeah, but then we're putting the onus on the community. And what if there's a real needy person who just doesn't get the word? I mean, I mean, there's no. It's almost like the road project, right? There's no perfect solution. I'd rather error on giving it out to more people and not missing anybody than error on missing somebody.

Danny Davis: So, you know, in our in our note, I would say, you know, you put the credit in and you say, please consider using the money that you would have used to pay this bill at a local business or with a local charity, or feel free to pay your bill so that we can do more for the community.

Bridge Littleton: That's perfect. And I mean, I think, you know, I'm not going to I'm not going to prejudge anybody, but I certainly know folks who live in town who have all the means to be able to pay it. And I'm going to guilt the hell out of them, you know, to pay the bill. I can mention my father right now. [Laughter]. So, anyway, OK. No, it's a great discussion. And I think it does deal into the next program as well. Does anybody have any other questions, Kevin, or Bud on the phone any other questions about this item?

John Kevin Daly: Negative.

Bud Jacobs: No questions for me. It's really a creative idea. I like it a lot.

Philip Miller: I just want to say thank you, Danny and Bridge. You guys did a great job on this near and dear to my heart.

Bridge Littleton: The guy who has 16 sets of feet in the house to wash. Okay. Danny, do you want to go on to the next one?

Danny Davis: Sure. Next one is deferring meals tax penalties through June 30th, 2020. Essentially, I want to be on the record verbally that reminding restaurant owners and people who run establishments that are required to take in the meals tax, that it is the town's funds and they are held in trust on behalf of the town. It is not the dollars of or the the operating dollars of the business. Just want to lay that out there so that there's no question it is paid by the consumer and the customer. However, we do also know that at this time, and especially with the great impositions being placed on especially restaurants in places that serve meals and drinks, that it is difficult. And so this plan or the suggestion would kind of be a balance between what a number of other jurisdictions have done. I don't need to go through it all unless you want to hear every single idea out there someplace. Yeah. So I think from our side, allowing a waiver of the penalty, which is a 10 percent penalty and that can be a pretty strong hit is very generous. But we would keep the interest on which accrues at, as you see one twelfth of a percent per month. So it's essentially, if you will, almost like a little short term loan, but it's just them choosing to pay a little bit later. So but the main thing is we would want them to still file their gross receipts for that period so that we have an understanding of what they owe us. And then when we follow up with them at that subsequent time that we ensure that we can get that money from them. And the meals tax is an area where we do have the ability to issue bank liens. So if someone is not paying and we've had to do this before, then we can put a lien on their bank and essentially demand and they are required to pay us the funds and they'll just pull it straight out of the account of that entity. We don't like to go that route. We work with them for months. But all that being said, it's a way just to show a little bit of support to the restaurants. Or one one method of showing support.

Bridge Littleton: OK, yeah. So this one's a pretty straightforward one. It's almost like the water bill. When we did that, we're gonna you know, people are late. We're not going to hit them late fees. Anybody have any questions with this one? Anybody on the phone have any questions?

John Kevin Daly: No. Negative.

Bud Jacobs: No, no questions.

Danny Davis: So let's move on to the next one. The next one is probably the most creative idea. I think that that has been put out there so far. Should I verbally thank the one they came up with it?

Bridge Littleton: I'm going to say right now, I mean, the credit for the idea goes to Martin and Danny. I mean, really, they're the ones who sort of late last night where it was like, you know, we were thinking about doing a direct grant. And Martin aptly said, you can't give grants to for profit businesses. And he recommended this path. And you know, Danny.

Danny Davis: Well, sort of a variant of this path. And then we we worked on it together and came up with maybe our own iteration of it. So we're we're still working out perhaps the final mechanism to make this work. But the idea is that the restaurants are, again, the hardest, really one of the hardest hit sectors. I mean, notwithstanding lodging properties as well, but restaurants are really being imposed upon. And so the idea in this situation would be that the town would contract with the restaurants to provide food service, if you will, for a certain amount of money. And then through that, we would issue to the residents of Middleburg as best as we can, reaching as far and wide as we can, the residents vouchers to be able to use at those restaurants. That would be to a certain dollar level and would essentially entitle them to a free amount of food at that at each establishment eating establishment in the town. And so the benefit is for the restaurants to give them some essentially working capital for at least the next

month. The benefit for the residents, especially those who are in greater need, is that it would give them potentially, you know, eight to 10 maybe vouchers to be able to use for food or meals. Yeah. Free hot food. Hot food. And frankly, this is one of those where our intention would be we find a way to mail it to all residential utility customers. And if you decide you don't need it or you know your neighbor needs it more, you give it to your neighbor or you don't like Thai and they don't like, you know burgers or whatever. You know, you can. We don't care at that point. But the idea is equitable and fair that each gets a essentially one per eating establishment. So the mayor has been in touch directly with a few of the restaurants to discuss this idea with them. We haven't touched all of the restaurants, I don't believe, but I think the idea has been met with very strong response and positivity. And I think the idea that could allow them to stay open, at least for another month, especially those who were perhaps intending to close tomorrow after tomorrow, at least temporarily close. The additional benefit is, of course, the workers at the restaurants. Not everyone is able to be fully staffed and that's full and that's completely understood. But perhaps being able to keep two or three employees on for this additional period of time is again benefiting the overall community and the workforce. So there are many, many valuable positive outcomes of this. And again, we'll work on the details, but I think there's potential for it to be a great opportunity.

Darlene Kirk: And one thing that you had said earlier, the voucher kind of stands on its own. You don't get if you only spend \$15 worth, you're not going to get change from the restaurant. The whole voucher has to go in as your meal. But if you spend like \$40, then you would only have to pay. What's left over.

Bridge Littleton: Yeah, absolutely. Yes. So real quickly before you open it up. I think it's a. I said this to Danny this morning. It was an elegant solution to really get to hit both, you know, two parts of our community in a very direct and meaningful way, you know, directly support the businesses who will then directly support the residents, you know, through this this meal program. So to me, it's from a commercial perspective, it's almost like the way you would phrase it is. It's almost like we're going to go and buy five hundred twenty dollar gift cards from every restaurant, you know, and then the town will distribute those to the residents in an equal basis for everybody. And then they could just take them to those restaurants, you know, between now and the 1st of May and, you know, use them to get food. The restaurants I've talked to, I'm not going to name anybody specifically, but one restaurant was considering closing and they said, look, you. If we can do this program at \$10000 per restaurant, they will stay open through May. You know, excuse me through the end of April and I talk to one another restaurant who was planning on closing tomorrow and that, you know, if this programs available, they will stay open and employ their folks, you know, through the end of April. So we've already gotten affirmation. And if we do this, it is going to have an immediate impact on some of the businesses being able to keep their doors open. I think Danny really did point out one of the key elements of this is the business part is very straightforward. There are 10, right. We know how to reach them. It's about reaching all the residents in town and making sure we get these these vouchers or gift card. We will call them get them into their hands. So we've got to get a little bit more granularity on how we do that. We've got everybody's name and address. So knowing who they are is not the problem. I don't wanna go knocking on doors because talking to the quickest way to get or spread a disease. But, you know, we want to figure out how we can do that. So we'll partner with Bob Dale on the guys at Windy Hill, how they get to their residents and we'll figure it out. But I think the goal is if councils on board we're doing this, we really want to get this out to everybody. It's early days in days because the restaurants all stay open. Yeah. So with that, what questions does anybody have for for Danny?

