

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street

**AGENDA**

Town Council Meeting

October 9, 2012

7:30 p.m.

Council Chambers

- 
1. CALL TO ORDER
  2. INVOCATION:
  3. SALUTE TO THE FLAG:
  4. ROLL CALL
  5. MINUTES (*Tab B*)
    - a. Work Session Minutes of September 24, 2012
    - b. Regular Session Minutes of September 25, 2012
  6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
  7. PRESENTATIONS (*Tab C*)
    - a. Proclamation – Loudoun County Branch of the National Association for Advancement of Colored People’s Annual Banquet
  8. PETITIONERS
  9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
    - a. VDOT/Town Revenue Sharing Application for Sycolin Road Widening Phase IV and Street Paving/Maintenance (*Tab 01*)

**RESOLUTION**

Authorizing the Town Manager to Execute the Application for VDOT Revenue Sharing Funds for the Sycolin Road Widening Phase IV Project and for Street Resurfacing Maintenance Projects

- b. Supplemental Appropriation for Community Outreach Program of Donation from Chik-fil-A (*Tab 02*)

**RESOLUTION**

Approving a Supplemental Appropriation from a Donation of \$500 from the Chik-fil-A Restaurant of Leesburg to the Community Outreach Program

- c. Sycolin Road Widening Phase III Change Order Authorization (*Tab 03*)

**RESOLUTION**

Change Order No. 26 for Design and Engineering Services on the Sycolin Road Widening Phase III Project in the Total Amount of \$121,649 and Authorizing the Town Manager to Sign It

- d. Tuscarora Creek Flood Mitigation Design Change Order Authorization (Tab 04)

**RESOLUTION**

Tuscarora Creek Flood Mitigation Project Change Order for Design and Engineering Services

10. PUBLIC HEARINGS

- a. None.

11. RESOLUTIONS AND MOTIONS

- a. VDOT Six-Year Plan (Tab 05)(20 min)

**RESOLUTION**

Requesting Virginia Department of Transportation (VDOT) Funding for Highway Projects within the Town of Leesburg in the Virginia Department of Transportation Six-Year Improvement Plan for Fiscal Years 2014-2019

- b. County Courts Expansion (Tab 06)(30 min)

**MOTION**

I move to endorse the draft letter to the Loudoun County Finance, Government Services and Operations Committee regarding the Courts Expansion Project

- c. Tuscarora Crossing Referral (Tab 08)(15 min)

**MOTION**

I move to endorse the Tuscarora Crossing (ZMAP 2012-0011) referral comments dated October 9, 2012

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

14. NEW BUSINESS

- a. Legislative Agenda (Tab 07)(45 min)
- b. Additions to Future Council Meetings (Tab A)(5 min)

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS

18. CLOSED SESSION
  - a. Meeting with Independent Auditor (20 min)
19. ADJOURNMENT

### INFORMATION ADDENDUM:

#### 1. Council Invitations

- October 4* – Preservation for Home Archives, 10 a.m.-12 p.m., Thomas Balch Library  
*October 9* – Luv’n Berry Ribbon Cutting, 6:30 p.m., 649 Potomac Station Drive  
*October 10* - ECHO Ribbon Cutting and Open House, 5-6:30 p.m., 61 Lawson Road  
*October 13* – Walking Tour of Leesburg, 9 a.m. – 12 noon, Thomas Balch Library  
*October 13* – War Memorial Dedication, 11 a.m., Courthouse Lawn  
*October 13* – Murder Mystery Fundraiser for the Black History Committee, 6:30 p.m.  
Cascades Senior Center (tickets must be purchased in advance at  
[www.stagecoachtheatre company.com](http://www.stagecoachtheatrecompany.com))  
*October 14* – Using the Internet for Scottish Research, 2 p.m., Thomas Balch Library  
*October 15* - Clerk’s Office Tour – Loudoun County Historic Records, 7 p.m., meet at  
Balch Library  
*October 17* – Learn How to Navigate Loudoun County’s On-Line Mapping System  
(WebLogis) Workshop, 10-12 noon, Thomas Balch Library  
*October 21* – Shoptoberfest, 10 a.m. – 4 p.m., Douglass Community Center  
*October 21* – Region Divided: Civil War in the Northern Virginia Regional Parks, 2  
p.m., Thomas Balch Library  
*October 27* – Douglass Elementary School Open House, tbd, Douglass Elementary  
School  
*October 28* – Fighting for MacArthur: The Navy and Marine Corps Desperate  
Defense of the Phillipines, 2 pm, Thomas Balch Library  
*October 31* – Kiwanis Halloween Parade, 6 p.m., line up starts at Ida Lee Park  
*November 1* – Using Maps in Historical Research, 10 am -12 pm, Thomas Balch  
Library

#### 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>.