



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Minutes
Thursday, June 12, 2025



PENDING APPROVAL

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

STAFF: Danny Davis, Town Manager
Martin Crim, Town Attorney
Rhonda S. North, MMC, Town Clerk
William M. Moore, Deputy Town Manager
Shaun Jones, Chief of Police
Angela Fletcher, Town Treasurer/Finance Director
Ali MacIntyre, Business Development & Community Partnerships Director

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting on Thursday, June 12, 2025 in the Town Hall Council Chambers, located at 10 West Marshall Street. Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag. The roll was called at 6:00 p.m.

Public Comment

Michelle Myers, Executive Director of Christmas in Middleburg, appeared before Council along with some members of their Board of Directors. She thanked Town Manager Davis for meeting with her earlier in the week, at which time he confirmed that Christmas in Middleburg would meet all the criteria for a large event under the proposed changes to the special events ordinance. Ms. Myers reminded Council that Christmas in Middleburg helped to spotlight Middleburg’s unique charm during the Christmas season and noted that it was the last volunteer led large event in the town. She reported that since receiving the 2016 Memorandum of Understanding between Christmas in Middleburg, the Town and the Middleburg Business & Professional Association, their Board of Directors had worked to update it in good faith with the Town staff. Ms. Myers advised that she looked forward to meeting with the Council to discuss it and to work together to provide clarity and understanding. She expressed pride in what Christmas in Middleburg represented and advised that they remained committed to serving as a strong partner for the town. Ms. Myers thanked the Council for their understanding.

Discussion Items

Infrastructure Grant Request – Museum of Hounds & Hunting

Town Manager Davis reported that the Town received a request from the Museum of Hounds & Hunting over a year ago for an infrastructure grant to offset the costs associated with their security system to protect the valuable items housed in their building. He opined that there was not a clear definition of an “infrastructure project” in the Town’s infrastructure grants policy and questioned whether a security system met the criteria the Council envisioned, as the equipment could move out of the building when the tenant moved. Mr. Davis opined that the Town intended for the items to stay with the building. He reported that it was not that the request did not meet the criteria and opined that it was different from what they had seen in the past. Mr. Davis reminded Council that under the policy, they could approve up to a \$10,000 grant per year up to three times in a ten-year period for a non-profit entity. He explained that the question was whether they wanted to consider this request further, get additional information from the museum, or take action to either approve or deny the request.

Councilmember Leonard-Morgan opined that infrastructure was fixed property that was immovable. He questioned whether the equipment was movable.

Town Manager Davis suggested that it was less of an issue of being an immovable item as it was that if they ceased to be a tenant in that location, the items could either be returned to the vendor or they could be moved to another site. He noted that this was different from other requests that had been received for a grant for major kitchen enhancements or an HVAC system. Mr. Davis opined that this was a gray area.

Katrina Ryan, Director of Operations for the Museum of Hounds & Hunting, advised the Council that without the security system, they could not operate the museum. She opined that the system was immovable and advised that the museum was not planning to go anywhere for the foreseeable future. Ms. Ryan advised that they had other infrastructure expenses and noted that she planned to apply for a second grant for new shelving and window fixtures; however, she acknowledged that those could also be removed. She reiterated that they would not be able to operate without the security system, as they would not receive loans from private directors. Ms. Ryan reported that they did not have a large operating budget and advised that a \$5,000 expenditure was substantial for them.

Councilmember Jacobs noted that when the Planning Commission approved their special use permit, they asked that the museum be open on weekends. He advised that they seemed to have met their commitment to do so and expressed his gratitude. Mr. Jacobs suggested the application needed to be applied to the rules as currently established.

Councilmember Daly suggested the need to look at the functionality of the building when declaring the infrastructure was a function of the museum. He advised that he concurred a security system was necessary and that it was a part of the building's structure and needed to be there.

Ms. Ryan advised that they needed a security system with a surveillance system and live monitoring to prevent unauthorized entry. In response to an inquiry from the Council, she confirmed it was installed prior to the museum opening in 2023. Ms. Ryan further confirmed that they were looking for reimbursement of the incurred expense.

Councilmember Pearson acknowledged the museum's need for a security system; however, she reminded Council that once they approved this type of request, it would open the door for similar requests. She noted that the Council established a definition and that, while it may not be clear enough, it needed to be applied to the entire community. Ms. Pearson opined that the Council would not have approved this type of request in the past. She noted that the struggle was not with what Ms. Ryan was requesting but rather with what the Council was allowed to do.

In response to an inquiry from the Council, Town Manager Davis confirmed the policy did not differentiate between whether the nonprofit owned the building or whether it was a tenant.

Vice Mayor Bernard noted that in real estate, there was a difference between a fixture and an improvement. He advised that he thought of infrastructure as an improvement to the property, which meant it was something that stayed with the building. Mr. Bernard opined that if a tenant applied for an infrastructure grant, it was a "little wiggly" in his mind.

Mayor Littleton opined that if A Place To Be applied for an infrastructure grant for new audio and recording equipment, which was necessary to fulfill their mission, that equipment would not be a physical improvement to the building. He further opined that security equipment was electronics. Mr. Littleton agreed the museum had no intention of taking it if they moved to a new facility; however, he advised that a future director could want to take it since it was moveable. Mr. Littleton agreed with Councilmember Pearson that approving infrastructure in the form of removable electronics would open the door for other nonprofits to apply for a grant for electronics. He opined that the Council's intent was that the infrastructure grant would be an investment in the building that would stay in Middleburg in perpetuity. Mr. Littleton further opined that the request did not meet the intent of the policy and did not qualify for a grant. He agreed with Councilmember Jacobs that the policy was not clear and that the applicant should not be penalized for applying in good faith. Mr. Littleton opined that the Council had a responsibility to clean up the ordinance and suggested that in the meantime, they approve the request, while making it clear that they would fix the policy during their next meeting.

Councilmember Jacobs noted that the museum applied over a year ago and that they applied under an understanding that may not be clear in the policy. He further noted the need to fix that and advised that the Council did not want to approve such grants for other possible applicants. Mr. Jacobs agreed with the Mayor's suggested solution.

In response to an inquiry from the Council, Town Manager Davis advised that he was not aware of any other opportunities for the Council to reimburse the museum.

Vice Mayor Bernard noted that Ms. Ryan indicated the museum had other infrastructure projects that they were working on. He questioned whether they planned to pay for those without a grant and suggested it may be possible for the Council to fund a different project.

Ms. Ryan advised that the projects they had in mind were either in the planning stage or were not of a large value. She reported that the security system was the biggest capital outlay. Ms. Ryan advised that if they moved out, which would be in a number of years, it would not be worthwhile to remove the door sensors due to the cost. She noted the advancement in technology and advised that the equipment would be obsolete by that time.

Vice Mayor Bernard agreed that security systems were obsolete in five years and noted that people tended to leave them when they moved. He advised that it would cost the new tenant or building owner to remove them. Mr. Bernard opined that the Council had moved past the argument of whether this equipment was infrastructure and was trying to determine how to move forward.

The Council agreed to move forward with the application and to clean up the policy.

Councilmember Daly moved, seconded by Councilmember Leonard-Morgan, that Council approve a grant to the Museum of Hounds & Hunting in the amount of \$5,000 for the security system improvements to the property at 11 West Washington Street.

Vote: Yes – Councilmembers Bernard, Curran, 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)

Council directed the Town staff to review the infrastructure grant policy and propose an amendment.

Town Manager Davis advised that Town Clerk North would handle this.

Special Recognitions by Mayor & Council

Council Approval – Resolution of Commendation – Artists in Middleburg

Mayor Littleton read the resolution of commendation recognizing the tenth anniversary of Artists in Middleburg aloud. He opined that they did an amazing job of providing cultural enhancements to the community. Mr. Littleton recognized the dedication of Sandy Danielson, the Executive Director of Artists in Middleburg, and thanked her for her hard work.

Ms. Danielson advised that they loved being in Middleburg and hoped to remain in the gallery for many years. She noted that their strategic plan recognized the need for more space for their activities, as their gallery was too small. Ms. Danielson asked that if anyone had any ideas for a new location, even if it was a building for purchase, she would love to hear them. She noted that they wanted to stay in Middleburg.

Councilmember Kirk moved, seconded by Councilmember Daly, that Council approve a resolution congratulating Artists in Middleburg on reaching their tenth anniversary milestone.

Vote: Yes – Councilmembers Bernard, Curran, 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)

Mayor Littleton presented a signed copy of the resolution to Ms. Danielson.

Discussion Items (continued)

Adoption of Amendments to Special Events Ordinance

Town Manager Davis reminded Council that during their last meeting, they discussed the first draft of the amendments to the special events ordinance. He reported that subsequent to that meeting and upon further review, the staff was now proposing to pare back the proposal. Mr. Davis reminded Council of the original proposal to apply the regulations to large events held on public and private property and advised that the staff were now proposing that events held on private property not be regulated. He reported that the only large events that were proposed to be regulated were those on public property, including streets and sidewalks. Mr. Davis stressed that the reason for this was to focus on ensuring the health, safety, and welfare of the Town's residents, the public and visitors. He explained that the intent was to deal with pre-planned events, festivals, and parades. Mr. Davis advised that there was no intent to implement anything that would infringe on constitutional rights and noted that based on discussions with the Town Attorney, there would be some clarity of this in the next iteration of the draft ordinance about how to handle potential items such as First Amendment speech. He advised that the staff wanted to make sure it was handling the expression of First Amendment rights appropriately under the case law as it currently stood. Mr. Davis reviewed the proposed major changes to the ordinance, which would provide for an ongoing dialog between the large events planner and the Town Council and noted that the significant size of such events took more engagement with the Town staff and more planning. He further noted the impacts of such large events on businesses, residents, and visitors. Mr. Davis acknowledged the conversation he had earlier in the week with officials from Christmas in Middleburg, during which time, he assured them there was no intent to crowd them out or create additional burdens. He noted that they must meet the proposed requirements as stated; however, he encouraged continued dialogue with them over time to ensure they were planning appropriately and so the Council could both provide feedback and hear from the public. Mr. Davis questioned whether the Council was interested in regulating large gatherings on small private parcels, such as someone hosting one hundred people in their backyard, and whether they should get a permit to ensure they were planning properly for trash, parking, etc. He advised that he was not looking for a decision at this time.

Councilmember Kirk advised that while she was not concerned about large events on private property at this time, the Council needed to consider how they affected the rest of the town, including the police. She noted the need to look at this seriously as well.

Town Manager Davis agreed and noted the potential effect on the police officers' public safety response. He acknowledged that there could be multiple weddings in or around town at the same time and the need to be cognizant of them.

Vice Mayor Bernard noted that Christmas in Middleburg had figured out how to run an event of this size and scale every year and advised that it took a lot of planning. He opined that the proposed ordinance was good as it provided the Council and future organizers of the parade with structure and expectations so everyone would know what they were doing. Mr. Bernard noted that if a new event were to try to come into town, the ordinance would also put some safeguards in place to ensure it lived up to the same level of organization and production.

In response to an inquiry from the Council as to how many large private parties had occurred in the past, Town Manager Davis reiterated that this requirement was not in any of the proposals at this time. He suggested that if the Council wanted to look at it in more detail, the staff would propose a range that would trigger the requirement for a permit. Mr. Davis advised that the staff did not want to inhibit regular gatherings of neighbors or family and explained that it would only be in situations such as when thirty cars were trying to park on a street where there was not parking for thirty cars to ensure the host had made plans for how to accommodate this. He noted the need for a proper plan to safely get people in and out. Mr. Davis reminded Council of the noise, trespass, and other nuisance ordinances to address those items. He reiterated that the staff was not looking to stifle community spirit.

Councilmember Kirk noted that there had been events in her area, in which there were one hundred plus people invited to a home, with the event spilling into the street. She further noted that they had loud music until four in the morning; therefore, this type of thing did happen.

Councilmember Jacobs noted that he attended a political fundraiser in a residence in Prince William County that easily had two hundred people. He agreed this did happen and suggested that if the Council wanted to consider regulating events on private property, it look at the number of attendees.

Mayor Littleton opined that the proposed ordinance was great for large events and acknowledged the need to address those. He opined that there was no problem with gatherings on private property yet. Mr. Littleton reminded Council that the amendments were important and suggested the need to revisit the noise ordinance in terms of events on private property.

Councilmember Pearson noted that there were three events on private property held at the same time over the past weekend, with music and voices being heard throughout town.

Mayor Littleton suggested that events on private property be addressed when they started to become a problem.

Town Manager Davis advised that this item would return during the next meeting or in July.

Staff Reports

May 2025

Town Clerk North reported that a good bit of her time continued to be dedicated to the Town Hall Project. She noted that some of the items on the deficiency/punch list were starting to be closed out. Ms. North reported that while she had thought the mechanical and plumbing items were completed, the testing and balancing report for the HVAC system identified a piece of equipment that was not working properly; therefore, she would have to bring that contractor back in. She advised that the electrical work on the deficiency/punch list would be completed next week. Ms. North reported that the security company, NGSC, brought in a representative from Kantech, the manufacturer of the security system, who determined there was a piece of equipment that was not installed; some of the prongs on a multi-prong connector had been intentionally cut; and, that old legacy protocol was used for the card readers. She noted that this would all need to be addressed. Ms. North reported that a contract was signed with Veritas for the miscellaneous work and she was working to schedule that work.

Town Clerk North reported that beginning June 17th, she would be on family medical leave for a couple of weeks. She noted that she planned to take her laptop to her parents home and hoped to work a couple of hours a day.

In response to an inquiry from the Council, Town Clerk North reported that the outdoor drinking fountains' vaults were supposed to be installed so they could be removed for maintenance; however, they could not be. She advised that the contractor was going to dig up the one adjacent to the parking lot to determine whether it could be repaired; otherwise, a replacement valve would cost \$5,500 per unit. Ms. North noted that once the work on that one was completed, they would move to the unit in the Marshall Street Park.

Ali MacIntyre, Business Development & Community Partnerships Director, reported that Middleburg Day had an estimated 250-300 people in attendance. She noted that this was lower than last year and opined that it was due to the inclement weather. Ms. MacIntyre advised that overall, it was a great event. She noted that next year's event was already scheduled for Friday, May 29th and opined that it had become a local favorite. Ms. MacIntyre thanked the Town staff, Police Department, and American Legion for their hard work and advised that they did a wonderful job.