Darlene Kirk: I'm just going to say one other thing. It won't just be an open voucher. It'll be like \$20 for this restaurant. And it will have the restaurant's name on it. So that spread the wealth is sort of spread out through all the restaurants.

Bridge Littleton: Yeah, exactly. If you give ten thousand dollars to one restaurant, they're not going to get 90 percent of vouchers which would actually put them in the red. Yeah. Each restaurant has five hundred and it's going to force.

Chris Bernard: [off mic]

Bridge Littleton: Yeah. So like if you got them, you'd get like two from every restaurant or one from every restaurant, whatever it is. So Peter.

Peter Leonard-Morgan: So one of my questions I suppose concerns is when I get gift vouchers now and then and then they end up in the center console of my car and I never use it. And that could be a problem because then they won't get used. So how are we going to make sure that all of these gift vouchers are gonna be used?

Bridge Littleton: So I'll say a comment and then Danny can jump in. That's exactly you know, how we got to figure that over the next two days as to how we really get it out to people. I mean, there's social media. I even thought, you know, we had that emergency call system thing that Rhonda has. We could use that. And that can physically call every resident in town and give them the baseline information of where to go or what to do.

Cindy Pearson: Can I make a comment.

Bridge Littleton: Sure. Cindy, go ahead.

Cindy Pearson: Does it matter if it doesn't get used that's actually a plus. Correct. [multiple speakers].

Chris Bernard: [off mic]

Bridge Littleton: They get the money up front.

Chris Bernard: [off mic]

Darlene Kirk: Our restaurants yeah keep them open.

Bridge Littleton: Cindy, go ahead. I'm sorry.

Cindy Pearson: That's exactly what I was going to say. It's a win for the restaurant actually, if we don't use them. It's a bonus.

Bridge Littleton: Yeah, I mean, and the reality is we get to end this program no matter how successful it is. There's going to be unused vouchers. Yes. It's going to [inaudible]. And at the end of the day, guess what? They expire and the restaurants. OK, just move on.

Bud Jacobs: This is Bud, how long would this program go?

Bridge Littleton: So I think we're targeting right now that we it goes till April 30th. Yeah. And I think that what we do is that at our April 20.

Danny Davis: 23rd.

Bridge Littleton: 23rd meeting, we're going to ask him to report on a weekly basis how many people come in, how it's working, all that stuff. I think on April 23rd, we assess the effectiveness and decide and we'll also know where we are in terms of the pandemic and decide if we want to, you know, keep going or if it's if it's done or, hey, it was terrible, it didn't work. So we're only committing to the end of April for right now, but we can always extend if we want.

Bud Jacobs: Good. Thank you. Yeah.

Peter Leonard-Morgan: This is a so practical question. I mean, who's going to print out these vouchers?

Bridge Littleton: Mr. Print.

Peter Leonard-Morgan: Mr. Print, excellent.

Darlene Kirk: You talked to him didn't you?

Bridge Littleton: It's going to be a couple hundred bucks to do the printing and they'll do you know, we can put the logo on it and make them official. And the one thing I mentioned was do something on it or have it laminated in some way that someone with the printer.

Darlene Kirk: Can't just copy it.

Bridge Littleton: Forge one.

Chris Bernard: [off mic]

Bridge Littleton: Yeah. I mean you know. That's exactly right. Yeah. We could do it. We could write on it or you know, sign them or something. That's a great point. Yeah. Cool.

Danny Davis: It will be a little bit of administrative work for our staff as pretty much all of these will be, but at the end of the day, we're in an emergency situation. We're here to benefit the community. And so a little bit of administrative work. Our team is here to help. And you know, between Rhonda, if you haven't had a chance to meet Shannon yet, you'll get a chance to meet Shannon. But, you know, she'll do anything we ask in and put her mind to it. And Julie. And so, you know, we're all here just to pitch in. However, we can. At 6 foot distances of course.

Peter Leonard-Morgan: And I think we are also here to help.

Darlene Kirk: I was going to say we're stuck at home. So we're here too.

Bud Jacobs: Can I make another comment.

Bridge Littleton: Sure. Go ahead.

Bud Jacobs: You said, oh, god. [multiple speakers] Here's my comment. When you guys start thinking about how you're going to promote this opportunity, you've got to control the narrative. This is not the great Middleburg food voucher giveaway or celebration or anything of the sort. This is the town helping its businesses and its most needy citizens. That's got to be the way we promote this.

Darlene Kirk: Right.

Bridge Littleton: Totally agree. Chris, have you had a question?

Chris Bernard: [off mic]

Bridge Littleton: Okay. Yeah Philip.

Philip Miller: I'm sure that there are people in town who rent who don't have a utility bill. How are we going to get them?

Bridge Littleton: Building owners? There's five. I mean there's [Inaudible]. Right. There's Jock Reuter.

Danny Davis: But there's even. Yeah. I mean, we can try to do a little bit of digging in terms of the, you know, owner, renters, especially if you're talking about just a house or a townhouse, maybe not something above a commercial property. I think most renters have utility bills in their name not. Although we do know that. Yeah. But

you know, most do. So I think we'll be able to capture most of them. [multiple speakers] Not yet, but that's on my list. Ok.

Chris Bernard: [off mic]

Danny Davis: It should be. Yeah.

Bridge Littleton: And that has physical addresses and mailing addresses. Got it on that list. And also with the end of the day too, maybe what we do is you guys keep 10 of them here. So if there is somebody who moved in in the last month, you know, and if we can get the word out and hey, if you didn't get one come by the town and we'll have them, he or email the town or whatever, and you guys will have a list of who you've sent them to. The guy says, hey, look, here's my, you know, Sports Illustrated subscription. I do live here. Then, you know, you can make it work. It's a good question, though. Cindy or Kevin or Bud. Any other questions from you guys? [multiple speakers]

Kevin Daly: I love this idea. The only part I'm having trouble believing is that Danny and Martin came up with it. [laughter]

Danny Davis: You know what? I'm not going to question that comment of yours at all. I'll talk to you offline Council Member Jacobs.

Philip Miller: Hey, Bud. After this whole thing's over, you may want to maintain social distance.

Bridge Littleton: For the rest of your term.

Danny Davis: I will say, if I may want one item of discussion that the mayor and I have had and I think will again work out some of these details. We do know, there are some food establishments in town that are important, but are at a much different level of either revenues or business on a daily monthly basis. So it may not make sense for the number that we might contract with each business to be exactly the same. There may be a couple tiers on that level, and so we will establish that so it's appropriate. So that a

Bridge Littleton: With objective criteria.

Chris Bernard: [off mic]

Danny Davis: Or something. I mean, we'll figure that out.

