



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Minutes**  
**Thursday, July 23, 2020**



**PENDING APPROVAL**

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

**STAFF:** Danny Davis, Town Manager  
Rhonda S. North, MMC, Town Clerk  
William M. Moore, Deputy Town Manager  
Jamie Gaucher, Business & Economic Development Director  
Estee LaClare, Planning & Project Associate  
Julie Rivard, Finance Director/Town Treasurer  
A.J. Panebianco, Chief of Police

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting, beginning at 6:00 p.m. on Thursday, July 23, 2020. Due to Governor Northam’s executive orders requiring that people social distance, the Council meeting was held remotely with most of the Council and staff participating from their respective homes.

Mayor Littleton explained for the viewing audience that it was the Council’s responsibility to conduct essential public business despite the COVID-19 pandemic; however, it recognized the need to do so safely, not only for its members but also for the Town staff and members of the public. He further explained that to that end, in accordance with the Council’s resolution declaring a local emergency and its ordinance implementing emergency procedures and effectuating temporary changes to address the continuity of governmental operations, the Council would hold its meetings via remote access until such time as the Governor rescinded his executive orders. Mr. Littleton advised the viewing audience that copies of the agendas were available on the Town’s website and that the meetings would be livestreamed and recorded for viewing on the website. He explained that anyone wishing to participate in the meetings during the public comment periods or the public hearings could do so by dialing (540) 339-6355. Mr. Littleton reviewed the process that would be utilized for the remote meetings.

Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag. The roll call was called at 6:03 p.m.

**Staff Reports**

**COVID-19 Updates**

Town Manager Davis reminded Council that Virginia continued to be in Phase 3. He opined that everything was going well. Mr. Davis noted that people were being encouraged to wear their face coverings and reported that he emailed the businesses asking them to pay attention to this. He noted the uptick in cases in the Hampton Roads area. Mr. Davis advised that accordingly, the Governor directed enforcement of the face covering order, which resulted in the closure of some restaurants. He encouraged the businesses to continue to take the appropriate precautions.

Town Manager Davis reported that the Town operations were going well and advised that the employees were wearing face coverings when the public was in the building. He noted that there had been an uptick in activity in town; however, it was not at one hundred percent levels.

## Route 50 VDOT Crosswalk Project

Town Manager Davis reported that the work went well last weekend. He noted that the detours would be different for the coming weekend. Mr. Davis advised that the staff continued to communicate information about the project to the public.

In response to an inquiry from the Council, Town Manager Davis confirmed the Middleburg Business & Professional Association was still planning to hold the Summer Sidewalk Sale and advised that they would be issuing a press release later in the week. He reported that the public parking spaces would not be blocked, as they received a mixed response from the businesses. Mr. Davis advised that the MBPA would work with the retailers to spread their merchandise out so it would not take up as much depth of space on the sidewalks.

In response to an inquiry from the Council, Town Manager Davis reported that the detours were supposed to be clearly marked. He advised that there should not be a detour from The Plains Road for the coming weekend.

In response to an inquiry from the Council, Town Manager Davis reported that there would be less traffic at the intersection of Marshall and Pendleton Streets during the coming weekend, as it would be detoured onto Federal Street. He advised that even though Pendleton Street would be fully open, traffic would be detoured to Pickering Street. Mr. Davis acknowledged that there would still be more traffic at the Marshall/Pendleton intersection and suggested the Police Department monitor it more and that flags be installed to alert motorists.

Council expressed concern about speeding cars on Stonewall Avenue, particularly in the area of the Community Center pool. They acknowledged that motorists would not be detoured to this area again.

Town Manager Davis reported that the Police Department focused on this area as it was a tricky spot. He noted that they also installed "slow" signs in an effort to reduce speeds. He advised that they would continue to keep an eye on the area. In response to an inquiry from the Council, Mr. Davis advised that he would talk with the Deputy Town Manager and Police Chief about the possibility of installing temporary speed bumps; however, he noted that VDOT was not a fan of them.

## Mask Enforcement

In response to an inquiry from Council, Town Manager Davis reported that he had heard mixed results regarding business enforcement of the mask requirement. He advised that some people said the signs were effective, whereas, others continued to see people without a mask. Mr. Davis reminded Council that people were not required to wear them when outdoors. He advised that the Town was trying to be available to support the businesses in their efforts to enforce the mask requirement. Mr. Davis noted that it was up to the businesses as to how visible their signs were and reported that some were placed in locations that were more visible than others.