Business Development & Community Partnerships Director MacIntyre noted that the Fourth of July Celebration was less than a month away and reported that a meeting would be held with the Town's partners. She opined that there would be more spectators at the Town Hall this year and noted that she was planning accordingly. Ms. MacIntyre opined that this would be a low-key event. She advised that planning was also underway for Oktoberfest. She reported that an influencer was just in town and advised that her video had 91,000 views thus far. Ms. MacIntyre advised that this visit was done in collaboration with Visit Loudoun, Lost Barrel Brewing, the Salamander Resort, and Visit Middleburg. She noted that they were all tagged in social media in order to have a good reach. Ms. MacIntyre opined that the influencer had a wonderful time and explained that the intent was to focus on the midweek campaign.

In response to inquiries from the Council, she confirmed she was coordinating the Fourth of July Celebration with the Middleburg Community Charter School, where the event would be held. She advised that Visit Middleburg's parade, which would begin at the Community Center, would begin at 5:45 and the Town's event would start at 6:00 p.m. Ms. MacIntyre confirmed it would be held at three locations.

Councilmember Jacobs opined that Middleburg Day was great and noted that he heard many positive comments. He offered kudos to Ms. MacIntyre and Vice Mayor Bernard, who was the intellectual author of the event.

Councilmember Jacobs advised that the Farmers' Market was looking good and opined that if it continued to do well through the summer, it may be worth continuing.

Town Manager Davis announced that the Town now had over 50,000 followers on Facebook and advised that Ms. MacIntyre posted a video celebrating this. He noted that this was a fantastic following under the continued oversight of the Town's social media team. Mr. Davis advised that this growth was ten-fold over the last three and a half years.

Town Manager Davis reported on behalf of Finance Director Fletcher. He advised that the bank franchise tax was due on June 1st and noted that a number of payments had been received; however, they were not reflected in the report. Mr. Davis reported that the budget projections included the full revenue stream coming in May; therefore, there was some discrepancy between the budgeted and actual numbers due to when they were received. He confirmed the bank franchise taxes were paid once a year and were based on their filings. Mr. Davis reported that the revenues were \$46,000 less than in the FY '25 Budget and noted that this reduction was already included in the FY '26 Budget that Council would approve later in the meeting. He advised that overall, the Town's revenues were doing well. Mr. Davis noted that they were not at the same pace as was anticipated in the budget. He advised that the meals tax revenues in April were better than in March. Mr. Davis reported that the Salamander Resort considered March and April in combination because spring break changed annually and advised that they were continuing to see positive momentum for March and April. He expressed hope this would continue. Mr. Davis acknowledged that May was very rainy and advised that the results for that month would not be available until June 20th.

In response to a comment from the Council, he confirmed that Middleburg was no longer in a drought.

In response to inquiries, Town Manager Davis reminded Council that they had already dropped the vehicle license fee. He advised that any decrease in the personal property tax by the County would not impact the Town and would simply drop the tax for the residents. Mr. Davis reminded Council that the Town did not impose a personal property tax on vehicles. He reported that the difference between actual and budgeted expenses were due to vacancy savings and savings that occurred when consultants, engineers and studies were either not used/done or completed in the fiscal year. He opined that some of the latter could occur in the next few months.

Mayor Littleton expressed concern about the \$1 million difference and noted that the fiscal year ended in two weeks. He advised that this was 20% off budget and expressed concern.

Town Manager Davis suggested the staff provide more details during the next meeting.

Police Chief Jones reported that after conducting interviews earlier in the week for a Police Administrative Specialist, he had a candidate for which he was conducting a background check. He reminded Council of the Juneteenth celebration scheduled for June 21st at the Community Center. Chief Jones thanked the Center for allowing him to use their facilities and reviewed the schedule of activities. He announced that the Stuff the Cruiser event would be held on June 27th at Safeway. Chief Jones thanked Business Development & Community Partnerships Director MacIntyre for helping the department do more outreach on their social media page and noted that they have been doing more posting. Chief Jones advised that he and Ms. MacIntosh were also working to prepare for the upcoming Fourth of July Celebration. He announced that National Night Out would be held on August 5th.

Deputy Town Manager Moore noted that he did not have a written report, as he was attending the Virginia Association of Zoning Officials training. He expressed appreciation for the Council's support for the staff's professional development. Mr. Moore reported that the Planning Commission continued its review of the Comprehensive Plan by reviewing the Population & Housing Chapter, which contained a lot of demographic information that had changed since the plan was adopted. He further reported that the Board of Zoning Appeals (BZA) held an organizational meeting. Mr. Moore noted that this was partially done to prepare for a variance request that would be heard on July 1st. He advised that he would be publishing the report on that item next week, at which point the Council and public would have the details on it. Mr. Moore reminded Council that they could not contact any members of the BZA in regard to that request, as they acted in a quasi-judicial function. He reported that there were some enforcement measures occurring in town that were not being handled directly by the Town staff. Mr. Moore advised that VDOT had received complaints about items that had been placed in the rights-of-way throughout the Ridgeview neighborhood and noted that they were sending communications to the adjoining property owners. He advised that there was work on a building on Federal Street that did not go through the building permit process and noted that the County building official had some concerns about some of that work. Mr. Moore asked that the members please know that if they had any outreach from the property owner about concerns, the building official was acting as a building official. He noted that he was acting under zoning as a separate task; however, it was necessary to involve the building official in this instance.

Town Attorney Crim advised Council that Tracy Gallehr, who covered the BZA meetings, would represent him during the next Council meeting. He noted that she had been helping him with a number of different projects for the Town. In response to an inquiry from the Council, Mr. Crim advised that he had not received any specific intelligence on legislation that may be proposed during the next General Assembly session. He suggested the need to keep an eye out for the things the Town typically did.

Asbury Church Project Report

Town Clerk North reported that the review team met with the number one ranked architectural/engineering firm to discuss their proposal and anticipated a revised one would be received the first week of July. She expressed hope to bring a contract to the Council in July. Ms. North opined that the negotiations with the construction management firm should go quickly.

Town Clerk North reported that Caandor Ventures completed eleven recordings of interviews with twelve individuals under the Oral Histories Project and advised that the raw footage was now under review. She noted that the Project Committee would meet with representatives from Caandor next week. Ms. North reported that Caandor was in the process of drafting a script that would be read by the Mayor and Phyllis Cook-Taylor as part of the compilation video. She recognized Tutti Perricone, who was videotaped in the Asbury Church singing *Amazing Grace* and *Swing Low Sweet Chariot* and noted that she understood that her performance was incredible.

Councilmember Pearson noted that the individuals from Caandor were the nicest group of people that she had worked with in a long time. She opined that they were very graceful and competent and were very calming to those they interviewed.

Councilmember Jacobs expressed hope that the members of Council had the opportunity to meet the individuals from Caandor when they were in Middleburg. He opined that they left a sense of hope for the future knowing they were there and the work they did.

In response to inquiries, Town Clerk North confirmed the Council would receive a special screening of the videos once the project was completed. She also confirmed that having the videos shown during the Middleburg Film Festival was something that had already been raised and noted that she asked Ms. MacIntyre to approach her contacts with them to see if they were interested in doing so.

Mayor Littleton thanked the Town staff for their hard work organizing Middleburg Day. He noted that despite the rainstorm, which did not dampen people's spirits, the event was fantastic. Mr. Littleton recognized Vice Mayor Bernard who inspired the event.

Special Recognitions by Mayor & Council (continued)

Council Approval – Resolution of Appreciation – Will Heron

Mayor Littleton reminded Council that when he ran for Mayor, one of his goals was to have a strategic finance committee. He noted that the community had many intelligent, qualified, experienced people who understood finances. Mr. Littleton advised that the creation of the Middleburg Strategic Finance Committee was one of the first things he did and noted that Will Heron was a founding member. He reviewed the members and noted that everyone was fantastic. Mr. Littleton opined that the Town's finances would not be where they were today without their expertise. He recognized Mr. Heron, who also served as The Hill School's Finance Director, and noted that he was leaving the community for another opportunity in Arizona. Mr. Littleton thanked Mr. Heron for his hard work and wished him the best.

Vice Mayor Bernard noted that he was fortunate to serve on the committee and advised that the members were very smart. He thanked them for their insights. Mr. Bernard thanked Mr. Heron for being rock steady over the past seven years.

Mayor Littleton read the resolution of appreciation aloud.

Will Heron expressed appreciation for being given the opportunity to work with the finance committee and noted that it was eye opening to look into public finance, which was different than private finance or school finance. He advised that his service helped him to feel like he was a part of the community.

Vice Mayor Bernard moved, seconded by Councilmember Daly, that Council approve a resolution expressing its appreciation to Will Heron for his service on the Middleburg Strategic Finance Committee from October 25, 2018 through June 30, 2025.

Vote: Yes – Councilmembers Bernard, Curran, 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.)

Mayor Littleton presented a signed copy of the resolution to Mr. Heron.

Consent Agenda

A. Council Approval – May 22, 2025 Regular Meeting Minutes

Councilmember Leonard-Morgan moved, seconded by Councilmember Jacobs, that Council adopt the consent agenda as presented.

Vote: Yes – Councilmembers Bernard, Curran, 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.)

ACTION ITEMS

Council Approval – Appropriations Ordinance – FY '26

Town Manager Davis reminded Council that adoption of the appropriations ordinance was the final step toward adopting the budget for fiscal year 2026, which would begin on July 1st. He reported that the Strategic Finance Committee was provided an update last week on the revenue projections and changes in the proposed budget and advised that they were on board with the changes that were made during the budget process. Mr. Davis expressed appreciation for their continued guidance. He reported that the staff and committee would continue to look at additional items for FY '27 as it moved forward with the utility rate discussion and items like that. Mr. Davis reminded Council that they held the required public hearing. He advised that the adoption of the appropriations ordinance was now before them.

Councilmember Kirk moved, seconded by Councilmember Jacobs, that Council adopt AN ORDINANCE TO APPROVE THE BUDGET, AFFIRM TAX RATES AND MAKE APPROPRIATIONS FOR THE FISCAL YEAR ENDING JUNE 30, 2026.

Vote: Yes – Councilmembers Bernard, Curran, 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)

Mayor Littleton and members of Council thanked the Town staff for their hard work on the budget.

Discussion Items (continued)

Adoption of Amendments to Water Conservation Ordinance

Mayor Littleton noted that the Council had held many discussions about the proposed ordinance amendments and opined that it was still not ready for adoption. He advised that he had been receiving feedback from the community and opined that they recognized the need for the ordinance and that water was a precious resource that needed to be protected. Mr. Littleton advised Council that he asked that the Town Manager and Town Attorney come to the meeting prepared to discuss what was and was not allowed under the State Code as the Council discussed the different options for water conservation.

Town Manager Davis thanked the community for providing input, which helped the Town to refine the draft ordinance to make it more workable for the residents and so it could be implemented appropriately, equitably, and effectively. He reported that the major change from the previous version was in regard to water rationing, when the Town was in the most dire situation. Mr. Davis reminded Council that the staff had suggested a cap of 150 gallons of water per day and advised that it was now proposing that the cap be left flexible, which would give him or the Council the opportunity to set it with the understanding that there were different sized families that were impacted in different ways. He explained that if implemented, the cap could be set at a level such as 300 gallons of water per day initially, with the Town then seeing whether that made an impact on the water levels and provided the relief it was looking for. Mr. Davis advised that the Town could then implement stricter restrictions if that level did not provide the relief needed or the situation did not improve. He reminded Council that if the Town had to go into water rationing, it would be because it was a necessity, with everyone needing to pitch in and make hard choices in how water was used. Mr. Davis noted that the Council asked for the impact of a 300-gallon/day cap versus a 100-gallon one and advised that a chart was provided in his report. He reported that under the 300-gallon/day cap, the Town would save an average of 1,300 gallons per day and under the 150-gallon/day cap, it would save 4,500 gallons of water per day. Mr. Davis advised that when compared to the Town's total water production, this would equate to a savings of between 1% to 3.75%. He noted that these were just averages and could change depending on the period. Mr. Davis advised that in addition, the Town would be looking at commercial users to reduce their usage. He reminded Council of the results that would be received through mandatory water conservation measures, which would prohibit the outdoor usage of water, and noted that this led to a savings of 35,000-40,000 gallons of water per day, which was a significant savings in the Town's water production. Mr. Davis expressed hope that mandatory water conservation would provide the savings necessary so the Town's water system would be okay. He reminded Council that water rationing was the final tier and would be saved for emergency situations. Mr. Davis noted that the Council had questions regarding the average use of water and different water requirements and reported that he gathered information from the EPA and other sources which were provided in the chart in his report. He reminded Council that the average household size in Middleburg was between 1.5-2 people, which was very small when compared to the national average. Mr. Davis reported that based on the national average, a household of two would use approximately 130 gallons of water/day and a household of six would use between 375-400 gallons/day. He noted the need for households to make choices under water rationing on items such as how often to do dishes or wash clothes and/or how long to shower.

Councilmember Pearson expressed concern that under the national average, the people may not be elderly and may not be home all day. She noted that someone who was home all day would flush their toilets more often.

In response to inquiries from the Council, Town Manager Davis confirmed the production of water may not be the same as what was bought. He advised that on average, production was consumption, as the Town did not produce more than needed. Mr. Davis reported that 50-60% of the water usage was by commercial entities.

In response to inquiries of the Council, Town Attorney Crim confirmed it was legally permissible for the Town to impose a 10% reduction requirement on businesses. He explained that if the circumstances were severe or extreme, such as an exceptional drought, this would be a reasonable approach.

Mayor Littleton noted that some of the businesses were stores whose water use was to flush toilets for customers. He questioned how a 10% reduction could be imposed in such an instance.

Town Manager Davis advised that under the proposed ordinance, non-residential users whose twelve-month average was less than or equal to the cap the Town set for residential use would be subject to the residential cap and not the percentage decrease.

Mayor Littleton noted that some commercial users used a lot of water and some used hardly any. He questioned whether there was anything that fell in between, such as the Community Center. Mr. Littleton questioned how the Town could address those people.

Town Attorney Crim advised that there would be no perfect system.

