



TOWN OF LEESBURG
Town Hall, 25 West Market Street
AGENDA
Town Council Work Session
March 09, 2026
7:00 PM
Council Chamber

1. CALL TO ORDER

2. ITEMS FOR DISCUSSION

- a. Proposed Budget for Fiscal Year 2027 – Budget Work Session #2 (Owen Snyder & Tamara Keesecker)

3. ADDITIONS TO FUTURE MEETINGS

- a. Proclamation Requests
b. Future Council Meetings and Agenda Topics

4. CLOSED SESSION

- a. Land/Property Acquisition

MOTION

I move pursuant to § 2.2-3711(A)(3) of the Code of Virginia that the Leesburg Town Council convene in a closed meeting for the purpose of discussing and receiving information regarding the potential acquisition of real properties for a public purpose.

MOTION

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

5. ADJOURNMENT

6. INFORMATION MEMORANDUM

- a. Visit Loudoun Monthly Report
b. Council Planning Retreat – Quarterly Update

7. UPCOMING EVENTS

March 10 – Sit and Stitch with Travis Shaw, Thomas Balch Library, 6 – 7:45 p.m.
March 11 – Meet the Mayor Program, IHOP, 980 Edwards Ferry Road NE, 11 a.m. – 1 p.m.
March 12 – Genealogy Club Meeting, Thomas Balch Library, 208 W Market Street, 6 – 8 p.m.

- March 14 – America’s 250th Anniversary Celebration, River Creek Country Club, 43800 Olympic Boulevard, 12:30 – 2:30 p.m.
- March 17 – Revolution on Screen: Ben and Me, Thomas Balch Library, 6 – 7:30 p.m.
- March 26 – The Plot Thickens: Patrons’ Pick!, Thomas Balch Library, 6:45 – 7:45 p.m.
- March 28 – Annual Easter Egg Hunt, Ida Lee Park Recreation Center, 60 Ida Lee Drive NW, 12:00 – 3 p.m.
- March 29 – Creating an Informed Citizenry: Knowledge and Democracy in the Early American Republic with George D. Oberle III, PhD MLS, Thomas Balch Library, 2 – 4 p.m.
- April 3 – Leesburg First Friday, Historic Downtown Leesburg, 6 – 10 p.m.
- April 3 – First Friday at the Donaldson Cabin; Creative Writing & Poetry, 14 Loudoun Street SW, 5 – 7 p.m.
- April 4 – Loudoun Female Patriots of the American Revolution with Sherryl Belinsky, Thomas Balch Library, 2 – 4 p.m.
- April 4 – Resources for Researching and Documenting Your Revolutionary War Patriot, Thomas Balch Library, 2 – 4 p.m.
- April 7 – Preconstruction Community Meeting for Pickleball Courts, Ida Lee Park Recreation Center, Lower-Level Banquet Room, 7 – 8:30 p.m.
- April 9 – Genealogy Club Meeting, Thomas Balch Library, 6 – 8 p.m.
- April 10 – Leesburg Police Station Expansion Dedication Ceremony, Leesburg Police Station, 2 – 3:30 p.m.

ASSISTIVE LISTENING SYSTEM

Qualified individuals with a disability who require a reasonable accommodation to attend and/or participate in this meeting should contact the Clerk of Council at eboeing@leesburgva.gov or 703-771-2733 to request the accommodation. Three days advance notice is requested. Meetings are broadcast live on the Town’s local government access cable TV channel (Comcast 67 and Verizon 35) and streamed live on the website at www.leesburgva.gov/webcasts. All Town Council, Board and Commission meetings are recorded and can be found on the Town’s Web site at www.leesburgva.gov.



TOWN OF LEESBURG
Town Hall, 25 West Market Street
AGENDA
Town Council Meeting
March 10, 2026
7:00 PM
Council Chamber

1. CALL TO ORDER

2. INVOCATION

a. Council Member Nancy

3. SALUTE TO THE FLAG

a. Council Member Krukowski

4. ROLL CALL

5. MINUTES

a. Work Session Minutes for February 23, 2026 (Council Member Nancy absent)

b. Regular Session Minutes for February 24, 2026 (Council Member Nancy absent)

6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)

7. CERTIFICATES OF RECOGNITION

8. PROCLAMATIONS

a. Tuscarora Mill Restaurant 40th Business Anniversary (Patrick Malone)

MOTION

I move to approve the Proclamation for Tuscarora Mill Restaurant's 40th Business Anniversary be proclaimed at the March 10, 2026, Town Council Meeting.

b. Save Soil Day (Allison Callaway)

MOTION

I move to approve the Proclamation recognizing March 21, 2026, Save Soil Day to be proclaimed at the March 10, 2026, Town Council Meeting.