Mayor Littleton noted that from what he had read, ninety-four percent of Americans knew they were supposed to wear a mask, especially indoors. He advised that this was not about signage, but rather was about being responsible, and opined that it was important for the Town to show by example. Mr. Littleton suggested the members of the Police Department, Council and Town staff should remind people of the need to wear a mask when they saw someone without one. He advised that he did not want Middleburg to turn into the next Hampton and noted that it would be painful for everyone if the number of cases increased in this area. Mr. Littleton opined that people were making a choice when they did not wear one and advised that he carried spares with him and gave them out when he saw someone without one. He advised that thus far, no one had refused to accept one.

## **Discussion Items**

### **County Comprehensive Plan and Board Consideration of Plan Changes**

Mayor Littleton opined that something happened last week that had the potential to become a recurring issue. He advised that there was an application before the Board of Supervisor's for a rezoning of land east of Lena to allow for a data center, that was in conflict with the County's new Comprehensive Plan. Mr. Littleton advised that he spoke during the public hearing and suggested the Board should follow its process, which called for a Comprehensive Plan amendment if a rezoning request conflicted with it. He noted that what was proposed amounted to spot zoning and undercut the new Comprehensive Plan. Mr. Littleton suggested the Town consider speaking with the County about the need to follow their own processes. He further suggested that if they did not like them, they should change the processes. Mr. Littleton advised that he put this on the agenda to make Council aware of it and suggested that if it continued, the Town should raise it as an issue. He noted that the Coalition of Loudoun Towns (COLT) also planned to raise the issue. Mr. Littleton suggested this needed to have public attention.

After some discussion, the Council agreed the Town should send a letter to the Board of Supervisors and the Transportation Land Use Committee expressing concern that the process was not followed. It was suggested that a letter be written every time this occurred. They expressed hope that the local newspapers would report on it as well.

Mayor Littleton advised that he would get with COLT and the other towns to see whether they wanted to be a signatory on Middleburg's letter or whether they wanted to send their own. At the suggestion of Council, he agreed to reach out to the PEC and Land Trust Virginia to encourage them to write letters.

## **Information Items**

### **Update on Council's Strategic Initiatives**

Town Manager Davis reminded Council that they adopted twelve (12) strategic initiatives in January and noted that there were also projects that were being tracked. He advised that he wanted to provide a status report on them, some of which had been delayed due to the COVID-19 pandemic, some of which were moving and some of which were complete. Mr. Davis noted that the agenda materials provided the details of each.

In response to an inquiry from the Council, Town Manager Davis reported that minimal comments had been received related to the Town's branding campaign. He opined that the proposed wayfinding sign designs looked sharp and advised that the project consultant loved the Town's branding logos.

The members of Council opined that the staff was doing a good job on the initiatives. They suggested they continue to organize so they could move quickly once the pandemic was over. It was opined that the staff picked a great tool for tracking the status of the projects.

### **Banbury Cross Reserve Subdivision Application**

Town Manager Davis reported that the Planning Commission would hold the public hearing on the Banbury Cross Reserve Subdivision application on July 27<sup>th</sup> at 7:00 p.m. He encouraged members of the public who wished to speak to register in advance. Mr. Davis noted that the Deputy Town Manager did a fantastic job in detailing the application in his staff report and advised that it was posted on the Town's website, along with the agenda.

Councilmember Jacobs, the Council's representative on the Planning Commission, advised that he would like the public hearing process to be as clean as possible. He concurred with the Town Manager's comments regarding the Deputy Town Manager and advised that his work was impressive. Mr. Jacobs opined that the public was confused about the process and possible outcomes. He suggested the public review the agenda materials to improve their understanding of the Town's situation regarding the application.

Middleburg Strategic Finance Committee Meeting

Councilmember Leonard-Morgan reported that he listened to the audio of the MSFC’s last meeting and noted that it was very interesting.

Town Manager Davis reported that the hour-long audio recording was posted on MSFC’s page on the Town website.

**Closed Session** – Property Acquisition, Disposition of Public Property & Personnel

*Vice Mayor Miller moved, seconded by Councilmember Bernard, that Council go into closed session as authorized under Section 2.2-3711 of the Code of Virginia, for (1) the disposition of publicly held property, related to the Asbury Church; (2) the discussion or consideration of the acquisition of property for the Town Hall Building, both items as allowed under Subsection (A)(3); and (3) for the discussion or consideration of the performance or salary of the Town Manager, as allowed under Subsection (A)(1). Vice Mayor Miller further moved, seconded by Councilmember Bernard, that the Council thereafter reconvene in open session for action as appropriate.*

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

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

**Council Approval** – Town Manager Bonus and Salary Increase

*Vice Mayor Miller moved, seconded by Councilmember Bernard, that Council authorize the payment of a bonus to the Town Manager as well as a salary increase as discussed in the closed session.*

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

No – N/A

Abstain: N/A

Absent: N/A

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

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There being no further business, Mayor Littleton declared the meeting adjourned at 7:59 p.m.