Vice Mayor Bernard noted that seasonality was also an issue. He advised that the restriction was proposed to be based on the twelve-month average and noted that the number of gallons used in January may be very different than the number used in July. He questioned what would happen to a restaurant that exceeded their twelve-month average because they had a busy month.

Town Manager Davis advised that the Town would ask that they take whatever steps they could to reduce their water use. He noted that if they exceeded the cap, it did not mean the Town would turn their water off, but rather they would be subject to the surcharge. Mr. Davis confirmed that by saving water, they would be mitigating the damage to their water bill.

Town Attorney Crim advised that they would be making a business decision about whether to cut their water usage or pay the fine.

Vice Mayor Bernard expressed concern that they could make a business decision to close or reduce their hours, which would impact the Town's tax revenues.

Town Manager Davis expressed an understanding and noted that the ordinance also included flexibility in setting the commercial cap. He advised that the Town could start with a 5% reduction and see how that affected the Town's water system. Mr. Davis reminded Council that at the end of the day, this would be a question of how the Town could provide water to meet basic life safety needs for its residents and customers.

Mayor Littleton noted that once the Town reached the point of not having drinking water, the Town would lose some tax revenues.

In response to an inquiry from the Council, Town Manager Davis advised that he did not have the data in front of him to determine how much water was saved last year during mandatory water conservation by residents versus commercial users. He reiterated that water savings were 35,000-40,000 per day. Mr. Davis reported that the number of users who used less than 150 gallons of water per day increased from 75% to over 80% of users. He noted that even those users who continued to use over 150 gallons per day saw a huge decrease in their consumption. Mr. Davis advised that those users who had irrigation systems were using between 80,000-120,000 gallons in a two-month period and noted that when the mandatory water conservation was imposed, this reduced to 20,000-30,000 gallons for one residential unit. He confirmed there was not much of a decrease for a home that only used an average of 1,200 gallons every two months.

In response to a comment from Council, Mayor Littleton noted that people had different behaviors. He noted the change that was observed last year during mandatory water conservation and opined that if the Town had imposed a cap instead, their behavior may have been different. Mr. Littleton acknowledged Vice Mayor Bernard's point about the twelve-month average and advised that in the case of a business such as Scruffy's, they only used water during the summer months when their average would be higher.

Town Manager Davis advised that if the Council felt it was better to use a metric based on usage between April and September, the staff could create an average based on spring and summer months usage over the last two or three years. He noted that it would require more input to create the average.

Councilmember Jacobs advised that he had only heard positive comments from the residents about the Council's intent in adopting the amendments and its willingness to do this kind of strategic planning. He opined that word had gotten out in large part due to the efforts of Town Manager Davis and Mayor Littleton. Mr. Jacobs advised that he received one comment about transparency as it related to water readings and billings. He noted the need to provide information so people would understand the impact of the new cloud reading system in order to address concerns about reliability.

Town Manager Davis noted that this would be a topic in the Town's next newsletter that went out with the utility bills, as well as other communications to the community. He reported that the Town had begun to perform weekly meter reads and now had a cloud based read system, which allowed the readings to show up instantaneously when they were taken. Mr. Davis advised that when the reading was taken again next week, he would be able to upload the file and compare it to the previous week's so he would know the average and exact usage by a property. He noted that this allowed the Town to identify two instances in which someone needed to get a plumber onsite. Mr. Davis advised that the Town was now able to get usage information to customers more immediately, which should help give them confidence in the reading. He noted that it also allowed the Town to get downloads from the meters more immediately, as the meter only saved thirty days' worth of data.

In response to a comment from the Council, Town Manager Davis reiterated that 4,500 gallons of water per day were saved last year when mandatory water conservation measures were put into place. He opined that this was the result of water restrictions related to the use of irrigation systems, the topping of pools and the watering of landscaping. Mr. Davis noted that it encompassed both commercial and residential usage. He opined that most commercial users met the 10% reduction last year under mandatory water conservation measures. Mr. Davis further opined that mandatory water conservation would probably capture 80-90% of the cuts that could be made without going to the really drastic measures. He suggested that water rationing, while still necessary, would be a last kind of measure. Mr. Davis opined that what he heard was a question about how to calculate the commercial usage, with a few carve outs. He noted that multi-family units were delineated in the ordinance as being based per unit. Mr. Davis advised that currently, all the multi-family units used less than 150 gallons of water per unit per day.

Town Manager Davis announced that Loudoun County was no longer in drought based on the information provided by the U.S. Drought Monitor.

Mayor Littleton noted that this could change and advised that the proposed amendments were about being prepared for the future.

Town Manager Davis agreed and noted that he was only letting the public and Council know the rain received had been significant. He advised that he would present better information regarding the Town's wells at the next meeting. Mr. Davis noted the questions asked during the public information meeting and advised that his report included information on the Town's utility capital efforts that were being undertaken. He advised that the rehabilitation of Well 4 would begin next week and should take about a week to complete. Mr. Davis opined it would provide a significant enhancement. He reported that the Town had authorized and approved a scope of work for Well 3, as well as a water supply and treatment study, which should be available in the next few months. Mr. Davis stressed for the public that the Town was being proactive and forward looking regarding that part of the equation.

Information Items

Coffee with Council

Councilmember Curran announced that Coffee with Council was being held during the Farmers' Markets, during which time people were raising things they would like addressed. She opined that wonderful feedback was being received about many things and advised that for the most part, the comments were positive about how the Town was handling issues. Ms. Curran advised that the item that had been raised repeatedly was the vacant stores in town, some of which were a blight in terms of how nice the town looked.

Loudoun Water

Mayor Littleton announced that during the recent Coalition of Loudoun Towns (COLT) meeting, Tony Buffington addressed the issue of Loudoun Water. He reminded Council that two months ago, Mr. Buffington spoke during Purcellville's Town Council meeting to suggest that Loudoun Water take over their system. Mr. Littleton reported that Loudoun Water's Board of Directors was on board with conducting a feasibility study of that and questioned whether the other towns wanted to participate. He reminded Council that this was only a feasibility study and noted that it would be the Council's choice. Mr. Littleton advised that it was a question of fairness so everyone would be treated fairly. He reported that the County said this was a reasonable thing to study. Mr. Littleton further reported that Mr. Buffington appeared during the COLT meeting to ask that all the towns participate in the feasibility study if it went forward. He noted that the Loudoun Water Board of Directors also wanted to study running water and sewer mains to every town in Loudoun and opined that this would be a no go for everyone else. Mr. Littleton reiterated this would only be a study and advised that his comment during the meeting was that people did not study what they did not want to do. He noted that the study was dependent on Loudoun County agreeing to pay for and help facilitate it. Mr. Littleton explained that the concept was that Loudoun Water would take over the systems, including their debt, and operate them with the rates being harmonized for everyone. He noted that the members of COLT raised a lot of questions and advised that the study would need to be conducted by an independent third party to avoid bias. Mr. Littleton reported that Mayor Ramsey said that Round Hill would not want to give up control of its service area. He opined that none of the towns would want to give up control of their service areas to Loudoun Water. Mr. Littleton noted that this was something the Council had discussed in the past and was not interested in having Loudoun Water assume control of Middleburg's system; however, Mr. Buffington has said that if this study happened, all of the towns should be represented even if they did not partake in it. He advised that COLT's input was desired and reported that he intended to sit at the table and provide feedback; however, he would not agree to anything. Mr. Littleton explained that he wanted to give the Council a report and see whether the members had any concern about participating in the study, as they may ask the Town staff for data. (No concerns were raised.) He opined that if the study occurred, it would not begin for six months.

There being no further business, Mayor Littleton declared the meeting adjourned at 8:26 p.m.

APPROVED:

ATTEST:

Trowbridge M. Littleton, MAYOR

Rhonda S. North, MMC, Town Clerk

June 12, 2025 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: [off mic] All right we will call the meeting to order. First item is Pledge of Allegiance.

All: I pledge allegiance to the flag of the United States of America. And to the Republic for which it stands. One nation under God, indivisible, with liberty and justice for all. [multiple speakers]

Bridge Littleton: Okay. Next item is roll call.

Peter Leonard-Morgan: Peter Leonard-Morgan.

Bud Jacobs: Bud Jacobs.

Darlene Kirk: Darlene Kirk.

Bridge Littleton: Bridge Littleton.

Chris Bernard: Chris Bernard.

Cindy Pearson: Cindy Pearson.

J Kevin Daly: John Kevin Daly.

Pam Curran: Pam Curran.

Rhonda North: Rhonda North, Town Clerk.

Danny Davis: Danny Davis. Town Manager.

Martin Crim: Martin Crim, Town Attorney.

Bridge Littleton: All right, next item we will have is public comment. Any member of the community wish to address Town Council in any matter. They may have three minutes and do so. Yeah. [off mic]

Michelle Myers: Good evening. Good evening, Mayor Littleton and Council Members. I am Michelle Myers, the Executive Director of Christmas in Middleburg. And I'm joined tonight by a couple of members of our board. I first want to thank Dave and Danny Davis for meeting with us on Monday. We truly appreciate the open conversation and confirmation that Christmas in Middleburg meets all the criteria for a large event under the proposed changes to ordinance six. Christmas in Middleburg is a beloved gathering that helps spotlight Middleburg's unique charm during the Christmas season. It's also important to note that Christmas in Middleburg is the last remaining volunteer led large event in the Town of Middleburg. Our Board of Directors works year-round to ensure a safe, joyful and well-managed event a truly community-rooted experience that provides a substantial economic benefit to local businesses, restaurants, retail and other non-profits. We also include and celebrate local schools, charities, community groups and organizations, as you all well know. Since receiving a copy of the 2016 Memorandum of Understanding last year. Our board has worked to make a more up to date version closely and in good faith with town staff, a business representative, and public safety to uphold that agreement. We look forward to meeting with you to discuss the current and our proposed MOU, and work together to provide clarity and understanding around a new and revised version. We're all super proud of what Christmas in

Middleburg represents, and that we remain committed to be a strong partner for the town. Thank you so much for your thoughtful understanding and consideration. Thank you.

Bridge Littleton: Thank you. Anybody else? Going once. Going twice. All right. We will move on from public comment. I'm going to change something around real quickly. For the approval or the review and approval of the grant request from the Museum of Hounds and Hunting. So let me see here. Who put the memo together?

Danny Davis: I'll take that Mr. Mayor.

Bridge Littleton: Okay, Danny. Great. Thanks.

Danny Davis: Thank you, Mr. Mayor and Council Members. And we do have with us Katrina from the Museum of Hounds and Hunting. So if there are questions we can you're welcome to ask her of that. But briefly you have in your packet a request for an infrastructure grant from the museum. And I will say apologies on our behalf that this was submitted over a year ago, and we should have brought it to you, but it was not brought to you. And so here we are today and having the discussion. The question before you is the infrastructure request is for offsetting their costs related to a security system for their building that they moved into. This includes video cameras and the ability to make sure that they're protecting the valuable items in their museum. In the memo, you'll see that this is a bit of a new request, a new style request. Perhaps there's not clear definition in our policy about what infrastructure might mean or not mean. There's not maybe a very defined definition, there might not exactly meet quite the criteria that we had initially envisioned. And the only reason I say that is perhaps because equipment like this potentially would move out of the building when the tenant potentially moves out of the building, where generally the town's application of this policy would be items that stay with the building, whether that tenant is there or a new tenant might come in. And again, not saying it's a request that it doesn't meet the criteria. It's just a little bit different than perhaps we've seen before. So with that being said, the Town Council's policy is that if it does support an infrastructure request, you can approve up to \$10,000 per year and up to three times in a ten-year period per nonprofit entity. And so the question before the Council is whether you want to consider this further. Get additional information from the museum and their entity, and or the option to either approve or deny the request. So I'm happy to answer any questions you might have. And again, representatives from the museum are here.

Bridge Littleton: So and I think what we normally do is we'd let the applicant you know, provide some other input if you'd like. But before I turn it over, does anybody have any quick questions for Danny? Peter.

Peter Leonard-Morgan: Thanks very much, Mr. Mayor. I just wondered. My understanding of infrastructure is really fixed property, you know, that is immovable. And I'm in real estate, so I get involved in all of that. So I was wondering whether the all this equipment, because it is movable, it's bolted down but it is sort of removable. So what's your thought? What's the thought of staff on that?

Danny Davis: Correct. And that's my understanding as well, is that it is less of an immovable item, a little bit more of a something that again, maybe they don't take with them, but if they cease to be a tenant in that location, those items might go back to the vendor where they have procured them from, or they take them with them to another site. So it is a bit different, I would say, than an HVAC system or major enhancements to the kitchen, like we did for support of the American Legion or the roof or other facilities at the charter school that have come before the Council. So in my initial review, it seems a little less immovable than what we've approved in the past. But again, it's a little bit of a gray area. Thank you.

Bridge Littleton: Okay.

Katrina Ryan: So Katrina Ryan, Director of Operations, Museum of Hounds of Hunting. As far as the security system is concerned, I would say that without the security system, we would not be able to operate our museum, number one. Number two in our mind that is sort of immovable because we are not planning to go anywhere else for the foreseeable future. So that's all I can say. And I was not aware that we might not qualify for this grant because we do have other infrastructure expenses. And I was planning to apply for a second infrastructure grant of items that well, new shelving, perhaps, and window fixtures, which could potentially be, can be removed. But to go back to the security system, we

would not be able to operate and receive loans from private donors who require that we have a security system in place. And I hope that you will consider our request. As a nonprofit, we do not have a large operating budget, and a \$5,000 expenditure is substantial for our small organization.

Bridge Littleton: Any questions for Katrina? Yeah Cindy. Oh, Bud. I'm sorry. Go ahead.

Bud Jacobs: A couple of quick comments for you. When the Planning Commission recommended approval of your occupancy in the site, one of the commitments we tried to get from your organization is that or was that it be open, especially on weekends. And I've been tracking that not very rigorously. I don't do anything very rigorously. However, [off mic] yeah. [laughter] However, it seems to me you have met that requirement or commitment. It wasn't a requirement. So I'm grateful. It adds a lot to the town. And I'm glad to have you there. My second comment is really for my colleagues on the board. They've applied for this grant under the rules as we have established them. And apparently we missed a bet by not having a very refined definition of infrastructure that's really on us, not on you. And I think perhaps that's a consideration that we shouldn't place a lot of weight on as we think about whether we want to approve this grant.

