

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
November 26, 2012
7:30 p.m.
Council Chambers

1. Work Session Items for Discussion

- a. Demo/Presentation of Retractable Curb Prototype for S. King Street (Discussion/analysis at future work session) *(no material)(15 min)*
- b. Commission on Public Art – Endorsement of Mural Theme *(Tab 02)(15 min)*
- c. Crosstrail Blvd Letter regarding Plan to Complete *(Tab 03)(15 min)*
- d. Arcadia Proffer and Related Development *(Tab 04)(15 min)*
- e. Pool and Tennis Pro Forma *(Tab 05)(15 min)*
- f. Utility Shut Offs/Backflow Program – Discussion *(Tab 06)(30 min)*
- g. TMDL Update *(Tab 07)(45 min)*
- h. Crescent Design District *(Tab 08)(90 min)*

2. Information Items

- a. Community Development Block Grant *(Tab 09)*

3. Additions to Future Council Meetings (Tab A)

4. Council Invitations

November 27 - Legislative Dinner, 6 p.m., Lower Level Conf. Room

November 29 – MasonEnterprise Center Open House, 4:30-7 p.m., 202 Church St, SE

December 1-2 – Holiday Fine Arts and Crafts Show, Sat. 9-4, Sun. 10-4, Ida Lee Recreation Center

December 1 - Authors (Sarah Huntington/Gale Waldron) Book Signing – In their Own Words: Recollections of an Earlier Loudoun, 2-4 p.m., Balch Library

December 2 – Nomonhan, 1939: The Red Army's Victory that Shaped WWII, 2 p.m., Thomas Balch Library

December 7 – Christmas Tree and Menorah Lighting, 6 p.m., Town Green

December 8 – Jingle Jam, 11:30, 2:30, and 8 p.m. shows, Tally-Ho Theatre

December 8 – Christmas and Holiday Parade, 10 a.m., Line up at Ida Lee Park

December 9 - Perilous Flight: America's Intrepid War with Britain on the High Seas (1812-1815), 2 p.m., Thomas Balch Library

December 12 – Employee Holiday Luncheon, 11:30 – 2 p.m., Ida Lee Recreation Ctr.

December 15 – Ribbon Cutting for CycleLuv, 10 a.m., 26 Fairfax Street, 2nd Floor

December 15 – Leesburg Police Department Volunteer Dinner, 6 p.m., Police Headquarters Community Room

January 3 – Town Council Swearing In Ceremony, 6 p.m., Ida Lee Recreation Ctr

January 30 – FOIA/COIA Training, time tbd, Council Chambers

REMINDER: 6 p.m. Legislative Dinner, Town Hall Lower Level Conference Room

TOWN OF LEESBURG

Town Hall

25 West Market Street

AGENDA

Town Council Meeting

November 27, 2012

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
 2. INVOCATION: Candace Brinkley
 3. SALUTE TO THE FLAG: Council Member Martinez
 4. ROLL CALL
 5. MINUTES (*Tab B*)
 - a. Special Session Minutes of November 1, 2012
 - b. Regular Session Minutes of November 13, 2012
 6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
 7. PRESENTATIONS (*Tab C*)
 - a. Proclamation – Native American Indian Heritage Month
 - b. Mason Enterprise Center Update (15 min)
 8. PETITIONERS
 9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Water Pollution Control Facility (WPCF) Equipment Replacement (Tab 01)

RESOLUTION
Amending the FY 2013 Utilities Fund Budget and Making a Supplemental Appropriation in the Amount of \$120,000 for the Repair of Capital Fixed Assets
 10. PUBLIC HEARINGS
 - a. None.

11. RESOLUTIONS AND MOTIONS

- a. Endorsement of Mural Theme (Tab 02) (10 min)

MOTION

I move that the Leesburg Town Council approve the theme for the Downtown Parking Garage mural as: “This project will reflect a thematic aspect of the community such as history, growth, change, diversity, and/or commerce and should be created in a media that is suitable for exterior application with minimal maintenance. The mural is intended to become a focal point for visitors and enhance the sense of pride in Leesburg.”; and that the Chief Procurement Officer issue a Request for Proposal, as approved by the Town Attorney, for the solicitation of bids to artists or a team of artists for the installation and maintenance of the Downtown Parking Garage mural.

12. ORDINANCES

13. UNFINISHED BUSINESS

14. NEW BUSINESS

15. COUNCIL COMMENTS

16. MAYOR’S COMMENTS

17. MANAGER’S COMMENTS

18. CLOSED SESSION

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.

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>.