

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
July 23, 2012  
7:30 p.m.  
Council Chambers

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**1. Work Session Items for Discussion**

- a. Legislative Session with Legislators – Recap and Eminent Domain (Pre-November Election) Discussion (*Tab 09*)(60 min)
- b. Bike Rack Update (*Tab 10*)(20 min)
- c. Form Based Code Progress Report (*Tab 11*)(60 min)

**2. Additions to Future Council Meetings (*Tab A*)**

**3. Information Memorandums**

- a. Proffer Determination for K. Hovnanian Homes (PMW Farms)

**4. Closed Session**

- a. Arcadia (20 min)

**5. Council Invitations**

*July 24* – BB&T new location Ribbon Cutting, 4 p.m., 680 Potomac Station Drive,

*August 3* – Dedication Ceremony - St. John the Apostle, 3:30 p.m., 101 Oakcrest Manor Drive, NE

*August 19* – Friends of the Thomas Balch Library Fundraiser, 4 p.m., Thomas Birkby House

*September 27* – Welcome Luncheon for GW University President (Dr. Cabrera), 11:30-1:30, National Conference Center

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street

**AGENDA**

Town Council Meeting

July 24, 2012

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
  2. INVOCATION: Council Member Thomas Dunn
  3. SALUTE TO THE FLAG: Council Member Marty Martinez
  4. ROLL CALL
  5. MINUTES (*Tab C*)
    - a. Work Session Minutes of June 25, 2012
    - b. Regular Session Minutes of June 26, 2012
    - c. Work Session Minutes of July 9, 2012
  6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
  7. PRESENTATIONS (*Tab D*)
    - a. Certificates of Recognition – Special Olympics Summer Games
  8. PETITIONERS
  9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
    - a. Design Change Order Authorization – South King Street Widening, Phase II  
(*Tab 01*)

**RESOLUTION**

South King Street Widening Project Change Order No. 20 for Design and Engineering Services

- b. Awarding Comprehensive and Civil Engineering Continuing Services Contracts (*Tab 02*)

**RESOLUTION**

Awarding Comprehensive Civil Engineering Continuing Services Contracts to AMEC Environment & Infrastructure, Inc. of Chantilly, Virginia; Bowman Consulting Group, LTD. of Leesburg, Virginia; Paciulli, Simmons & Associates, LTC of Leesburg, Virginia; Rinker Design Associates, PC of Manassas, Virginia; and Rummel, Klepper & Kahl, LLP of Fairfax, Virginia

- c. FY 2013 Annual Program for Street Milling, Resurfacing, Concrete Repairs and Handicap Ramp Installations (Tab 03)

**RESOLUTION**

FY2013 Annual Program for Street Milling, Resurfacing, Concrete Repairs and Handicap Ramp Installations

- d. Awarding the 2012 Annual Street Milling and Resurfacing Contract Award (Tab 04)

**RESOLUTION**

Awarding the 2012 Annual Street Milling and Resurfacing Construction Contract Award to Arthur Construction Company, Inc. of Dulles Virginia

- e. Amending the CIP and Making Supplemental Appropriations for Miller Drive Extension (Tab 05)

**RESOLUTION**

Amending the FY 2012-2017 Capital Improvement Program to Add the Miller Drive Extension and Appropriating Funding to Complete the Design and Construction of the Project

- f. Making an Appointment to the Standing Residential Traffic Committee (Butler) (Tab 06)

**RESOLUTION**

Making an Appointment to the Standing Residential Traffic Committee – John Thomas

10. PUBLIC HEARINGS

- a. Lowenbach Phase III – Prince Street Land Condemnation Authorization (Held open from July 10, 2012) (Tab 08- intentionally left blank)(10 min)

**RESOLUTION**

*(to be determined)*

11. RESOLUTIONS AND MOTIONS

- a. Form Based Code Progress Report (Tab 11)(20 min)

**RESOLUTION**

Initiating Amendments to Zoning Ordinance Section 7.10 Crescent Form-Based District to Consider Changes to Improve the District and to Amend the Official Zoning Map to Consider Additional Land for Inclusion in the District

- b. Delegation of Authority for Performance Bonds during the Town Council's August Recess (Tab 07)(5 min)

**MOTION**

I move that the Town Council delegate authority to the Town Manager for the acceptance of performance guarantees, reduction of performance guarantees, and acceptance of work and release of performance guarantees for land development projects from July 25 until August 27 and that the Town Manager will report to the Town Council any approvals granted under this temporary authority at the August meeting

12. ORDINANCES  
a. None.
13. UNFINISHED BUSINESS
14. NEW BUSINESS
15. COUNCIL COMMENTS
16. MAYOR'S COMMENTS
17. MANAGER'S COMMENTS
18. CLOSED SESSION  
a. None.
19. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three days notice is requested. Thank you.

## **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 their views to the Council during its meeting.

### **Petitioners**

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

### **Public Hearings**

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

### **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 his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. 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/Committee of the Whole**

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

### **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 from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

## **TOWN COUNCIL AGENDA MATERIALS**

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at [clerk@leesburgva.gov](mailto:clerk@leesburgva.gov).

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.