

Leesburg Executive Airport Conference Room, 1001 Sycolin Road, S.E., Suite #7,  
Leesburg, VA 20175, 3:24 p.m. Mayor Umstattd presiding.

**Council Members Present:** David Butler, Katie Sheldon Hammler, Kevin Wright and Mayor Umstattd. Council Members Burk and Martinez arrived during closed session.

**Council Members Absent:** Council Member Dunn.

**Staff Present:** Clerk of Council Lee Ann Green

AGENDA

ITEMS

1. **CALL TO ORDER**

2. **ROLL CALL:** Showing a quorum of four members. Vice Mayor Butler, Council Members Hammler and Wright and Mayor Umstattd

3. **NEW BUSINESS**

Mayor Umstattd made the following announcement:

“Pursuant to Virginia Code Section 2.2-3712 I make the following announcement. The Leesburg Town Council will be conducting interviews for the position of Town Manager. The interviews of interested candidates that have been selected for an interview may be held at an undisclosed location to be conducted within the next 15 days. Should additional interviews be required outside the 15 day time period then an additional announcement may be made if required.”

4. **CLOSED SESSION**

*On a motion by Mayor Umstattd, seconded by Vice Mayor Butler, the following was proposed:*

*Pursuant to Section 2.2-3711(A)(1) of the Code of Virginia, I move that the Leesburg Town Council convene in a closed meeting for the purpose of receiving information and discussion regarding: Personnel Matter – Town Manager Interviews*

*Further, the provisions of Virginia Code Section 2.2-3712(b) have been complied with on January 13, 2014.*

*The motion was approved by the following vote:*

*Aye: Butler, Hammler, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 4-0-3 (Burk/Dunn/Martinez absent)*

The Council convened in Closed Session at 3:25 p.m.

The Council reconvened in Open Session at 6:55 p.m.

*On a motion by Mayor Umstattd, seconded by Council Member Martinez, the following was proposed:*

*In accordance with Section 2.2-3712 of the Code of Virginia, I move that Council certify to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by Council.*

*The motion was approved by the following vote:*

*Aye: Butler, Burk, Hammler, Martinez, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 6-0-1 (Dunn absent)*

**5. ADJOURNMENT**

*On a motion by Vice Mayor Butler, seconded by Council Member Martinez, the special meeting was adjourned at 6:55 p.m.*

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Kristen C. Umstattd, Mayor  
Town of Leesburg

ATTEST:

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Clerk of Council  
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