Bridge Littleton: Yeah. Kevin.

J Kevin Daly: I think we really need to look at the functionality of a building for what we declare is infrastructure for the function that this museum has. I firmly concur that a security system is necessary, and that it is part of the building structure and infrastructure and needs to be there.

Katrina Ryan: Thank you. I couldn't agree with you more. We have three access points to the museum one set of front doors and two sets of back entry. So it's really key to have the security system that also includes a surveillance camera with a 24-hour live feed and a live person on the other side of the telephone if there is an unauthorized entry, which is possible just because of the layout of the building on multiple levels.

Bridge Littleton: Cindy.

Cindy Pearson: So is this security system already in place?

Katrina Ryan: Yes, we installed it in before we were able to open in. We installed it in 2023.

Cindy Pearson: So you're just looking to get reimbursed for what you have already done?

Katrina Ryan: Yes. The request is for reimbursement of incurred expenses.

Cindy Pearson: I mean, I understand that it's needed and you can't get I mean, I get all that, but don't forget that once we approve this type of request, it opens the door for it to be open to every kind of request like this that's kind of like why we have our rules as they are made. I know sometimes we don't have the definition of this word clear enough, but they are definitely there. We have to be able to do whatever we do for you, for everyone. Not just you or you or you or me. We have to be able to serve the whole community the same way. So I think we just need to be really careful on what we decide to do here. I mean, I worked with this type of thing for many years, and we I don't think we would have approved it then because it is not you know, it may not have been exactly this type of thing, but we did try to stick to exactly what we could because of that. Now, if we go back in and change that definition to any point that's different, you know, then you could reapply at some point maybe. I don't know how that works, but that's one reason we're struggling with this. It's not because of what you're asking. It's what we are allowed to do.

Katrina Ryan: I understand.

Bridge Littleton: Okay, Chris.

Chris Bernard: Remind me because I don't remember. You guys are leasing, or did you buy the building?

Katrina Ryan: We are leasing.

Chris Bernard: Leasing it. Okay. Danny. Typically. So I'm trying to remember the last time we did this. Is it typically the tenant or the property owner that applies for a grant like this?

Danny Davis: It would be the non-exclude me, the nonprofit whether they're owner or tenant. I don't believe we differentiate with that in our policy.

Bridge Littleton: I think the fair way to say it is it doesn't matter.

Chris Bernard: I know it doesn't matter. I guess I'm trying to get at the idea of, you know, if it's because, like Peter said, we're in real estate, right? There's a difference between a fixture and an improvement, right? And I think of infrastructure as an improvement to the property, which to me is something that would stay with the building. And so I was just wondering about, you know, if a tenant applies for an infrastructure thing, it just it gets a little wiggly in my head.

Bridge Littleton: So if I can just real quick.

Bud Jacobs: Go ahead. Yeah.

Bridge Littleton: So I think the issue here is, so I'll be very direct with it. If A Place to Be came in and asked for an infrastructure grant for new audio and recording equipment, which is necessary for them to fulfill their mission as a nonprofit, which will leave when it's electronics that is not infrastructure, that is not a physical improvement to the building that will be, you know, it's not nailed into the wall and will never leave. The security system is electronics. And I totally believe and agree that you have no intent to take it. But in ten years from now, the next director might say we spent 5,000 bucks on that. We're moving to a new facility. We're taking it with us. And they can because it is movable. It's electronics. Right? It's not a stove. It's not a, you know, a chimney hearth or something like that, or new windows that don't go anywhere. So I echo Cindy's concern, right is if we approve as infrastructure removable electronics. You know, that really is a wide-open door because a nonprofit wants to do visual art and visual aids for folks. And so they want TVs and flat screens and projectors, right? Okay. That's not infrastructure improvement. And when that business or when that nonprofit leaves that equipment will leave with them, the full intent of this was about investing in the building. And that investment stays in Middleburg in perpetuity. So fixing a door, you know, adding a porch, things like that. All that being said, so for me, what our original intent of the ordinance was, this does not qualify. But and so Cindy's got an open-door issue you know, you open it up once, it's a problem. But I do agree with Bud also that we did not, our ordinance is not clear on this. And you know, that shouldn't penalize somebody coming in good faith and wanting to do it. You know, because it's not clear. So, you know, maybe the approach is we have a responsibility to clean up our ordinance because people read the ordinance, have an expectation, expend funds, do things, and then we say, oh, yeah, but we didn't really mean it that way. We meant it a different way. I don't feel comfortable doing that. So I think we to me, the right solution here is help you guys out with the security system. Make it publicly known right now that. So now we're on the record that we do, this is not what it was intended for. We have a goof in our ordinance, and we need to fix it at the next meeting or whatever it is to clear, because you can clearly define a fixture versus an improvement. I mean, it's legally defined very, very well. I know that's a long blathering thing, but that's kind of what I feel like and kind of keying off what you said Bud.

Bud Jacobs: Well, I agree with you, Mr. Mayor, and your Solomonic exposition of the issues. [laughter]

Bridge Littleton: Wait till I get really going.

Bud Jacobs: My God, I've seen you get really going. No I think the other point to remember is that these folks submitted this application a year ago, and I don't remember exactly the sequencing of when we did our review of grants might have been before that. It might have been after, I don't know, but it's pretty clear that they applied under certain understandings that are less than clear in our ordinance, and we need to fix that. And I certainly agree that we don't want to get in the business of doing this all over town with other possible grantees. So your solution seems to me to be the perfect one, I like it.

Cindy Pearson: I'm just going to ask a general question to Danny. Is there any other way other than this grant that's possible for reimbursement on this through anything else we do?

Danny Davis: I am not aware of anything else that we have in our budget or policies.

Cindy Pearson: I didn't think so, but I just.

Chris Bernard: Tangential question. So you mentioned that you had some other infrastructure projects that you're working on. Are you paying for any of those without a grant?

Katrina Ryan: We haven't implemented them yet.

Chris Bernard: I guess you see, where I'm going with this is maybe we could give you five grand to do a different project, and then whatever you were, you know what I mean? It's a little bit fungible there, but that's all.

Katrina Ryan: The infrastructure projects that we have in mind or in planning stage or they are infrastructure, but they are not going to be of large value. The security system was quite a big outlay for us at the onset. And if I might add should we at some point move out and, which will be in a number of years, the installing the sensors on 17 windows and three doors it will be not worthwhile because it will be an additional cost. So we would if we were to move somewhere else, we would have to incur probably 75% of the cost. And possibly there will be some advancement in technology and there will be some other solutions perhaps this what we have might be obsolete for that.

Chris Bernard: So that raises another point though, is with security systems and infrastructure, these things do become so obsolete so fast that after five years, if they move out and they leave them there, it might actually be a cost to the new tenant to go in and have to take them out or the building owner. So again, we're arguing about whether it's infrastructure or not. I think we've moved past that, but I guess it's how do we want to go forward.

Bud Jacobs: I would not want to go through any acute exercises of giving them money for infrastructure grant that they haven't even applied for yet. I'd like this to just if we could clean up or down, if we approve it or not and live with the result would be my preference, Chris.

Bridge Littleton: Kevin you had a question. [off mic] Well, anybody have any other thoughts? Okay.

J Kevin Daly: I move that the Town Council approve a grant to the Museum of Hounds and Hunting in the amount of \$5,000 for security system improvements to the property at 11 West Washington Street, with the caveat that the ordinance.

Bridge Littleton: [off mic] We can do that later.

J Kevin Daly: Okay ordinance be reviewed.

Peter Leonard-Morgan: Second.

Bud Jacobs: So we just directed. [off mic]

Bridge Littleton: So who seconded it?

Darlene Kirk: Peter.

Bridge Littleton: Peter. Okay. Any other discussion? I'm out of sorts. All those in favor say aye.

Multiple Council Members: Aye.

Bridge Littleton: All those. Oh, wait. No, wait. We're expending money, Rhonda you got to do your deal.

Rhonda North: Vice Mayor Bernard.

Chris Bernard: Aye.

Rhonda North: Council Member Curran.

Pam Curran: Aye.

Rhonda North: Council Member Daly.

J Kevin Daly: Aye.

Rhonda North: Council Member Jacobs.

Bud Jacobs: Aye.

Rhonda North: Council Member Kirk.

Darlene Kirk: Aye.

Rhonda North: Council Member Leonard-Morgan.

Peter Leonard-Morgan: Aye.

Rhonda North: Council Member Pearson.

Cindy Pearson: Aye.

Bridge Littleton: Okay. Thank you very much.

Katrina Ryan: Thank you very much. Appreciate it.

Bridge Littleton: Yeah. Go ahead.

J Kevin Daly: So can you direct Danny? [multiple speakers]

Chris Bernard: Yeah. Along with directing Danny to review, I think I also maybe, so I didn't realize they'd applied a year ago. And I just want to make sure that we don't have someone to apply for something. And then a year goes by, and she seemed very surprised that we didn't think about this as infrastructure. So I think maybe there was a hiccup along the way somewhere that we should clean up.

Danny Davis: Yes, absolutely.

Bridge Littleton: And I mean, we don't need to go through the look for language update. You got it.

Danny Davis: Miss North has that.

Bridge Littleton: All right. Well, now we know it'll get done. It'll be fine. It'll be good.

Rhonda North: I've made a note. Okay.

Bridge Littleton: All right. Okay. Next item is. Actually, we have a special recognition that we need to present. Artists in Middleburg. Sandy's right there. [laughter] [multiple speakers] So no, this is for Artists in Middleburg reaching their 10th birthday. I cannot believe that. [off mic] Wow. Yeah. And everybody who's involved with it just looks younger. [off mic] What's that? I didn't say. Not I. That's why I don't. Because I'm not. I'm not on the committee. So anyway, Sandy if you'd like to join us. I'm going to read the resolution of commendation. Let's see here. There we go. All right, so this is a resolution of commendation for Artists in Middleburg, whereas Artists in Middleburg, whereas Artists in Middleburg is a 501C3 nonprofit organization whose mission is to champion creativity in the visual arts for people of all ages and abilities in the community, especially the youth, through educational programs and exhibitions. And Whereas, Artists in Middleburg began supporting the local art community in 2015, upon opening a small art gallery at 102 West Washington Street in the Town of Middleburg. And Whereas Artists in Middleburg host themed exhibitions each month of local artists, as well as offering art classes, including. Oh, I'm going to get this wrong. What Plein Air experiences. [off mic] What's that? [off mic] Drawing classes. Painting classes and sculpting instructions. And whereas since 2017, Artists in Middleburg has hosted art classes in local schools and partnered with various schools to host exhibitions of students art annually in March. In recognition of youth Art month and Whereas, in 2019, the Town of Middleburg, through its Middleburg Arts Council, commissioned a six foot bronze sculpture from Artists in Middleburg, which now serves as a focal point for the town, with residents and visitors alike enjoying it in its home on West Washington Street in front of the Middleburg Community Center. And Whereas Artists in Middleburg is celebrating its 10th year in operation in 2025. Now, therefore, be it resolved that the Mayor and Members of the Town Council of Middleburg, Virginia, applaud Sandy Danielson, Executive Director and President of the Board of Directors and the dedicated staff of Artists and Middleburg for their long-standing service to our visitors and citizens. Be it therefore resolved that we recognize and congratulate Artists in Middleburg on reaching their 10th anniversary milestone and express hope for many more to come. Thank you. [applause]

Sandy Danielson: Thank you.

Bridge Littleton: Sandy, you guys do an amazing job. You know, the cultural enhancement to everybody's life that you bring to the community is amazing, but it would not be what it is without you. So this is not only a recognition of Artist in Middleburg. It's really also recognition of your dedication, your investment, your heart, your spirit, your soul, and everything you've done for the community. So, you know, we congratulate Artists in Middleburg, absolutely, as an organization. But also thank you for all the hard work you do. [applause]

Sandy Danielson: Thank you.

Bridge Littleton: Would you like to say anything?

Sandy Danielson: Oh, wow. Well, we obviously love being in Middleburg. And we hope to remain in the gallery for many, many years. One of our big items in our strategic plan is more space. We need more space for our activities. Our gallery is very small. We do go to the church, and we do rent the space there for some of the classes. We just had a class outside Plein Air and with cows today. So that was a lot of fun. But so, that is something that we desperately need. And so if anybody has any ideas, whether it's a building to purchase to renovate, We obviously want to keep it in Middleburg that is a big goal. And as you all know more than ever, the arts, education, human services, mental health need support, more support than they ever have. So please, please spread the word and keep up the good work that everybody is doing here. We all need you.

Bridge Littleton: Thank you. Would anyone like to make a motion?

Darlene Kirk: Yes.

Bridge Littleton: Darlene, go right ahead.

Darlene Kirk: I move that Council adopt a resolution congratulating Artists in Middleburg on reaching their 10th anniversary milestone.

J Kevin Daly: Second.

Sandy Danielson: Thank you.

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

All Council Members: Aye.

Bridge Littleton: Opposed? Abstentions? Okay. Sandy. Congratulations. Let me bring this around to you.

Sandy Danielson: Oh, great. Okay. Thank you.

Bridge Littleton: Turn around.

Sandy Danielson: I'm only [multiple speakers].

Bridge Littleton: You got to turn around. All right. Thanks. Sandy thanks. [off mic] Okay. Next item up. And I know Will will try to be here later. We're actually going to jump around a little bit here, and we're going to. We've done that one. Water conservation. Yeah. We're going to go to. [off mic] What? Yeah. We're going to go well; we have folks here who are curious about the discussion around the Special Events Ordinance. So we will move to that item, and we will pick that one up. Mr. Davis.