APPROVED:

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Trowbridge M. Littleton, MAYOR

ATTEST:

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Rhonda S. North, MMC, Town Clerk

## July 23, 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](http://www.middleburgva.gov))**

**Bridge Littleton:** All right. We will call the July second July meeting to order. The first item is the Pledge of Allegiance. Everybody on the phone just mouth along as we stand and pledge here.

**All:** [Pledge of Allegiance].

**Bridge Littleton:** Okay, let me read the remote meeting procedure. It is the Middleburg town council's responsibility to conduct essential public business matters despite the COVID 19 pandemic. However, it recognizes the need to do so safely, not only for its membership, but also for the town staff and members of the public. To that end, in accordance with the resolution confirming the declaration of a local emergency and the ordinance to implement emergency procedures and effectuate temporary changes to address continuity of government operations during COVID 19, the town council will hold its meetings via remote access until such time as the governor sends his emergency order prohibiting the gathering of more than 10 people and mandating social distancing. Copies of the previously referenced documents are available on the town's Web site for those who wish to view them. The town will continue to livestream record its public meetings, which are available for viewing along with the meeting agenda packet at our Web site. Members of the public who wish to participate in the public in the meeting during the public comment periods or speak during a scheduled public hearing may do so by dialing at the number provided. You will be placed on mute until such time as the public comment or public hearing comments period are open. While the meetings are being held remotely, the council will offer two public comment periods, one at the beginning and one at the end of each meeting. As usual, speakers must identify themselves and their address where when called upon and will be limited to three minutes. To ensure trust in the process, the town clerk will ask the council to do a roll call at least once an hour. In addition, I will ask each member by name if they have any comments or questions related to each item as we proceed. All votes of the council will be taken by roll call during the meeting. Okay. Since the facial recognition does not work on the iPad. One second here. All right. Roll call. Oh, let me. I'll call them out. Chris.

**Chris Bernard:** Present.

**Bridge Littleton:** No, you have to say your name.

**Chris Bernard:** Chris Bernard.

**Bridge Littleton:** Bridge Littleton. Philip.

**Philip Miller:** Philip Miller.

**Bridge Littleton:** Peter.

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

**Bridge Littleton:** Bud.

**Bud Jacobs:** Bud Jacobs.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Darlene Kirk.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Cindy Pearson.

**Bridge Littleton:** And Kevin.

**Kevin Daly:** Kevin Daly.

**Bridge Littleton:** All right. We will now go to the public comment section. We will open the public comment session. If there's anybody from the public who wishes to address the town council, you can do so now. There's no one here in person in the town office. Rhonda, do we have anybody online?

**Rhonda North:** We do not.

**Bridge Littleton:** We do not. OK. We will now close the public comment session. There's no special presentations. Moving on to staff reports. Danny, we have a COVID-19 update, if you would, so please.

**Danny Davis:** Thank you, Mr. Mayor. And council members. And as you know, we're continuing to operate under phase three guidelines of the reopening. Things continue to relatively go fairly well here in our town. One of the issues that we continue to impress upon visitors, residents and also business owners is the face covering requirement yesterday to reiterate something we had already shared across to the businesses, I sent an email to all on the business license list, again, requesting that they give particular attention to face coverings because we want to make sure that we do don't fall into the same trap as other states primarily that are seeing an uptick in cases. We are seeing in the state an uptick in the Hampton Roads area because of primarily vacation and people not paying attention. And as shared with the businesses, there has been some enforcement activity by the governor or directed by the governor and the state health director where they have actually shut down restaurants because of that. So we want to encourage all of our businesses to continue to take the appropriate precautions. And if anyone has any concerns, they're welcome to share them with me and I can continue to pass them on as appropriate. Our operations here are continuing to go relatively well and we're trying to continue to wear face coverings when the public comes in and serve the public as best as we can. Again, we're seeing an uptick in activity in town, but we know that we're not at 100 percent levels. And we're going to continue to keep an eye on that and update council as we get updates on fiscal impact. And then finally, we can talk briefly now or later, the crosswalk project, of course, last weekend was the first weekend of it. And in general, I thought it went very well. Always some things to do better, but continuing to keep an eye on that. The detours will be different this week, as they will the final weekend. So we are working on making sure that we continue to spread the word as broadly as possible and hope for the longevity of these repairs and for the weekend traffic to go smoothly. So I'm happy to answer any questions that you might have.

**Bridge Littleton:** We'll go around the room to see if anybody has any questions for Danny. Cindy, any questions?

**Cindy Pearson:** Just a quick one. Is the business association still going on with the sidewalk sale?

**Danny Davis:** Yes, my understanding is that they will be issuing a press news release tomorrow. So they are moving forward or continuing with the sidewalk sale. We are not going to move forward with using the parking spaces. After further discussion with the most the retailers up and down Washington Street, there was mixed response and I don't think there was enough interest in the expanded space to go that route. And the goal, I think Punkin and others are going to work with those retailers to try to spread the goods side to side more so it doesn't take as much space deep on the sidewalk. If that makes sense.