Bridge Littleton: So let me. And two points of this I do want to make sure I go over everybody and we're all comfortable with it. So to qualify for the program, you have to be open at least four days a week. And those four days a week, you have to be open for at least two of the three meals. You can choose what they are and from. And when I talked to Bud earlier, he brought up a really good idea is how we're going to monitor this. And so and Danny, this is for you guys to take note of that. They need to tell us a week, the week like on Monday for the next seven days when they plan to be open and which meals they plan to be open for. And they should be advertising. That shouldn't be too hard.

Darlene Kirk: And we can do it, too.

Bridge Littleton: We can promote it, but we will also spot check. Right. So if someone said I'm going to be open on Wednesday for lunch and we go by, they're closed, we've got a problem.

Chris Bernard: [off mic]

Darlene Kirk: And you're gonna hear it. Yeah.

Bridge Littleton: And Danny's got that page for support local and you know, we could potentially host it right there. So that's a really a good idea. [off mic] Yeah. It'll be self-reinforcing.

Philip Miller: Put it in with the vouchers. Say if you go to an establishment that is not open that says it's gonna be open.

Bridge Littleton: Call the town. Yeah. Yeah. And the second thing is if a business gets two weeks into it and at the end of that two weeks ago, you know what is actually isn't working for me. I want to get out. Okay. They can get out but pro-rata. They're going to give back whatever that portion of it was for the remainder of the time. So if they get ten thousand and they go halfway through and they say, I don't want to do this anymore, OK? You need to give back. You know, you need a refill and we'll give him time to do it. But, you know the whole purpose of this is to support them to be open through the end of April.

Philip Miller: So question theoretically and God, I hope this doesn't happen. Restaurant has to close because staff contracts the virus. They have to close.

Bridge Littleton: Close is closed. I mean, I'm trying to be, you know, again, we had to have objective criteria that everybody's and the whole purpose of this is for the. Now, if those three people go home, they clean up the place, they hire two other. Okay, great. You know, it's just. But open is open. Yes, sir.

Peter Leonard-Morgan: Again, maybe complicating this. But I know some people. [off mic] Thank you. Some people have been, you know, tipping waitstaff. You know, just so is a way to put that on the voucher. You know, you're welcome to. You're welcome to. You don't have to, but you're welcome to because it's the waitstaff that really you know, need to get some cash in there. I don't know if that's too complicated.

Bridge Littleton: No, I would say this if. And you know what? It's sort of a self. Well, all right, Danny. Well, here's the thing. Peter's got a great point. So we had to figure out how to make sure the restaurants understand this. Like, if I went by Red Horse and said, look, here's a \$20 voucher, give it to the waitstaff. I'm not taking any food. They got to give it to the waitstaff. Yeah. I think is what Peter is saying.

Darlene Kirk: But then it's sort of like double dipping.

Chris Bernard: [off mic]

Philip Miller: Enjoy the voucher. Be generous. [multiple speakers] way too complicated to try and get them to pay that 20 to the staff. And then how do we monitor? How do we?

Chris Bernard: [off mic]

Bridge Littleton: Tip heartily, but do your best, because at the end of the day, if everybody came and gave all the \$20 vouchers and gave it all to staff, which is great how does he pay his rent.

Cindy Pearson: You can always put on there, gratuity not included.

Peter Leonard-Morgan: Yeah, that's true. That's a good idea. Also I guess one of the issues is I don't know if a lot of wait staff will be there. It's takeout isn't it or to go.

Darlene Kirk: Most of it is. But they have to have some cooks.

Bridge Littleton: Yeah, I imagine. I mean and the restaurants I talked to, they are going to, you know, not have a full complement of staff there. I mean, they're going to have appropriate amount of staff. And I will say every restaurant said they're going to keep on board as many people as they financially can. Yeah. So I think even, you know, above what they normally would in a business environment. So now that being said to I don't know if you all

saw the updates on the unemployment stuff. So in Virginia right now, it's all it's about 390 bucks for unemployment. But I think the stimulus package adds on top of it, potentially up to \$600 more per week. The other thing is it's not just employees they are now allowing to be applied for contractors and 1099 people. Yeah. So you I mean, that really opens a whole like if a server is, you know, a 1099 employee, 1099 contractor they could actually qualify now for unemployment. [off mic] What's that? If they're not working. Right. Right.

Chris Bernard: [off mic]

Bridge Littleton: Correct. Correct. And what I'm saying is, though, that from an unemployment perspective, you know, I get that every restaurant's going to, you know, not bring the full complement strength. And it's just, you know,

Darlene Kirk: But they'll probably shift their staff around because they're, you know, maybe Rhonda works two days a week and then try to keep all their staff on. Maybe they have Peter work the other two days a week. And most of them are fairly fair.

Chris Bernard: [off mic]

Bridge Littleton: It's the other way around.

Chris Bernard: [off mic]

Bridge Littleton: because if you work part time, you can't collect unemployment. You got to either be unemployed. [off mic] Yeah. So. Okay. Any other. Last call for questions. Again, I think Danny is proposing that we can, if we want to pay this out of the health center fund. Then you see the cost implication there. We don't have to, but we can. And then again, it would be to repay it over a two to three year period once we're past the crisis.

Darlene Kirk: I think that's a great idea.

Bridge Littleton: OK. Very. Thanks. OK, Danny. Next item.

Danny Davis: Visit Loudoun. In discussions with Mr. Gaucher. Ms. Erickson with Visit Loudoun indicated that they would not be invoicing us or asking for a fourth quarter payment as our lodging properties are currently closed and we'd be not bringing in TOT, at least for a period of time. And as you see here in discussions with the mayor, there was a suggestion perhaps we take this and give it to the Visit Loudoun Foundation, which is a 501c3 not for profit that has a variety of beneficiaries. But specifically, they've established a hospitality worker fund to help those who have worked in the hospitality industry in Loudoun County during this time period who have been laid off. Right. And so I think in hospitality, meaning I believe hotels and also restaurants, is my understanding. So I believe it's a way for the town to continue to show our support of Visit Loudoun and what they do, but actually directing it to their charitable arm, which gives them the ability to support their activities in that way. .

Bridge Littleton: I think it's pretty straightforward, it's and any any. This was totally Danny's idea, which is great. Any objections?

Peter Leonard-Morgan: Question. I think probably the answer is we couldn't ask them to direct that portion of it to Middleburg based employees.

Danny Davis: We can try and we could we could encourage it.

Cindy Pearson: I agree Peter. .

Danny Davis: And you know, I can talk to Beth about the practicality of how much they can do that and maybe it's as much as possible we encourage you to use it for those who have been in the industry here, specifically

Salamander, Red Fox or other places. But I can get more details if you'd like on that and do our best to try to target it specifically to Middleburg employees who worked in Middleburg and or Middleburg residents in the hospitality industry.