Danny Davis: Thank you, Mr. Mayor, and thank you, Council. At the last meeting we had a conversation about a first draft of some amendments to the events ordinance. Subsequent to that meeting, a little bit of conversation with Council at that meeting and further looking at it have maybe pared back the proposal just a hair. The first proposal would have included the Council's and the town's regulation of large special events on both public and private property. And after kind of thinking through that a little further, and the implications of that, at least for the time being, have suggested to pull that and not regulate those events on private property. Again, just on those that would be public property, including sidewalks and streets. And again, all of these conversations that we're looking at are focused on ensuring the health, safety, and welfare of our residents, the public and visitors. I also want to briefly just mention that the intention of these amendments and the goal of the amendments is dealing specifically with pre-planned events, festivals and the parades, specifically Christmas that we see. When it gets into items that are protected by constitutional rights we obviously are not wanting to implement anything that would infringe upon that. And so in some conversations with the Town Attorney in the next iteration that you see at a future meeting, we'll make sure that there's some clarity there as well about how we handle issues related to potential items of First Amendment speech, whether that's gatherings or other expressions of position. So I think it's important just to mention that to you, because we want to make sure that we're treating those appropriately under the case law as it stands for expression of First Amendment rights. And we can talk about that offline or in closed session as necessary at a later time. But as it stands right now the real major changes that we have for large special events really is meant to ensure that for these large events, there's an ongoing dialog between the event planner and the Town Council, because we know that when you have events that are of significant size, it takes more engagement with us as town staff, more planning, but also there are potentially more impacts to businesses, residents and visitors. And so and having a great conversation with the folks from Christmas in Middleburg earlier this week ensuring them that this is not intended to crowd them out by any means or create any additional burdens. In fact, I think they meet pretty much all this as stated here. But it will encourage that continued dialog with them over time to make sure that as they're planning and as the Council has both feedback or hears from the public that that dialog continues at a very positive level. So the only other item of note is if the Council is interested in regulating any potential large gatherings that could occur on smart, small private parcels. So think about someone hosting 100 people in their backyard. Is that something we want to get in the business of requiring a permit for, to make sure that they plan properly for trash and parking and things? Perhaps that's a bigger bite at the apple that we take up at another time as necessary and may not be a part of the conversation right now. So I realize I just dropped a lot on you at this point. We're really not looking for any decisions, of course, tonight, but just bringing forward to you the latest iterations. And also just wanted to reiterate the fact that we're having conversations with the organizers of Christmas in Middleburg, and we will continue that as we go through the next set of revisions.

Bridge Littleton: Darlene.

Darlene Kirk: I'm not concerned so much about large events on private property, but one thing we have to consider with those things is how it affects the rest of the town, such as our police. And so that needs to be looked at pretty seriously as well.

Danny Davis: Correct. And that is a consideration of all these potential events that we see, is when we have large gatherings, what that potential effect could be on our police officers public safety response. And even today when we see events happening as part of the conversation we had early in the budget process. You might have a wedding at 3 or 4 locations in town or just around town, and all of those happening at the same time. And so we have to be cognizant of these, certain of those we can require permits for, and certain of those we might not.

Bridge Littleton: Go ahead.

Chris Bernard: Cool. No, thank you for this. I think it's just a side note to that. I think it's good. You know, you've got one particular event, Christmas in Middleburg that has figured this out, right? They know how to run an event every year of this scale and size, and it requires a lot of planning. I think this is good because it provides a structure for us and for future organizers of the parade, that these are the expectations. Everyone knows what they're doing. But furthermore, if there is a new event that were to try to come into town or something like that, this would also put some guardrails on that and make sure that they would have to live up to kind of the same level of organizing and production. So I think it's important. And thank you.

Bridge Littleton: Any other questions thoughts input? Yeah questions?

J Kevin Daly: Just out of curiosity, how many in the past had large private parties occurred? I'm thinking of where Chris and I live. There's 15 units in the homeowners association, and we used to have barbecues in the backyard where all the members would gather. Probably no more than at the most 50 and that's counting, you know, children and families. Is that what we're looking to control?

Danny Davis: No, sir. And that's not in any of the proposals at this time. If you were to want to look a little more detailed at gatherings on private property, we would likely set some range there that's appropriate that would trigger that need. We wouldn't want to inhibit regular gatherings of, you know, you and your ten neighbors or you have your family over and there's 25 of you because we don't need to get into that level. It's really when you get into the potential of 30 cars trying to park in your townhome community or on North J Street, where there's not parking for 30 cars, you know, how do you accommodate to make sure? Again, it's for safety, you know, so we know that they have a proper plan to get people in and out. And then of course, we already have ordinances that address issues such as noise, trespass as well as, you know, other nuisance type items so that we can address those appropriately. But again, it's we're not looking to stifle or stymie good community spirit.

Darlene Kirk: There have just so you know there have been events on our side of town that where people have had 100, 125 people invited to their house, and it's been spilled over out into the streets. A little loud and, you know, music until four in the morning. So just say it does happen some places.

Bridge Littleton: Darlene.

Bridge Littleton: Thanks, Darlene. Any other Yeah Bud.

Bud Jacobs: Just to excuse me, just to follow on Darlene's point, it's the political season, as we all know, and I recently attended a fundraiser in a residence. It happened to be in Prince William County, but there were easily 200 people there. And it wasn't rowdy, but I think it probably was fairly noisy. So it does happen. And I mention this only to ask you to consider if we did get into regulating events on small private property parcels what the number of attendees would be, because 50 it seems to me if is kind of low. I think we certainly in this season we have larger gatherings than that.

Bridge Littleton: Sure. Yeah. My only thought is, is so the ordinance is great for the big stuff and the things and cozy streets, all that. I mean, we got to do that and that's really where you have impact. But you know, it doesn't feel like we that there actually is a problem with private gatherings on private property yet, you know, so I mean, and I'm not talking about the one time where, you know, 15 people were over at someone's house and it gets really loud. Right. That's obnoxious. But yeah, I mean, I think this is really important to do. And there is maybe a question of whether we should revisit our noise ordinance. No, I'm being dead serious.

Darlene Kirk: Yeah, I know.

Cindy Pearson: I can comment on that because there were three parties in town this weekend.

Bridge Littleton: Exactly.

Cindy Pearson: There was the Red Fox. There was the Center, and there was Salamander. You could hear the Wahoo's out there and the music there, and it was a quieter one at the center, but it was still music. Yeah. I mean, so there's a lot.

Bridge Littleton: You're nearby.

Cindy Pearson: Oh, I felt it.

Bridge Littleton: I could hear down the house. Yeah. So anyway, that aside, though, I mean, I think this is the right balance on the private for me, on the private property stuff it's like if it starts to become a problem, then we should address it. But yeah.

Bridge Littleton: Anybody else have any other feedback or any concerns or questions?

Danny Davis: In that case, we'll plan to come back to you at the next meeting or first meeting in July.

Bridge Littleton: Sounds good. All right. Thank you. Now we'll go back to all the other things we skipped. Next up is staff reports. Miss North.

Rhonda North: Thank you, Mr. Mayor. Good bit of my time continues to be dedicated to the Town Hall project. We are starting to close out some of those lists. Our mechanical and plumbing I thought today were completed. But the TAB report on the HVAC system did identify one piece of equipment that's not working properly. So I'm going to have to bring those folks back in.

Danny Davis: It's just one.

Rhonda North: Just one, just one.

Bridge Littleton: This time.

Darlene Kirk: Yes.

Rhonda North: Yes. Electrical, we will be closing that list out next week, with the lighting control folks who will be on site. The security system, we have a little bit of work to do there. The contractor in GSC did bring in Kantech a representative from Kantech the manufacturer? They did find a piece of equipment not installed, a connector that had been cut intentionally. And the use of some old legacy protocol as opposed to the most recent protocols with regard to card readers. So we do still have some work to do on our security system. And we have signed the contract with Veritas. They should have gotten the deposit today. So I've reached out to them to see when we can get them on the schedule to start the work that is on their list. So we are closing down on some things and hopefully I can see light at the end of the tunnel. Let's put it that way. [laughter] [off mic]

Bud Jacobs: Still working on that. [inaudible]

Rhonda North: And just to let you know starting on Monday, I will be on family medical leave for probably a couple of weeks. I will be totally indisposed on Monday, but I'm going to take my laptop to my parents' house and hope to get maybe a couple of hours work in a day. So.

Bridge Littleton: All right. Any questions for Rhonda? Peter.

Peter Leonard-Morgan: My dog wanted to come to public comment this evening, but I managed to persuade him not to because he's very upset about the water fountain.

Rhonda North: Yes.

Peter Leonard-Morgan: The dog water fountain [inaudible]. Every time he goes up to it, he puts his paw on it and nothing comes out. [laughter] Any update?

Rhonda North: So long story short, the vaults that are supposed to come out, the equipment that's supposed to come out of the vault so that they can work on it will not come out. So they are going to dig up the one here by the parking lot, see if we can figure out what's going on with it, see if it's something that can be repaired, which I hope it can, because otherwise a total valve replacement is \$5,500 per unit.[off mic] Per unit, yes. So we're going to start with this one. See if we can figure it out. And then we'll move to the one in the Marshall Street park where honestly we don't know where the contractor buried the vault. It's supposed to be visible, it's not.

Bridge Littleton: Great. Okay. Any other questions? All right. Ali, you're up.

Ali MacIntyre: Okay. You guys have my report? I just wanted to give a brief recap. We had Middleburg Day on the 30th. I think everybody was there. So thank you all for coming. It was a great event. We estimated that we had about between 250 and 300 people, which is a little bit lower than last year. But as you may remember, it was the inclement weather situation. But overall great event. Everybody loved the tent. They loved it. It was completely tented. We're already working on it for next year. It's scheduled for Friday, May 29th. So I think it's quickly become a local favorite. So really happy that it went so well and I acknowledged it in here. But just special thank you to town staff, police department, to the entire team the American Legion and Piedmont [inaudible]. They did a really wonderful job. So there's that. Thank you for including that Norm in the video. Other than that Independence Day is less than a month away. But we're getting all squared away with that. We do have a meeting with the partners involved here. I believe it's next week just to make sure it goes business as usual. We do anticipate having a few more spectators here at Town Hall, so we are planning accordingly. For safety and waste management. Coordinated with that today. But, yeah, nothing. Nothing too crazy. There should be a somewhat low-key event. And then other than that, just planning for Oktoberfest. And oh, we did have an influencer here in town did that somewhat under the radar. But we had she posted a video. Was it yesterday?

Bridge Littleton: What's that?

Ali MacIntyre: Just nothing. But the video has had 91,000 views so far. And I think it was it posted I think Tuesday. So yeah. Great time. Went and met with her when she was over at Lost Barrel. But she did zip lining and shopped through town and really had a wonderful experience. So we collaborated with Visit Loudoun, Lost Barrel Brewing, and Salamander and included visit Middleburg. And we made sure they were tagged too, just so we have a good reach. But it was great, and she had a wonderful time. It was to focus, at least from the town side, on midweek and so locations to help with that campaign. Yeah. That's it. You know, I could talk up here for hours, so I won't.

Bridge Littleton: Any questions for Ali? Okay.

Cindy Pearson: The 4th of July is that being. Are you doing something with charter school again also?

Ali MacIntyre: Yes.

Cindy Pearson: Okay.

Ali MacIntyre: Yes. It is going to be held at the charter school again. So Steven and I are coordinating on that, so we get access the day before, but the actual event, the parade starts through Visit Middleburg at 5:45. Right, Chief. 5:45 the parade. And then our event starts at 6:00.

Cindy Pearson: And the parade is up?

Ali MacIntyre: By the community center. Yes.

Cindy Pearson: So it is really three different locations.

Ali MacIntyre: Right. [inaudible]

Bridge Littleton: Bud.

Bud Jacobs: Middleburg day was great. It was really good. I don't think I've ever gotten so many positive comments from people about anything we've done. So kudos to you and to the intellectual author of Middleburg Day, our Vice Mayor.

Ali MacIntyre: The autograph raffle was a hit. I'm sure you guys gave up many signatures.

Bud Jacobs: Yeah, I was bothered a lot by people, and I'd had several beers by that point. What was that all about? And I also want to say the farmers market is looking pretty good. And as you know, I've been skeptical about it, but if it lasts. If it goes as well, as it has been going through the summer, I think we may have a winner. It may be worth continuing. So thank you.

Ali MacIntyre: Thank you.

Bridge Littleton: Thanks, Ali.

Ali MacIntyre: Thanks.

Danny Davis: Mr. Mayor, can I just one more thing that Ms. MacIntyre did not bring up is just today, she posted a reel and celebrating that the town is now over 50,000 followers on Facebook. And so fantastic following and continued oversight of our social media team. So it's a lot of tenfold growth over the last three and a half years.

Bridge Littleton: Great.

Ali MacIntyre: If you haven't seen it, there's a lot of dancing business owners on their social media page. [laughter]

Bridge Littleton: Rhonda, can we bring that up and put it on the screen? Yeah.

Cindy Pearson: Just throw it up there. Yeah.

Bridge Littleton: Shaun you look nervous. [multiple speakers] All right. [laughter] Angela's not here. Danny that going to you?[multiple speakers].

Danny Davis: Yes, sir. Thank you, Mr. Mayor, for the treasurer's report. Just a couple quick notes as provided on the front memo. Our bank franchise tax was due June 1st, so we received a number of those payments on June 1st. So those are not reflected in this report. In our budget projections, we included that full revenue stream coming in May. So you

might see a little bit of a discrepancy between May and budgeted numbers and actual numbers, because when those were received, it is important to note, though, that.

Bridge Littleton: Hey real quickly, do we build that once a year or twice a year?

Danny Davis: It's once a year, and that is based on their filings. And it is \$46,000 less than our budget for current fiscal year 25. We had already dropped that line item down for fiscal 26. And the budget that you're going to hopefully approve tonight. So we have seen that trajectory kind of decreasing year over year that's all based on value of deposits held at bank institutions in town so credited to in town accounts. Setting that aside overall revenues are generally are doing well. They're not quite up to again the pace that we had anticipated in the budget. But they are still April was better than March in terms of meals tax revenue and updating the finance committee. And it's helpful for your information as well. I was reminded by the folks at Salamander that they consider March and April in combination together, because spring break changes every year and it had not clicked in my brain, I should have noticed that by now that year over year, March was down, but April was up 20%. But if you take them together, it was up 8 to 10%. So looking into the future, we'll be sure to be looking at March and April, kind of in combination. The good news, though, is we saw a big drop in February, but we're continuing to see positive momentum for March and April. And so we hope that continues. We know that May was very rainy, so we won't know the results of that until June 20th. So we'll keep.

Cindy Pearson: But we got water.

Danny Davis: But we got water so good and bad.

Bridge Littleton: Not enough.

Cindy Pearson: We're in dry now. We're not in drought on the map.

Danny Davis: That's right. So anyway, thank you for that. I'm happy to answer any questions you might have on the treasurer's report.