9. PRESENTATIONS

10. REGIONAL COMMISSION REPORTS

11. PETITIONERS

12. APPROVAL OF THE CONSENT AGENDA

a. Child Abuse Awareness and Prevention Month

RESOLUTION

Approving a Ribbon Awareness Display for Child Abuse Awareness and Prevention Month

b. Fiscal Year 2027 Creative Communities Partnership Grant

RESOLUTION

Authorization to Apply for the Fiscal Year 2027 Creative Communities' Partnership Grant through the Virginia Commission for the Arts and Providing for the Distribution of the Grant Funding and Town Matching Funds to Certain Independent Art Organizations

c. Fixed Based Operator Second Lease Extension Agreement with Kuhn Jet Center, LLC

RESOLUTION

Authorizing the Town Manager to Execute the Fixed Based Operator Second Lease Extension Agreement between the Town of Leesburg and Kuhn Jet Center LLC for Fixed Based Operator Activities at the Leesburg Executive Airport

13. RESOLUTIONS / ORDINANCES / MOTIONS

a. Designation and Modification of One-Way Side Streets in Downtown

ORDINANCE

Amending Town Code Section 32-114 to Designate Additional One-Way Streets and

RESOLUTION

Approve a Supplemental Appropriation to the General Fund of \$25,000 of General Fund Unassigned Fund Balance for the Designation and Modification of One-Way Streets in Downtown

14. PUBLIC HEARINGS

a. Public Hearing – Fiscal Year 2027 Proposed Budget

15. UNFINISHED BUSINESS

16. NEW BUSINESS

17. COUNCIL DISCLOSURES AND COMMENTS / ADDITIONS TO FUTURE MEETINGS

a. Future Council Meetings and Agenda Topics

18. MAYOR DISCLOSURES AND COMMENTS / ADDITIONS TO FUTURE MEETINGS

19. TOWN MANAGER COMMENTS

20. CLOSED SESSION

21. ADJOURNMENT

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REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present its views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item addressed by the Council following proclamations, certificates of appreciation, regional commission reports and presentations. This part of the meeting gives individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, citizens wishing to speak should sign up on the Town's Web site at <https://www.leesburgva.gov/government/mayor-council/current-council-agenda> by 4:00 p.m. the day of the meeting or on the signup sheet in the hallway outside of the Council Chamber the night of the meeting. The Mayor will give anyone the opportunity to speak that did not get a chance to sign up. Petitioners' comments are limited to between three and five minutes at the Mayor's discretion.

Public Hearings

Certain Town business items can only be conducted after the Town Council holds an advertised public hearing. Certain major issues affecting the Town's government can also be scheduled for public hearing at Council's discretion. Adoption of the Town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing. Prior to the meeting, citizens wishing to speak at a public hearing may sign up on the Town's Web site at <https://www.leesburgva.gov/government/mayor-council/current-council-agenda> by 4:00 p.m. the day of the meeting or on the signup sheet in the hallway outside of the Council Chamber the night of the meeting. The Mayor will give anyone the opportunity to speak who did not get a chance to sign up. Public hearing comments should be limited to the topic of the public hearing and speakers will be given between three and five minutes at the Mayor's discretion. If you wish to speak at more than one public hearing, you must sign up for each hearing separately.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state and spell his or her name for the purpose of closed captioning. If comfortable doing so, speakers should provide their address for the record. Persons should also indicate whether they are representing anyone other than themselves. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions

Council meets twice per month, or more often as necessary, to discuss items that are placed on the agenda at the desire of the majority of Council present. Items are typically discussed at a meeting at least two weeks into the future but items may be added in a shorter time frame in accordance with Council's adopted rules and procedures.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session to discuss topics specifically exempted from the open meeting requirements and all closed sessions must be properly noticed and appropriate Code sections cited as to the specific statutory authority to go into closed session. The notice must also include the general topics to be discussed. Only those matters in the adopted motion to go into closed session can be discussed and members in attendance must certify that only those topics were discussed when they return to an open session.

TOWN COUNCIL AGENDA MATERIALS

Council agenda materials are available to citizens by end of day Wednesday immediately preceding the set of Council Meetings. Council agenda materials are posted to the Town Web site at <https://www.leesburgva.gov/government/mayor-council/current-council-agenda>. Meeting agenda packets are available for public inspection in the lobby of Town Hall on Wednesdays prior to the scheduled meeting. Council agendas can also be viewed on the Town's Web site at <https://www.leesburgva.gov/government/mayor-council/current-council-agenda>.