



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



- I.** Call meeting to order
- II.** Meeting Announcement
- III.** Pledge of Allegiance
- IV.** Roll Call
- V.** Public Comment
- VI.** Public Hearing and Related Action Items
 - VI.A.** Ordinance to Amend Article I of Town Code Chapter 97 pertaining to business license taxes
[Memo - Amendments to BPOL Ordinance - 091020.pdf](#)
[Ordinance- Amend Chapter 97 Pertaining to BPOL.pdf](#)
[BPOL Rate Comparison - 2020.pdf](#)
- VII.** Special Recognition by Mayor and Council
- VIII.** Public Presentations
 - VIII.A.** Status Report - 2020 Christmas in Middleburg - Jim Herbert
[2020.09.10 Christmas in Middleburg Memo.pdf](#)
 - VIII.B.** Memorandum of Agreement - Visit Loudoun
[2020.09.10 VisitLoudoun MOA Memo.pdf](#)
[draftVisit_Loudoun_MOA-Middleburg-FY2021.pdf](#)
[Visit Loudoun Middleburg Town Council Presentation 9.10.20.pdf](#)
- IX.** Staff Reports
 - IX.A.** August 2020
Suggested Action: Note: Beginning this month, the Town Treasurer's report will be distributed as a part of the second meeting of each month.
[August2020 Utilites Report.pdf](#)
[Monthly Report - August 2020 - Town Clerk.pdf](#)
[2020.9.10 Econ Dev Monthly Report.pdf](#)
[Deputy Town Manager report 2020_09.pdf](#)

[2020-8 - Police Department.pdf](#)
[September 2020 Town Attorney Report.pdf](#)

IX.B. COVID-19 Status Report - Town Manager Davis
[2020.09.10 COVID-19 Updates.pdf](#)

IX.C. Options for Supporting Restaurants & Retail During Winter Months
[2020.09.10 Discussion - Preparing for Winter - Restaurants and Retail.pdf](#)

IX.D. Use of Second Round of CARES Act Funding
[2020.09.10 Discussion - Use of Second Round of CARES Funding.pdf](#)

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

XI. Consent Agenda

XI.A. Approval - Council Meeting Minutes - August 13, 2020
[08-13-2020 - Regular Council Meeting Minutes.pdf](#)

XI.B. Loudoun County CIP Funding Request - New Town Hall
[2020.09.10 - Request for County CIP Funding.pdf](#)
[Resolution - Request for CIP Funding - 2020.pdf](#)

XI.C. Contract to Update Historic District Guidelines - Frazier Associates
[Memo - award contract for HD Design Guidelines 2020_08.pdf](#)
[Frazier Assoc - scope of work 2020_04_09.pdf](#)
[2020-2021-CLG Grant Final Signed.pdf](#)

XI.D. Water Tank Maintenance Contract - Utility Service Co.
Suggested Action: Back-up materials will be distributed on Tuesday
[2020.09.10 - Contract for Water Tank Maintenance Services.pdf](#)

XII. Action Items (Non Public Hearing Related)

XII.A. Foxes on the Fence - Middleburg Arts Council
Suggested Action: Back-up materials to be distributed on Tuesday
[2020.09.10 Foxes on the Fence.pdf](#)

XII.B. Rescission & Adoption of Continuity of Government Operations Ordinance
[2020.09.10 Ordinance - Rescission and Adoption of Continuity of Operations Ordinance.pdf](#)
[Updated and New Ordinance - COVID-19 - COGO - 09.10.2020.pdf](#)

XII.C. Suspension of Water/Sewer Disconnects During COVID Pandemic
[2020.09.10 Suspension of Water and Sewer Disconnects.pdf](#)

XII.D. Affirmation of Votes Taken by Council While Meeting Remotely
[2020.09.10 - Affirmation of Votes Taken During Electronic Meetings.pdf](#)

XII.E. Resolution to initiate Zoning Map Amendment 20-01 - Town Hall Site
[ZMA 20-01 - initiate rezoning MEMO.pdf](#)
[ZMA 20-01 Resolution to initiate.pdf](#)
[exhibit - R1 to C2.pdf](#)
[exhibit - MUV with proffers to C2.pdf](#)

XIII. Discussion Items

XIV. Information Items

XV. Public Comment (second)

XVI. Closed Session

XVI.A. Closed Session - Performance/Evaluation of Town Manager
[091020 - Closed Session - Personnel.pdf](#)

XVII. Adjournment

.Meeting Announcement

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