



**TOWN OF LEESBURG**  
Town Hall, 25 West Market Street  
**AGENDA**  
Town Council Meeting  
May 12, 2026  
7:00 PM  
Council Chamber

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1. **CALL TO ORDER**
2. **INVOCATION**
  - a. Council Member Cummings
3. **SALUTE TO THE FLAG**
  - a. Mayor Burk
4. **ROLL CALL**
5. **MINUTES**
  - a. Work Session Minutes for April 27, 2026 (Council Member Nancy absent)
  - b. Regular Session Minutes for April 28, 2026
6. **ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)**
7. **CERTIFICATES OF RECOGNITION**
8. **PROCLAMATIONS**
9. **PRESENTATIONS**
  - a. Golden Grabber Award Winners (Small Group-Mark Newton, Large Group-Potomac Crossing HOA, Staff Group: Public Works-Admin)
10. **REGIONAL COMMISSION REPORTS**
11. **PETITIONERS**
12. **APPROVAL OF THE CONSENT AGENDA**
  - a. Awarding a Contract for Audit Services

**RESOLUTION**  
Awarding a Contract for Audit Services to PBMares, LLP

b. Fiscal Year 2026 Local Law Enforcement Block Grant

**RESOLUTION**

Amending the Fiscal Year 2026 Budget for the General Fund by Appropriating \$3,030 of Fiscal Year 2026 Local Law Enforcement (LOLE) Grant Program Funding

c. Acceptance and Appropriation of Fiscal Year 2026 HEAT Training Grant Funds

**RESOLUTION**

Amending the Fiscal Year 2026 Budget for the General Fund by Appropriating \$5,000 of Fiscal Year 2026 HEAT Training Grant

d. Contract Award for Data Analytics Software

**RESOLUTION**

Awarding a Contract to Peregrine Technologies in the amount of \$211,225 for Data Analytics Software for the Leesburg Police Department

e. Variable Frequency Drive Replacements at the Water Pollution Control Facility

**RESOLUTION**

Award a Task Order for the Purchase and Installation of Three Variable Frequency Drives at the Water Pollution Control Facility (WPCF) to M.C. Dean, Inc. in the amount of \$412,320

f. Awarding a Contract for Purchasing Natural Gas

**RESOLUTION**

Awarding a Contract for Purchasing Natural Gas

g. Emergency Communications Center Co-Location MOA

**RESOLUTION**

Authorizing the Town Manager to Execute a Memorandum of Agreement with Loudoun County for the Co-Location of the Leesburg Police Department Emergency Communications Center

**13. RESOLUTIONS / ORDINANCES / MOTIONS**

a. Awareness Display Flag Raising for Juneteenth

**RESOLUTION**

Approving Awareness Display Flag Raising for Juneteenth

b. Special Event Fee Waiver Request – Crossroads Music Festival

**RESOLUTION**

Waiving Special Event Fees for 2026 Crossroads Music Festival

c. Performing Artist Selection for the Capstone Recital Event

**RESOLUTION**

Endorsing the Performing Arts Commission's Artist Selection for the Capstone Recital Event

**14. PUBLIC HEARINGS**

**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**

**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](mailto: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](http://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](http://www.leesburgva.gov).

## **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>.