Bridge Littleton: Any questions for Danny?

Cindy Pearson: I have a question, but I don't know if what I'm asking is correct or not. I see in some places they're talking about dropping the personal property tax or car tax. Is that going to mess with our budget any?

Danny Davis: That will not affect us. We already dropped the vehicle license fee, that sticker fee. Any decrease in the personal property tax, vehicle tax by the county would just simply drop the tax for residents. But we don't impose that on vehicles. Yeah.

Bridge Littleton: Danny, the only question I've got is on the last slide up and I'm going to make fun of you guys for a second. The actual versus budgeted expenses, right. So what is driving that other than sandbagging?

Danny Davis: Well, sandbagging, of course.

Bridge Littleton: There we go. [laughter].

Danny Davis: No. Some of that is vacancy savings not attributing all that to vacancy savings, but some of that would be dollars that we have set aside potentially for consultants, engineers, studies, things like that that perhaps have not been either expended or completed in the current fiscal year. Some of that could also be for expenditures that are happening in the next few months, events wise.

Bridge Littleton: Okay. So but here's the thing. And I am actually concerned about this. This is over \$1 million. Sure. And the fiscal year ends in two weeks.

Danny Davis: Sure.

Bridge Littleton: So, you know, I don't think we've got \$1 million worth of expenses hitting in the next two weeks. I get it. Something may we thought was going to hit in May. It's going to hit in July. So it'll be the next fiscal year. I get all that. That's 20%. We're off budgeting by 20%. So and maybe we can talk about it next time. What made that up? Because I would be totally fine if it's off by 5%, right? Yeah. We didn't use some consultants. Yeah, this one bill got delayed, but that's 20%. That's an issue.

Danny Davis: Sure.

Bridge Littleton: So.

Danny Davis: Happy to dive into that. Give you some more detail.

Bridge Littleton: Yeah. You and Angela can.

Danny Davis: That's okay.

Bridge Littleton: You know, let's just be prepared to dive into that at the next meeting.

Danny Davis: Will do.

Bridge Littleton: All right. Thanks. Any other questions for Mr. Davis? Okay. We're now going to realign the agenda again.

Will Moore: Sorry.

Bridge Littleton: No, no, no, Will it's not your fault. What's that? Oh, the town staff. Yeah, we can do that. Who's next?

Chris Bernard: Just kidding.

Bridge Littleton: Shaun you're up. Rhonda.

Shaun Jones: Good evening, everyone. Just a few quick things for you. You have my report before you. Just to let you know, we conducted interviews on Monday for the position of Police Administrative Specialist. We have one candidate that we are in the process of conducting the background check on as we speak. We have the Juneteenth event coming up June 21st. It's from 1 p.m. to 5 p.m. at the community center. Just wanted to thank the community center for allowing us to host it there at their facilities. It's going to be a great day of activities for the community. The event starts at 1:00, but the event will start at 2 p.m.. We have DJ scheduled to be there face painting for the kids, food by Chef P, and throughout the day, the community center is going to have pizza for the kids throughout the day. They're also going to have open swim free swim for the community as well. So I think it's going to be a great day of fellowship. And you know, the community is getting together as one.

Bridge Littleton: So people arrive at one.

Shaun Jones: Yes, sir.

Bridge Littleton: Okay.

Shaun Jones: Yes, sir. People arrive at one and the actual event is at 2:00 p.m. The formal event will be at 2 p.m.. June 27th our annual Stuff the Cruiser event will be held again at Safeway. It's going to be from noon to 6 p.m.. Thank you to Ms. MacIntyre. We are working together to do more outreach on our social media page. We've been doing a lot more posting here recently. And that's basically all I have. We're also working together to get prepared for the 4th of July event.

Bridge Littleton: Any questions for Chief? [off mic]

Shaun Jones: I'm sorry.

Bridge Littleton: 21st. [off mic]

Bridge Littleton: Oh, National night out? No. First Tuesday.

Shaun Jones: National Night Out was the first Tuesday in August.

Bridge Littleton: Which is? [off mic] First Tuesday of August the 4th. Oh, no the fifth. The fifth. Okay. Any other questions for Shaun? All right. Thank you Shaun.

Shaun Jones: Thank you.

Bridge Littleton: Well, I jumped right over you. I didn't even see that highlight at the top.

Will Moore: No that's okay. Thank you very much. I do not have a written report this month, as I was away at a training session with the Virginia Association of Zoning Officials in Charlottesville. Very good. Very dry, but very good training at the same time. [laughter] One of Mr. Crim's colleagues gave the legal session on Tuesday and made it as exciting as it could possibly be, which is still very dry. But nonetheless, it was great.

Bridge Littleton: I challenge anybody to say that planning and zoning is dry.

Will Moore: It's dry. No, it was a it was still a very valuable training. And we staff appreciates Council's ongoing support of our professional development efforts. So thank you for that. Just a quick update. Planning Commission met last month, continued its review of the comp plan kind of slogged through the dense population and housing chapter with a lot of demographic information, which has changed since the adoption of the plan, with the 2020 census having taken place since and the Annual Community Survey Update. So did some heavy lifting through that. But the review continues in good timing at this point. The Board of Zoning Appeals held an organizational meeting. They strive to do that annually just to stay up to date, and make sure they have officers in place, but this is in preparation also for a variance request that has been submitted. There will be a hearing on July 1st. I'll be publishing a report on that item next week. So at that point in time, the community, including Council can know what comprises that request. Please do not contact any of the Board of Zoning Appeals members in regard to that request. Again, they act in a quasi-judicial function, so you shouldn't contact them much like you shouldn't contact the judge if your friend has a case going before a judge so.

Bridge Littleton: So I can't talk to my father.

Will Moore: You cannot talk to your father for.

Bridge Littleton: Yes.

Will Moore: What's the time frame you were looking for?

Bridge Littleton: Can you push that hearing out? [laughter]

Will Moore: We can strive to. And just finally just want to make note that there are some enforcement efforts going on in town that are not being handled directly by town staff. So for example VDOT has intervened with when we receive some complaints about some items that were being placed in the right of way throughout the Ridgeview neighborhood, for example that's not an enforcement area of ours. So we kind of just forwarded that concern to VDOT, and it's our understanding that they're sending some communication out to the adjoining properties where items have been placed as well as there's some work that is happening has been happening to a building on Federal Street that did not go through

building permitting. It has gone through HDRC, but there's a subsequent permits that are necessary. And The building official has been out and there is some concern with some of those items. So just know if you have any outreach from any owners about concerns there that the building official acts as a building official. We act under zoning, separate task. But it was necessary to involve the building official in that particular instance. If you have any questions, happy to answer them. Thank you. Bud.

Bud Jacobs: I'd like it to be put into the record that I find it rather odd that Will found his recent training to be dry. If you want dry, watch Will updating the census statistics in the Comprehensive Plan. Not only that, he said he liked doing it. [laughter]

Will Moore: That's 100% fair. 100% fair.

Bridge Littleton: Yeah, Will, you kind of backed yourself into that one. And it's only 7:30. Oh, boy. Alright any questions for Will on his report? Okay. And I think we only have one left, which is Mr. Crim.

Martin Crim: Thank you, Mayor. You have my report. I would add to that that Tracy Gellehr from my office, who is covering the BZA meetings that Mr. Moore just discussed will also be present for your Council meeting in two weeks, so you'll get a chance to meet her. She's been helping me out on a number of different projects for the town. And with that, I stand ready to answer any questions.

Bridge Littleton: Any questions for Martin? Martin, legislatively, have you seen anything coming down the pike or rumbled about that we need to be proactive on with this legislative session coming up?

Martin Crim: I have not got any specific intelligence on that, no. So we would just need to keep an eye out for the same things that we typically do.

Bridge Littleton: Okay. Thanks. All right. Last one. And then we're going to do a recognition is Miss North on Asbury.

Rhonda North: Thank you, Mr. Mayor. The review committee did meet with the number one ranked architectural engineering firm this morning to talk about their proposal. I think we do have a better understanding between us and them as to what it is that we are looking for. And they are going to submit a revised proposal the first week in July. So my hope is that we are bringing a contract to you in July for AE services. The CM services, where I think that one will go very quickly. Candor Communications did complete the interviews as part of our oral histories project. The raw footage of that was sent out yesterday. So the Asbury Church project committee is in the process of reviewing that. And we will be meeting with Candor next week to discuss the details. Some of those interviews are very emotional and just tear at your heart. And, you know, some of them are very, very good. Candor is also working on the script for the compilation video. And we'll be doing the recording with the Mayor and Phyllis Cook Taylor doing some of the speak overs for that compilation video. And then I do have to recognize Tootie Perricone, who with a little twisting of the arm by Council Member Pearson did generously go to the Asbury Church and allowed us to videotape her singing amazing Grace and Swing Low, Sweet Chariot, which we are going to use as a part of that compilation video. And I understand that her performances were absolutely incredible. Yes. Yes. So, you know, I think the oral histories project is moving along very well.

Bridge Littleton: You know, I did note that you didn't ask me to sing.

J Kevin Daly: Thank you, Rhonda. [laughter]

Bridge Littleton: Cindy, I never heard from you.

Cindy Pearson: Can I just add to her?

Bridge Littleton: Yeah.

Cindy Pearson: Those gentlemen that work for Candor that were here. I know there's a couple other people that work for, but I haven't met them. Unbelievably, the nicest group I've worked with in a long time that I had no clue about them before. Very graceful, very competent in what they do and very calming to people. And with Tootie, I can't wait for you all to hear that. It blew me away. Yeah.

Bridge Littleton: So I will note it is copyrighted material. So if we ever want to, you know, record it and sell it, we get the proceeds. [off mic] All right. Any other questions for Rhonda?

Bud Jacobs: Just to follow up to Cindy's, I hope you guys got to meet the kids from Candor. And I do mean kids. It leaves you with a sense of hope for the future to know that these guys are out there and doing the work they're doing.

Bridge Littleton: Yeah. Chris.

Chris Bernard: We're going to get, like, a special screening when it's done.

Rhonda North: Yes. Most definitely we'll be presenting these videos to Council. Yeah.

Chris Bernard: And I mean, and this might be just like a wild idea, but like, we do have a film festival here in town in October.

Rhonda North: We thought about that. We already have that thought in our heads. And I asked Ali to put a little bug in someone's ear.

Bridge Littleton: Okay. One thing I did want to touch on from Ali's report I forgot to, I do want to say a huge thank you to Ali, Danny, Rhonda, Chief, you and the and the officers for Middleburg Day. You know, even though we had, you know, a rainstorm come in, I think it didn't dampen anybody's spirits. And it was fantastic. And it really was it's just enjoyable, you know, and I think we all owe a huge debt of thank you. Every year we do this to Chris for his inspiration, for coming up with it. [applause]

Chris Bernard: Leslie [inaudible] Shout out Leslie!

Bridge Littleton: Yeah. Okay, next, we're going to go back to the top for a special recognition. Mister Heron, up front, please. So for many of you, you may are probably aware or may not. One of the things I ran on when I was running for Mayor was we would, I really wanted us to have a strategic, you know, have a finance committee. Right, to really bring in great talent to always look at the talent, finances. I mean, I heard all the horror stories, you know, from you and you and my dad about how things were really tight and hard and lean back in the day. And we have so many intelligent, qualified, experienced people who can understand how to look at a balance sheet, how to understand how to you know, and run the finances of an organization. And it was one of the first things we did was set it up to have it and one of the founding members we thought of was, was Will, and Will has been there from day one. I think you've missed like one meeting, I think, in seven years. So and everybody on that committee is fantastic. Between Childs and, I mean, we had Joe Bowling and he's, resigned or retired and but now we've got Bob and everybody and Sid and new folks like Coe and Chris Hersh. But you know, we would not be where we are today with our finances and the way in which we structure what we do, thinking about how we invest, thinking about how we get our debt, think about how we paid for this building, having the confidence that we could build this building and have it be something sustainable for the long term without Will's contribution. Not only that, but everything he's done to the community at large for, you know, helping run Hill School. Right, which is a great, you know, element and asset to the community. Unfortunately, Will has decided to trade Middleburg heat and humidity for something even worse, Arizona. Let me tell you what 120 is 120. I don't care if it's dry or not. But No, we, you know, Will we wish you all the best in the next endeavor. And all the success in the world in Arizona. You know, Will, you know, I think you've got to you you're going to go out there, you've got to place to stay, and then you're going to buy a home, right?

Bud Jacobs: That's the plan.

Bridge Littleton: So if he's got a pool, it's always open. If anybody wants to visit you know, he will charge. He is financed. I mean, so.

Chris Bernard: [off mic] needs help setting up [off mic] mortgage.

Bridge Littleton: Yeah. Right. Yeah. But no. Yeah. Will, honestly, on behalf of everybody and, you know, honestly, to the finance committee, thank you for all the hard work. Thank you for helping us navigate these waters, as well as we've been able to over the last seven years, that that you've been doing it. And again, we wish you all the best.

Will Heron: Thank you Bridge. Thank you Council.

Bridge Littleton: Yeah. Go ahead Chris.

Chris Bernard: Yeah. Just really quickly. I've been fortunate to have been part of all those meetings since the beginning. Most of them I miss more than you. [laughter] And I'm, by orders of magnitude, the dumbest one in the room. These guys are very, very smart. And Will doesn't talk a lot, but, like, every once in a while, he drops something and everyone goes like, oh, yeah. No, that was no one thought of that. So thank you for all of those insights. And for just being there, you know, rock steady for seven years that's a long time.

Bridge Littleton: Thank you Chris.

Cindy Pearson: So we've got your phone number. We can FaceTime you or whatever. Correct.