**Cindy Pearson:** Yes. OK. Thank you.

**Bridge Littleton:** Kevin. Any questions for Danny?

**Kevin Daly:** Negative.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Mr. Mayor, my question is, I have some friends off of Plains Road. And during the shutdown of that part of Washington Street, and there wasn't direction they said. Is that correct? Could we improve that if that's the case?

**Danny Davis:** Could you say that real quick about the directionals? What was that?

**Peter Leonard-Morgan:** Coming in from the Plains Road into Middleburg apparently was not that obvious what to do.

**Danny Davis:** Oh, OK. Yeah.

**Peter Leonard-Morgan:** If there's any way to just look at that and that may not be the case, but I just wanted to mention it.

**Danny Davis:** Sure. Absolutely. The the detour was supposed to be clear where the Plains Road traffic would have to turn onto Federal Street this past weekend because the Plains Road was shut down at 50. This week, the Plains Road will be completely open. So they'll be able to turn either direction on 50, although if they turn eastbound, they'll be almost immediately redirected back south on to South Pendleton and then onto Federal. So I don't think we have any plans to sign that because it doesn't it is not technically a detour off of the Plains Road.

**Peter Leonard-Morgan:** Yeah, I understand. And the other question would be how is how are the stores in town coping with folks coming in with or without facemasks? Is it working? Are we are we having a lot of compliance, do you think?

**Danny Davis:** I hear mixed results, to be honest. I hear some people say that once they put up, you know, a sign of some sort. On the window of the door, that it's been very effective. And so people have been very responsive. And that's good. I've had others say, you know, anecdotally that they still see a lot of people without face mask. But I don't know if that's inside or on the sidewalk. As a reminder, technically, you know, walking around outside, you're not required to, though many people still do wear face coverings.

**Bridge Littleton:** Unless you're within six feet.

**Peter Leonard-Morgan:** Right. [inaudible].

**Danny Davis:** So we're we're just trying to make ourselves available if there's anything we can provide to businesses that would support them in that, we will. But right now, I think it's really up to them and to how visible they make their signage at the entry to their location. I know there are some places where they have it off to the side and it's not on the front door. So you might not even see the sign as you walk in. But that's a choice of the proprietor.

**Peter Leonard-Morgan:** Thanks for that, Danny.

**Bridge Littleton:** Chris.

**Chris Bernard:** Just real quick, I sent an email to you and A.J. earlier, Danny, about the Salamander entrance. What's that going to look like this week with the way the the moving around shakes out with the intersections?

**Danny Davis:** Yes. So this week, the the majority of eastbound traffic will be directed onto Federal. So the good news is you will have less, you know, traffic overall at that intersection.

**Chris Bernard:** I saw last week [inaudible].

**Danny Davis:** Ok. Was it was it people in the cross traffic on Pendleton?

**Chris Bernard:** Yeah. I mean, it was people driving normally this way and then someone just coming out of Salamander and just rolling through. I get it. [inaudible].

**Danny Davis:** Sure. Yeah. Yeah. And I will say Pendleton will be essentially fully open this weekend. The detour will take people westbound all the way to Pickering because we think it's it's better to turn on to 50 from Pickering. But if someone bails onto Pendleton, there's nothing to stop them from either shooting across 50 to South Pendleton or getting onto to 50 at that point. So all that being said, I think we will see a little bit more traffic on at this intersection. And A.J., we'll make sure that we talk about that tomorrow and that we have some extra eyes on that intersection if we need to put up brighter flags again than we can do that.

**Bridge Littleton:** Philip. Bud.

**Bud Jacobs:** No questions. Thank you.

**Bridge Littleton:** And Darlene.

**Darlene Kirk:** Don't say it like that. I just wanted to mention that I was at the pool this past weekend and the cars were coming down the back street were really flying over that hill. So I know we're not going to have a detour by there again. It just needs to be really looked at because there were signs that were saying slow and they were flying.

**Danny Davis:** Yeah, we we definitely on Saturday were we had Jay focusing on that area for enforcement and for watching traffic because we knew that was just gonna be a tricky spot. Both at Stonewall and Reed and Walnut, but then also coming around that curve behind BB&T and, you know, the slow, slow signs were our effort just to try to make sure people understood that, you know, you're coming up on a sharp curve. So we'll we'll continue to keep an eye on on that as well.

**Darlene Kirk:** Ok. Thanks.

**Bridge Littleton:** Chris.

**Chris Bernard:** Is there a like a temporary speed bump situation that we could look at for that area for like the summertime?