Bridge Littleton: Not to throw a monkey wrench. The Community Foundation of Northern Virginia has also set up a very similar type fund for tip based hospitality type workers and with the Community Foundation and specifically for Coronavirus for this pandemic with the community foundations. If you all remember when [Inaudible] came in and you know, we can condition the gift in any way we want. So if we put it into that fund and say it is only for such and such people, then they will only direct it for such and such people. Now, that being said, our dollars might go farther, wider, bigger and better in the Visit Loudoun one. But if everybody feels that we really want to target this gift and I think this community foundation one, it's not about an investment. I mean, you know, like, hey, here's 10 grand and go spend it on these people. It's not going to be an investment. It's gonna be a way to disperse the money. But yeah. You. Chris.

Chris Bernard: So two things. One, I think they're being nice not to credit us that amount to give it to their foundation. And two, I completely agree with Peter saying it would be amazing if we could ask them, hey, whatever you can do to direct it back to our people is great, but I don't want to encumber it so much that they got to do a bunch of administrative [inaudible] like let [off mic].

Bridge Littleton: Darlene.

Darlene Kirk: I think we just need to check, you know, with them and then we just need to hear back what Danny says from after talking to Beth. I think they can probably do something. Or if even if they can just direct it towards Western Loudoun.

Bridge Littleton: Yeah. That's a good idea. Yeah.

Danny Davis: And it does appear and I apologize for not knowing us ahead of time that Visit Loudoun Foundation is actually working hand-in-hand with the community foundation on this particular effort. Right. So we will just we'll figure out whether it's best to give it to Visit Loudoun Foundation or the Community Foundation one way or the other. And then how to best target it towards Middleburg Western Loudoun specifically.

Bridge Littleton: Perfect. Okay, cool. Any other comments or questions? Anybody from the phone with any questions?

Kevin Daley: Negative.

Cindy Pearson: No, I think we covered it.

Bud Jacobs: No questions, but I strongly agree with Chris's comment about not putting too many limitations on this. [inaudible]

Bridge Littleton: Ok. Next item, charitable and nonprofit organizations.

Danny Davis: In these conversations, we wanted to make sure that we didn't overlook the needs and the good work of our charitable organizations here in town. And so we wanted to try to create this overarching connection between residents, businesses and community organizations as well. Rhonda reached out to our three primary groups that we've donated to in the past year, worked with Middleburg FISH, Seven Loaves and Windy Hill about their needs. Currently, at this time, Middleburg FISH came with this specific after getting some information from their team, a specific dollar figure that would provide assistance to families for an ongoing 10 week period. And you see that in the packet here, but that four thousand dollars. Seven Loaves specifically talked more about goods that they need to help fill their bags. But seeing as how it's probably easier for a town government to donate funds rather than try to buy a bunch of peanut butter from Costco. Our suggestion would be we match that contribution as well to Seven

Loaves at four thousand dollars. Windy Hill by no means I don't think they would turn away funds, but at this point they're still kind of figuring out where they are with programs supporting their residents and everything else and did not indicate at this point a direct need for any additional funding support. But I want to make sure that line of communication with Bob the door is open if they identified those needs down the road and Bob.

Rhonda North: They're going to call us back next week.

Darlene Kirk: Yeah, and we can check with them too.

Bridge Littleton: Yeah, I think what we do. Oh, sorry. Phillip go ahead.

Philip Miller: So an organization that we've funded in the past that is not on here that I think is critical that we reach out to his backpack buddies. Kids aren't in school. They're not getting lunches. The backpacks were filled with lunches for the weekend. I don't know what those kids' situation is, but we should absolutely reach out to them.

Cindy Pearson: They are still doing that so yes. I think you should check with them. I agree. [inaudible]

Bridge Littleton: Go ahead.

Rhonda North: So when I spoke with Seven Loaves, they indicated that they were working with some of the schools in Loudoun County to provide food packets for the children.

Chris Bernard: [off mic]

Danny Davis: We can reach out to them.

Darlene Kirk: Let's just reach out to them.

Danny Davis: We can reach out and see.

Bridge Littleton: So let's find. OK. So what we'll do is on every council agenda going forward, we'll keep an open item and we'll just keep reaching out. You guys just touch base with all the charitable organizations once every week or two and just reach out to these guys and see what they need. And, you know, we can put it on each agenda as we go forward. Yeah. Chris,

Chris Bernard: [inaudible] the worst idea in the world, I don't know not to overcomplicate things. Would any of these organizations be interested in vouchers from local restaurants so they can get like fresh [inaudible]?

Danny Davis: It's not, it's not a terrible idea. And I think as we go through the final details of what the number of vouchers is and the dollar figure and everything else, there may be a portion that's kind of held over or that we have more than the number of residential units in the town. And perhaps those could be given to Seven Loaves or Middleburg FISH or whoever it might be as ways to benefit their customers.

Bridge Littleton: I did forget to say one thing we want to make sure we limit the vouchers can't be used for alcohol. Okay, good. Because right now I mean, the ABC rules. What's that?

Philip Miller: But it's all takeout. I don't. You can take it out.

Bridge Littleton: You can take out booze now. The governor amended the ABC law that says, hey, if you even want to even as a restaurant brown bag it and sell it. You can do that now. Everybody got a grin on their face all of a sudden

Philip Miller: Was thinking about the oyster bar I know, won the lottery on all three bottles of Pappy Van Winkle.

Cindy Pearson: Can I say something when you have a minute?

Bridge Littleton: Sure go ahead Cindy.

Cindy Pearson: With the vouchers, going to Seven Loaves or FISH, I thought we were trying to use those to help our residents. Not that I don't. [inaudible] I think we can keep the vouchers, like without going there.

Bridge Littleton: No, it makes sense. Right. How do you give some to some and some not to the other. And then they run out.

Cindy Pearson: I think we need to keep it in the town.

Bridge Littleton: Yeah. Those guys, the way they can be the most effective is to be given money and then they can spend it as best what they know their folks need.

Darlene Kirk: And I know that Seven Loaves gets a lot of people that aren't really from this area. Some people hit every food bank they can, including Seven Loaves. And you get them from Winchester and Manassas and everywhere. Thanks, Cindy.

Bridge Littleton: No, it's a good idea. But it's like I think. I think the idea is to be more focused on vouchers in town. OK. Any other ideas or thoughts on ways in which we could help? Yeah. Danny.

Danny Davis: If I can and I did not include this in the memo, but the additional conversation that we have had is, well, what about the other businesses in town? Retail, studios, whatever it might be. And you know, again, we don't want to not do something great just because we can't do something perfect. However, I do think that as we've talked about, this is also our prime opportunity working with Council Member Miller and our branding team and Council Member Bernard to be prepared on our marketing that when we see we're starting to finally get out of this and working closely with Salamander that we push the town so hard in terms of this is the place to come back. This is your hometown, your Americana. You know, however we position it, and that is what our, we're pouring tens of thousands of dollars into the overall economy that supports all of the business. So I just want to make sure that's clear that it's not. We're not restaurant focused in this. This is a broad global ecology.

