

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

August 28, 2012

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
 2. INVOCATION: Mayor Kristen Umstattd
 3. SALUTE TO THE FLAG: Council Member Kelly Burk
 4. ROLL CALL
 5. MINUTES (*Tab C*)
 - a. Regular Session Minutes of July 10, 2012
 - b. Work Session Minutes of July 23, 2012
 - c. Regular Session Minutes of July 24, 2012
 6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
 7. PRESENTATIONS (*Tab D*)
 - a. Proclamation – National Payroll Week
 - b. Green Energy Partners Update (*15 min*)
 8. PETITIONERS
 9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Old Waterford Road Sidewalk Construction Contract Award (*Tab 01*)

RESOLUTION

Awarding the Construction Contract for the Old Waterford Road Sidewalk Project to Arthur Construction Co., Inc., in the Amount of \$344,990.00

- b. Authorizing Acquisition of Easements for Lower Sycolin Sewage Conveyance Systems Phase II (*Tab 02*)

RESOLUTION

Declaring that a Public Necessity and Use Exists, Authorizing an Offer to Acquire Permanent and Temporary Easements for the Lower Sycolin Creek Sewage Conveyance System, Phase II – Sycolin Branch Sewer Project

- c. Awarding a Construction Contract for Airport South Apron Helipads and North End Access Road Projects (Tab 03)

RESOLUTION

Awarding the Construction Contract for the Airport South Apron Helipads Construction and the Airport North End Access Road Rehabilitation Projects and Accepting a Grant from the Virginia Department of Aviation

- d. Authorizing Design Change Order for Design and Engineering Services for Lowenbach Improvements Project (Tab 04)

RESOLUTION

Lowenbach Street Improvements Project Change Order for Design and Engineering Services

- e. Police Station Technical Support Building Expansion and Renovation Change Order No. 5 for Construction Administration Services (Tab 05)

RESOLUTION

Police Station Technical Support Building Expansion and Renovation Change Order No. 5 for Construction Administration Services

- f. Revising the Sycolin Road Widening, Phase III Town/Virginia Department of Transportation Agreement (Tab 06)

RESOLUTION

Approving a Revision to the Sycolin Road Widening Phase III Town/Virginia Department of Transportation Administrative Agreement Reflecting FY 2013 Revenue Sharing Funding and Authorizing the Town Manager to Execute this Agreement

- g. Approval of the Next Town Hall Art Gallery Exhibit by Robert Merhaut (Tab 07)

RESOLUTION

Town Hall Art Gallery – Approval of the Next Art Exhibit by Robert Merhaut

- h. Supplemental Budget Appropriation to the Community Outreach Program (Tab 08)

RESOLUTION

Approving a Supplemental Budget Appropriation from a Donation of \$442.80 from the Leesburg Presbyterian Church to the Community Outreach Program

- i. Authorizing an Agreement and Approving a Performance Guarantee for PMW Farms, Fort Evans Road, Phase 2 and Riverside Parkway (Tab 09)

RESOLUTION

Authorizing an Agreement and Approving a Performance Guarantee for PMW Farms, Fort Evans Road Phase 2 and Riverside Parkway

10. PUBLIC HEARINGS

- a. Authorizing Acquisition of Easements for Edwards Ferry Road Right Turn Lane Project (Tab 10)(30 min)

RESOLUTION

Declaring that a Public Necessity and Use Exists, Authorizing an Offer to Acquire Right of Way Dedication and Easements from PIN 188-39-8114-000 and PIN 188-39-6616-000 for the Edwards Ferry Road at Route 15 Bypass Right Turn Lane Improvement Project, and Authorizing Condemnation if the Offer is not Accepted

- b. Amending Chapter 32 of the Town Code regarding Permit Parking Zones (Tab 11)(30 min)

ORDINANCE

To Amend and Reordain Chapter 32 (Traffic and Vehicles), Article V (Stopping, Standing and Parking), Division 4 (Permit Parking Zones) to add a Mixed Residential Zone as a Permit Parking Zone

- c. Authorizing the Re-Appropriation of Funding in the Amount of \$1,500,000 from the Fiscal Year 2012 Budget for the Land Acquisition – Airport Expansion South West End of the Airport to the Fiscal Year 2013 Budget (Tab 12)(10 min)

RESOLUTION

Authorizing the Re-Appropriation of Funding in the Amount of \$1,500,000 from the Fiscal Year 2012 Budget for the Land Acquisition – Airport Expansion South West End of the Airport to the Fiscal Year 2013 Budget

11. RESOLUTIONS AND MOTIONS

- a. Parking Garage Art Mural (Tab 13)(15 min)

MOTION

I move that the Town Council refer the idea of a mural on the Loudoun Street side of the Town Parking Garage to the Commission on Public Art for review and development of a detailed recommendation to report back to the Town Council by January 13, 2013

12. ORDINANCES
 - a. None.
13. UNFINISHED BUSINESS
14. NEW BUSINESS
 - a. Additions to Future Council Meetings (Tab A)(5 min)
15. COUNCIL COMMENTS
16. MAYOR'S COMMENTS
17. MANAGER'S COMMENTS
18. CLOSED SESSION
 - a. None.
19. ADJOURNMENT

Information Addendum

1. Information Memorandums (Tab B)

- a. Thomas Balch Library Endowment
- b. Utility Disconnects (*To be distributed prior to meeting*)
- c. Loudoun Museum Update
- d. Boards and Commissions Appointments

2. Council Invitations

August 25 – Pinch-A-Dollar Ribbon Cutting, 10 a.m., 521 E. Market Street
(Bellewood Commons Shopping Center)

September 6 – Tree Canopy Joint Meeting – Planning Commission, Tree
Commission, Environmental Advisory Commission/Watershed Committee, and
Master Gardeners, 7 p.m., Council Chambers

September 7 – Jeans Whisperer Ribbon Cutting, 6 p.m., 1 Loudoun Street, SW

September 7 – Coldwell Banker Ribbon Cutting, 6:30 p.m., 25 S. King Street

September 10 – Raflo Park Bike Depot Ribbon Cutting, 6:30 p.m., Raflo Park
(Harrison Street, S.E.)

September 11 – September 11 Observance, 6:30 p.m., Town Green

September 15 – A&A Interior Concepts, 11 a.m., 12 Sycolin Road, SE

September 18 – Wolf Furniture Opening Event, 5-8:30 p.m., Fort Evans Road, NE

September 18 – Form Based Code Property Owner and General Public Input Session,
6 p.m., Ida Lee Recreation Center Lower Level

September 22 - Arts in the Village Ribbon Cutting, Noon, 1601 Village Market
Square, Suite 116 (Village at Leesburg)

September 23 – Loudoun Symphony War of 1812 Bicentennial Concert, 2 p.m., Ida Lee Park (music starts at 3 p.m.)

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

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.

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>.