**Danny Davis:** That's something I can talk to Will and A.J. about. I know VDOT gets a little hesitant when we talk about that, partially because fire and rescue is not a big fan of speed bumps, especially the really jarring ones. However, considering all the pedestrian traffic from the gravel parking lot and the lack of visibility, we can talk about if there are any potential options.

**Bridge Littleton:** Ok. Any other questions for Danny on COVID 19? Ok. The only thing I would say, just going back to the facemask question. You know, I've read a lot about it and all that kind of stuff. They've done, I mean, God knows how many surveys around this. This has nothing to do with signage. The last survey I saw there was at 94 percent of Americans know that you need to wear a mask and they know that you need to wear them indoors especially. So this is not about whether someone has a sign up or not. It's about people just being responsible. And I know that the Safeway last Friday had somebody who refused. And you know that that, again, is nothing to do with the sign. So I know we've talked about this a lot. But. It really is important that, you know, number one, we all show by example, which we're doing, which is great, but you know where A.J. and his guys can you know, and where are all of us can and where town staff can be a reminder that this is a requirement. You know, we need to be leaning and out front on it. So because, again, I don't I don't want us to be Hampton Roads next, you know. and it won't be



necessary because of Middleburg, it will be because Loudoun County or the Northern Virginia region has gotten lax or slack and they're going to really step it up and it's going to be a lot more painful. So everything we could do to be a front of it would be would be great.

**Chris Bernard:** I think having a prominent sign, though, lets the people coming in know that the business is taking it seriously, whereas if the signs off to the side and whatever, then people go and they know no one's going to hassle them. Does that makes sense? I mean, it does.

**Bridge Littleton:** No. I got it. I got I understand. I mean, you know, I'm not saying that we don't have to have signs or that we shouldn't. You know, I just my experience so far has been sign or not, if a guy's not going to wear one, it's because he chose not to wear it. It's not because he didn't know that, you know that there needs be one. Or legitimately, he forgot it, right? I mean, that happens plenty. Anyway.

**Chris Bernard:** It's similar to a seatbelt. If the person has made the choice not to make the mask. Me saying or you saying it isn't going to solve that problem.

**Bridge Littleton:** Well, I carry spare masks with me and I hand it to somebody. I said, oh, you must have forgot your mask. Here you go. And not a person yet has refused it when I handed it to them. Which has been good. Two people grumbled "really". I'm like, yeah, really. So. All right anyway. Next item. Any town reports. All right, consent agenda, I'm assuming we have nothing on that. Okey dokey, no action items. OK, discussion item, this will be really, really quickly. This will be really quick. This was something that sort of came up last week. And I have a fear that it's going to be a recurring. It has a potential to be a recurring issue as the county goes forward now that the new comprehensive plan has been adopted and how they actually do zoning and all that kind of stuff. So there was an application before the board for a rezoning of a parcel near Lena on the east sort of east of Lena in regards to rezoning it from suburban. A residential type use to a data center. And the comprehensive plan called for that area to be residential units. And so, as we all know, because we just did our comp plan, your zoning should follow what your comp plan says. And it's not like this comp plan is 25 years old. Right. Or even 10 years old. I mean, the ink ain't even dry yet. It was literally passed a year ago. And so the board had a rezoning request, which an applicant made. There is nothing wrong with him, you know, the applicant making a rezoning request. But the process is if you're going to rezone something that is in conflict with the comprehensive plan, you do a CPAM, you do a comprehensive plan amendment, review it, allow public to have a comment into should we be changing the comp plan or not. And the county just decided to forego all that. And do you know, well they passed it to TLUC so there's going to be some more work on it. But the the input from the county was, well, this is little parcel here. It really should have been this and maybe was overlooked and maybe it was this. And so let's just sort of move forward with a spot rezoning anyway. And it's really dangerous because now you. That actually starts to undercut the comprehensive plan. So the reason that I just wanted to put this in front of everybody is I just think we as a town and the other towns are going to start doing this as well, we're the other independent governing bodies who can speak with who have comprehensive plans of their own, who can speak with some legitimacy on, you know, hey, county, you really need to follow your process. We all need to follow our process so that people can have confidence in what that we're gonna do. We say we do. If you don't like the process, change the process. But as long as that's the process, let's follow it. So really, the the reason this is on here really is to bring this to everybody's awareness. And as we watch and if the county, does more things like this where, you know, it decides to do a spot rezoning that's in conflict with a comprehensive plan, and not do an amendment and follow the process for that. We want to we should be continuing to raise this as an issue. And, you know, we're Loudoun citizens. We're county residents and county citizens, too, and these types of things affect us. And so the idea with having this on the agenda was just to make sure everybody was okay with that. You know, taking that stance as a town as this goes forward. It's not gonna be there a lot and just raising the overall general awareness to it. That was basically it. But I'll just go around, see if anybody has any questions or concerns or any thoughts. Cindy, you're first.