Bridge Littleton: So that I will actually say more important than that. We need to also in the time and this is from everybody here on council, as we've all talked about, you know this that the restaurant program is a great program. We're helping the nonprofits. But we really also got to continue to put our brains to work to figure out how we can help the retail businesses right now. You know, we can't give them grants. It's challenging for a voucher thing because, you know, you know, with a restaurant, you do. People need food. Right. So that's a direct help to whatever. And we're going to continue to work on it. No idea is a bad idea. Whether it's a huge marketing push for online or whatever it is, let's you know, let's work on that as well as our next wave of support when we come back in two weeks and then the thing you know, Danny's mentioned this branding thing. Well, guess what? We got \$60,000 from Loudoun County to implement the brand and marketing and whatever. How do we use that to tie that into the relaunch of Middleburg as we come out. Yeah, it's branding, but it's bigger than that. The relaunch of us as a destination for people when the crisis is over to really, you know, come and see town. There's a lot of money we can use for that. So, Philip, you had a question?

Philip Miller: Well, I had an idea. Just I wonder what we could do to incentivize or help the landlords to better provide some assistance to the retail businesses during this time, because that's really the hardest piece is not just to employment, but it's I mean, we always hear that our rents are too high. That's neither here nor there at this time. But people got to pay rent. People want to stay in business. If that's a big piece of their monthly outlay, then that's something we can look at trying to figure out how to help them with.

Bridge Littleton: Any other thoughts on that. On the retail piece, I know it's coming on everybody right now and we'll figure it out. But Peter,

Peter Leonard-Morgan: I e-mailed Danny and I a lot of the things that I emailed about, you put it into a much more nuanced proposal. But perhaps we've spoken about some of this. But is there a way of a moratorium on BPOL payments and how do we include, as you've just mentioned, the retail businesses in some kind of credit because they don't they're suffering now and they're gonna be suffering. And we've got no tourist business right now. So what is. Is there another angle where we can credit. You know, give them a credit or pay them for an agreed amount towards rent.

Danny Davis: Yeah, it gets a little more challenging in that way. I'm not saying there's not a way around it or a way to find a solution. Timing wise BPOL was due March 1st time and pretty much was paid so we could. If council did want to look at, you know, do we do any kind of potential partial refund? But that gets into another pretty strong. Yeah, just challenging situation. And then you're it's everyone in that category or everyone across the board. I think it would just.

Bridge Littleton: There's a lot of challenges with messing with BPOL. [multiple speakers]

Danny Davis: If BPOL payments were still like many places required quarterly. And I've seen where places have provided extensions on people or for instance, a county has put an extension on business, personal property, things like that, have a little more flexibility when those due dates are upcoming. Not necessarily something that we've already been through in terms of the support for rent. I don't think we've come up with a good solution at this time, but we'll keep. We're on calls twice a week with all of the Northern Virginia jurisdictions, counties, cities and towns. In fact, it's sometimes more often than twice a week. And so as those calls continue if there are other ideas from other jurisdictions, we will definitely keep those in mind to see how we can help, you know, all retail businesses appreciate, because I think that's a really important thing. I'm thinking about storefronts, fronts, retail store fronts. Not, you know, companies that have an office upstairs that, you know, consult retail store fronts that are just suffering right now.

Bridge Littleton: You know what we could do. The issue is not the retail store. The issue is the landlord. Well one of the levers is the land, right? There's a lot of levers, but one of the big levers is the landlord. So, you know, with the property we have over in Strasburg, you know, we've gone to the bank and the bank is giving us an option of interest only for six months or three months of deferred, you know, basically commercial loan payments. So that is enabling us to go to our tenants and give them a significant break. Well, I will say this significant deferment on their rent. Right. We're not forgiving it, but we're deferring it. And, you know, stretched out over a long period of time, let people pay. So number one. Anything we can do to inform landlords about, you know, getting with their bank. I think a lot of lending institutions are doing this. I mean, right now, the bank can go to the discount window at the Fed and borrow the money at zero. It costs them nothing to make to get the operating cash flow from what these payments would be. So I think that's why they're willing to do it and they don't. And here's the other thing. None of these banks want a non-performing loan. They want this thing to survive or else they're going to be holding a ton of properties they can't that are valueless. So the second. [off mic] It's a big piece of it, right? It's a big piece of it. So my question is, this would be a question for Danny. Real estate tax on the landlord buildings. Right. Maybe that's the incentive. You know, that's the incentive for the landlord and I am throwing a big meatball at you guys that you got to pull apart. So let's not, you know, hash it out right here because, you know, we need factual answers. But is there something where we can pull levers on the real estate property tax of the landlord's building if they pass that flow down to the renter. So, no, I'm not saying forget it. Right. I'm not saying forgive it. What's that?

Cindy Pearson: Can I say something, please?

Bridge Littleton: Sure.

Cindy Pearson: But then you have the problem of the people who own their own building. You know, there is the same on the [inaudible] street, like Peter said, too. But this is not going to help them. I think this is all something we

just need to table and take back and work on. Just let the businesses know we're trying to come up with a solution here.

Bridge Littleton: Yeah. I'm not saying it's a solution right now I'm saying it's an idea to work on.

Cindy Pearson: Yeah, it needs to go back to the drawing board and work on it and check out, you know, that you're not just helping certain businesses.

Bridge Littleton: Well, and even if you own your own building, right. Then you get it. You passed it to yourself because you still got a mortgage note. If your sales are way down, you're still hurting. So anyway.

Danny Davis: I think it's something we will discuss as staff. We'll discuss with you. We'll see what our treasurer is giving me some comments that we'll need to talk about and work through.

Bridge Littleton: So if anybody here has any ideas, please, float them to Danny. And those guys will try to see what we can do. Ok. Next item on here was the funding source for these programs, I think we've talked about that, though. So as so let's just sort of do a straw poll right now. How do we want to do the funding of these? Do we want to do it through the health center fund to keep the general fund where it is. Repay it over a two to three year period. Is everybody comfortable with doing this?

Darlene Kirk: I think so.

Bud Jacobs: Yes, I'm comfortable.

Bridge Littleton: OK. Kevin and Cindy?

Cindy Pearson: Yes. Yes.

Kevin Daly: Yeah, I think that's where the funds should come from it's the very purpose of the health center fund was for situations such as this.

Bridge Littleton: Yeah. OK. Any other questions here? Ok, so before we go to the motion. Any other thoughts, questions or input. Last chance. we'll go in the room first and then we'll go to the phone. Nope. Any other input from the folks calling in?

Cindy Pearson: No

Bud Jacobs: Negative.

Kevin Daly: Nope.

Bridge Littleton: Ok, great. Danny.

Danny Davis: If you're about to entertain motions, I would just note and I wasn't as clear on this as I was on the prior item motion. Number two will need to be voted on before motion. Number three can be voted on.

Bridge Littleton: So let's do this. We will take number two and vote on it first. Separately right now.

Danny Davis: Yeah. That's great.

Bridge Littleton: Then we'll do one, three, four, five, six.

Danny Davis: Perfect. Thank you.

Bridge Littleton: OK. OK. Is there a motion for number two?

