



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Minutes
Thursday, August 27, 2026



PENDING APPROVAL

PRESENT: Mayor Trowbridge M. Littleton
Vice Mayor Chris W. Bernard
Councilmember Pamela Curran
Councilmember J. Kevin Daly
Councilmember Deborah Scott Gallagher
Councilmember Chris Hersh
Councilmember C. Darlene Kirk
Councilmember Cindy C. Pearson

STAFF: Bryan D. Foster, Interim Town Manager
Tracy Gallehr, Deputy Town Attorney
Rhonda S. North, MMC, Town Clerk
William M. Moore, Deputy Town Manager
Shaun Jones, Chief of Police
Angela Fletcher, Finance Director
Jennifer Bell, Director of Community Engagement

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting on Thursday, August 27, 2026 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 Comments

Scott Little, Managing Director of Salamander, commended the Town on the selection of Jennifer Bell as the Director of Community Engagement and noted that they had held some great conversations. He acknowledged that the Council would discuss an item later in closed session and thanked them for taking it seriously and with an earnest effort. Mr. Little expressed hope that everyone could keep working together.

Meghan Gallagher, 214 E. Marshall Street, thanked the Planning Commission, Deputy Town Manager Moore and Planner Rogers for their efforts related to rooftop dining. She noted that the Planning Commission changed course during their meeting and would be forwarding a recommendation for strong standards for outdoor dining, allowing outdoor dining by-right, strong standards on rooftop dining, and a prohibition against further rooftop dining establishments. Ms. Gallagher reported that the Commission walked away from allowing rooftop dining by special exception, which they were encouraged to do by the citizens who spoke. She expressed gratitude for the responsiveness and understanding that this use was too far for the community. Ms. Gallagher announced that all the light poles on Route 50 in Middleburg would be filled with veterans banners. She advised that they would go up on October 26th and would be on display through November 16th. Ms. Gallagher invited Council to attend the dedication ceremony on November 7th at the Community Center. She opined that it would mean the world to the relatives if they were present.

Mayor Littleton asked Director of Community Engagement Bell to send a meeting invite for the dedication ceremony to the members of Council.

Staff Reports

July Utilities Report

Mark Inboden, of Inboden Environmental Services, reported that the wastewater treatment plant discharged an average of 93,000 gallons/day, for a total monthly discharge of 2.8 million gallons. He further reported daily water production of 146,000 gallons, for a total monthly production of 4.5 million gallons. Mr. Inboden reviewed graphs depicting the water and wastewater production and noted that the increasing trend that was seen from March through June had halted, in large part due to the mandatory water conservation measures the Council put in place in July. He reviewed the other/maintenance wastewater work that had occurred during the month of July, which included the replacement of battery tenders at the wastewater treatment plant; the completion of work on the EQ basins; a search for the Asbury Church sewer lateral; the calibration of some flow meters; and, the placement of an order of valves for a large valve replacement project at the treatment plant. Mr. Inboden reviewed the other/maintenance work for the water system, which included a hydrant flow test; the replacement of valve box caps; review of the work to update the cellular tower network on top of the Stonewall Water Tower; and the replacement of the battery tenders at the water treatment plant.

Mr. Inboden reviewed the current DEQ (Department of Environmental Quality) drought map for Virginia and noted that the Loudoun area was still in emergency status with regard to groundwater. He advised that groundwater was a primary concern for all the regions; however, it was a significant concern in this one. Mr. Inboden reviewed the Town's well levels. He noted that Well 4 was showing some positive results based on a combination of things, including the water conservation measures and the use of Well 3 on a more consistent basis. Mr. Inboden further noted that the Town had experienced some rain events. He reported that Well 4 experienced a fifty-foot increase in its water level.

Mayor Littleton noted that Well 4 was recovering because the Town was using the other well to give it a break so it could recharge. He opined that, at the end of the day, it was still just a fixed amount of water from the same aquifer.

Mr. Inboden opined that Well 3 was not coming from the same aquifer. He noted the concern as to whether Well 3 would be in the same situation as Wells L and P and advised that the data has shown that Well 3 was a consistent water producer. He noted that it was pumped around the clock for two weeks at forty-five gallons/minute and bottomed out at 200 feet, which it then maintained. Mr. Inboden reported that once the Town stopped drawing from it, the water level increased sharply before coming to its normal static resting level. He explained that this indicated that it was on a completely different aquifer than Wells 4, L and P, which was a huge bonus for the Town. Mr. Inboden advised that the Utility Committee discussed this and believed an additional investment in Well 3 was warranted to improve the water quality. He noted a forty-foot decrease in the water level last month; however, over the entirety of the month, the well held consistent at two hundred feet. Mr. Inboden reminded Council that the pump was set at four hundred fifty feet; therefore, it had a two hundred fifty-foot reserve. He reviewed the graph for Well L and noted that it had improved slightly. Mr. Inboden reported that it experienced a negative trend in May through July and had a negative level of fourteen feet as of August 25th. He advised that in looking at the trends, in the period between July 27 through August 10th, there was a steady decrease; however, between August 10-17th, when it had a resting period, there was not much of a negative decline. Mr. Inboden reported the same for Well P. He noted that it had a negative fourteen feet; however, since July, it had shown a positive six feet, resulting in a total negative of eight feet.

In response to inquiries from the Council, Mr. Inboden confirmed that all the issues at the Well 4 treatment plant had been repaired. He reminded the members that someone from Inboden was at the treatment plant every day and advised that they were working to develop a CIP or estimated lifespan for the equipment. Mr. Inboden explained that they were trying to be proactive, as opposed to reactive. He noted that the CIP would allow the Town to identify how much it would need to spend in a year to replace equipment based on the historical failure rate of that equipment.

In response to inquiries from the Council, Mr. Inboden confirmed the pump for Well 3 was turned on July 13th and ran at a rate of forty-five gallons/minute through July 28th. He advised that the quantity of water pumped from the well during that period could be calculated. Mr. Inboden confirmed that IES had the data points to calculate the drawdown and recovery.

Drought Report

Interim Town Manager Foster reported that the Utility Committee was working to identify other options for increasing capacity. He noted that they were working on two items with IES, the first of which was to lower the pump in Well 4. Mr. Foster advised that they were working to secure a proposal from a drilling company to fix what kept it at the 320-foot level so it could be dropped to where it should be, which would allow the Town to gain 100 feet of depth. He noted that this would cost approximately \$20,000. Mr. Foster reported that in addition, the committee was exploring what it would take to put Well 2 back into service. He advised that when the drilling company was in town, they would do a well drawdown test on Well 2 to determine its production capacity, which was needed before the Town could begin to figure out the cost and amount of effort needed to bring it back online. Mr. Foster opined that the equipment and pumphouse would need extensive rehabilitation or replacement and noted the need to determine whether it would produce enough water to make those costs worthwhile. He advised that these two items would be done in the very near term.

Mr. Inboden advised that an additional benefit of doing the work at Well L was that it would remove the old, abandoned equipment. He noted that the well was drilled to a depth of 410 feet. Mr. Inboden advised that the equipment would also remove the mineral build-up in the line. He opined that just removing the old equipment would improve the recovery of Well L. In response to an inquiry from the Council, he advised that the well was opened in the 2000s and was not that old.

In response to an inquiry from the Council, Mr. Inboden advised that the decision to move from mandatory to voluntary water conservation was a Council one; however, there was not enough data to make an identification of a considerable trend that things were getting better. He noted that the Town had experienced only one month of improved performance and advised that this could be based on other things, including that the mandatory water conservation efforts were helping. Mr. Inboden recommended the mandatory water conservation remain in place until a minimum of three months of improvements to the wells levels were experienced. He opined that the Town needed to get out of the dangerous zone and into a more comfortable position.

Utility System Security

Mr. Inboden noted that he was asked to brief Council on the security issues that revolved around SCADA controls, telemetry systems and PLCs. He explained that these were everything involved in a computer that operated water and wastewater utilities. Mr. Inboden reported that in July and August, there was a large campaign by foreign actors in America that targeted water and wastewater utilities in rural areas that were ill equipped and ill funded. He explained that they were looking for vulnerabilities in the primary logic computers (PLC) that operated the equipment so they could successfully gain access to it. Mr. Inboden further explained that these were forward facing to the Internet and had no safeguards to block access. He advised that these foreign attackers were able to get into those PLCs and change the passwords and IP addresses, which locked out the operators and prevented them from accessing their equipment. Mr. Inboden explained that those utilities had to issue boil water notices because they could not manage their chlorine pumps. He reported that IES' standards for all the municipalities it served required a firewall. Mr. Inboden advised that after this attack, IES had their subcontractors review all the systems to identify any vulnerabilities and updated any firmware at their expense. Mr. Inboden further advised that they also installed new passwords that were only known to the controls people, which would prevent an unknown actor from gaining access to the system to create or change a password. He noted that this was done as a second line of defense. Mr. Inboden reported that they also removed any port forwarding that allowed the PLC or other online device to be directly accessed from the Internet. He advised that when accessing the system remotely, IES used a virtual private network and two-party authentication. Mr. Inboden noted that when an operator logged into Middleburg's system online, he/she had no control authority – only view options. He advised that the wastewater treatment plant was controlled locally and noted that the PLC that controlled it was not connected to the Internet. Mr. Inboden advised that it was only connected to one outside source, that being the manufacturer of the treatment plant, which had a safety net that they had to go through to access the data box. He noted that they could not go past the data box.

Loudoun County Water Study

Mayor Littleton reported that COLT (Coalition of Loudoun Towns) met last week to discuss a source water/operational cost study. He noted that the towns had to provide Loudoun County with their feedback on the draft RFP to hire a third-party firm to conduct the analysis and assessment. Mr. Littleton explained that this was about understanding the capital needs of the different towns and noted that each was unique. He reported that the County's view was that water and sewer treatment had become complex and expensive to operate and that they had an affirmative responsibility to ensure the safety of the systems, particularly in light of the long-term investments which were increasing. Mr. Littleton noted that the base over which these costs were spread was not increasing and advised that the issue was how to figure all of that out. He reported that the County was going to ask the towns to support the study, not in terms of money, but by providing data and participating in interviews. Mr. Littleton opined that this would not be a heavy lift for the staff. He advised that the mayors all said they would participate as long as it did not cost a lot of time or money. Mr. Littleton noted that all the towns were represented, except for Leesburg, which would not be included in the study because their water came from the river. He advised that the County expected the study to take a year to complete and noted that it would be an extensive one. Mr. Littleton advised that he wanted the Council to be aware of what was happening.

July 2026 Staff Reports

Town Clerk North reminded Council that a representative from the Virginia FOIA Council would be in Middleburg on August 31st to provide FOIA training. She further reminded the members that this was the year they were required to take it and advised that if anyone could not attend, she would need to schedule their training through the Town Attorney. Ms. North noted that Councilmembers Hersh and Gallagher already took their training when they attended the Newly Elected Officials Conference at the beginning of the year.

Town Clerk North reported that she was working on a recently received FOIA request. She noted that she forwarded it to the members of Council and asked that they provide her with any corresponding records they may have as soon as possible.

Town Clerk North reminded Council of the agenda management software RFP and reported that the committee interviewed three firms who provided off-the-shelf software. She advised that she was in the process of negotiating with the number one ranked firm. She expressed hope to present a contract to the Council during their September 10th meeting. Ms. North reported that an amendment to the Swagit/Granicus contract to add closed captioning to the meeting videos would also be presented to Council during their September 10th meeting.

Director of Community Engagement Bell reported that she had a busy month meeting people and learning about and working on events. She noted that the Town was only a month away from its Oktoberfest and expressed hope that it was on the members' calendars. Ms. Bell advised that in addition to the veterans event that was mentioned earlier in the meeting, the Police Chief was planning a September 11th event to commemorate its 25th anniversary. She asked that the members of Council place those items on their calendars.