Bridge Littleton: What's that? [off mic] Yeah. I'm going to read the resolution. All right, so we have a resolution of appreciation for William Heron service on Middleburg Strategic Finance Committee. Whereas in 2018, the Town Council created the Middleburg Strategic Finance Committee to review and make recommendations to the Town Council regarding the town's finances and investments. And Whereas Will Heron was appointed to serve on the Strategic Finance Committee on October 25th, 2018. And Whereas Mr. Heron brought to the committee his strong background in finance, based on his now 20-year career in accounting, consulting, teaching and independent school finance, including having served as the Director of Finance and Operations at Hill School since July of 2018. And Whereas, during his tenure on the Strategic Finance Committee, Mr. Heron assisted in making recommendations to the Town Council on numerous policies and financial decisions, and helped guide the town through refinancing of existing debt, procuring a new line of credit for the utility fund, updating its reserve and fiscal policies and controls, and obtaining two different bonds for the new Town Hall, all at historically low interest rates, which will serve the Middleburg community for decades to come. And Whereas Mr. Heron has resigned his position on the Strategic Finance Committee effective June 30th, 2025, as he and his family are moving to Arizona so he may pursue a new and exciting career opportunity. And Whereas Mr. Heron demonstrated extraordinary personal dedication to the Town of Middleburg during his tenure and will be greatly missed by the committee members, staff and Council, and Whereas, the Middleburg Town Council deems it appropriate to express its earnest, heartfelt gratitude to Mr. Heron for his exceptional service to the town over the past seven years. Now, therefore, be it resolved that the Mayor and Members of the Town Council hereby recognize and express our sincere appreciation to William Will Herren for his exemplary service to the Town of Middleburg from October 25th, 2018 through June 30th, 2025 on the Middleburg Strategic Finance Committee and express our profound thanks to him and hope for his continued success in life.

Will Heron: Thank you. [applause]

Bridge Littleton: Will, anything you'd like to say or add or donate? Did you bring a check?

Will Heron: I very, very much appreciated my time working with Bridge and Chris and the rest of the committee. It's been, you know, eye opening to see into public finance, which is a little different than independent school and private finance. It's been a fun it's been a fun journey. And I've really appreciated, you know, really helped me feel part of this wonderful community. So thank you.

Bridge Littleton: Would anyone like to make. Chris, you want to make a motion?

Chris Bernard: I move that Council adopt a resolution expressing its appreciation to Will Heron for his service on the Middleburg Strategic Finance Committee from October 25th, 2018 through June 30th, 2025.

J Kevin Daly: Second.

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

All Council Members: Aye.

Bridge Littleton: Opposed? Abstentions? Okay, Will, thank you very much, ma'am.

Will Heron: Thank you very much. [off mic] Phoenix. [off mic] Phoenix.

Bridge Littleton: The new data center. Thank you. Appreciate it. There you go. Thanks Will. Enjoy the heat.[off mic].

Will Moore: Thanks, Will.

Bridge Littleton: Okay, now back to, I have no idea where we were. Okay. Any town reports from committees or liaisons? All right. Would anyone like the one item removed from the consent agenda? Is there a motion on the consent agenda?

Peter Leonard-Morgan: I move that we accept the consent agenda as presented.

Bud Jacobs: Second.

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

All Council Members: Aye.

Bridge Littleton: Opposed? Abstentions? Okay. Next one is Council approval adoption of ordinance to approve the fiscal year 2026 budget. Mr. Davis.

Danny Davis: Thank you, Mr. Mayor and Council Members. This is the final step of adopting the budget for fiscal 26, which begins July 1st. We also discussed this at the Strategic Finance Committee last week and updated them on revenue projections, changes in the budget. They were fully on board with the changes that we had made during the budget process supported that effort, and I really appreciate their continued guidance, as we have always had, you know, needs to look to them for their input as we go through the budget process. We will continue looking at additional items for fiscal 27 as we go forward into utility rates and items like that into the future. But for now, for fiscal year 26, as you're aware, we've discussed this numerous times, and held public hearings as required. And so before you is the appropriations ordinance. And this approves the budget, affirms tax rates and then makes appropriations for the next fiscal year. Happy to answer any final questions you might have about the budget. Otherwise it is ready for your approval.

Bridge Littleton: I know we've gone over it multiple times and we had the public hearing. Any questions input, feedback for Danny or staff. Okay, I think we are ready to vote. So if anybody would like to make a motion.

Darlene Kirk: I move that the Town Council adopt an ordinance to approve the budget, affirm tax rates, and make appropriations for the fiscal year ending June 30th, 2026.

Bud Jacobs: Second.

Bridge Littleton: Any other discussion? All right, Rhonda, would you call the roll?

Rhonda North: Vice Mayor Bernard.

Chris Bernard: Aye.

Rhonda North: Council Member Curran.

Pam Curran: Aye.

Rhonda North: Council Member Daly.

J Kevin Daly: Aye.

Rhonda North: Council Member Jacobs.

Bud Jacobs: Aye.

Rhonda North: Council Member Kirk.

Darlene Kirk: Aye.

Rhonda North: Council Member Leonard-Morgan.

Peter Leonard-Morgan: Aye.

Rhonda North: Council Member Pearson.

Cindy Pearson: Aye.

Bridge Littleton: Okay.

Chris Bernard: [off mic] Pass the budget.

Bridge Littleton: Go to Congress. Yeah.

Cindy Pearson: Thank you to those that worked on this so hard in the many hours that you all put in it. I appreciate it.

Bridge Littleton: Yeah. No, thank you guys very, very much.

Danny Davis: If Will likes zoning I like budgeting. So, you know. [laughter]

Chris Bernard: [off mic] I think we've seen recently it's not necessarily an easy job. So good job.

Bridge Littleton: Yes. And if you actually like it. Your poor wife. Your poor wife. Yes. Alright. The only other item we have on here is a discussion about the water conservation ordinance. So just real quickly before Danny goes through it, we've been going around the horn on this a bunch. I still don't think we're there. There's a lot of ins and outs on this. I don't know if you all have been receiving feedback from the community. I have been receiving a lot of feedback from the community. I will say the one good thing is everybody recognizes why we're trying to do this. They understand that water is a precious resource. We need to protect it, and they're on board that, you know, we do need to have, you know, that we're doing you know, it's about the what are we going to do? Not that we need to do it, which is great, right? So and I'm talking from a very wide spectrum of folks in town that say, yes, we do need to have some ordinance protecting if we get in a dire situation. So when I spoke to Danny, I guess it was last week. You know, I did say, you know, asked he and Martin to come prepared to really know the state code in terms of what is permissible and not permissible as we bat

around different options, right? So, like and again, I don't know what the answer is, but the code says, well, you can do certain things with rates, but you can't do this. So if we want as we go through what Danny's put together, we should be able to also scenario you know, can you have a commercial rate or a residential rate? Can you know, obviously you could do tiers, but you know, and we may not even get there tonight, but I did ask them to be prepared in case we want to go down that rabbit hole that that we could if we need to. So with that Danny, over to you, if you want to give the thumbnail and.

Danny Davis: We'll do. Thank you, Mr. Mayor. And so as provided to you in the memo here, I do want to say thank you to the community who showed up and provided input because it does help us as we refine this and, make this more workable for our residents and also help us to better develop it so that it can be implemented both appropriately, equitably and effectively. So the one big change coming forward in this proposal is in the prior iterations for that final stage of water rationing, when we get to like the most dire, dire situation we had suggested the beginning of a cap of 150 gallons per day per unit. What we have suggested, or what I've suggested in the revised proposal, is that the Council and or myself can implement a cap but leave that flexible. And that gives us the ability to set a cap, understanding that different sized families are impacted in different ways. And so we set a cap for residential that could be 300 gallons per day, which again is kind of that broadly stated average that you would read in averages nationwide, even though for our particular purposes it's still a bit higher than our town average. And we could see if that makes an impact on our water levels and provides the relief that we're looking for, but then also gives us the flexibility to implement stricter caps if our situation does not improve. Because again, at this time, if we go into water rationing, this is not a feel-good measure. This is a necessity measure. And this is something where we all will have to pitch in to make hard choices in how water is used at commercial properties, multifamily properties and residential properties. And so if we start with a little bit of a more gracious cap but understanding that it will affect some folks and then go into a stricter cap, then that will affect more people and cause everyone to have a little more skin in the game. So that's the big change there, as proposed in the ordinance that you have before you. Again, it's up for conversation. We can talk about if there are questions around that. The Council did ask for the potential impact on if we did 300 gallons a day cap versus 100 gallons a day cap. You see that impact here in the chart of the second page of this report? If we had a that higher cap of 300 gallons a day, we would save in average 1300 gallons per day, 1 to 2000, maybe, depending on the day. If that went all the way to a cap of 150 gallons per day, then you're starting to see a little bit more impact on our system production that's 4500 gallons. You also see there providing a percentage of our total water production, average water production in a day. And so you go anywhere from a 1% savings to 3.75% savings. So again these are just averages. It's not perfect. It might change month by month or quarter by quarter. But at least it's a framework of the impact of various caps if they had to be implemented during this kind of situation. Similarly, we would be looking at commercial users to have a reduction in their rate. The second question Council had, or I apologize, I did want to provide information again about the positive results of the second tier, which is the water conservation measures. This is not putting a cap on. This is just simply saying between certain hours you cannot water, or you must not use your lawn irrigation systems or top off your pools, things like that. And what you see is that led to a savings of 35 to 40,000 gallons per day that's a significant, significant savings in our water production. So we really, again, for the public and for the Council, we think that if we get into this second tier of water conservation measures, which is implementing actual water restrictions, we'll see the savings necessary for our system to be okay.

Danny Davis: The water rationing that final tier, again, is saved only for those emergency type situations. The question the Council had about average use of water and different water requirements. What I gathered off research on the internet from EPA and other sources is provided for you in the chart here. I broke that down into average household by two, four and six persons. Again, here in Middleburg, our average household size is somewhere between one and a half to two people per household. We have very small households, 700 people and 429, 435 housing units. So on average, our households are very small compared to the national average. But providing this information to you, you kind of see that borne out average household size of two people use somewhere around 130 gallons per day. If you have six people, that may be up to 375-400 gallons per day. Again, these are all areas where we all make choices on how we how we do our dishes, how we do our clothes, how long of a shower we take. If you cut your shower by a few minutes, you can save a number of gallons. But again, Council just wanted to kind of generally see what an average household might use and what those different categories are. So I hope this is helpful, at least for information purposes.

Cindy Pearson: I just need to make one quick comment, and you all are going to think I'm crazy. But when you use five flushes a day for a toilet. They're not home all day and they're not older. Sorry. Couldn't resist. [laughter] [off mic]

Danny Davis: Understood? Understood.

Bridge Littleton: Bud. Why are you turning red?

Danny Davis: All right. You balance that by taking shorter showers, right?

Bridge Littleton: Yeah. Shower. Okay, so I appreciate it. I've got a couple of questions for you. What percentage of our water consumption? So this says production. Is that the same as consumption?

Danny Davis: Yes.

Bridge Littleton: Okay. No, no. I mean, it's important. Generally we produce. It doesn't mean it's bought.

Danny Davis: It generally is. I mean, one day we might produce 100,000 gallons, the next day it might be 140. But on average, this production is consumption. We don't produce more than we need.

Bridge Littleton: Yeah. So second question what percentage of our consumption and this is like ballpark is commercial versus residential?

Danny Davis: If you'll give me one minute, I'll find that spreadsheet. But 60% commercial.

Bridge Littleton: 60% of the water usage is commercial.

Danny Davis: About 50 to 60.

Bridge Littleton: Sure. All right. Cool. And that includes, like, Hill School is being commercial. And okay, so if it's a residence and or everything else. All right. So now clearly we're not going to put this cap on businesses because it doesn't make sense. And I see here the discussion about, you know, 10%. Is that legally permissible?

Martin Crim: Yes.

Bridge Littleton: So, Martin, we as part of our ordinance, we could say to all commercial businesses if we implement this, you must. And by Danny's mathematical computation here. Right. Last 12 month running average, whatever you got to reduce by 10%. Right. So we can legally do that?

Martin Crim: Yes. The rates that you adopt have to be fair and reasonable under the circumstances. And if the circumstances are severe or extreme or exceptional drought, then that's going to be a reasonable approach.

Bridge Littleton: Okay. Yeah. Yeah. So yeah. So my only other question is related to that. And it was one of the business owners in town brought up a really good point. They said well you know we're not a restaurant we're a store. The only thing we do is flush the toilet for customers. Right? Which is ten a day. How do I manage that? Right. So it's like it's a fair point, right? What do you say? You know, customer number eight. Oh, no one else can use the toilet, right? That's silly. So you could put a threshold of gallons that people are in that kind of class. It doesn't you don't have to do the 10%. But everybody above that you could impose something more.

Danny Davis: Correct. So in in this new ordinance the language states that nonresidential users whose 12-month average is less than or equal to the cap you set for residential would be subject to that residential cap and not to the percentage decrease. So for that particular use that uses 3000 gallons a month. Yeah. Or let's say 100 gallons a day, right. If they are using less than whatever cap you establish for residential because you're absolutely right. If it's, you know, 50 gallons a day. It's hard to cut potentially five of those gallons, right? And what difference does it necessarily make?

Bridge Littleton: So to make a difference. [multiple speakers] That's right. Okay. And this is, I think, just something for you guys to think in the back of your mind. Right. So we've got commercial users that use a lot of water schools, restaurants, Salamander, Red Fox. Okay. We've got commercial users that don't use hardly any at all. Right. So financial services, lawyers, you know bookstore, whatever. Is there something is there anything that's kind of in between that? And what I'm thinking of is like the community center when there's an event Middleburg or the Atlantic Union Bank. Right. Because it's there, they've got 40 employees in there. And that's actually probably going to be above, you know, it's a big building. It's 20,000ft². So I think where I'm going with this is just think about if there's like a couple one offs that are odd because they're not really using water because they're cooking meals, but they got a lot of people in that building. And so, you know, again, what are we going to do? Tell them to after 20 flushes you're done.

Martin Crim: There is no perfect system.

Bridge Littleton: Right, right right. Exactly. So yeah. All right. But that was my question. The big thing, Martin, was that it's legally permissible. So that's good. All right.

Chris Bernard: Legally permissible is interesting. But so along those same lines seasonality. Right. So it's a 12-month average, if I may, we'll say restaurant. Right. And I use random numbers, 20,000 gallons in January. And I use 100,000 gallons in July when it's busy. Let's say the 12-month average hits like 70 whatever it evens out. So if we're under water restrictions and it's a month where last year. I'm sorry. Let's see. Anyway, you see where I'm going. This is like does that seasonality average go off and then all of a sudden they blow past their 12-month average because they're in a busy month? How do you account for that?

Danny Davis: Yeah sure. If we've implemented water conservation measures. So therefore they're using less water. Is that what you're saying? So then.