Philip Miller: I move that the town council authorize the following. Adopt an ordinance amendment titled In an Ordinance to amend Article 7 of Town Code Chapter 97 pertaining to the meals tax to add emergency provisions related to late fees.

Peter Leonard-Morgan: Second.

Bridge Littleton: All those in favor say aye.

All: Aye.

Bridge Littleton: Opposed. Abstentions. Okay. Motion carries. OK. Now the next motion, for items, one and then three through seven.

Philip Miller: I move that the town council authorized the following actions. One, provide a credit to all water sewer customers on their May 2020 bill up to two hundred dollars authorized the Treasurer to suspend late fees on meals tax payments effective with the payment due March 20th 2020 and to extend until June 30th 2020. Authorize the mayor and town administrator to finalize details of contracts with local food establishments to provide for services to include the provision of meals vouchers to Middleburg residents. Authorize a contribution to the visit Loudoun Foundation in the amount of eight thousand seven hundred and fifty dollars. In lieu of the regular fourth quarter payment to Visit Loudoun. Authorize a contribution to Middleburg FISH pursuant to their request dated March 26, 2020. Authorize a contribution to Seven Loaves in the amount of four thousand dollars to support their food provision to needy families. I further move that these programs and funding come from the Health Center Fund as authorized donations for charitable purposes in Middleburg.

Darlene Kirk: Second.

Kevin Daly: Second.

Darlene Kirk: I have a question too.

Bridge Littleton: Well, now it's time for discussion. What's your question?

Darlene Kirk: My question is backpack buddies, because I was thinking about children. I hate the fact we're.

Bridge Littleton: We're gonna go reach out to them and find out what they need and bring them back for the next meeting.

Darlene Kirk: Yeah, but we might want to.

Bridge Littleton: Well, then we can go call an emergency meeting.

Darlene Kirk: Okay. Because I just children. I don't want children to be hungry.

Philip Miller: Well depending on what the amount is, do we need to meet about it or can.

Bridge Littleton: Well, we're gonna pass the stuff where we can meet electronically. We'll have a phone call. Yeah, yeah. Once they get the data, once you get the details,

Darlene Kirk: Can we add them into this motion.

Bridge Littleton: I don't know. I mean, we can add them in as a friendly amendment.

Danny Davis: You could add it. I mean, you know, each year it's only a I don't want to say it's a minimal amount, but it's not as much this. I think it's two thousand.

Darlene Kirk: It's two or three thousand.

Danny Davis: I'll look through it real quick.

Darlene Kirk: It's one of them. I think of 3000 last time we did it.

Bridge Littleton: All right. So I'll make a friendly amendment that we include Backpack Buddies for up to two thousand dollars if after the town administrator contacts them, they so request it. .

Darlene Kirk: Are you ok with that Philip?

Philip Miller: Accepted.

Darlene Kirk: And I accept it. Yeah, okay. I accept it.

Bridge Littleton: All right. All those in favor say aye.

All: Aye.

Bridge Littleton: Opposed, abstentions. Okay. The motion passes. Let me simply say in closing that big item out.

Darlene Kirk: I'm really proud of it.

Bridge Littleton: I think that's gonna be really meaningful for so many people. And it's great. It's what Middleburg's about okay, next item, emergency ordinance, continuity of operations and remote meetings. Jamie why don't you cover this one.

Danny Davis: Oh, my goodness. Mr. Mayor and Council. Thank you. And without belaboring the point too much, one one of the ongoing conversations among local government elected officials and managers is the ability to ensure continuity of operations during this emergency. And as we discussed earlier, the current statute that allows for electronic remote meetings, meaning where a quorum of the body is not present physically in the same location, really is intended for short term type emergencies. It allows for phone call meetings, electronic remote meetings, but only to deal with that particular emergency. And so we know that with this being in a long term extended emergency, with the continuity of the government functions needing to continue, whether it's waste disposal contracts, whether it is something to do with the water or wastewater system. And yet, while we can today have five of you present here, it may not always be practical to have five of you or safe to have five of you here. And so in looking at the health and safety of the community of the council and again, of even staff for our ongoing operations

Bridge Littleton: And the public.

Danny Davis: And to the public, we have been looking at what other jurisdictions have done. Loudoun County adopted this at an emergency meeting yesterday. They believe that's appropriate in Herndon, adopted something very similar to days ago. And so I took some of their information. James City County also did one recently, and I took a little bit of theirs and tried to mold it into something that essentially would allow us to continue operations throughout this event. It would allow the town council to hold its meetings remotely, meaning by telephone or video conference where the public could again same way. Listen in here. The conversation somehow, if necessary, participate. You know, the goal is not to, you know, do every single action that has to be done in the history of man in this format. But to know that it is important to keep the government running, the additional part of this is that

there may be items that council is not able to potentially gather for or to make decisions upon. And I would request if you are so comfortable that you would grant me certain authorities that are in, whether it's policy or otherwise, where if we need to take action immediately on something, I can take that and then bring that back to you for ratification. The final piece of that would be timelines and this kind of captures. Again, this is language from Herndon. And so I'm going to trust their legal counsel. I believe she does a very good job. And so I'm going to use their language. There are certain things that we may have in the land use and planning field that might have timelines associated with it. There are also things that we might have policy wise. For instance, if someone were to file a grievance with the town, there are deadlines that we have to meet within certain timeframes. The county in the town of Herndon have essentially waived those timelines that might be laid out either by policy or by other local mandate so that we can attend to the emergency at hand and deal with the situation for our community, not to simply put those off, but just to not be bound by a two day timeline, a 10 day timeline. As you know, the site plan has to be approved tomorrow, and if we don't, it will be deemed approved by some authority. So all that being said, I know it feels a little maybe less than specific. There's a lot of generalities in here, but I think the idea is allowing us to continue the operations we need during this time frame with the maximum timeline of six months in it. And then if need be, we can always come back and amend this as appropriate or rescind it when the local emergency is completed. So sorry it came out late to you. If there are questions, we can try to answer them, but as best as possible and again, if necessary, if we need to make amendments, we can either address that at a future potentially remote meeting.

Bridge Littleton: Peter.

Peter Leonard-Morgan: Reading through the ordinance on page 3. Am I correct that this would also count for commissions and boards and committees. Non staff committees.

Danny Davis: So yes, the intent would be, yes, that any of the advisory boards or committees of the council. This would also include them into it. I do believe and I will just state for the record that many localities are trying to focus their time and their effort on the council, the planning commission. And in our case, the HDRC that might have specific timelines or even timelines, specific regulatory type authority not to discount other committees of the council. But right now, trying to put the focus and energy behind those committees that are taking substantive actions that are a binding action, I guess is the better word. However, that being said, the way it is written would be that if your committee perhaps or any other committee does need to meet for a particular reason. I do believe it extends that authority to them.

Peter Leonard-Morgan: Thank you. And presumably, you'll be looking at different platforms that will work. So rather than just be on the telephone, we can have video.

Danny Davis: We will look and see. I know. Similarly, other jurisdictions are struggling with what is the right technology you know, in the first week of all this, Zoom was the most popular download, whatever. But then they were also running into a bunch of bandwidth issues. So we'll work with both the mayor of the county and other organizations to see what they're using because the counties have been having problems with their go to meeting clients.