Director of Community Engagement Bell reported that the Middleburg Arts & Community Events Committee (MACEC) asked her to present their recommendation that the Town establish a formal DORA boundary related to ABC licensing for special events, in particular Oktoberfest. She explained that a DORA (Designated Outdoor Refreshment Area) allowed people to take alcohol outside of an establishment and into a designated area, such as a street. Ms. Bell noted that they were often referred to as a "sip & stroll". She explained that the alcohol could only come from a licensed alcohol establishment that was located within the footprint of the DORA and that no outside alcohol could be brought into it. Ms. Bell reiterated that the Committee asked her to forward their recommendation to the Council. She suggested the Council ask MACEC to flesh this concept out more and provide more information about the intent. In response to inquiries from the Council, Ms. Bell confirmed that if the Council established a DORA on South Madison Street, there were only two restaurants that could sell alcoholic beverages. She further confirmed that the Town would not have to always use the DORA for events. Ms. Bell opined that it may be possible to have a DORA and get a special alcohol license for something different; however, they could not be on the same footprint and operate simultaneously. She noted that one of the key components was the willingness and ability of the establishments to participate in the serving of alcohol and allowing it to leave their premises into that footprint.

Mayor Littleton noted the need to ensure that if the Town established a DORA, it could still bring in wine vendors or other vendors in the future. He acknowledged this would involve a different licensing requirement.

In response to inquiries from the Council, Director of Community Engagement Bell confirmed the Town would not be closing the door by using a DORA license. She noted that the current license being utilized for Oktoberfest was a manufacturing one, which was a special license that enabled the manufacturer to come into the community to serve beer and wine in a designated footprint. Ms. Bell reiterated that a DORA was a designated footprint; however, only those restaurants located within it could do sales. She opined that it could be a challenge for the restaurants to handle the volume required for an event like Oktoberfest. Ms. Bell confirmed the DORA area could be changed once a license was received. She further confirmed that the Town could have different DORA zones. Ms. Bell opined that the DORA could only be used a certain number of times per year.

Interim Town Manager Foster reported that the City of Manassas used a DORA in its downtown area. He explained that it was an annual permit that could be used a set number of times in an established area. Mr. Foster noted that signage had to be installed stating that alcoholic beverages could not be taken past the boundary of the DORA. He advised that if the Town established a DORA, it would not have to use it.

In response to an inquiry from the Council, Director of Community Engagement Bell advised that there could not be vehicular traffic in the DORA during the event. She explained that it had to be a restricted zone so the alcohol could not leave the area. Ms. Bells advised that a DORA would offer a larger area for people to linger, mingle, sip and stroll; however, there were still controls in the form of a zone that people must stay within. She advised that she could not envision a situation in which people would be able to go in and out of businesses and opined that this would be very tricky to do.

Vice Mayor Bernard opined that this was an in-depth conversation. He noted the staff's recommendation that the Committee do more research.

Director of Community Events Bells noted that she did not attend the meeting in July when MACEC made this recommendation and advised that the minutes did not elaborate on it. She suggested that if this was something the Council was interested in exploring, they ask the Committee to research it and make recommendations related to boundaries. Ms. Bell further suggested they also do outreach to the businesses to determine if there was interest on their part.

Vice Mayor Bernard noted the need for Council to understand the pros and cons. He suggested the need for the Committee to return with the questions and answers related to their proposal so the Council could have a better conversation.

Finance Director Fletcher reported that the auditors would be in town the week of September 28th to begin their field work for the FY' 26 audit. She noted that their draft report would be presented to the Strategic Finance Committee in November and the Council in December.

Police Chief Jones noted that e-bikes were a concern for chiefs of police and reported that the State convened a work group to examine the situation. He noted that their report must be completed by November 1st. Chief Jones advised that this would be a topic of discussion during his Small Chiefs Roundtable Discussion next week. He noted that they would look at each other's policies and expressed hope that some good ideas would come forward that he could present to the Council.

Chief Jones noted that during the last meeting, a citizen expressed concern about the crosswalks. He reported that he placed the Town's signboards at each end of town with a message urging caution due to crosswalks ahead. Chief Jones advised that his plan was to rotate the boards throughout the town where there were issues.

Chief Jones noted the 911 Memorial Event that would be held on September 11th. He further noted that the American Legion would participate. Chief Jones advised that the plan was to hold it in the evening in the hope that more people could attend. He reported that he and Director of Community Engagement Bell were scheduled to meet with a representative from Lost Barrel to conduct a walk-through in preparation for the Oktoberfest event. Chief Jones advised that he was preparing his annual request for assistance from other agencies for the Christmas in Middleburg event.

In response to an inquiry from the Council about the utility crews working in the Ridgeview area that were impacting traffic, Chief Jones advised that the patrol officers were watching this.

Mayor Littleton expressed appreciation for Officer McCord's assistance to a motorist who recently experienced a flat tire.

Councilmember Daly expressed appreciation to Officer Barlan for his assistance with the Seven Loaves Food Pantry. He noted that he helped distribute food to those suffering from food insecurity.

Chief Jones noted that he was reviewing the reports from the speed boards posted throughout the town and advised that the average speed was in the 85th percentile, or between 17-18 miles per hour. He noted that Councilmember Pearson asked that one of the speed boards be moved to Marshall Street and advised that he could pull the numbers once it had been in place for thirty days. Chief Jones advised that he would report the outcome at that time.

Councilmember Pearson noted that motorists coming up the hill were exhibiting a heavy foot.

Deputy Town Manager Moore reported that the Planning Commission held public hearings earlier in the week on a couple of zoning text amendments. He advised that the one related to parking lots would be coming forward to the Council this month. Mr. Moore noted that as to the one related to rooftop dining, the Commission initiated an amendment to allow it by special exception in the C-2 and C-3 Districts; however, after public input and additional deliberations, they withdrew that amendment and initiated one to prohibit future rooftop dining applications. Mr. Moore advised that this would put them a month behind in getting a recommendation to the Council. He reported that the Commission would hold a public hearing on it in September and advised that he was confident it would be coming forward to the Council. Mr. Moore reported that the Streetscape Committee performed an assessment on the tree conditions in town and noted that Maintenance Supervisor Cole was arranging for maintenance on some of the trees. He advised Council that the Town improved the health of the trees in the areas where the flexible pavement was installed.

Deputy Town Manager Moore reported that the sewer repair work on Pendleton Street was complete. He thanked Chief Jones for addressing the concerns about access to Seven Loaves and noted that he was able to arrange for alternative parking areas for their clients while the sewer repairs were being performed.

In response to an inquiry from the Council, Deputy Town Manager Moore reported that the County-wide transportation plan was an element of Loudoun County's Comprehensive Plan. He noted that it covered the roadways in both eastern and western Loudoun; therefore, the Town was always monitoring what was being called for in their plan. Mr. Moore reminded Council that their 2019 plan called for some things that were contrary to the work that had been done under the Route 50 Task Force and advised that while it had now been improved, there were still some concerning items in the plan. He advised that he conducted a review of the plan and submitted comments. Mr. Moore reiterated that this was something he constantly monitored and that he submitted comments on some of the troubling language.

Councilmember Pearson thanked Mr. Moore for staying on top of it.

Mayor Littleton noted some of the troubling things that had been included in the plan in the past, such as a bike/walking trail on Route 50.

Deputy Town Manager Moore confirmed that that item had not returned.

Deputy Town Attorney Gellehr reminded Council that there would be a report on litigation in closed session later during the meeting. She noted that the only other item on the Town Attorney's report was the work that was done on the housing section of the Comprehensive Plan.

Asbury Church Project Report

Town Clerk North reported that the 100% construction plans were now complete and were at the review agency/permitting stage. She noted that the HDRC would consider the request to issue a Certificate of Appropriateness during their September meeting. Ms. North reported that she drafted an application for a Preserving Black Churches grant, in the amount of \$250,000, from the National Trust for Historic Preservation. She noted that she only needed to receive the three letters of support in order to submit the grant application. Ms. North advised that the Town would receive notice as to whether it was awarded this grant in February. She reported that the Fundraising Committee would hold an alignment meeting with the fundraising consultant on September 8th and noted that she had provided the information they requested. Ms. North reported that a contract was signed with ECS to develop the hazardous materials specifications and perform hazardous materials inspection services once the construction project began.

Special Projects Report

Interim Town Manager Foster noted that there was a resolution of support on the consent agenda for funding from Loudoun County for the South Madison Street Improvements Project. He reported that members of the Town staff met with the County budget staff multiple times, which included a representative from DTIC. Mr. Foster noted that the Town had gained support from a couple of the County board members, who have put this project on their radar and asked that this be put back into the hopper. He reminded Council that this was an off-budget year for the County and advised that they did not typically consider new projects during that time; however, the Town was told they would if it resubmitted the request. Mr. Foster explained that the reason DTIC was included in the conversation was to get their support. He noted that the proposal was to add the missing segment of sidewalk to The Hill School back to the project so the County would look at the request more favorably. Mr. Foster advised that once the Town was able to explain things better to DTIC, they were supportive of the project. He noted that there was no guarantee the Town would receive funding; however, he opined that there was now a more positive outlook.

Consent Agenda

- A. Council Approval – July 23, 2026 Regular Meeting Minutes
- B. Council Approval – Resolution of Support – South Madison Street Improvements Project

Vice Mayor Bernard moved, seconded by Councilmember Hersh, that Council adopt the consent agenda as proposed, including the July 23, 2026 Regular Council meeting minutes and the Resolution of Support for the South Madison Street Improvements Project.

Vote: Yes – Councilmembers Bernard, Curran, Daly, Gallagher, Hersh, Kirk, 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 – Request for Special Events Grant – Tagragg Productions

Director of Community Events Bell reported that the Middleburg Arts & Cultural Events Committee (MACEC) recommended approval of Tagragg Productions' request for a \$5,000 special events grant. She noted that this was her recommendation as well.

Erin Coulter, of Tagragg Productions, advised that her company had been performing in the Middleburg area for five years; although, it was not legally formed until last year. She reviewed some of the productions for which they were responsible. Ms. Coulter noted that she was a twenty-five-year theater professional. She advised that she was seeking a grant for the

production of “A Charlie Brown Christmas” that would be held the same weekend as Christmas in Middleburg, as well as the following weekend, at The Hill School. Ms. Coulter advised that Tagragg Productions was partnering with The Hill School, as well as a few other area businesses, to create a space at The Hill School that was family-focused and would be good for local businesses. She reported that this would be their first ticketed event and explained that previous ones were funded either through donations or sponsorships. Ms. Coulter advised that she wanted to create a base of volunteers, brand knowledge and start to become more involved in the community. She noted that regardless of the grant, she intended to move the production forward. Ms. Coulter opined that the special events grant was intended exactly for what she needed, which was to help get them started. She advised that, based on her experience, she expected to come out of this production ready in terms of volunteers and finances to do more programming for the community. Ms. Coulter expressed hope to offer volunteer opportunities at Christmas in terms of public performances in the streets at no charge. She noted that in order to do that, she needed to figure out a way to support the company. Ms. Coulter advised that, if received, the grant money would go to support licensing, marketing and artists fees. She noted that she did not pay the artists a living wage; however, they did get something in recognition of their contribution.

Councilmember Gallagher reported that the members of MACEC asked thoughtful questions and advised that she was impressed with Ms. Coulter’s responses. She noted the committee unanimously supported the grant application.

Ms. Coulter reminded Council that she served on MACEC for three years. She encouraged the members of Council to audition for a role in the production. Ms. Coulter asked that the Council share information about her event and noted that she wanted it to become a larger community event. In response to inquiries from the Council, she advised that the cost to attend would be \$20 per person. She reported that they could seat 250 people and intended to sell 200 seats, with 50 seats being donated to Windy Hill, A Place To Be and other organizations. Ms. Coulter further reported that they would have six shows and had a goal of selling approximately 800 tickets. She noted that their breakeven point would be 600 tickets. Ms. Coulter advised that they would do some special events in tandem, such as the sale of merchandise, the sale of hot chocolate, and possibly the sale of adult beverages during some of the performances. She confirmed that some of the shows would be on the same day as Jingle in the Burg, but not during the same time. Ms. Coulter advised that she would continue to do the Saint George and the Dragon during Jingle in the Burg. She noted that she was also hoping to provide a small-scale Peanuts performance during Jingle in the Burg as a promotional item, as well as for fun. Ms. Coulter explained that the budget figure she provided not only included ticket sales but also sponsorships.