Chris Bernard: So you're setting the cap based on their 12-month average. But they may have slow months and then heavy use months. And they're going to be heavy use in the summer probably.

Danny Davis: So when we implement rationing it's going to be during a heavy use. I mean the so.

Chris Bernard: And their average will have been dragged down over the winter when they're slow.

Danny Davis: Correct. So I mean, if I'm understanding the question, right, what we're asking restaurants to do is take whatever steps they can to reduce that water use. So that might be you're not.

Bridge Littleton: But the ordinances you must reduce by 10%.

Danny Davis: Or your surcharge. It doesn't mean we turn your water off, it just simply means if you don't change your practices to reduce by that. So, for instance, and I'm not calling anyone out, but if your standard practice of your wash sink is to leave the faucet always running because it's right, you don't have to turn it on and off every time. It's an incentive for you to always turn that water off, or to be more efficient when you load the dishwasher.

Chris Bernard: They are just mitigating damage on their water bill?

Danny Davis: That's correct.

Martin Crim: Or to look at it another way, they we they are making a business decision about whether it's better to cut water usage or to just pay the fine.

Chris Bernard: Well, that was my second thing was about controlling it. I want to make sure we're looking at every avenue, because if you are a restaurant, you're now you're making a business decision on that. And then all of a sudden they make the decision that, well, no, maybe we'll just close and we'll have shorter hours so that we're not using as much water. And that's going to hit us. That's going to hit us in the tax dollars too. So just I think the number needs to be right.

Danny Davis: And I understood 100% understood. And that's why. Yeah. And also in the cap situation you have flexibility there too. So we've built that same that you would for residential into the commercial. So maybe we start with a 5% cap and see what that does and see how our system is. Again, it's one of those where at the end of the day, it is about how we provide water for the basic life safety needs of our residents and our customers.

Bridge Littleton: And to that point, right, if we're getting to the point of no drinking water, I don't care how much it costs, right? I don't care if somebody closes early and we're going to lose some tax revenue. Pam. Go ahead.

Pam Curran: Last, last year, when we saved the 2 million gallons and are we able to determine how many gallons a day the residents used? So we know what we saved. But what was that number, gallons per day based on what we had done with the non-watering?

Danny Davis: But specifically attributable to residences versus commercial.

Pam Curran: Yeah, I mean looking at the caps that we're looking at, I'm just wondering what the result was of gallons per day by implementing what we put in place last year to save the \$2 million [inaudible].

Danny Davis: But specific to a residential property.

Pam Curran: Because we're, you know, we're looking at various caps here. I'm just wondering.

Danny Davis: Correct.

Danny Davis: So, yes. So when and I don't have that data right in front of me. But when we implemented water conservation we went from it was. Yeah. And it was 150,000 gallons a day to about 110,000 gallons a day. So savings of 35 to 40,000 gallons per day. But what we saw is the percentage of users using less than 150 gallons per day. Went from 75% of our users to over 80% of our users. So we definitely saw a reduction in our residential use specifically. And even those who are over that 150 gallons per day, we saw a huge decrease in their consumption. Again, specifically for irrigation systems, because we were seeing some using 80 to 120,000 gallons in a two month period. And when water conservation kicked in, they used 20 to 30,000 gallons for one residential unit. Significant, significant decrease in water usage. So now again, do we see a change in the homeowner who averages 1200 gallons every two months because they rarely use their facilities? No, we didn't see much of a change at all because maybe they were watering a small pot out on the back patio. But overall we definitely saw significant change, both residential and commercial. I hope that answered what you were asking.

Pam Curran: Yeah, I was asking just in terms since we're looking at possibly setting You know, caps, I just wondered what that cap.

Bridge Littleton: Well, we never imposed that cap, so we don't know.

Pam Curran: No, I know, but we did say water based on a restriction we put in place. And I just wondered if we transferred that into a cap what would it have been?

Danny Davis: Yeah. It's hard to back into it that way, but I did.

Pam Curran: It's backing into it.

Danny Davis: Sure.

Bridge Littleton: Well, and the hard part is if you put a cap, people will have a different behavior. Right. So the behaviors that we saw last summer were based on people, us telling them, you can't water, you can't use your irrigation, you can't fill up your pool. If we had said it's a 150-gallon cap, they may have behaved differently. That's the hard part.

Yeah I think yeah. Real quick. I think what Chris's point is actually about the 12-month running average is an interesting one, because the extreme example would be like Scruffy's, right? So Scruffy's closes for five months out of the year, so their water usage is zero. And then in the summertime it's up here, right? So their average is going to be half of what their actual normal business operation is. So and it's probably an outlier kind of thing. But there is that.

Chris Bernard: If we had the data, the way to do it would be to say like for the previous, the average of the previous three years of that month. But I don't think we go back that far, do we?

Danny Davis: We do. The challenge there is new, new customers, new properties. But no, absolutely. We have data back to 2017. [multiple speakers]

Chris Bernard: We don't have that historical data. So it's just based on last year. So you have three years and then it's an average.

Danny Davis: No. If the Council feels that's a better metric, you know, use the April to September or I have to get the months right. But yeah, it made a yes. Can't do the months correctly, but basically the spring and summer months and do that average over the last 2 or 3 years. We could pull that data. It's just a little bit more input to create an average. But I hear what you're saying and.

Bridge Littleton: It won't create a donut hole.

Danny Davis: Sure.

Bridge Littleton: Yeah. Bud yeah, you have a question?

Bud Jacobs: Like others on Council, I've only had fairly positive comments from residents about our intent and our willingness to look forward and do this kind of strategic planning. In large part, I think that's due to the efforts you and Bridge undertook with the community. The word seemed to have gotten out, and there was even surprisingly, a very neutral, factual, very long article in the Blue Ridge Leader about our water situation, which I think also helped. Surprising as it was. The one thing I did get a few, well, not a few I got one comment on was the concern about transparency and specifically as it relates to our water meter readings and billings. And I know you'll put all of this out in a sheet with our water bills or however you choose to do it. But I just want to urge you to be open and do that as much and as often as you need to do so. People understand, first of all, what the impact of the cloud meter reading system is going to be, and also to answer concerns about reliability, I guess, is the word of our readings with the old systems. As you know, that was sometimes a problem.

Danny Davis: And I appreciate that, Mr. Jacobs, and will continue to reiterate that. I think that's a great topic for the next newsletter that goes with utility bills and to continue to send out to the community, especially as we potentially get into whether conservation measures are needed. We have begun more effectively doing weekly meter reads. And we also now have a cloud based read system. So yesterday Vince read meters. They showed up in the cloud instantaneously and I was able to download the Excel spreadsheet, and I'll create an automation in copilot. So next Wednesday when I get the next read, I can just upload the file, say compare it to last week and it will spit out to me average or exact usage by property as well as listing the top ten users. So we know that's a homeowner who never uses water. In fact, this happened both the last two weeks. And we said, well, you might want to get a plumber out there and check it out. And so I answer that in that way to let you know that as we are able to get this information to our customers more immediately, I think that will help them have more confidence in the reads that we get. And that also allows us then to go get downloads from their meters more immediately, because we only save 30 to 40 days' worth of data. And that confirms the usage that we see as well and allows us to track that to particular days and periods of time. So I appreciate the reminder, and we'll continue to do that for our public. Thanks.

Bridge Littleton: Yeah. Peter.

Peter Leonard-Morgan: So I may be a bit confused here, but on the page two, the positive results of water conservation in 2024 was up to 40,000 gallons a day, and yet the cap is only 4500 at worst case scenario. Am I comparing apples with apples?

Danny Davis: Correct, correct. So the cap of 4500 gallons per day saved is after water conservation measures would be put in place where we saw the highest savings of use. So the 35 to 40,000 in savings was irrigation systems topping off pools, landscaping and that encompassed both commercial and residential. This is showing that after those measures are in place, then implementing a cap in addition to that would save an additional 4500 gallons per day only on residential, did not include commercial, which would be significant except for the fact and I think it is in its I think the last paragraph of this section on that page. Most of the commercial users, at least how we define the 10% cap in my first analysis, essentially met that 10% reduction by tier two, meaning cutting off irrigation. They had already cut 10%. That's correct. So what we really saw is that that second tier made the most effect and probably will capture, you know, 80, 90% of the cuts we really can make unless we go, you know, really, really drastic. So that's why I think, again, we likely the water rationing while still necessary to have is a last kind of measure. Yeah.

Bridge Littleton: This stuff is if we're counting gallons.

Danny Davis: Yes. Yes. So. Yes.

Bridge Littleton: Okay. Any other questions?

Danny Davis: So potential edits to the language. What I'm hearing is primarily how we calculate the commercial usage. Consider that on a different basis with maybe a few carve outs or caveats based on if you're a new customer, it's based on this. If you've been here for this period of time, it's based on that. We have delineated multifamily as per unit. And as of right now, all of our multifamily units use less than 150 gallons per unit per day, just for what it's worth. But if there are any other suggestions or edits or comments. [multiple speakers]

Bridge Littleton: The major things.

Danny Davis: Okay, great. I will reiterate and I apologize; you mentioned it earlier. Loudoun County is no longer in drought. As of last week, we were abnormally dry. We're not even abnormally dry anymore in terms of the US drought monitor. So that is. [off mic] That's right. So. Okay.

Bridge Littleton: Yeah. I mean, I you know, that could change by August, right? So, I mean, this is about the getting struck by lightning twice in a row. It doesn't happen that often, but it does happen. Yeah.

Danny Davis: Oh, no, it doesn't change anything about what we're doing. I'm just helping the public and also the Council know that the rain we've had has been significant. Yeah. We'll get you better information at the next Council meeting on our wells specifically. And I think Council Member Curran, if I may mention what you were going to suggest earlier about [off mic] it's probably.

Bridge Littleton: Yes, Norm. Norm, please use the podium. Yeah. You have three minutes.

Danny Davis: But in terms of some of the questions the community had at the May 22nd meeting provided a little information in this report about the capital efforts that we're taking. Well 4 maintenance and rehabilitation is intended to begin on Monday that should take about a week. And we really expect that to have some significant enhancement. And then we are have authorized and approved the scope of work for our Well 3 and water supply and treatment study. So that will be coming to us in the next few months. So important just to continue to let the public know that we're not digging our head in the sand, but we're working in a proactive, forward-looking manner as well as dealing with this particular part of the equation as well.

Bridge Littleton: All right. Any information items? Pam.

Pam Curran: So at the Farmers Market we're doing Coffee with Council, but not that anybody's having any coffee with us, but they come up and tell us just different things they'd like us to address, or what they think in general about how we're doing. And I mean, just wonderful, wonderful feedback about so many things. One in particular is the way the police department are handling animals being left in cars. So apparently that's happening, but they're handling it right away and really with a lot of grace and making sure the animals are safe. So, you know, that was great. And you know, everything for the most part, really, really, really positive about even the way we're handling issues with the water. The only the one thing that has come up repeatedly is the condition of some of the vacant stores in town. One of them has broken glass all over the ground and paper hanging, and they just feel as though it's a blight in terms of how nice the town is. So you know, I don't know what we can do about it, but it is something that comes up, you know, pretty regularly at the market. So that's it.

Bridge Littleton: And anybody else. The only thing I'm going to add is we had a COLT meeting last night. One of the items that came up was Tony Buffington addressed us on the Loudoun water. So if you guys remember, I don't know, two months ago, he spoke at Purcellville Town Council meeting about Loudoun water taking over the system and whatever. So I'm going to remember this probably 90% accurately. The Loudoun County Water Board, which I just think is an awful way to say it, met and they are on board to do a feasibility study of basically taking over town water systems if it's something a town would want and. [off mic]. No, no, all towns really? Yes. It's a feasibility study. Right? So and I think it's about fundamental fairness. Right. It doesn't mean that. It is our choice, right? But if they do it, for one, they should offer it to all. Right. So which I actually, you know, you need to be fair. We're all Loudoun citizens, so everybody needs to be fairly, treated. They engage with the county. The county said sure, that is perfectly reasonable thing to study. So Tony came to and saw us last night and said, you know, nothing's been agreed to on the study yet. They're working out how it would happen, but that if the study does go forward, they would like us to participate. The Loudoun water board wanted everything on the table in the study for. So all the way from doing nothing all the way to the right or, you know, left or right doesn't matter. But, you know, all the way over here actually running water mains and sewer mains from eastern Loudoun to every town, which Tony said was like a no go for him. I think would be a no go for everybody but the Loudoun board, the Loudoun Water Board said, well, we should study. It doesn't mean we're going to do it. A study doesn't mean. And my comment was people don't study what they don't potentially want to do, but whatever. Right. So they're working with the county. The Loudoun Water Board would only do it if the county ran it, not ran it, but paid for it and helped facilitate it. And, you know, the view is the idea here is if you run your system and you would like the Loudoun water to take over your system, take responsibility for your debt and run it for you, and then you would get sort of harmonized rates like they do for everybody else. That's kind of the concept. There was a lot of points that came up from the members of COLT. You know, one of the ones I said was this needs to be done by an independent third party. You know, it shouldn't be run by the county. It shouldn't be run by Loudoun water. It should be an independent third-party company. So that way there's no bias. And Tony said, actually, you know, that's a good idea. I hadn't thought about that. Scott Ramsey said, you know, for Round Hill, which I think is also for us, one thing that's fundamental is the you control the service area, right? So we would not want to give up control of the service area to Loudoun Water. Yeah. And there's a lot of other things going on. So high level I know we've talked about it in the past and it's something that we're not that interested in, but and Tony respected that for all the towns. But he said, look, if this happens, you should be there and represent your community, even if you wouldn't partake in it they need to hear from us. So they want to have COLT, you know, be that input. I fully intend to sit at the table, provide feedback, but not agreeing to nothing. And they have data for their report. I just want to make number one. Want to give you guys the download on that number two, see if anybody had any concerns with participating in their study, and they might ask Danny for data and stuff like that. It's all publicly available anyway. So that's the baseline. So any concerns, any questions. If this study happens, I can't imagine starting for anything closer than six months from now. So but, you know, it did come up. So I wanted to give you guys the feedback. Any questions? All right. We do not have a closed session. So unless there's no other information items. Well, you can go have one if you want. I'm leaving. Meeting adjourned.

Chris Bernard: Wow.