

# Town of Strasburg

## **SPECIAL MESSAGE TO THE PUBLIC**

LIMITED IN PERSON ATTENDANCE WILL BE ALLOWED FOR THE MEETINGS. PLEASE UTILIZE OUR LIVESTREAM BY ACCESSING THE LINK BELOW

<https://www.strasburgva.com/bc/page/meetings>

To make public comment please submit to:  
[comment@strasburgva.com](mailto:comment@strasburgva.com)  
by 4:00 p.m., Monday, November 1<sup>st</sup>, 2021

**Town Council  
Work Session**  
Strasburg Town Hall  
174 W King St  
Strasburg, VA 22657

Monday, November 1<sup>st</sup>, 2021  
7 p.m.

### **Town Council Members:**

Brandy Hawkins Boies, Mayor  
Ken Cherrix, Vice Mayor  
Dane Hooser  
John Massoud  
Christie Monahan

Taralyn Nicholson  
Emily Reynolds  
Doreen Ricard  
Paul Weaver

### **Staff Contact:**

J. Waverly Coggsdale, III, Town Manager



# Council Work Session Agenda - Monday, November 1<sup>st</sup>, 2021

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*Please, silence all cellular devices. Thanks.*

*\*Town Council Work Sessions are typically used for general discussion on matters pertaining to the Town. Formal actions are taken during Town Council Meetings unless otherwise notified.*

**Call to Order** –*Mayor Brandy Boies*

## **Public Hearing:**

**1.) Nonexclusive Franchise Agreement to Comcast:** In accordance with the Code of Virginia, Section 15.2-2108.20 and 21, Comcast has filed a request for consideration of a nonexclusive cable franchise agreement to use the streets and other public places, for its poles, for its wires, conduits, cable, and telecommunication facilities. The franchise agreement requested is for a period of ten (10) years with Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC. The public hearing is to receive comments on this franchise request.

*Support Materials: Staff memo and Draft Franchise Agreement*

**2.) Amendment to Strasburg Town Code, Chapter 78, Article VII – Transient Occupancy Tax**  
To receive public comments to revise or establish the definition of Hotel under Sec. 78-256 to include short-term rental and reduce the number of persons and delete certain language under Sec. 28-262 – Exemptions of the Strasburg Town Code.

*Support Materials: Staff memo and Draft Ordinance*

## **Citizen Comments on non-agenda items**

### **Introduction and Recognition of Visitors and Guests**

#### **Action Item(s):**

**1.) Approval of Minutes**

*Description: Minutes of the October 5<sup>th</sup>, 2021, Town Council Work Sessions*

*Staff Contact: Amy Keller, Clerk of Council*

#### **Discussion Item(s):**

**1.) Nonexclusive Franchise Agreement to Comcast**

*Description: Discussion by Council regarding the franchise agreement with Comcast.*

*Staff Contact: Waverly Coggsdale, Town Manager*

*Support Materials: Staff Memo*

**2.) Amendment to Strasburg Town Code, Chapter 78, Article VII – Transient Occupancy Tax**

*Description: Consensus of the Finance and Personnel Committee to consider an amendment to the Town Code for taxes on the gross proceeds arising from short-term rental property.*

*Staff Contact: Waverly Coggsdale, Town Manager and Angela Fletcher, Director of Finance*

*Support Materials: Staff Memo*

**3.) Strasburg Fire Department Restructuring Committee**

*Description:* By-laws update and consideration of dissolution of the Restructuring Committee.

*Staff Contact:* Waverly Coggsdale, Town Manager

*Support Materials:* Staff Memo

**4.) Round-up Program**

*Description:* Finance and Personnel Committee asked for a discussion by the full Council of an assistance program for utility bills.

*Staff Contact:* Waverly Coggsdale, Town Manager and Angela Fletcher, Director of Finance

*Support Materials:* Staff Memo, PowerPoint slide, March 30<sup>th</sup> Minute excerpts

**5.) Sidewalk and crosswalk prohibitions (Section 82-8)**

*Description:* Public Safety and Ordinance Committee recommended the consideration by full Council of amendments to Section 82-8 in regard to omitting bicyclist from the prohibition.

*Staff Contact:* Waverly Coggsdale, Town Manager

*Support Materials:* Staff Memo, Town Code Sec. 82 draft, Code of Virginia 46.2

**6.) Unified Development Ordinance**

*Description:* Public Safety and Ordinance Committee recommended the consideration by full Council to transition from the current UDO to a Land Use Regulation document.

*Staff Contact:* Waverly Coggsdale, Town Manager and Lee Pambid, Planning & Zoning Administrator

*Support Materials:* Staff Memo

**Old or unfinished business:**

**New business:**

**Closed Meeting (If needed)**

**Adjournment**