**Cindy Pearson:** Is that the big building that's being built down on 50 that you're speaking up?

**Bridge Littleton:** It's going to be just north of that.

**Cindy Pearson:** Another one. I don't have any questions. Thank you.

**Bridge Littleton:** OK. Kevin.

**Kevin Daly:** Negative.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Thank you. When you say the county [inaudible] who is that? Is it a board?

**Bridge Littleton:** It's the Board of Supervisors.

**Peter Leonard-Morgan:** There are a lot of board supervisors would be anti-that. So I'm optimistic, obviously. Probably there was a vote and it was contentious.

**Bridge Littleton:** It was. Was it last week? Yeah. Was last week public hearing. Yeah. There was a public hearing on it last week. I went and spoke about it, just saying, look, I'm not here talking about the merits of the application. I'm talking about you're not following the process that we guarantee that we're going to follow. So let's please just follow the process. Don't do the zoning, rezoning. Do a CPAM. So, yeah. Peter, it you know, it's not really about whether it's I mean, I don't like all the data centers, but it's not really about whether it should be a data center or not. It's about spot rezoning in conflict with the comp plan.

**Peter Leonard-Morgan:** Yeah, I realize that [inaudible].

**Bridge Littleton:** It was I mean, that the input I got was from a couple supervisors was. What's the big deal? Let's just do it anyway. And it's sort of like, no, that's exactly the whole point of why you you do a CPAM. I mean, I'm being a little flip about it. I'm being a little casual, but it really was like, well, it kind of fits and let's not get bogged down with a big process.

**Peter Leonard-Morgan:** So an issue like that becomes a huge issue. Thank you for doing that.

**Bridge Littleton:** Yeah. I mean, my concern is when there's a rezoning for something in the rural, something around us and it's in conflict with the comp plan, they go, oh, what's the big deal? Just the one little parcel of a hundred acres. Okay. Thanks. Chris.

**Chris Bernard:** I mean, what's the course of action on that? Do we write a letter, do we document it somehow so that when they do it again, there's just a running line of it?

**Bridge Littleton:** Yeah, I mean, I think that's exactly right. And, you know, from a [inaudible] perspective, we're going to continue to work with the board and raise it to their attention that this is not the appropriate way to do this. You know, and again, if you don't like your own process, then change it. You can do that. But, you know, as long as you have it, do it the right way. And I think, yes, it's public attention is what it's gonna be all about. There's nothing we can actually do about it.

**Chris Bernard:** I mean, do we write the Board of Supervisors, do we write to Tony?

**Bridge Littleton:** Well, yeah. I mean, we can we can do all those things. We can do all those things, I think. I mean, on this issue, I would say it's going to go to TLUC.

**Danny Davis:** That's their Transportation Land Use Committee.

**Bridge Littleton:** Yeah, it's going to go to that committee for, you know, what the next action is. And if that committee comes out and says, let's go to the rezoning route, then absolutely we should we should send a letter. If they say, no, you know what? You guys are right. We'll do a CPAM, I say we do a letter saying, thank you so much.

**Chris Bernard:** Do we write a letter to them first and say we think you should make this decision and not wait to see what they do? If we think it's worth it. I don't know.

**Bridge Littleton:** Yeah. We advise you follow the process. I'm all on board for it. Letter can't hurt. Ok.

**Philip Miller:** Is that the only mechanism we have?

**Bridge Littleton:** Yeah, I mean, the board can choose to not follow the process so they can do that.

**Chris Bernard:** Could Deedee write about it in the paper?

**Bridge Littleton:** Or maybe Loudoun Now or Loudoun Times Mirror. I think that would be a really good idea if somebody at Loudoun Now might do that.

**Chris Bernard:** Loudoun County issue.

**Bridge Littleton:** Yeah. You'd think a paper like Loudoun Now would actually write something.

**Philip Miller:** I think we should write a letter to TLUC and to the board. Both.

**Bridge Littleton:** Ok. We can do the same letter to both. Yeah. And we can circulate with other towns too and see if everybody wants to sign it together.

**Philip Miller:** The scary part about it is because it doesn't have to go through public hearings. They've just removed everybody's ability to disagree with it.

**Bridge Littleton:** There'll be a there'll be one public hearing on the rezoning. But what won't happen is they won't do a holistic look at the comp plan and say, hey, if this changes, what does that do to everything else around it? And so all those people who have equities involved don't it doesn't get fully thought through. Right. Yeah. Danny is that cool with you guys. OK.

**Danny Davis:** I'll work with you on a letter.

**Bridge Littleton:** All right. Bud, any input?

**Bud Jacobs:** No, I agree absolutely with sending a letter. In fact, I think it was Chris, if I'm not mistaken, who suggested we send a letter every time this comes up. And actually, if Loudoun Now would publicize it, that'd be great.

