



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Agenda**  
**Thursday, August 24, 2023**  
**Town Office, 10 W. Marshall Street**  
**6:00 PM**



- I. Call meeting to order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Special Recognition by Mayor and Council
- V. Public Comment
- VI. Public Hearing and Related Action Items
- VII. Public Presentations
- VIII. Staff Reports
  - VIII.A. Monthly Reports - July 2023  
Suggested Action: The July monthly reports for the Deputy Town Manager and Business Development & Community Partnerships Director will be distributed on Tuesday  
[Middleburg Utility Report July 2023.pdf](#)  
[Monthly Report - July 2023 - Town Clerk .pdf](#)  
[Treasurer's Report - End of FY2023.pdf](#)  
[July 2023 Town Council Report - Police.pdf](#)  
[August Town Attorney Report.pdf](#)
  - VIII.B. Town Hall Project Status Report - Town Clerk North  
[Town Hall Project Report - 08-24-23 \(with Downey & Scott report\).pdf](#)
  - VIII.C. Status of Special Projects - Deputy Town Manager Moore  
Suggested Action: Back-up materials will be distributed on Tuesday
- IX. Reports of Town Committees/Council Liaisons (if applicable)
- X. Consent Agenda
  - X.A. Council Approval - July 13, 2023 Regular Council Meeting Minutes; July 27, 2023 Regular Council Meeting Minutes

[07-13-2023 - Regular Council Meeting Minutes.pdf](#)  
[07-27-2023 - Regular Council Meeting Minutes.pdf](#)

- X.B.** Council Approval - Award of Contract - SCADA System Maintenance  
[2023.08.24 TC - SCADA Services.pdf](#)  
[Standard Contract - VALLEY AUTOMATION.pdf](#)  
[Middleburg\\_RFP#2023-0515.pdf](#)  
[VASCUPP Contract.pdf](#)  
[Middleburg SCADA System Support RFP FINAL.pdf](#)

**XI.** Action Items (Non Public Hearing Related)

- XI.A.** Council Approval - Town Policies - Town Hall Use; Use of Town Grounds; Disruptive Persons  
[Memo - Draft Town Hall Use Policies - 08242023.pdf](#)  
[Policy - Use of Town Hall Facilities \(draft - revised 07202023\).pdf](#)  
[Policy - Use of Town Grounds - \(draft\) \(07102023\).pdf](#)  
[Policy - Disruptive Persons \(draft\) \(07102023\) .pdf](#)
- XI.B.** Council Approval - Award of Contract - Septic Conversion Program  
[2023.08.24 TC - Septic Conversion Project.pdf](#)  
[fuog - septic conversion.pdf](#)

**XII.** Discussion Items

- XII.A.** Mickey Gordon Park - Mayor Littleton/Town Manager Davis  
[2023.08.24 - Update on Mickie Gordon Park.pdf](#)

**XIII.** Information Items

**XIV.** Closed Session

- XIV.A.** Consultation with Legal Counsel  
[082423 - Closed Session - Consultation with Legal Counsel.pdf](#)

**XV.** Adjournment