Mayor Littleton noted that in the past, Christmas in Middleburg was the big event, with stores and other organizations doing their own special events. He further noted that around the time of COVID, the town started doing events all month long, such as carriage rides and the Dickens of a Christmas event. Mr. Littleton opined that while this was great, there needed to be consideration of whether there was a saturation point at which too many things were being done so that nothing could be successful given that Middleburg was such a small community. He further opined that there needed to be more structure around making sure everything was well coordinated. Mr. Littleton advised that he was not thinking that should be a Town thing and suggested it was more of a Middleburg Business & Professional Association (MBPA) thing, with the exception of Christmas in Middleburg, which was managed by a nonprofit organization. He questioned whether the MBPA’s events committee should holistically look at all the events that were held throughout the Christmas season and opined that there would be a point where the town needed to say that “too much was happening”. Mr. Littleton cited as an example, going to Disneyland and having to wait five hours for the rides, which deterred people from ever going back. He opined that Middleburg did not want visitors to have that kind of experience. Mr. Littleton reiterated that Middleburg was doing a lot more than it did five years ago and suggested the need to think about making sure a negative experience did not happen.

Ms. Coulter opined that this year felt more saturated because Jingle in the Burg would be held the weekend after Christmas in Middleburg. She reminded Council that there was always a weekend in between Christmas in Middleburg and the Dickens of a Christmas events, with the Corgi races being held during the in-between weekend. Ms. Coulter suggested that because of how the calendar fell this year, the decision was made to move Jingle in the Burg back a week. She agreed the saturation point was definitely something that needed to be considered.

Mayor Littleton noted that he did not know how to think about such things; however, he opined that it was a point that would be hit. He suggested the need to be thoughtful about it. Mr. Littleton further suggested this was something for MACEC and the MBPA to consider.

Director of Community Engagement Bell advised that one of the benefits of supporting an organization like Tagragg was that it would lead to greater theatrical performances throughout the year that would not just be seasonal.

Ms. Coulter advised that her ticket sales budget was \$14,000, which was 800 tickets at \$20/each, accounting for some tickets that would be donated at no cost.

Councilmember Pearson noted that the production would help keep people in town longer during Christmas in Middleburg; however, she advised that the buses to get them back to the parking areas stopped at a certain time.

Ms. Coulter acknowledged the need to get with Director of Community Engagement Bell on that. She noted that when her board discussed when to hold their evening performances on parade day, they recognized they would not have parking available until the evening. Ms. Coulter advised that one of the performances was during the day in between the two parades. She explained that their thoughts on when to do the evening show were based on allowing people to go out to dinner and then attend their show, while still being able to get back to their cars. Ms. Coulter acknowledged that she did not know when the shuttles stopped running and needed to make sure they did not strand people in Middleburg.

Mayor Littleton noted that when the Christmas parade ended around 5:00 p.m., most of the streets were closed for a couple of hours in order to clean up and remove the barricades. He opined that Tagragg may not be able to have a show until 9:00 p.m. that evening. Mr. Littleton suggested this would be a difficult day to have a show.

Councilmember Hersh moved, seconded by Councilmember Daly, that Council approve the special events grant for TagRagg Productions for \$5,000 for the Charlie Brown Christmas production.

Vote: Yes – Councilmembers Bernard, Curran, Daly, Gallagher, Hersh, Kirk, 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 Approval – Historic District Guidelines Update

Deputy Town Manager Moore reminded Council that the Town developed a new set of Historic District Guidelines in 2021, which was a tremendous tool for the Historic District Review Committee (HDRC). He noted, however, that there was an omission in terms of outdoor dining. Mr. Moore reviewed the history of the HDRC's efforts to draft an update to include such provisions. He reported that in addition to addressing outdoor dining, the recommended guidelines included language related to rooftop dining, not knowing where the zoning regulations would eventually take the Town. Mr. Moore advised that during its last meeting, the HDRC unanimously recommended forwarding an appendix to the Council for their consideration. He explained that regardless of what happened with regard to the rooftop dining zoning regulations, the proposed appendix said this was okay as long as none of the elements could be seen from the public view. Mr. Moore reminded Council that rooftop dining zoning regulations fell under the Planning Commission and Town Council. He reiterated that the HDRC's position was that they did not want to see any of the elements, with the possible exception of an awning. Mr. Moore noted that there were already guidelines related to awnings. He advised that if a rooftop dining area was permitted, if someone wanted to have a retractable awning, it would not be a permanent feature that was always out. Mr. Moore reiterated that the HDRC unanimously recommended adoption of the appendix to the existing guidelines.

In response to inquiries from the Council, Deputy Town Manager Moore reported that the zoning text amendment that would be coming before the Council would include a section that specifically addressed video screens. He confirmed that railing would be a building code requirement; however, the HDRC said they did not want to see anything going forward. Mr. Moore acknowledged the existing rooftop dining establishment that would be permitted and advised that it was possible the railing would be seen from the public street; however, in the future, even if rooftop dining was allowed, the HDRC did not want to see the railing from the public street. He explained that if the railing needed to be a certain height to meet the

building code and if it would be visible from the public view, the applicant would not be allowed to have a rooftop area. Mr. Moore advised that other options were to set it back or to raise the roofline to conceal it. He explained that in terms of existing plastic furnishings, the restaurants could keep what they currently had; however, they could not expand the number of tables using the same kind of outdoor elements. Mr. Moore advised that he did not have an answer right away as to whether they could replace them in-kind.

Mayor Littleton suggested that in terms of the rooftop dining, a phrase be added to the effect of “if permitted by zoning” or “where allowed”. He noted the need to avoid confusion that the HDRC was permitting something. Mr. Littleton suggested the appendix read “If permitted by zoning, the outdoor elements are not to be visible from the public street or right-of-way.”

Deputy Town Manager Moore suggested the Council incorporate that in their motion. He recommended the language read “...may be permitted, subject to zoning regulations...”

Mayor Littleton opined that the HDRC did a great job of developing the appendix.

Vice Mayor Bernard opined that the question regarding replacement elements may apply to other things besides furniture. He questioned whether there was an urgent need to adopt the appendix during this meeting.

Deputy Town Manager Moore noted that this was something that had been in the works for a couple of years. He advised that his instinct was that replacement items would be allowed provided they were in the same form, material and color. Mr. Moore further advised that it would have to be the exact same plastic table or chair and, if it was no longer available, the replacement would have to comply with the guidelines and receive HDRC approval.

Mayor Littleton cited the replacement of a door or window as an example and noted that if an exact match was not available, the applicant had to return to the HDRC.

Councilmember Pearson moved, seconded by Councilmember Hersh, that Council adopt the August 2026 version of the Appendix A6 of the Historic District Design Guidelines as an update to the existing Guidelines.

Mayor Littleton offered a friendly amendment, which was accepted by Councilmembers Pearson and Hersh, that under the section that says rooftop dining areas, in number one – to change the wording from “may be permitted where the outdoor elements are not visible” to “may be permitted, subject to zoning regulations, where the outdoor elements are not visible from the public street or right-of-way.”

Vote: Yes – Councilmembers Bernard, Curran, Daly, Gallagher, Hersh, Kirk, and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie.) (on motion as amended)

Information Items

Helicopters Over Middleburg

Councilmember Pearson noted that helicopters were flying over Middleburg, which were causing her windows to shake. She questioned whether there were any regulations on how high they should fly.

Vice Mayor Bernard confirmed there were not for him (Vice President of the United States).

Zoning Text Amendment Related to Outdoor and Rooftop Dining

Councilmember Hersh advised Council that the performance criteria would be really important in terms of both outdoor and rooftop dining. He suggested the members of Council really look at those and think of what would work. Mr. Hersh encouraged the members to notice anything that may be unforeseen or not thought of by the Planning Commission. He advised that following the public input, the Planning Commission rescinded their action (to pursue rooftop dining as a special use), which meant they had to hold a new public hearing. Mr. Hersh advised that this would then come before the Council for a public hearing. He stressed that the wording of the restrictions would be important.

Vice Mayor Bernard opined that the timing of the zoning text amendment would be important. He suggested the need for the Council to keep an eye on what the regulations looked like at the Planning Commission stage, as the Council would not have a lot of opportunity to change them once they came before them. Mr. Bernard suggested the need for the members to get their input in early.

Closed Session

Vice Mayor Bernard moved, seconded by Councilmember Daly, that Council go into closed session as authorized under Section 2.2-3711 of the Code of Virginia for (1) consultation with legal counsel pertaining to actual litigation involving Cooper Building Services vs. the Town of Middleburg, (2) consultation with legal counsel pertaining to actual litigation involving Salamander Farms LLC vs the Town Council of Middleburg; and (3) consultation with legal counsel pertaining to actual litigation involving Salamander Resort LLC vs the Town Council of Middleburg, all three as allowed under Subsection (A)(7); and, (4) an appointment to EDAC, and (5) the hiring of a Town Manager, both as allowed under Subsection (A)(1). Vice Mayor Bernard further moved, seconded by Councilmember Daly, that Council thereafter reconvene in open session for action as appropriate.

Vote: Yes – Councilmembers Bernard, Curran, Daly, Gallagher, Hersh, Kirk, and Pearson

No – N/A

Abstain: N/A

Absent: N/A

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

Mayor Littleton asked that Council certify that, in the closed session just concluded, to the best of each member's knowledge nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in the motion, which each member so did. He reminded those present for the closed session that any discussion that occurred within it should be treated as confidential.

There being no further business, Mayor Littleton declared the meeting adjourned at 8:04 p.m.

APPROVED:

Rhonda S. North, MMC, Town Clerk

Attachment: Transcript of the meeting.

August 27, 2026 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: All right. We will call the meeting to order. First item is Pledge of Allegiance. 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. Okay. Roll call.

Chris Hersh: Chris Hersh.

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.

Bryan Foster: Bryan Foster, Town Manager.

Tracy Gallehr: Tracy Gallehr, Deputy Town Attorney.

Bridge Littleton: Okay, next item is public comment. If anybody would like to address the Council on any matter, they may do so now. I know we've got somebody signed up. You'll have. I've got it. You have three minutes. And first is.

Rhonda North: Scott Little.

Bridge Littleton: Scott Little.

Scott Little: Hi. Good evening, Mr. Mayor, Council. Good to see you all tonight. Just two quick notes I wanted to mention. First of all and I really didn't know she'd be here, but I just wanted to commend the town on the selection of Jennifer Bell in her new role in Community Engagement Management. You know, we've had great conversations so far. We were also on the Visit Loudoun Board together and just really looking forward to working with you Jennifer. And just really salute you all for your selection. And then second of all just in the interest of us all keep working together and being communicative the, you know, if such as this evening something comes before you, that we're all working on feverishly together. I thank you for taking that seriously and with an earnest effort. And that's in the attorney's report later on in your closed session. We're, hoping that we can keep all working together in that way. [music playing] And that's it. Thank you so much. Nice music.

Bridge Littleton: Thanks, Scott. All right Kevin \$12 in the kitty. Okay. Miss Gallagher.

Megan Gallagher: Hi. I'm Megan Gallagher, 214 East Marshall Street. And I wanted to start by saying thank you to the Planning Commission. Will and Amy and you all in your efforts to deal with the community shock over rooftop dining in Middleburg. The Planning Commission really had a change of course on Monday night, and they will be forwarding to you after they get through their public hearing, a recommendation for strong standards for outdoor dining and by right on the street and porches, and strong standards for any rooftop, but no prohibition against any further application for rooftop. They walked away from an SUP process, which they were strongly encouraged by the citizens who spoke on Monday night. And we're just grateful that you all have been so responsive and understand that this is something that just seems to be a litmus test of a bridge too far for the community. Secondly, on a more upbeat note, I'm giving you your two and a couple of weeks' notice that the veterans banners for Middleburg Virginia will fill all of the light posts on 50 Washington Street this year. My math, I think, is right on that. And we will so this could be the last of the dedication ceremonies. Those banners will go up for three weeks. Thank you town for waiving the fee for it on November. October 26th and Veterans Day is actually Wednesday, November 11th. And then they come down November 16th. But the event, the dedication and I know that Darlene went to the last one and Kevin's always there. He's involved in the planning. Is going to be Saturday, November 7th at 10:00 at on the terrace at the community center. And it means the world to the relatives of the people being honored when the town, one of the sponsors and the post members are there so robust turnout, you know, we'll buy you coffee at Common Grounds beforehand. But I think it's going to be really great and I'll just come back every month and remind you of it. Sadly, I'm out of town that week, but it'll be really lovely. Thank you.

Bridge Littleton: Thanks, Megan. Quick question. Hey, Jennifer, do you mind getting that information for that event and just throwing it to all of us as a meeting invite? [off mic] Okay, cool.

Megan Gallagher: A big part of our meeting, so I forgot. Thanks, Jennifer. From the town and Kevin as the liaison from the town sponsorship, plus the host. Sorry.