Bridge Littleton: So I think that the challenges for us. Right. It's limited bandwidth out here anyway. You're trying to video stuff and the system is stressed. So, I mean, the recommendation I would have is old school telephone.

Peter Leonard-Morgan: You know, funny enough, I used it quite a lot and they were saying try and convince people to actually use the platform rather than call in because the calling in bit was more difficult.

Danny Davis: Oh, interesting.

Bridge Littleton: What's amazing is some of you will have [inaudible] phones now, which is a bandwidth drag. So we'll figure out what the right platform would be. But I would say this. So I think from Danny's perspective and correct me if I'm wrong, the big challenge with the committees and commissions meetings is the staff time

supporting them. Right. So if your committee like Go Green or whatever, that's not in a regulatory approval role. If you guys have something that is urgent or something relevant to supporting people getting through the crisis or whatever. Absolutely. Call for a meeting. Now, I might be saying something heretical here. So, Danny and Rhonda, please stop me if you think it's inadvisable. But like Peter. No, I mean, one of the good things is right. This can actually be a really good stress reliever if you want to have a Go Green meeting just to convene and get everybody together. Do you really need staff support if you don't because you just want to really have a one hour meeting on the phone and everybody talk about what you're planning for the next six months. As long as someone is taking minutes and you're getting all that information down statutorily, what else? And we have to publish it and all that stuff statutorily. Rhonda, you. That could happen without you being there, right?

Peter Leonard-Morgan: Well, if I can interrupt.

Rhonda North: I don't attend those meetings anyway. I

Peter Leonard-Morgan: We don't have any staff, occasionally we get a visit from Mr. Davis and but we advise him. But it's really a committee around the table here. I do the minutes and that's it.

Bridge Littleton: Yeah. So any other committee that does have staff support you know, if you wanted to. I personally don't see any problem with it. It's about avoiding drag on the staff time. So if you can make it work, make it work. Okay. Any other questions on this ordinance? OK, yes go ahead. [inaudible] Please.

Peter Leonard-Morgan: I move that the Town Council of Middleburg adopt the ordinance to implement emergency procedures and effectuate temporary changes to address continuity of governmental operations during pandemic disaster COVID-19.

Philip Miller: Second.

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

All: Aye.

Bridge Littleton: Opposed abstentions. All right. The motion carries. Thank you all very much. OK. Next item is strategic initiatives. Boy, back to the regular stuff. Program for grant review and allocation. Cindy and Bud and Ronda.

Rhonda North: So, Mr. Mayor, Council Member Jacobs did ask that I take the lead on this since I'm the one sitting here in this room. So the subcommittee sat down and we discussed and identified some assumptions that we thought the council may want to apply as we draft the program for grant reviews and allocation notes. I do want me to go down these individually or [off mic] Okay. So we did, you know, identify just some general things. What this would apply to what it wouldn't, such as the health center grant. We talked about the need to create a process that would be followed. And in just some general things like, you know, adopting financial policies related to what what percentage or dollar limit the general fund should be appropriated annually for grants, would need some council guidance on that and suggested spots separating out sponsorships from grant and donation requests, having those considered separately almost more as a staff item with this whatever policies we end up with applying just strictly to actual grant and donation requests, recommending things such as establishing chain of commands that could be used through the process so that we don't have in the end a grant that comes to you all that's not been fully fledged or that that all of the information is not available for suggesting that that grant applications be considered on a quarterly basis and that we have at least one grant workshop a year to explain to folks that, you know, what the application process involves and to develop a very specific application and checklist to to help folks out. So those are some of the assumptions that we've put together. Just wanted to make sure the council is good with those as we move forward to actually writing up a specific policy in a specific program. [multiple speakers] Yes, ma'am.

Cindy Pearson: So also add the one about seed money or how many times they can apply for the grant.

Rhonda North: That was yeah, that was what I was getting ready to come to. The one thing that subcommittee had, one question was should, should. And I know the council's discussed this some with some grants and not with others is should the grants be considered seed money only. That the town will provide the seed money for three years, five years, whatever length of time. Is that something that the council is interested in considering. Do you want. And this would, of course, impact some of our organizations now that have received grant moneys from the town for many, many years because it would apply to them as well. So the committee would like a little input from the council in that regard. And then finally, we did start doing a little bit of drafting of a purpose statement, identifying a goal that would be from the town's perspective of why we would give grants. And then we did start to list some perhaps evaluation criteria that could be applied to the grants. And finally, we'd recommend follow activities. A final report from the organizations that received grants so that we can identify whether the measures of the event that were agreed to were obtained, as well as getting a financial report on the activity, and then one of the other things we want to do, and I've asked Danny if he could work on it, is just identify some historical data of the grants that have been given out over the last five years, just so the council can get a feel for, you know, the magnitude of the grants that we've been given. So those are, as you know, some of the assumptions that we've done, as I say, some of the rough drafting of purpose and goals and criteria. And we just wanted to see if you think we're on the right page before we get too deep into this.

Bridge Littleton: So, Bud and Cindy, any other input from you guys before we open it up?

Cindy Pearson: I think Rhonda. Go ahead Bud.

Bud Jacobs: No, no, go ahead.

Cindy Pearson: Ok. I think Rhonda has covered it good. I think you know, it's just a starting point, but we need, you know, what your thoughts are.

Bridge Littleton: Bud.

Bud Jacobs: This is our first, I guess I would call it a checklist for you guys to look over and be thinking about. I'm pretty sure not all of these individual ideas would make it into our final policy, but we want to give them good consideration and we also want other ideas if anything comes to you. I would draw your attention to the couple of the big ticket items. One of the biggest is that we would no longer maintain line item designations in our annual budget for some of these activities. We would move all of this over into the grant making category and require individuals in it and a justification and applications every year for certain activities. Still with me?

Bridge Littleton: We're here, Bud. All right. Any questions or thoughts from the council out of the gate? And then we. And then you guys have specific questions you want us to give input on. Oh, yeah.

Peter Leonard-Morgan: Bud and Cindy, I have a quick question. It's Peter here. English accent It's sort of a devil's advocate, really. Do you think there are a lot of requirements here for people who might go, I can't fill this in. You know, there's too much too much criteria. And are we going to scare people off? That's really what I'm asking.

Cindy Pearson: I think it's the way though we have to make it fair to everybody. And we will have a workshop. And if they need assistance, you know, I'm filling it out. I'm sure that to be there could be some help for them on that. I need a way to see how people are using our money. We've just never had it. Well, I shouldn't say never. We have. But we're working our way of getting it more. What's the word I want to use. A better way that everybody has to do the same thing? Yeah.

Peter Leonard-Morgan: Right. Thank you. I appreciate that. And I do understand that. I just wanted to, you know, throw out there just in case, you know, folks might go well, you know, it's just so much. I totally agree that we need to measure it and make sure that the money is being spent wisely. And what they're saying they need it for it is actually being used. And they can develop that project in future years. Thank you.