**Bridge Littleton:** I hope we can trust on Loudoun Now to do something like that. Ok. Thanks, Bud. Darlene.

**Darlene Kirk:** I think they're setting a really bad precedent and I don't like it. I think we need to send a letter, scathing letter, really giving them everything that you said. It's just not right.

**Bridge Littleton:** Ok. I think we've got the next steps.

**Bud Jacobs:** Bud. I'm sorry. Quick question. Did you say that [inaudible] might send a letter from [inaudible] as well as individual jurisdictions in the organization?

**Bridge Littleton:** Yeah, I think what I'll try to do is get with everybody at COLT and see if we can actually have every town be a signatory. Or to send an individual letter. Let me see how many I can get. Or maybe do it that way. Yeah. We'll see how much weight we can add to it.

**Philip Miller:** Should we reach out to any of our land trust groups or anybody? I know it's not really their wheelhouse, but might be scary for them, too.

**Bridge Littleton:** I don't wanna put that on town staff, but I'll call PEC and I'll call Land Trust Virginia. I'll call Sally. OK. All right. Next item is update on town strategic initiatives.

**Danny Davis:** Thank you, Mr. Mayor. We wanted to take the opportunity to update you on strategic initiatives. As you know, in January, you adopted twelve strategic initiatives. And in addition to that, we are obviously also working on other projects that we track. And we wanted to let you know kind of where we were on some of these, give you status updates. Clearly, just, you know, less than two months after the strategic retreat, we've been thrown a curveball. But yet we've been able to continue forward with some of these and then others are delayed to a degree. I won't walk through every single one, but we've provided the update in a couple of different forms. One is in the memo that shows what's been completed on track, generally on track or delayed or behind schedule. And then also provided to you the more detailed updates of our Monday.com tracking that you can see there. So if there's any questions on these, I'm happy to talk through them, but wanted to just give you a snapshot of where we are and then also, you know, we continue to review and track these as we go.

**Bridge Littleton:** Ok. Let's go around. Anybody have any comments or specific input for Danny? Cindy, you're first.

**Cindy Pearson:** No, I just think they've done a good job getting things done that they have been able to complete [inaudible]. So that's my only comment. Thank you.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Negative.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Quick question. Any feedback regarding the new branding now that they've seen everywhere?

**Danny Davis:** I will tell you. Very minimal impact. You know, from time to time, some people will comment and, you know, maybe prefer something different or have their own design preferences. But everyone's going to have a preference, if you will. Yeah, it's there's there's no re addressing the the name of the town.

**Peter Leonard-Morgan:** [inaudible].

**Danny Davis:** Yeah, I agree. I think that's a great point too. Some of the materials that the wayfinding work group or are looking at are looking really sharp. And I'm excited about how they turn out. And in fact, I was just having input from from the deputy town manager that our wayfinding consultant really loves the branding, thinks it's great. So glad to hear that.

**Peter Leonard-Morgan:** [inaudible].

**Bridge Littleton:** Okay, Chris. Okay. Phillip.

**Philip Miller:** I think it looks good. I mean, it's unfortunate with everything that's been delayed, but we're organized and right now is the time when we can just continue to get to be ready so that when we do come out of this thing, we can move things forward quickly.

**Bridge Littleton:** Yeah, Bud.

**Bud Jacobs:** No comment. Looks good.

**Bridge Littleton:** And Darlene.

**Darlene Kirk:** Nothing to say. Looks good.

**Bridge Littleton:** I just want to say real quickly, you guys are done a great job. I really love how you. You know, as long as you pick a good tool and you're happy with it and you're really using it and putting the information in, that is great. I know that's a change. It's hard to get hard to get used to. But once you do, it makes such a difference. And I think it's I think you guys have done a great job. So thanks for all the hard work. Okay. Next item, I believe is our. Any input or discussion items from anybody before we go into closed session? Danny.

**Danny Davis:** If I may, just real briefly. And I know. Yeah. Thank you. I know Mr. Moore is also on the call from upstairs. Just as a reminder, and Council Member Jacobs, I don't want to step on your toes, so if you'd like to step in, that's fine. I just wanted to make sure everyone knew the Banbury Cross Public hearing is Monday night, 7:00 p.m. We're encouraging everyone to call in. First of all, call ahead of time if they want to speak so that they can be registered and we have their name associated with their telephone number. But Mr. Moore has done a fantastic job with that staff report and that information, and that is now available on our Web site. So if anyone wants to see the staff report, it is there and posted. But I just want to make sure that we've brought that to the council's attention and also to the public who might be watching this meeting. But if there are any questions I know Council Member Jacobs or Mr. Moore can answer that for you.