Bridge Littleton: No. You're fine. Okay. Thank you. Anybody else wish to address Council on any matter? Going once. Going twice. Okay. We will close public comment and move on to staff reports. Utility. Vince, let's hear it.

Mark Inboden: Should I just go as Vince or? You got the B Team again, guys. So sorry about that. All right, so for the month of July you have our slide show up and we've also presented with you with the report for the wastewater. We had an average discharge of 93,000 gallons a day. Total monthly is 2.8. On the water side, we had an average daily production of 0.146 or 146,000 gallons a day, and we finished the month with a total production of about 4.5 million gallons of water. If you look at the slide show, we have the graphs of our drinking water and wastewater, respectively. And you can see that the trend that we saw between March and June has kind of halted. And we've kind of had a step down. We feel like this is in large part due to the moratorium or the water conservation. Thank you. Water conservation that the town has enacted. And so we do feel like that served the town well. All right. On to July for the wastewater side. We had a couple battery tenders that it's not a doesn't sound. I know it sounds like a juicy steak, but it is not. It is a device that keeps the batteries charged for all of our generators. And one of those went down at the wastewater treatment plant generator. We replaced that. We've also had some considerable work completed on the EQ basins. The EQ basin float network and what the floats do. It's a redundant system for the wastewater plant. And so the EQ is essentially the tank that receives all the influent flow, stores it and allows it to be processed, metered through the treatment plant at a given time. And it's operated off of an electronic system called a transducer. Well, there's a backup system to that. And we've gone through the backup system and we're making some additional repairs, really bolstering the wastewater operations there. And so we've made some considerable changes and works to the EQ basin float network. And you'll see some photos about that later on. Additionally, our operators try to hunt down the

Asbury Church sewer lateral. I remember hearing about that last month when I was here. And we've also calibrated some meters, some flow meters. And then we also have some valve orders. We're doing a pretty large valve replacement project at the wastewater treatment plant. And actually before I came here tonight, there was a big ST truck that pulled in delivering some more. And I think that's the last of the valves that we were waiting on. All right. So if we go to the next slide Vince stuck this in here as kind of explaining the backup float set points that we have. Can't really read it there, but it's from the design plans of the wastewater treatment plant shows you that the tankage and also the float set points. The next slide, we can see some additional design plans for the EQ basin. And then the battery tender that was replaced. And these are the valves that have been delivered to date. Some of those are very large valves, and it's going to require a large crane to, set those in some way pretty, pretty much. All right, so the next, the next slide show, we have, we found some notes that that left handed pitcher, those are Gary Garrett's notes. Gary works for us still. So you'll probably see him driving around town, but in 2010, he found some notes that he wrote digging through plans trying to find this Ashbury sewer lateral. And they've tried to do this before. This is what we found. We've tried to do some dye testing and such there. And so work is still ongoing there. I'm not sure of the complete resolution of that is achieved yet, but our operators have been involved with that. So we thought it interesting to provide some of this input. All right. So then the other two photos, those are some meters that we calibrated. All right. For the water side we had a hydrant flow test. This was by I think capital sprinkler on the 21st. We did this in the wee hours of the day when no one's awake. So no one would see, you know, any pressure drops or issues with water quality. So that happened on July 21st. We also replaced some valve box caps. There's an ongoing work to upgrade the cellular tower network on top of Stonewall Water Tower. We have a photo of that to come. And then also the Stonewall Water Treatment Plant or yeah, water treatment plant generator. The battery tender failed there too. So it was the month of battery tenders. So we replaced that as well. And the next slide kind of show you the battery tender. Some of the meters that we had calibrated and then the Stonewall Tower there, you can see on top some of the cellular work that was being completed. I would not want to work up there. I don't do heights. All right. And then next slide. This is the flow test that I was discussing. So it's a pretty involved process. But whenever a company comes in and requests flow studies we do not allow them to operate the town's equipment and hydrants. We do that ourselves. Because there's, you know, many things can go wrong and our operators are trained to operate hydrants as on an as needed basis. All right, so the next slide we have the current. Well, before I go into it, anyone have any questions about what we've already discussed threw a lot of information at you? All right. So next slide. This is the current DEQ drought map as you can see for the Loudoun County area. Most things are green and that little four squares box but what is still an emergency status is the GW, the Groundwater. So that is still a significant concern in this region. Really groundwater is a primary concern in all regions if you can see. That's it. It's a, it is something that has been on a lot of topics of discussion for a lot of people in our industry. So we'll go ahead and go into Well 4. I will say that we have had some positive results. And the positive results I think is it's a conglomeration of everything that we've been doing in town. I think it's the water conservation efforts that we've enacted. I think those helped. Well 3, we've introduced Well 3 more steadily more on a consistent basis. And that's really helped improve Well 4. So we're not attracting such a high demand of water from Well 4. And so with Well 3 in operation, the water conservation areas. And also we have had some rain events. We have had some rainfall. We do see a positive 50 foot increase in Well 4. So I was pleased to see that when I was looking at the data earlier this week. But as you can see there for the lion's share of the month of July, we had well three in operation. If you go down to the next slide, this is current levels.

Bridge Littleton: Mark can I ask you a quick question. Sure. So I mean I get it right. So the one well is recovering because we're using the other well more so it allows it to take a break and recharge.

Mark Inboden: Yeah.

Bridge Littleton: But at the end of the day, isn't it all just a fixed amount of water from the same spot.

Mark Inboden: It's not.

Bridge Littleton: Okay.

Mark Inboden: It's not. And you bring up an excellent point. And I think in the next slide after this one I got some pretty, pretty cool stats. So I'll be able to show you. And so for this one, since August or since June and ending on in August, we've had a positive increase of 61ft in Well 4 and attributed to the same cause and effect. So the next slide and Bridge, this is where you were going. This is Well 3 and the concern that you have is if we have Well 3 in operations so much, do we have a concern that Well 3 is going to be, you know, in the same boat that Well 4 and L and P are in. But from the data that we see here, Well 3 is a very consistent producer. And I would say that you can see on the screen, we had a two week solid span of this pump pumping around the clock for two weeks at 45 gallons a minute. And it bottomed out at about 200ft and it maintained level. And then when we stopped flow, you can see a sharp increase and a slight shoulder coming to the normal static resting level of that well, which indicates to me that this is a completely different aquifer than 4 L and P, it's different. And so that's a huge bonus for the town. We have multiple sources. But the consistency of Well 3, we've, been very shocked. And as the utility, the committee discusses it more, I think an additional investment into Well 3 is going to be warranted for many different things, but primarily water quality. So that's Well 3. We did have since last month there was a -44ft decrease which you could say, Mark, why aren't you concerned about that? But if we look at the entirety of that month, it's held consistent at 200ft. Also, the well pump is set at 450ft. So we have 250ft of reserve above that Well as a buffer zone, so to speak. So Well 3 is performing very well. Then the next slide is Well 3 again. And this is Well 3 current levels. To date currently as of August 25th. All right. We'll go to Well L, we can see slight improvement from Well L not a lot but barely visible. So we have about a positive five foot since last month and since May positive three foot. If we go down to Well L for the current levels, you can still see kind of a negative trend since June and current August 25th we had a negative of 14ft. And so if you look at this data, it's really easy to just kind of nerd out on the data, geek out on the data. But if you look, you can kind of see trends. And when I look at data, I always try to find what is the trend. And if you look kind of in the middle, let's say this would be around July 27th to about August 10th. We have a pretty steadily decrease. And then also from August 10th to about August 17th, but after that, we had a resting period on between the 17th and 18th. Then after that resting period with this well in operation, we don't see such a negative decline in that Well. Minor, I know, but it we remain hopeful. Well P, still kind of the same story here. We had a -14ft and Well P and since July though, since we kind of enacted all of our different processes, we've seen a positive six feet. Since June we've seen a -8 feet. So that's all the slides and the data that I have for the wells. But be happy to take any questions that you may have.

Bridge Littleton: Cindy.

Cindy Pearson: Reading Vince's report that he does kind of the daily report. Are all the other issues fixed at Well 4 the electricity, the salty water, the discolored water, stuff like that has that been?

Mark Inboden: Yes. Each of those have been worked through. So that that report is reporting on the month of July. Yeah. So what it doesn't really tell you is all the work has been completed.

Cindy Pearson: Has already been done since.

Mark Inboden: Exactly.

Cindy Pearson: Correct.

Mark Inboden: Yeah. But yeah, great point. Yes, they have been.

Cindy Pearson: Okay. And do you all and I probably am not using the right language. Do you all inspect the wells and the equipment on a regular basis? I mean, I hear you know that you're working on this and this. So we know to replace or repair things before things completely break down.

Mark Inboden: That's a great point. So we are there every day.

Cindy Pearson: Yeah.

Mark Inboden: Even on the weekends. But what we are working on right now is a water side equipment CIP or estimated lifespan of some of this equipment. And so we're trying to look at a proactive sense instead of a reactive sense. List the equipment out, itemize it, and then identify what is the respective cost in today's dollars. This needs to be replaced in 5-10 years. And it gives some sort of multiplication factor to identify the town's going to spend this much money in this year to replace this item because of historical failure of that equipment type.

Cindy Pearson: Right. And I'm sure that goes on and on and on. [laughter]

Mark Inboden: It does. It's a never ending process. You're exactly right.

Cindy Pearson: Okay. Thank you.

Mark Inboden: Sure.

Bridge Littleton: Any other questions? Yeah. Chris.

Chris Hersh: Just a quick one. And it's just making sure I understand the graphs. On Well 3 July 13th, the pump gets turned on, correct? When the drop occurs.

Mark Inboden: Oh, sorry. Well 3 July 13th. Yes. That is.

Chris Hersh: And so then you're running it at 45 gallons per hour for that period of time. And then roughly July, midnight, July 28th, it gets shut off, correct?

Mark Inboden: Correct. That's correct.

Chris Hersh: So the quantity of water that was pumped during that period of time, you actually can calculate that and know what that is.

Mark Inboden: You can.

Chris Hersh: And that would be true for every pump.

Mark Inboden: That's correct. That's correct.

Chris Hersh: So in a sense we can get what the drawdown is the amount taken out and then the recovery.

Mark Inboden: That's correct. Yeah. We have all of those data points. That's right. And we do track that.

Chris Hersh: Okay. Thank you.

Bridge Littleton: Yeah, Bryan.

Bryan Foster: Just if there aren't any other questions I was going to ask if it's all right with Mark here, could we. I have my Drought Report. He's already covered a lot that was in there, but I had a couple of things I wanted to add. It might then we wouldn't necessarily need to discuss or we could discuss it now if that's acceptable.

Bridge Littleton: Sure.

Bryan Foster: So a couple of things that have come up was in the utility committee meeting and I think we discussed last time was what are we doing to like figure out like other options for more capacity and so forth. So two things that we're doing that we're working with Mark and his team on. The first is and I'm going to pull up the slide here. So on Well L if you look, you see where the pump is set on, which is the, I guess that's the green line at 320ft, so the water level is not much higher than where the pump is set. That's part of the reason I don't fully know the history. If you have questions or if you're not familiar, and I'm sure Mark can answer. But basically there was an issue when some service was done at some point in the past, that pump should be a lot lower and there was a break or a dislodging of the well pipe. And so we have a proposal, we're getting ready to execute with the drilling company. They're going to be able to go down and in essence, drill through, fix and replace. We'll be able to drop the pump in Well L back to where it should be. So we're going to, when that's done, we're going to gain about 100ft of depth that we don't currently have. So it was one of the things that we talked about. And so and that's roughly going to be about a \$20,000 cost. So quite a good return for, a minimal investment to get that back to where it needs to be. So that's one of the things that we're doing. And then at the same time they're going to, we, the people have asked about, Well 2, what's it going to take to put Well 2 back into service. So I say at the same time, but same company, they're Valley Drilling is going to come out and going to do a well drawdown test on Well 2 because the first thing we need to determine is whether or not it's the production capacity is there before we even try to figure out the cost and effort to bring that well back online, because it's not just the well, it's the electronics, the pump house, all of that's going to need extensive either rehab or replacement. And so, but before we even get into that, we want to know, is the well going to produce enough to make it worthwhile? So those are two things that we're doing or will be doing here in the very near term. So I wanted to just give Council an update on that. And then I don't know if Mark wants to have an add, but I just wanted to make sure that was not in my report because we just have been we've been going back and forth and meeting. We just met this week to finalize all of that. So it did not make it into the report, but I wanted to make sure I shared that with Council this evening.

