

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
February 11, 2013  
7:30 p.m.  
Council Chambers

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**1. Work Session Items for Discussion**

- a. Outreach/Sycolin Road Closure – VDOT *(Tab 03)(45 min)*
- b. Blue Ridge Hospice request to Ban Clothing Collection Boxes *(Tab 04)(30 min)*
- c. Legislative Updates *(30 min)(No material)*
- d. Council Liaison discussion *(30 min)(Tab 05)*

**2. Information Items (Tab D)**

- a. Traffic Light at Battlefield Parkway and Plaza Street
- b. Utilities Capacity Follow-up

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

**4. Closed Session**

- a. None.

**5. Council Invitations**

- February 10* – Mountain Music Project Film, 2 p.m., Thomas Balch Library  
*February 24* – They Closed our Schools – Documentary Film, 2 p.m., Thomas Balch Library  
*March 3* – Orra White Hitchcock (1796-1863) – an Illustrated Life, 2 p.m., Thomas Balch Library  
*March 9* – A Walking Tour of Civil War Leesburg – Richard Gillespie, 10-12 a.m., Thomas Balch Library  
*March 10* – Sussex County's Greatest Generation – Lessons from Personal and Family History, 2 p.m., Thomas Balch Library  
*March 16* – Youth Career Expo, 12-3 p.m., ProJet Hangar  
*March 17* – American Emperor, Aaron Burr's Challenge to Jefferson's America, 2 p.m., Thomas Balch Library  
*April 7* - Anthony Benezet – Father of Atlantic Abolitionism w/Maurice Jackson, 2 p.m., Thomas Balch Library

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Meeting  
February 12, 2013  
7:30 p.m.  
Council Chambers

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1. CALL TO ORDER
2. INVOCATION: Council Member Dunn
3. SALUTE TO THE FLAG: Mayor Umstatt
4. ROLL CALL
5. MINUTES (*Tab B*)
  - a. Regular Session Minutes of January 22, 2013
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. HUBzone (*Material to be forwarded separately*)
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
  - a. Town Manager's Contract Extension (*Tab 01*)

**MOTION**

I move to approve the Employment Contract between the Council of the Town of Leesburg, Virginia, and John A. Wells dated February 12, 2013

10. PUBLIC HEARINGS
  - a. ~~TLSE 2012-0005 Oaklawn Gas Station~~ *Moved to February 26 at Applicant request*
11. RESOLUTIONS AND MOTIONS
  - a. Setting the CY 2013 Council Meeting Calendar (*Tab 02*)(*15 min*)

**RESOLUTION**

Setting the CY 2013 Council Meeting Calendar

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>.