**Bridge Littleton:** Bud, any input from your perspective?

**Bud Jacobs:** Well, as you can imagine, we're really excited. Looking forward to our meeting Monday night. I overheard a snippet of your conversation Bridge before we began our meeting today. And I hope. I assume we will leave the structure of our of our hearing on Monday evening to Terry, to the chairman, to decide about things like how long people can speak and turning their time over. I'd like I'd like it to be as clean as quick as it could possibly be. The only way that's going to happen is if Terry is allowed to make the decisions that are necessary to move the hearing forward. I didn't hear all of your exchange.

**Bridge Littleton:** Yeah, Bud. Just so when when that individual call me, you know, asking those those different requests, I said, look, it's the chairman's discretion. It's his choice. We've never done anything different in the past. But, you know, and I'm leery of setting a precedent. But it is it is Terry's decision. And he understood that.

**Bud Jacobs:** Great. OK. Thank you so much. The other comment I would offer, I don't really want to stray into the substance of the hearing itself at this point, but I've got to second Danny's comments about Will Moore and the work he has put into this. It's quite impressive. If you have not done so, I encourage everybody to read Will's. And I guess Estee's and Danny's staff report. It lays out the issues very clearly. It's very well-written. And I hope we can encourage the public, which, according to the soundings I've taken, remains pretty confused about how this process works and what possible outcomes may be. I would hope the members of the public take a look at that staff report as well. I think if they do, it will go a long way to improving their understanding of the situation that the town finds itself in with respect to Banbury Cross Reserve.

**Bridge Littleton:** Bud, I totally agree. OK. Danny, was there anything else? Any other topics before we go to closed session? What's that, Darlene? Oh, nevermind. All right. Does anyone want to make a motion?

**Peter Leonard-Morgan:** Just one comment.

**Bridge Littleton:** Oh, yeah. Peter, go ahead.

**Peter Leonard-Morgan:** Just a recommendation. If anyone hasn't listened to the Strategic Finance Committee audio on our website from the last meeting, it is a real education, I know that Chris was in it. Bridge was in it. Danny. Very interesting.

**Danny Davis:** And that audio from that meeting is is on the Web site under the page for the Strategic Finance Committee. It's about an hour long meeting.

**Bridge Littleton:** It was good meeting. Thank you, Peter. OK. Any other last items before closed session? All right. Who would like to make a motion? Philip.

**Philip Miller:** I move the council, go into closed session as authorized under Section 2.2-3711 of the Code of Virginia for one, the disposition of public held property related to the Asbury Church; two, the discussion or consideration of the acquisition of property for the town hall building. Both items as allowed under subsection A3; and three for the discussion or consideration of the performance or salary of the town manager as allowed under subsection A1. I further move the council thereafter reconvene in open session for action as appropriate.

**Chris Bernard:** Second.

**Bridge Littleton:** Say your name.

**Chris Bernard:** Chris Bernard. Second.

**Bridge Littleton:** All right, I'll do a roll call vote. Cindy.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Aye.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Aye.

**Bridge Littleton:** Chris.

**Chris Bernard:** Aye.

**Bridge Littleton:** Philip.

**Philip Miller:** Aye.

**Bridge Littleton:** Bud.

**Bud Jacobs:** Aye.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Aye.

**Bridge Littleton:** All right. We are in closed session. Ok, here we go. All right. I ask that council certified to the best of each member's knowledge, one, only public business matters lawfully exempt from open meeting requirements under the Virginia Freedom of Information Act and two only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting. I would like remind those present for the closed session that anything discussed, that any discussion that occurred within should be treated as confidential. Chris.

**Chris Bernard:** Yes.

**Bridge Littleton:** Philip.

**Philip Miller:** Yes.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Yes.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Yes.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Yes.

**Bridge Littleton:** Bud.

**Bud Jacobs:** Yes.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Yes.

**Bridge Littleton:** And Bridge, yes. OK. Is there a motion?

**Philip Miller:** I move that we, that town council authorize the payment of the bonus to the town manager as well as salary increase as discussed in closed session.

**Chris Bernard:** Second.

**Bridge Littleton:** Any discussion? All right. We'll do a roll call vote. Cindy.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Aye.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Aye.

**Bridge Littleton:** Chris.

**Chris Bernard:** Aye.

**Bridge Littleton:** Philip.

**Philip Miller:** Aye.

**Bridge Littleton:** Bud.

**Bud Jacobs:** Aye.

**Bridge Littleton:** And Darlene.

Aye.

**Bridge Littleton:** Ok, last item is the public comment session at the end. This will now open the public comment session if any member of the public would like to comment at the town council, they can do so now. No one is the line, so we will close the public comment session. And we will adjourn the meeting. Thank you.