Bridge Littleton: Thank you.

Mark Inboden: One additional benefit to the work at Well L it's going to be twofold. One yeah, we're getting the old abandoned equipment out of the way. And that well is drilled 410ft. So we can get a substantial amount of freeboard if you will, in that casing. But the other added benefit the process that they're going to do to do this, they're going to use a drill bit called a roller bit, and it's going to have what they're calling a ribbed stabilizer. I don't know, I don't make these things up. This is what they told me. And so but what that's also going to do, they. So we sent them the data that the downhole camera, CCTV footage that we have of this Well, and he said, I notice a lot of mineral encrustations as well. And that roller bit will largely remove the mineral build up. And so I'm hopeful, I don't know, but we'll get the old well equipment out of the way. But it might improve the

recovery of Well L and so it'd be more beneficial for that Well outside of getting the old equipment out of the way.

Cindy Pearson: How old is that Well?

Mark Inboden: Not old, the 2000's era. Yeah. It's for the development process. Yeah. Not that old.

Bridge Littleton: Any other questions for Mark? Okay. Okay. Thank you man. Oh, Pam. Go ahead.

Pam Curran: It sounds like we've made progress. And so I always ask this, but how much more progress would we need to make to move from mandatory to voluntary water restrictions?

Mark Inboden: It would be a Council's decision. My recommendation is I don't see enough data to make a considerable identification of a trend that we're getting better. We have had one month of improved performance, but that one month of improved performance could be large part based on other things. So I think the water conservation efforts are helping. My recommendation is to keep those in place. And at a minimum three, see you know, several months of improvements to our Well levels. I think we need to get out of a, you know, a dangerous zone and into a more comfortable position. Yeah. Good question.

Bridge Littleton: Thanks, Mark. So I was going to wait till the end, but I'll go ahead and mention it now. Because it's relevant. And Mark, just for your guys heads up. We had a COLT meeting last week where we met with Tim Hemstreet and his deputy. What? What Rhonda?

Rhonda North: I was trying to ask is Mark still going to give the System Security Update? [off mic] Second part. [off mic]

Bridge Littleton: Yeah. Go ahead.

Mark Inboden: Okay. So I was also asked to brief Council on some of the security issues revolving SCADA controls, telemetry, PLCs. It's basically everything that is a computer that operates water and wastewater utilities. And so back between July and August, there was a pretty large campaign from foreign actors in America that targeted water and wastewater utilities. And the ones that they targeted were rural, ill equipped, ill funded facilities. And they were looking for vulnerabilities in PLCs or Primary Logic Computers. And those computers run our equipment. And the ones that they were successfully able to gain access to were ones that were forward facing to the internet, had no guard or block on them, had zero or easy to beat passwords. And what these foreign attackers were able to accomplish is get into these PLCs, change passwords to lock out operators. And so not only that, but they were able to change IP addresses. And so they couldn't access their equipment or they changed passwords and so they couldn't access their equipment that way. And so the entire utilities were on boil water notices because they couldn't, you know, manage a chlorine pump because it's tied in with SCADA and the PLC and that's not running or well pump won't kick on or influent pump won't run. And so it was a big hairy deal. It really was. And so that got a lot of, our customers calling us and say, Mark, what are you doing about it? And so from the standards that we have, all of our municipalities do, if they can afford it is install a firewall. It's simple practice. And after this news came out, we contacted our subcontractors and I had them go through at my expense and identify any vulnerabilities with firewalls, update firmware, replace firewalls if needed, if they're outdated. But happy to report that Middleburg has a current active up to date firewall with updated firmware. And that is the number one thing to do for these attacks. The other thing that we have done, they actually completed this process today is it installed passwords at the PLC, passwords that are known to the controls people. And you can't gain access to it to even create a new password or change that password. And that's kind of that's a second tier step. If they're able to get past that firewall, they're

certainly going to be able to break into any password that we put on there. But we did it as a second, second measure of defense, if you will. And so also we remove any port forwarding that allows the PLC or other online devices to be directly accessed from the internet. And that is what the firewall will do. We place PLC's and run preferably by hardware switch if available. And we also place the PLC and other online devices behind something that is an adequate firewall to be active. So we're accessing it remotely. We use a VPN or Virtual Private Network and that also has a two part authentication. Middleburg also when you look online, when our operators log in to the Middleburg system we have no control authority. We have zero controllability of the online systems. It's a view only. And so that's important to note as well. The wastewater treatment plant is controlled locally. The PLC that is designed and installed to run the treatment plant is not connected to the internet. It is only connected to one outside source and that is with the manufacturer of that treatment plant, Veolia. And they have their own back door and safety net that they have to go through. But that is completely separate from anything that we have because they are only able to access a data box. And that data box, we call it the black box. It's like a black box on an airplane. They can access that data that is dumped in there, but they can't go past that if that makes sense. So that was the update I had, but happy to answer any questions if you have any.

Bridge Littleton: Any questions on that. Rhonda thanks for reminding that. Okay. Cool. So yeah Mark. Thank you. Okay, so the meeting that we had last week Tim Hemstreet, was there, some weasel deputy administrator was there?

Cindy Pearson: How'd that work for you?

Bridge Littleton: It was interesting. And a couple other folks.

Chris Bernard: They didn't let him talk.

Bridge Littleton: What's that?

Chris Bernard: Didn't let him talk.

Bridge Littleton: They. No comment. [laughter] So anyway, this was a follow up to the meeting that we had with all the mayors back in February about a water study and a source water study and, well, source water, but also really it's about operational cost study. You know, what does it take to run systems nowadays? What are vulnerabilities that you have to start thinking about and funding? So we had given them comments back on their RFP. They're going to go out to a third party firm to do this analysis and assessment. And it's really about understanding capital needs across all the different towns because we're all different. We all have different systems, we all have different structures. I mean, we have, what, four Wells? Five, and Round Hill has 13. So, you know, everybody is unique. So there's not sort of like one way to look at us all. And the county's view is water and sewer treatment is becoming so complex stuff like PFAS, you know, that nobody ever expected is becoming so expensive that I mean, the way Tim and Danny explained it, they feel they also have an affirmative responsibility to ensure the safe to help ensure the safety of the systems, especially as the long term investments go up but the number of our users don't go up, right? So the cost per gallon is growing quickly, but you don't have a bigger base to spread it against. So how do you figure that out? I, you know, again. All good. I mean, studies are great. What does the data tell you? What do experts tell you need to do? They are going to ask for us to support the study, but only inasmuch as providing data and maybe doing some interviews and stuff like that. So it shouldn't be a heavy lift for staff. Mark, I'm, you know, you guys manage for a couple of the towns. So you'll get this from everybody. We were all said, yeah, you know, as long as it doesn't put anybody out and cost a lot of time you know, if it's sending files and doing a couple interviews, we were you know, we all felt that that was fine. There were all the towns were there. Well, except for one and Leesburg was there. Kelly was

there. But Leesburg is not going to be included in the study because they get their water from the river. They don't have Wells. So it's kind of a entirely different, you know, issue for them. Anyway they expect the study to take a year. I was like, what takes a year? But it's Loudoun County, so but it's going to be a pretty extensive study. Like I said, Bryan saw the RFP and there's, they're going to and it's going to be, how do we think about capital infrastructure? How do we think about investment? How do we think about source water protection for the next 30 to 40 years? So, you know, again, I think it's a good idea. We're all going to participate. We might have lessons learned to come out of it. So anyway, but just wanted you guys to be aware of that. And Mark, I don't know if any of the other towns told you about it, but it will be coming. Yeah. I think they said they're going to try to get the RFP out this week or next week and have somebody on contract within a month, so they're moving quickly on doing it. Okay. Next up is staff reports. So Miss North.

Rhonda North: Thank you, Mr. Mayor. I just wanted to remind Council that this coming Monday a representative from the Virginia FOIA Council will be here at 6:00 in the Council Chamber to provide FOIA training.

Bridge Littleton: Oh boy!

Rhonda North: This is the year that the Council is required to take it. Council Members Hersh and Gallagher luckily had it when they went to their newly elected officials training earlier this year. So they're good. But if anyone is not able, if anyone's not able to attend Monday, we'll arrange for the Town Attorney to give you the training. And speaking of FOIA's, we have received a very large FOIA request that I am working to respond to. I did forward that to you all earlier this week. If you all could, please check and see if you have any records that would correspond and get those to me as soon as possible. I'd appreciate it. On the Agenda Management RFP the committee did interview the three firms that provide off the shelf software. We have identified a number one ranked firm and we are negotiating with them. I'm hoping to have a contract to bring to you during the September 10th meeting. In addition, we have been able to get an amendment to the Swagit contract prepared for the closed captioning that we need to add to our videos to be ADA accessible. And I will also be bringing that to Council during the September 10th Council meeting. So that's all I have for now.

Bridge Littleton: Thank you. Any questions for Rhonda? All right. Next up is Jennifer.

Jennifer Bell: Good evening. Another busy month meeting people, learning and working on events. It's hard to believe, but we are under a month away from Oktoberfest. I hope it's on your calendar if that's your type of event. In addition to the veterans event that was mentioned tonight, I did want to bring to your attention also the Chief is planning a September 11th event. It's the 25th anniversary and that I believe will take place at 5 p.m. and more information will follow about that as well. But just if you can reserve that on your calendar I want to make sure you are all aware of that. In my report, one of the things I wanted to bring to your attention is that as part of my role as staff liaison to the Arts and Events Committee, they asked me to present recommendation that occurred at their July meeting. I was not in attendance at that meeting. I'd had a previously scheduled engagement, so I wasn't there for the discussion. [sneeze] It's my belief this came out of concerns about the. Bless you. The ABC licensing for Oktoberfest. But the request is in your packet, which involves talking about establishing a formal DORA boundary. This is a type of ABC licensing that is popular and common. It's technically a Designated Outdoor Refreshment Area is what it stands for. The short and I'm happy to go elaborate if you're interested, but the short version of that is many communities are using this now when they have establishments that want to sell and have people take the alcohol out into a designated area, let's say in the street, and have what they call often sip and stroll. It is only the alcohol can only come from licensed alcohol establishments, restaurants within the footprint that's designated and circulate in that area. No outside alcohol can be brought into that. No, you know, Lost Barrels or wineries can come in. It's only in the door, only sold from the restaurant establishments. So again, I was asked by the committee to bring that recommendation

forward to you. I'm happy to answer any questions. I'm happy to go back to them. If you recommend and ask them to flesh it out a little bit more, discuss it further and give more information about their intentions or in their request. But happy to go into detail on anything my report that might interest you.

Bridge Littleton: Any questions? So I've got one quick question about the DORA.

Jennifer Bell: Yes.

Bridge Littleton: So if we do that then let's say we did it for South Maddison Street. Right. So there's one, two.

Jennifer Bell: Two.

Bridge Littleton: Two restaurants connected to South Madison. Only they could sell. Okay.

Jennifer Bell: That's correct.

Bridge Littleton: No, no, I was going to say, well, you know, now if you establish the DORA, do you have to always use it?

Jennifer Bell: No, not at all.

Bridge Littleton: Okay. So you can use it when you want. And if you wanted to get a special alcohol license for something different, which would allow vendors. You can still do that, but you can't then do the DORA at the same time.

Jennifer Bell: That's an interesting question. Technically, in different areas, you might be able to do that and have two different designated alcohol zones operating simultaneously. That is theoretically possible, but not on the same footprint. Not on the same street.

Bridge Littleton: Got it right [multiple speakers]. You couldn't have. Right. Because that's just sort of like unlimited, I get it.

Jennifer Bell: Obviously, one of the key components of this is the willingness and ability of the establishments to participate in serving the alcohol and allowing it to leave their premises into that footprint.

Bridge Littleton: I just wanted to make sure that if we did do it, if there was an event in the future where we want to bring wine vendors in or anybody, a bunch of other people, it doesn't restrict us from being able to do that.

Jennifer Bell: That's correct.

Bridge Littleton: I know there's a total different licensing requirement.

Jennifer Bell: No, you're not closing any doors by using the DORA license.

Bridge Littleton: Great.