Bridge Littleton: Well, I think the best thing about it is it requires a certain level of sophistication. You know, I mean, there have been things in the past where folks have come in and sort of all let me wing it and have an event. And never put controls, never put a budget. Never really. You know. All great ideas, great intentions. But it wasn't put together well and it ultimately, you know, may not have been as successful as it could have been

Chris Bernard: [off mic]

Bridge Littleton: Yeah. Right. Exactly. Ok. Other questions for Cindy or Bud. Or Rhonda? OK. So, Rhonda, you needed some direction from council on a couple of things.

Rhonda North: The first one that the seed money aspect is really the one where we need the most direction from Dede. Do you want to make these grants slashed, donations, seed money only, or are you comfortable continuing to fund events year after year after year in perpetuity?

Cindy Pearson: So and that was while you're thinking about that. You have to remember, we have done Christmas in Middleburg forever. And the Fourth of July for a long time. Yeah. So it just made it seed money. But then again, the other flipside of that is you want the event to be self-sufficient after a while. You don't want them to have to keep coming back to the town to get money. So it's kind of how to handle that..

Chris Bernard: [off mic]

Darlene Kirk: No, it won't. Does matter if I consider Christmas in Middleburg and the Fourth of July to be town events. [off mic]

Cindy Pearson: Kind of, they're town events run by other [multiple speakers].

Bridge Littleton: Here would be my thought. I think. Rhonda, what you're saying is. Or what Bud and Cindy and Rhonda are struggling with is is there a black line between the two? And honestly, I think it's actually a gray line. I think 95 percent of the not the dollar value, but the number of events I think are preferences or I know my preference is this and then everybody else what is your preference is that it is seed money. You know, you want to start a new event. You want to get it going. And our goal is that it becomes self-sufficient. But there are there's probably two or three and it can always be rereviewed. Yeah, right. Like the fireworks. Right. That's we put twenty x thousand dollars into that. There's no way that the community center could raise twenty to twenty five thousand dollars to pull that off. So now that doesn't mean that down the road if they figure out how they partner with somebody else and it pulls it off in a different way and we can put in less and ultimately back away from it, but it's still successful, then great. But I don't think there's many of these staples. Events that we have like Fourth of July Christmas in Middleburg that are going to be like that. Like the what is it? Oktoberfest I think the goal there is that it eventually becomes self-sustaining.

Darlene Kirk: And I think it will.

Rhonda North: I actually think, Chris, the Fourth of July celebration is a fairly easy one to address really. I think, you know, because we all say it's a town event. You know, it's actually the community centers event that we pay for. I think we just contract with the community center to put on a Fourth of July celebration. And it's no longer a donation or a sponsorship. And that just takes it out of the mix entirely. So I think that one is actually a really easy one to deal with.

Darlene Kirk: So we just pay them.

Bridge Littleton: They basically become the event manager for our event.

Darlene Kirk: That I can understand. Yes. Allen Yeah.

Bridge Littleton: A little bit more challenging with Christmas in Middleburg.

Rhonda North: Little more challenging with Christmas in Middleburg.

Bridge Littleton: But I mean I ultimately like I said, I think 95 percent of these we want to fund them to eventually become self-sufficient and that is going to be a different amount of time for every event.

Darlene Kirk: Each one.

Chris Bernard: [off mic]

Bridge Littleton: But the goal, you know, overall the goal is, you know, if you're coming in to apply for an event, you should be. You should be taking the approach that this is seed money.

Chris Bernard: [off mic]

Bridge Littleton: Or that if it's a newish event or whatever, what their plan for self-sustainment over over the next three to five years is. That should be a factor. [inaudible] you have that in there.

Rhonda North: And one of the evaluation criteria to Chris's point is that we want to see budgets and we don't just want to see we're going to spend the five hundred dollars for this. We want to see your entire event budget. We want to see how much cash you have in the bank, because if you've got a half a million dollars cash in the bank, do you really need the town's \$5000. Why are you coming to the town for more money.

Chris Bernard: [off mic]

Bridge Littleton: Other thoughts. Philip.

Philip Miller: I think it reflects very detailed planning and consideration of all the different types of events that we've seen over the last couple of years, and I think it's a really good, good document.

Bridge Littleton: I can't wait to see the form. [multiple speakers]. Philip, Peter, you can all the first one. As long as it's for a white picket fence. Any other input or questions from folks? Kevin on the phone.

Kevin Daly: Negative.

Bridge Littleton: Ok. Darlene?

Darlene Kirk: No. I thought I was good, too. Very thorough.

Bridge Littleton: Yeah, I think it's great. You guys have done a great job.

Rhonda North: So our idea. Our goal is to present a proposed policy actually to the council during your May 14th meeting with the ultimate idea that it is adopted so that it will go into effect July 1st with the new fiscal year. So that's our goal.

Darlene Kirk: Is that our first meeting in May?

Rhonda North: It is. Yes, ma'am.

Bridge Littleton: Ok. So you guys have got what you need for that initiative.

Rhonda North: Yeah. I mean, the only other question was how much of a, you know, a limit, either percentage or dollar wise of the general fund. But that's one that can come at a later time. You know.

Bridge Littleton: You guys got to recommend to us what you think it is..

Chris Bernard: [off mic] .

Rhonda North: Yeah. And that's part of wanting the historical data too.

Danny Davis: I think I'm going to delegate that to our new finance director.

Philip Miller: And you do consider that a gray line that Farage talked about in that because there are going to be something out or outside of that that should be considered separate.

Bridge Littleton: Yeah. Like Rhonda's idea of moving the. Yeah. Which is a great idea. OK. So I think we're done with strategic initiatives. Any information items? Anybody on the phone with an information item?

Kevin Daly: No, thank you. OK.

Bud Jacobs: Negative.

Bridge Littleton: Danny's got one.

Danny Davis: I promised you I would mention this, as I mentioned really quickly in passing, I do want to make sure people remember that the county treasurer did defer personal property tax payments by a month because he collects on behalf of the town that automatically affects business personal property and vehicle license fees for all town residents. So it's all in one bill and it will all be coming out due June 5th now instead of May 5th. So just be aware that I want to make sure that that was clear for the record that we are.

Bridge Littleton: So we just found out the downside of consolidated billing. [multiple speakers]

Danny Davis: So I just want to make sure that was. Yes, sir.

Chris Bernard: I'd like to encourage everyone to register to vote absentee. [multiple speakers]

Bridge Littleton: No, that's a great point. Yeah. Registered absentee COVID-19 is now a reason for absentee voting. And I think I would also say just from a public perspective, as much as residents can please order out of their businesses, our restaurants in town and also order online at all of our local businesses or have Bob Ball throw you his stuff out the door as you drive by. Buy gift cards, whatever support and shop local before as you sit at home, you go to Amazon. And any last items, we're not going to have a closed session there's really no updates from that given where we are. So this is our last call for everybody.

Bud Jacobs: Thank you very much.

Cindy Pearson: Nope I'm good thanks.

Kevin Daly: Be safe everyone.