Jennifer Bell: The current license that's being utilized for Oktoberfest, I believe, has been used all the various years, is the manufacturing. So it's a manufacturing license, special kind of license, which enables them to come

in to our community invited and serve beer and wine in that, you know, designated footprint that has to be established. The DORA is again, an established footprint, but only the restaurants that are here in brick and mortar can do the sales into that area, which is why it could be a challenge, for example, for something like Oktoberfest to be able to sell enough volume, let's just say to satisfy the requests of all the people who might attend an event like Oktoberfest. But for a smaller scale event it's entirely possible if both establishments are willing.

Bridge Littleton: Okay. Last question. When you set that area, can it be changed?

Jennifer Bell: Yes, yes. I mean, you can.

Bridge Littleton: So each time you get.

Jennifer Bell: Once you get the license.

Bridge Littleton: Right so it's got to be connected to that establishment because otherwise you're going outside of it.

Jennifer Bell: So you could set the DORA zones. You could have one on Madison Street and you could have one somewhere on Federal Street, let's say with the Thai restaurants, something like that. I mean, you could have different DORA zones.

Bridge Littleton: Yep yeah, I get it. No, I understand how it works now. Okay.

Jennifer Bell: Yeah.

Bridge Littleton: Perfect. Thank you. Yeah. Chris.

Chris Hersh: In terms of the DORA, is it set like calendar periods of time or is it [multiple speakers]?

Jennifer Bell: I believe you have to apply for when you want to use it. I'm not an expert on it and I think you can only use it so many times a year, but are you able to.

Bryan Foster: Yeah. So I live in Manassas and Manassas does a DORA in the downtown area. And so it's an annual permit that allows you to use it a set number of times and establishes the area. And so what Manassas typically uses, they have an event called First Friday. So every first Friday and it's like a, I'm going to say a six block area of downtown, and they actually close several of the streets. And people can get their drink whether it's a beer or a glass of wine, and then they walk and wander through the shops and so forth. And then much like you have to do for Oktoberfest the boundaries, you have to put this, there's signage, you cannot take your alcohol past this point kind of thing. So but the way it's, but the way it works generally is the, the, you know, we would say we'd like to have one, we'd establish whatever zone that we would want. And then you don't have to use it, but it allows you to use it. And it's basically it's done on an annual basis. So you can get one permit. You don't have to get a permit every time, but it allows you, you can only do it a certain number of times.

Cindy Pearson: Can you have traffic on those roads that are in the DORA area?

Jennifer Bell: Not vehicular traffic. It has to be a restricted zone so the alcohol can't leave that area, so you still have to be able to restrict it. As Bryan was mentioning that people can't leave with their alcohol. You can. It just

is giving a bigger area if you want people to linger and mingle and sip and stroll their alcoholic beverages as they wander around this enables it, but it still has to be controlled. There's still the zone you have to stay in.

Cindy Pearson: We couldn't have it up and down our street for people to go in and out of businesses, because Route 50 is right there and you can't close Route 50 for a whole evening.

Jennifer Bell: I can't envision unless there was some restriction on the, you know, using a barricade in the parking lot or the parking spots. I mean. I don't I can't think of [multiple speakers]

Bridge Littleton: Yes, you are going to have to barricade it off. Yeah. Okay.

Jennifer Bell: Yeah. I think it'd be pretty tricky to do that. Yeah. Yeah.

Chris Bernard: Quick question. So I guess we've started a staff report and we've veered into a, I think a pretty in-depth conversation. So is the ask that we consider it or does the committee. I'm reading the staff comment. So it sounds like you're suggesting that they do some more research.

Jennifer Bell: If that interests the Council.

Chris Bernard: Or have they already done enough to their liking?

Jennifer Bell: So I wasn't at the meeting. Sorry. Yeah, it wasn't me. So I don't know the full conversation that led to it and the minutes didn't elaborate. If this is something that Council is interested in exploring the possibility of utilizing a DORA license, then my suggestion would be to ask the Arts and Events Committee to talk about it, research it, and determine what they would recommend as far as boundaries, and maybe even do outreach to some of the businesses in those areas to see if there's actual interest.

Chris Bernard: Yeah, and the pros and cons, right. So I think coming back with, you know, what are the questions that really we need to answer and then what are the answers to those? And then we can have, I think, a much better conversation about it.

Jennifer Bell: Great. Yeah. Wonderful.

Chris Bernard: Thank you.

Bridge Littleton: Awesome. Thanks, Jennifer. Thank you. All right. Next up Angela.

Jennifer Bell: Thank you, Mayor and Council.

Angela Fletcher: You have my report before you. I just have a couple of additions that have transpired since the information was put out, and that is that our auditors will be here the end of September, the week of the 28th. So they'll start their, field work and then that draft of the fiscal year 26 audit will be presented to the Strategic Finance Committee in November and then the final version to Council in December. But I'm happy to answer any questions on the report.

Bridge Littleton: Any questions? Yeah Cindy.

Cindy Pearson: I just want to say I like your report. It helped my brain not have to work so hard. It just couldn't read it. And it went, whew.

Angela Fletcher: Thank you.

Bridge Littleton: Anybody else? Okay, thanks.

Shaun Jones: Good evening everyone. You have my report before you? I just have a couple quick things. I spoke with Vice Mayor Bernard in reference to E-bikes. E-bikes is a big concern with a lot of different chiefs and different towns as well. So since we last spoke the state has convened a workgroup to examine the situation. They need to have their reports to the board by November 1st of 2026 to take it a step further. As you know, I do a small chief roundtable discussion send an email out to several small chiefs in different towns. We're having a Zoom meeting, not tomorrow, but the following Friday to discuss these issues that everyone has the same issues. So we're going to take a look at each other's policies and so forth. And hopefully I can take some good ideas and bring it back before you guys and just have a discussion on that. But I just want you guys to know that we are trying to address the issue and working with other localities too, so everyone can get on the same page and hopefully we can express our concerns as well. The last meeting Donna Strama talked about the crosswalks. So what we've done so far we're working on coming up with some other ideas, but we've placed the sign boards that we have at both ends of the town, saying caution Crosswalks are Ahead. But we are going to rotate the sign boards elsewhere throughout the town where we have issues as well. As Jennifer stated we're preparing a 9 1 1, 911 Memorial Event. I think it was, I think it's to do something in reference to that. We discussed the times in a meeting we had, and we have the American Legion involved with us. We thought about doing it in the morning. However, I think we're getting more participation than we move it to the evening time at 5 p.m. so that therefore, that's the time while we're doing the 5 p.m.. Tomorrow Jennifer and I and Lost Barrell we have a walk through for Oktoberfest. Also I am preparing for the request to assist with Christmas in Middleburg to other agencies to go out next week as well. Any questions I can answer for you?

Bridge Littleton: Any questions for Chief? Darlene.

Darlene Kirk: All the utility crews that are working up through Ridgeview, they're making it really difficult to get around. Some of them don't have signs and stuff. Could your guys keep an eye on that?

Shaun Jones: Yes. If we're notified that, I mean, when we see them on patrol. But sometimes I've seen a lot pop up this week without being notified. So we'll keep an eye on that as well.

Bridge Littleton: One thing I was going to say is just thank you to Melvin. The other day I was coming out of the office and a woman was driving up the road and I heard this weird sound, and she looked really lost and confused. And I looked down and her tire was literally flat. And she's like, I'm trying to figure out where to go. I'm like, well, first you need to pull over because you got a flat tire. And then right there, I can see there was a nail sticking right in the middle of it. And I was late to meet Bryan for something. So, you know, because it's him, you know. I abandoned her, but no, I called Melvin and I said you know, would you mind, you know, and she just did not have a clue what to do. And I said, could you, would you mind coming by and giving her a hand? He came right over, got her all set up. So just again, thanks to Melvin.

Shaun Jones: Thank you, I appreciate it. Letting me know.

Bridge Littleton: Yep. Okay. Anything else for Chief? Kevin.

J. Kevin Daly: Just wanted to thank Officer Frank came by the other week for Seven Loaves. So the officers for part of their community outreach are coming out to help the food pantry for a couple hours, helping to distribute food to those who are suffering with issues food insecurity. I guess that's the new acronym. [off mic]

Yeah, but we appreciate that coming up. And again, that comes right down to what the Chief has been talking about. These are our officers, our neighbors looking after neighbors. Well done.

Bridge Littleton: Thanks.

Shaun Jones: Also, I have one other thing, if you don't mind. I'm taking a look at the speed boards and watching the reports. The average speed in our 85 percentile, I believe it's about 17 to 18mph. And where we have the sign boards posted. Ms. Pearson requested one of the sign boards to be moved. So we've moved the sign board to on it's going to be on Marshall Street. So it's on Marshall Street. So what we're going to do is take a look at it. We can't pull the numbers for 30 days. So we pull in 30, 60, and 90 day increments. And soon as I'm able to pull that, I'll let you know the outcome of that as well.

Cindy Pearson: They do have a heavy foot going up that hill.

Bridge Littleton: Everybody's rushing. [off mic]

Chris Bernard: To get to get to work when they're running late.

Shaun Jones: That's on my list to have a conversation. Okay. Is there anything else I can answer for anyone tonight?

Bridge Littleton: All right.

Shaun Jones: Thank you.

Bridge Littleton: Thank you. Next up is Mr. Moore.

Will Moore: Thank you, Mr. Mayor. You have my report. It's been a busy month with a number of our committees. You have the breakdown in the report? Just a couple of things to highlight. As Miss Gallagher said at the top of the meeting Planning Commission did have a public hearing earlier this week on a couple of amendments. One will be coming forward to you this month related to parking lots, but the one related to your strategic initiative about rooftop dining. They had initiated an amendment in July advertised for public hearing in August that would have established rooftop dining as a special exception use in C2 and C3 but after additional deliberation and public input they have withdrawn that amendment and they have initiated the other option that staff had prepared, which effectively prohibits future rooftop dining applications. So that puts them a month behind in getting the recommendation to you. They have to do a hearing on that amendment in September. But I'm confident that that will be coming forward to you. Streetscape Committee as I note in the report did there every other year assessment of tree conditions reports and Tim is actively arranging some quotes on maintenance items for trees. But overall the theme, as I noted here is that we have improved health continue on trees around which we've installed the flexible pavement.

Will Moore: So it's a good trend. And I was also word got to me that Council Member Curran had requested to understand why we were walking around with a clipboard. Because I saw her that morning but that, that was what we were doing. So there was a gaggle of people walking around with clipboards. So yeah, it would not surprise me. So constant reminder.

Bridge Littleton: And watch [multiple speakers].

Will Moore: Constant reminder that this is a small town and there are always eyes upon you. And then just the final thing to note, the final portion of our sewer repair project on Pendleton Street was wrapped up earlier this week. That was very successful. A little bit ahead of their planning schedule. So very happy with that. I do want to thank Chief. Chief's no longer in the room, but he was very helpful in addressing some of the concerns that Seven Loaves had because we had to close off because of the location of repair, both of those driveway access points to from the church parking lot. But he was able to arrange for some alternative parking areas for their clients. And that worked out really well. So big thanks to Chief on that. Happy to answer any questions you have on those items.

Bridge Littleton: Any questions for Will?

Cindy Pearson: That last comment on your report staff is participating in review of proposed revisions to the Loudoun County transportation plan. Is that with the roads being changed or what is that?

Will Moore: So the countywide transportation plan is an element of their Comprehensive Plan. And I mean, it's, it's a very wide reaching document involving roadways throughout both Eastern and Western Loudoun. But in particular, we're always monitoring what they're calling for in their plan. And particularly with the 2019 update that they did there were some things that were proposed that were really contrary to the work that had been done over previous decades by the Route 50 task force. And I would say it is improved, but there is still a couple of concerning elements in there. So I've done a review and submitted that they actively, proactively reached out to the town to be a participant in that. So it's just something we want to constantly monitor because, you know, one of the big things with the route 50 task force was not widening shoulders, not putting in excessive turn lanes in rural Loudoun and really taking away that rural road character. And again, there's some troubling language in there that, that I've passed along in the comment section.

Cindy Pearson: Thank you for staying on top of that. That's really important.

Bridge Littleton: Well, if you need anybody's help on that, let me know. Okay. I'm also thinking back to that stuff. Was it a year ago when they were doing the was it the board tasked them like literally ten years ago to do a comprehensive review of all the 7 or 9 major roads in Loudoun. And they had finally gotten to Route 50. And it was.

Will Moore: Right.

Bridge Littleton: A bike and walking trail from yeah.

Will Moore: Yeah.

Chris Bernard: Sidewalk connects us to Aldie or whatever.

Bridge Littleton: Yeah. Right. Exactly. So yeah, if any of that stuff pops back up, just let me know.

Will Moore: It has not. So that was a good thing. And that was acknowledged in the comments regarding that. So that was something I was looking for.

Bridge Littleton: Okay good.

Will Moore: It did not pop back up.

Bridge Littleton: Well we had that meeting at the charter school. I mean, like 200 people came. That was great. Yeah. Okay. Thanks. All right. Next up, Tracy.

Tracy Gallehr: The Town Attorney Report's short. It speaks for itself. We'll be talking about the litigation matters on the report in closed meeting shortly. And the only other item on the report was there was some work done on the housing section of the Comprehensive Plan.

Bridge Littleton: Any questions for Tracy? Okay. Thank you. Next up, Miss North. Asbury Church.

Rhonda North: Thank you, Mr. Mayor. I am very happy to report that the 100% construction plans are now complete. Those have been forwarded to the reviewing agencies and the permitting agencies. And we do anticipate that it will be on the HDRC's agenda for September 2nd to consider the issuance of the certificate of appropriateness. I have been working over the last week on a grant application. This would be for \$250,000 through the Preserving Black Churches grant that the National Trust for Historic Preservation offers. The grant is pretty well ready to be submitted. I'm just waiting to receive some letters of support to go in with that. The application is due September the 11th. And we would receive notice on whether we receive the grant in February. The as far as fundraising is concerned we have an alignment meeting scheduled with Convergent our contractor on September the 8th with the fundraising committee. I have sent them the info they requested to prepare for that meeting. So hopefully that'll be a productive meeting. And then finally today we entered into a contract with ECS to develop the hazardous materials specifications. So the contractor knows what to bid on. And then during the construction, they will also provide us with abatement inspection services and then a final report confirming that all the hazardous materials was actually removed. So that would be it for my report, Mr. Mayor.

Bridge Littleton: Any questions for Rhonda on Asbury Church? Okay, next up is special projects, Mr. Foster.

Bryan Foster: Thank you, Mayor. You have the report. I know, Rhonda of course, already just now spoke on Asbury Church will spoke on the sewer project. I just want to mention on South Madison Street you on your consent agenda is a supporting resolution for funding from the county. Just to give you an update the county staff budget staff reached out and we've had Will, and I, and Angela have met with them a couple of times. And the second meeting, I asked them to have a somebody from DTCI as well. The good news is we've gained some support, I think from a couple of board members. So who have put it on the radar which for the process and so specifically asking us to put it back in the hopper. It, this is an off year. This is a two year budget. They typically don't do new projects, but they will consider this when we put it in. And the point of having the DTCI people is to talk through the project because last time they didn't really support it. And so the indication we got was, yes, we will support this in part. We actually are going to add back the additional section that goes down to the Hill School because that's a missing segment. And so that they look at that more favorably. So once we were able to have a conversation and explain things a little better with the DTCI folks, they seemed certainly supportive. Now that's not a guarantee that we're going to get money. But it's a more positive more, I think, a more positive outlook than maybe it has been. How much more positive? I don't know. But, so we're of course, resubmitting that, which is why the resolution is before you again tonight on the consent agenda. And so be happy to answer any questions about that or anything else that's on the report.

Bridge Littleton: Any questions for Bryan? All right. Thank you Bryan. Okay. Next up is the consent agenda. Would anybody like anything removed? If not, is someone going to make a motion?

Chris Bernard: I move that the Town Council adopt the consent agenda as proposed, including the July 23, 2026 regular meeting minutes and the resolution of support for the South Madison Improvement Project.

Chris Hersh: Second.

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

All of Council: Aye.

Bridge Littleton: Opposed? Abstentions? Okay. Next up is Council approval request for special events grant.

Jennifer Bell: Good evening. I'm here to introduce Erin Coulter and Tagragg Productions and clarify it is spelled Tagragg. And here is the agenda. It has an extra E that is not supposed to be there. I'm putting forward the Arts and Community Events Committee recommendation, which recommends that the Tagragg Productions application for \$5,000 is also my recommendation as well. And I'll turn things over to Erin, just to give you a brief introduction, if that's all right, of what she's requesting the grants for.

Erin Coulter: And then take any questions if you have them. Hi, my name is Erin Coulter. I am the Theater Director and Producer at the Hill School, so I've been in the area for about eight years. Tagragg Productions was not institutionalized formed legally last year, but we've been around for about five years and been performing in Middleburg for that entire time. You may not have seen us, but we've been at Art in the Burg, Jingle in the Burg when it was Dickens of a Christmas. If you saw a Charles Dickens play there, that was us. So I am a 25 year theater professional, and I am here to just tell you a little bit about us and also why this grant is so amazing that we offer it and why it will help. And hopefully the theater community here in Middleburg. We are seeking the \$5,000 grant for a production of A Charlie Brown Christmas this Christmas to coincide with the weekend of the parade and the following weekend, which I did not know, but that will be Jingle in the Burg. So it's a merry time here in Middleburg. We will be performing at the Hill School. We have a partnership with them. We're also forming partnerships with a few other businesses in the area to hopefully create a space at the Hill School that's very family focused and but also good for some of the local businesses. And we are just really excited to be doing our first ticketed event. This is our first event that will actually net us any profit. Every event before this has been a donation or done through purely by sponsorship. So we actually have never had an income. And so what we would really like to do with this production is create a base both in volunteers, financially, brand knowledge, the community knowing about us and hopefully starting to become more involved and build a community within the community. We, and in order to do that, no matter what, this production is moving forward. But whenever Jennifer. Thank you, Jennifer introduced me to the grant I was like, this is amazing. This is exactly what we intend. I think what this grant is intended for, which is we really just want need something to get us started. If all of my plans and experience in theater are correct, we're going to come out of this ready in volunteers and finances and all this to be able to do more programing and to be able to offer more to the community, and also in the future, offer those volunteer opportunities at Christmas where we can do things publicly in the streets for the community, but not charge anybody money and just have it for the celebration of Jingle in the Burg and those sorts of things. But in order to do that, we have to figure out how to support ourselves. And that's where we are. So that 5000 would go to support licensing marketing and artist fees. We do pay our artists not a living wage, but something because we do believe in that the arts our work. Right. All of it is valuable. And everyone should be thanked for their contribution. That's so I think that's most of what I have to say. I'm happy to take questions.

Bridge Littleton: Any questions?

Deborah Gallagher: This is not a question. This is a comment. I was at the committee meeting and observed very able committee members make thoughtful questions and present wonderful opinions. And was most impressed with your responses as well as the committee's depth of experience. So they as I recall, unanimously supported your application.

Erin Coulter: Yes. They are gone to my heart. I was on the Arts Council for three years as well. I forgot to say that. But yes, it's a good group. They're very smart. I think they lost me. So, you know, their IQ went up. Yes. So I'd also like to encourage all of you to come to auditions on September 27th and 28th at the Hill School. It's a show where adults play kids. Where else do you get to do that? Come on.

Bridge Littleton: At home. Yeah. [laughter]

Erin Coulter: This is my first Town Council meeting. I'll admit it. So I didn't know that that was a thing, but maybe I'll be back. But do consider it or share the knowledge, because we would love this to become a larger community event.

Bridge Littleton: So I just had a couple of quick questions. Sure. So with the events grants, they're set up so that, you know, the goal is to get somebody started, but not be a long term expectation, right? What do you guys plan on charging?

Erin Coulter: \$20.

Bridge Littleton: \$20 and how many people per show?

Erin Coulter: We can fit? Well, right now the space can fit 250, but we plan to have 200 seats available. We do budget some of those to be at zero cost because we're working with Windy Hill and a Place to Be and a couple of other places where we'll offer free tickets. We have six shows. And so, I mean, if you're looking at the math there we anticipate probably selling about 800 tickets. That's our kind of like goal make. It's our goal, right? Our break even spot is probably closer to 550, 600. Okay. Our filling all the seats would be obviously six times 200 is 1200. Sure. But we're that's ambitious. In addition though, we are doing some additional events in like in tandem. So there will be a special event after each Sunday performance that people can purchase additional tickets to. There will be merchandise. There will be other partnerships. We're going to have hot chocolate. There might be some adult beverages at 1 or 2 performances. I'm not sure quite yet about that, that involves a whole level of licensing I've never dealt with and I'm a little frightened of.

Bridge Littleton: You said that some of your shows on the following weekend are going to be at the same time as Jingle in the Burg.

Erin Coulter: No, they're not going to be at the same time as Jingle in the Burg they just will be on the same day.

Bridge Littleton: Got it. Okay. All right, let me see here.

Erin Coulter: And actually the committee asked if I always provide Saint George and the Dragon for Jingle in the Burg. So I'll be there and it'll be to my benefit to not schedule them at the same time. But also we're hoping to provide not the adult performers, but perhaps some smaller scale peanuts performers to do something at Jingle in the Burg as partially promotional, but also partially just fun.

Bridge Littleton: Sure. Okay. All right. I don't think I have any other questions. Anybody else? Yeah. Go ahead Chris.

Chris Hersh: Just math wise ticket sales you have on your budget is 14,000, if I understand correctly, which is different than what you just.

Erin Coulter: That's along with sponsorships. And so wait, let me just see. Total sales, not just ticket sales.

Chris Hersh: Okay.

Erin Coulter: Not just show ticket sales. Sorry. Yeah.

Bridge Littleton: No, but I mean, if you did six shows times 200 people, let's say 180 people times 20, that's about 16,000. Okay.

Erin Coulter: Yeah. Sorry about that.

Bridge Littleton: Yeah, yeah, yeah. The only thing I'm going to throw out, and this is possibly a longer conversation or a different conversation or one with MBPA and with Christmas. Well, maybe not Christmas in Middleburg maybe, I don't know. You know, it used to be that it really was Christmas in Middleburg, right, that was the big event. And then everything else was, you know, stores did things or the community center put on something or Hill School had George, Saint George, or Saint George. Jesus, George and the Dragon. But I don't know when we started doing some sort of all the sort of month long events. Yeah, it looked like right around Covid where we now we're working the carriage rides and we do the Dickens of a Christmas and all the other stuff, which I think is great. There's two things we might want to start being thoughtful of. Number one, is there a saturation point? Right. Is there a point where you're doing too many things that you dilute it, that nothing can be successful because, you know, it's a small community, right? Number two does there need to be more structure around making sure all this stuff is coordinated well with each other? Right. And I'm not thinking that it's a town thing because this is like, I mean, Jennifer can help, but is this sort of an MBPA kind of thing, right? Like, except for the parade, which is totally Christmas in Middleburg. All the events we have throughout the Christmas season. Do we want to try to and maybe it's the events committee with MBPA look at it much more holistically, because the one thing I want to be careful of is, you know, there'll be a point where we have to say no to I, you know, a great idea because there's too much stuff. Right. And that's the one thing. You know the worst thing about going to Disneyland or Disney World at spring break is you got to wait five hours for every ride and you never go back. We definitely don't want to have that experience happen to visitors. So again, I'm not saying we're there, but we are doing a whole lot more than we were five years ago. So we should be thinking about, you know, just making sure that doesn't happen. So anyway, just a thought.

Erin Coulter: I think this year also feels more saturated just because I was on the Arts Council a few up until basically a year and a half ago we used to do the Dickens in Middleburg two weeks after the Christmas parade. So there was always a gap week and I think we did a Corgi Run. There was something silly, like a dog parade or something silly. Dogs are important like, but there was a dog parade. But I think this year, because of where Christmas lies, I think the decision was made to kind of move it back a week or so, because I was kind of hoping, honestly.

Bridge Littleton: Yeah.

Erin Coulter: That Dickens in Middleburg was going to be on the 19th, because then I was like, oh, then we've got a standalone weekend all by ourself. It's a plus and minus. Like now we can go help Jingle in the Burg. But it's you're right, saturation is definitely something to consider.

Bridge Littleton: And again, I do not know how to make how to think about this stuff, but it's like one of those things that you will hit a point, right? And so just being thoughtful about it before we get there is, and again,

maybe it's for the committee to think about, you know, Deborah and whatnot. And pulling in MBPA because they run a lot of the events. So just like I said, it was a thought, okay.

Jennifer Bell: And one of the benefits of supporting an organization like Tagragg is that it can lead to greater theatrical production throughout the year with success and growth. [off mic] It wouldn't just be the season where there's a need to bring in certain revenue, but it could also mean that there might be productions at other times throughout the year.

Erin Coulter: I figured out the 14,000. It took me a minute. It's 800 times 20. With accounting for some of those tickets are going to be at zero cost. So that's where the 14,000 came in.

Bridge Littleton: That's okay.

Erin Coulter: Sorry, that's bugging me.

Cindy Pearson: I'm just with their production, it helps keep the people in town longer for that day on Christmas in Middleburg because as you know, trying to get people on the busses and back out of town is crazy. I don't know how. What time is your play again?

Erin Coulter: Well, that's a good. I actually need to get with Jennifer because my board was meeting and we were like, we don't know when to put our evening performance because we on that parade day, we will not have parking available for people for at least the middle of the day show. In the evening we plan to. But our show is in between the parades on that day at 12. And so we're thinking, when do we put our evening show so that we have people can go to dinner and then go to our show, but still can get back to their cars. And I've never used the parking, so I'm not sure when the shuttles end. So that's my next question for Jennifer. Next time I meet with her is like, hey, how can I not strand some people in Middleburg.

Cindy Pearson: Yeah that will be a conversation. Because the busses quit at a certain time. So yeah. Yeah. And so you all will work it out.

Bridge Littleton: Yeah. Well, and the other thing to think about too, is when the parade is over around 5:00, 5:30, all the or most of the streets get closed down for a couple hours, to get all the barricades up and get them cleaned. So, you know, you, you might not be able to have a show until like 9 p.m.. So and.

Cindy Pearson: 8:00 Yeah.

Bridge Littleton: Or whatever. Right. So again, it's just like, that's a tough day. So anyway. Okay. All right.

Erin Coulter: Thank you. Good things to think about. Yeah, I appreciate it.

Bridge Littleton: Yep. All right. Does anybody want to make a motion? Well, unless you don't want to give them the money.

Chris Bernard: There's no motion.

Bridge Littleton: Oh, there's not.

Chris Bernard: No motion, no money.

Bridge Littleton: It says Council approval.

Jennifer Bell: That's my fault if I didn't write it correctly.

Bridge Littleton: Yeah. Okay. Somebody want to take another fly?

Chris Hersh: I move to approve the special events grant for Tagragg Productions for \$5,000 for the Charlie Brown Christmas.

J. Kevin Daly: Second.

Bridge Littleton: Any discussion? Rhonda.

Rhonda North: Vice Mayor. 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 Gallagher.

Deborah Gallagher: Aye.

Rhonda North: Council member Hersh.

Chris Hersh: Aye.

Rhonda North: Council Member Kirk.

Darlene Kirk: [off mic]

Rhonda North: Council Member Pearson.

Cindy Pearson: Aye.

Bridge Littleton: Okay. Thank you guys very much. Thank you. Okay. Next up is. Oh boy. HDRC Guidelines Update.

Will Moore: Thank you, Mr. Mayor. So we created a new set of guidelines in 2021, which has been a tremendous tool for the committee ever since. However, one omission in that set of guidelines had to do with outdoor dining. Now the committee has been reviewing those elements. And it's pretty basic, you know, black metal is great. Umbrellas are fine. Don't have logos on them, but those guidelines have never been solidified. The committee worked on initial drafts of these about two years ago and somewhere in transition between the

planner position just kind of fell to the wayside. But as discussions commenced earlier this year with regard to rooftop dining, we thought we would revisit the guidelines and then add in guidance surrounding rooftop dining as well not knowing where the zoning regulations might eventually take us. So the committee has in earnest over the last several months dived back into the original set of guidelines, kind of expanded them, refined them. And then finally at their last meeting, they have forwarded the appendix that is attached to the staff report here for your consideration. It's a unanimous recommendation. You can read through the general guidelines contained within just what I want to highlight with regard to rooftop dining areas. Again, no matter where we end on zoning regulations. Essentially what this says is okay, but we don't want to see any of it. So any of the elements, any of the tables railings, things like that going forward would have to be out of the public view, which is then out of their purview. So the committee is agnostic on the use you know, that's really in the realm of the Planning Commission and eventually Council. But they're basically saying we don't want to see any of the elements not only the furnishings but no umbrellas that would be visible. Other kinds of shade structures with the possible exception of an awning, which we have guidelines related to awnings. So if a rooftop dining area was permitted, like the one that is now, they said they would be open. Maybe if somebody wanted to do a retractable awning, that wouldn't be a permanent feature that's always out. They might consider that, but otherwise they don't want to see any of the elements. Happy to answer any questions. But again, this is recommended unanimously by the Committee to be adopted as an appendix to the existing guidelines.

Bridge Littleton: Any questions? Chris?

Chris Hersh: Just one. In terms of mounted screens, are there restrictions anywhere in terms of outdoor mounted screens?

Will Moore: We would consider that an element of the area that we would want to see diverting a little bit from this, the zoning regulations that will be coming forward are going to specifically address video screens. Correct.

Bridge Littleton: Kevin. Yeah.

J. Kevin Daly: In looking at the second page rooftop dining areas, I don't see any mention of safety features like railing. And, I know, you verbally said that the railings would not be seen, but do we have anything adjudicating the heights of the railing to prevent someone from flipping over and landing on the street.

Will Moore: So that would be a code requirement. A building code requirement. But again, what the HDRC is saying going forward. Now I'm not sure where Mr. Ash's application lies. I think the railing might possibly be seen from the public street, but for future applications, if it were even allowed, they would not want to see that railing from a public street. So what does that mean? If it has to be a certain height to meet building code, and that would force it to be seen, well, then you couldn't have the rooftop area.

Bridge Littleton: Or you'd have to set it so far back that you couldn't see it by the angle.

Will Moore: You have to set it back or you would have to, you know raise the surrounding area of the roof line to conceal it. Chris.

Chris Bernard: Question. So reading a little bit in the you know, colors and types of furnishings. How would one reconcile the ban on plastic and furniture, vinyl furniture for establishments that may already be using it? Do they get to keep doing it?

Will Moore: They get to keep what they have, but they can't expand add more tables with the same kind of.

Chris Bernard: Can they replace?

Will Moore: We that's a good question. That's a good question. I don't have an answer for you right away. I'll have to consider that.

Bridge Littleton: Any other questions? Will the only input I had was just on some wording where it says rooftop dining area. So it says number 1, may be permitted where the outdoor elements are not visible from the public. Since this is going through, you know, there's going to be zoning or whatever. I think it might be better to say, if permitted by zoning.

Chris Bernard: Where allowed comma or whatever.

Bridge Littleton: Or where the permitted is where I want to. I think we need to avoid the confusion is that HDRC is permitting something, right? So it's like, you know, if or where permitted by zoning, the outdoor elements are not to be visible from the public street or right of way.

Will Moore: Yeah.

Bridge Littleton: Again, just some language suggestion.

Will Moore: I would recommend, and this could be simply incorporated into a motion that I would recommend saying may be permitted comma subject to zoning regulations. Comma.

Bridge Littleton: Sure.

Will Moore: Yeah.

Bridge Littleton: Yep. Got it. Okay. Yep. That works. All right, all right. That works. Okay. Any other questions on this? I think it's really good. I mean, you got Cindy you guys did a really good job.

Chris Bernard: So I'm very curious about the answer to that because it may apply to other things in here, the furniture thing. And then with your thing, I mean, is, I guess my big question is, is there an urgency to pass this tonight? Or should we get those edits edited and the questions answered and then we can do it the next meeting. You can tell me if it's urgent. We can we have to do it. That's fine.

Bridge Littleton: We can always amend it.

Will Moore: It's been in the works for a couple of years. I will tell you my gut reaction is that maintenance work replacement items are allowed if they are the same form material and color.

Chris Bernard: Okay.

Will Moore: But it has to be also, if that exact table, plastic table, or plastic chair is not available anymore, and it's something that's different in form, material or color then it has to come through as an application, and then it would have to be meet the guidelines.

Bridge Littleton: It's like it's like replacing your deck or a window or a door if it's replaced with exactly the same, fine. But if it's no longer compliant, you got to go back.

Will Moore: Correct.

Bridge Littleton: Yeah. Okay. Okay. Yeah. I mean, is everybody comfortable moving forward? Okay. Does anybody want to make a motion? Cindy. Yeah. And I'll make a friendly amendment.

Cindy Pearson: I move that Council adopt the August 2026 version of appendix A 6 of the Historic District guidelines as an update to the existing guidelines.

Bridge Littleton: Is there a second?

Chris Hersh: Second.

Bridge Littleton: I would like to make a friendly amendment under the section that says Rooftop Dining areas in number one to change the wording from may be permitted where the outdoor elements are not visible to may be permitted comma where allowed by zoning comma. Yeah. Where the outdoor elements are or hold on.

Will Moore: May be permitted subject to zoning regulations.

Bridge Littleton: Right. There you go. All right. Yeah. May be permitted comma subject to zoning regulations comma where the outdoor elements are not visible from the public street or the right of way.

Cindy Pearson: Accepted.

Bridge Littleton: Okay. Is there a second on it?

Chris Hersh: Second.

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

J. Kevin Daly: Aye.

Chris Bernard: Aye.

Chris Hersh: Aye.

Deborah Gallagher: Aye.

Cindy Pearson: Aye.

Pam Curran: Aye.

Bridge Littleton: Opposed? Abstentions

Darlene Kirk: No.

Bridge Littleton: Oh, okay.

Darlene Kirk: Opposed.

Bridge Littleton: Okay. And anybody else? No abstentions. Okay, great. Thank you so much. All right. What is next? We've. [off mic] What's that? And we already did the drought update. Any other informational updates from anybody?

Cindy Pearson: Can I ask you this? Well, I'll ask this and you can tell me if maybe we can bring it up another time. The helicopters that are going over lately are shaking my windows. Is there any regulations on how high they should be flying?

Chris Bernard: Not for them?

Cindy Pearson: Well, okay. Just need a number to call when the windows break. It is really bad. It's not just a little bit. So.

Bridge Littleton: Chris, you had a. Yeah.

Chris Hersh: The only thing I'll add to Will's report about Planning Commission is the performance criteria are going to be really important in terms of both outdoor dining as well as rooftop dining. So kind of alerting everybody to really look at those and think through kind of what works. And notice anything that may be unforeseen and not thought of by the group. Basically Monday night with public comment went back through and as Will said, rescinded, at which puts us to the public hearing again. And then, you know, obviously be Council with public hearing. But the wording of the restrictions are important. Thanks.

Bridge Littleton: Awesome. [off mic]

Chris Bernard: Yeah. Yeah. And I guess to kind of add on to that, I think we're going to be, I think the timing is going to be very important on this. So I think what Chris was maybe saying is try to keep your eyes on what they look like at the Planning Commission level, because we're not going to have a lot of opportunity to change them once they come to us. So get your inputs in early.

Bridge Littleton: Any other information items? Okay, now we have a closed session. Mr. Bernard.

Chris Bernard: I move that Council go into closed session as authorized under section 2.2-3711 of the Code of Virginia, for one consultation with legal counsel pertaining to actual litigation involving Cooper Building Services versus the Town of Middleburg. Two consultation with legal counsel pertaining to actual litigation involving Salamander Farms, LLC versus the Town Council of Middleburg, and three consultation with legal counsel pertaining to actual litigation involving Salamander Resort, LLC versus the Town Council of Middleburg. All three, as allowed under subsection A7 and four, an appointment to EDAC, and five the hiring of a Town Manager, both as allowed under subsection A1. I further move that Council thereafter reconvene in open session for action as appropriate.

J. Kevin Daly: Second.

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

All of Council: Aye.

Bridge Littleton: Opposed? Abstentions? Okay, we're in closed session. Okay. Okay, good. I asked that Council certified that in the closed session just concluded to the best of each member's knowledge nothing was discussed except the matter or matters specifically identified in the motion to convene the closed session and

two lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act, as cited in the motion. I would like to remind those present for the closed session that any discussion that occurred within it should be treated as confidential.

Deborah Gallagher: Yes.

Chris Hersh: Yes.

Darlene Kirk: Yes.

Bridge Littleton: Yes.

Chris Bernard: Yes.

Cindy Pearson: Yes.

J. Kevin Daly: Yes.

Pam Curran: Yes.

Bridge Littleton: And with that, meeting adjourned.