

Council Chambers, 25 West Market Street, 7:30 p.m. Mayor Umstattd presiding.

Council Members Present: Kelly Burk, David Butler, Thomas S. Dunn, Katie Sheldon Hammler, Marty Martinez, Kevin Wright and Mayor Umstattd.

Council Members Absent: Council Member Dunn arrived at 7:35 p.m., Council Member Martinez arrived at 7:45 p.m.

Staff Present: Town Manager John Wells, Town Attorney Jeanette Irby, Deputy Town Manager Kaj Dentler, Director of Utilities Amy Wyks, Director of Public Works Tom Mason, Director of Planning and Zoning Susan Berry Hill, Director of Plan Review Bill Ackman, Director of Parks and Recreation Rich Williams, Director of Finance Norm Butts, Assistant Town Manager Scott Parker, Human Resources Manager Karen Dilley, Information Technology Manager Annie Carlson, Management Analyst Lisa Haley, Management Analyst Michael Bruckner, Director of Capital Projects Renee LaFollette, Airport Manager Scott Coffman, Deputy Director of Planning and Zoning Brian Boucher, Economic Development Director Marantha Edwards, Senior Planner Irish Grandfield, Chief of Police Joseph Price, Research and Communications Manager Betsy Fields and Executive Associate Tara Belote

AGENDA

ITEMS

1. CALL TO ORDER

2. PUBLIC HEARING

a. Tax Rate

The public hearing was opened at 7:30 p.m.

John Wells stated the tax rate that is proposed is the same as the current rate - \$0.195. He stated the equalized rate, based on assessment information, is \$0.189. He noted that the proposed FY 2014 budget, tax rate, and Capital Improvements Program are all scheduled for vote at tomorrow night's Council meeting.

Council Comments/Questions:

- Where will the biggest increases in tax bill be seen?
Staff answer: 3% for SFH, 5.5% for SFA, and 4.6% for condos on average

There were no speakers for the public hearing.

The public hearing was closed at 7:36 p.m.

3. ADJOURNMENT

On a motion by Vice Mayor Butler, seconded by Council Member Burk, the meeting was adjourned at 7:37 p.m.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council
2013_tcm0408SM

DRAFT

Council Chambers, 25 West Market Street, 7:30 p.m. Mayor Kristen C. Umstattd presiding.

Council Members Present: Kelly Burk, David Butler, Thomas Dunn, Katie Sheldon Hammler, Marty Martinez, Kevin Wright and Mayor Umstattd.

Council Members Absent: Council Member Martinez arrived at 7:45 p.m.

Staff Present: Town Manager John Wells, Town Attorney Jeanette Irby, Deputy Town Manager Kaj Dentler, Director of Utilities Amy Wyks, Director of Public Works Tom Mason, Director of Planning and Zoning Susan Berry Hill, Director of Plan Review Bill Ackman, Director of Parks and Recreation Rich Williams, Director of Finance Norm Butts, Assistant Town Manager Scott Parker, Human Resources Manager Karen Dilley, Information Technology Manager Annie Carlson, Management Analyst Lisa Haley, Management Analyst Michael Bruckner, Director of Capital Projects Renee LaFollette, Airport Manager Scott Coffman, Deputy Director of Planning and Zoning Brian Boucher, Economic Development Director Marantha Edwards, Senior Planner Irish Grandfield, Chief of Police Joseph Price, Research and Communications Manager Betsy Fields and Executive Associate Tara Belote

AGENDA

ITEMS

1. Closed Session

On a motion by Mayor Umstattd, seconded by Vice Mayor Butler, the following was proposed:

Pursuant to Section 2.2-3711(A) (3) of the Code of Virginia, I move that the Leesburg Town Council convene in a closed meeting for the purpose of receiving information and discussion regarding real estate matters.

The motion was approved by the following vote:

Aye: Burk, Butler, Dunn, Hammler, Wright and Mayor Umstattd

Nay: None

Vote: 6-0-1 (Martinez absent)

The Council convened in Closed Session at 7:38 p.m.

The Council reconvened in Open Session at 8:31 p.m.

On a motion by Mayor Umstattd, seconded by Council Member Martinez, the following was proposed:

In accordance with Section 2.2-3712 of the Code of Virginia, I move that Council certify that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information

Act and such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by Council.

The motion was approved by the following vote:

Aye: Butler, Dunn, Hammler, Martinez, Wright and Mayor Umstattd

Nay: None

Vote: 6-0-1 (Burk absent)

2. Work Session Items for Discussion

a. Utility Rate Advisory Committee Update

Daniel Connally updated the Council with recommendations from the Utility Rate Advisory Committee.

Key Points:

- Objectives are to develop a tiered rate structure, derive an alternative to the 1:1 water/sewer fee, set a fixed rate that represents a higher percentage of revenue, distribute set rate increases between fixed and usage rates.
- Higher fixed fees increases portion of fixed costs covered by all users, increases consistency of revenue.
- Sewer charge of 1:1 allows usage of the current billing structure and maintains revenue from sewer
- Perception by outdoor water users of paying for something they are not using
- Need to secure a contractor to fully develop tiered rate structure

Council Comment/Questions:

- Greatest benefit goes to high water users out of town
URAC answer: Seasonal high water users will get the greatest benefit.
- Average amount of water going out to coming in is almost 1:1.
- Would prefer a three tier rate plan
- Staff is directed to bring a motion for action on Tuesday

b. Budget Work Session

John Wells stated reviewed the information that was provided to Council.

Key Points:

- Proposed budget advertises a tax rate of \$0.195.
- Equalized rate is \$0.189.
- Revenues will likely increase by approximately \$325,000 – those adjustments became known during the three weeks between advertisement of the tax rate and now

- Leaving the tax rate at \$0.195 will allow the same tax rate for the next four years
- Using the equalized rate of \$0.189 will result in the need for an additional penny on the tax rate in 2017

Council Comments/Questions:

- Concern over ability to fund bus service using the equalized tax rate
- What can be done to apply more to debt reduction?
Staff answer: Sustainability plan envisions building a debt service reserve
- Would like to make an additional \$3 million in cuts
- Need five Council Members to set the tax rate
- Is a code initiation needed to raise Council's compensation?
Staff answer: Has already been initiated, but will need to be advertised and a public hearing held
- Would like discussion about parking plan for the downtown

c. JLMA Crosstrail and Tuscarora Crossing Referrals

Susan Berry Hill stated the issues have not changed from the last time Council looked at these proposed developments. Staff is asking for endorsement of the referral response so that they can be forwarded to county staff.

Summary of Key Points:

- Crosstrail is a first submission looking to rezone 57 acres out of the 440+ acres for purposes of a shopping center
- Does not conform to the land use designation for that property in either the town or county's plan
- Not clear on phasing for transportation network
- Tuscarora Crossing is a request for rezoning to a residential designation for 720 units
- Both properties are eligible for annexation
- No phasing plan has been provided for Tuscarora Crossing

Council Comments/Questions:

- Need to note Airport's concerns regarding lighting
- Need to work closely with the Board of Supervisors because these projects will have significant negative impacts on the town
- County Planning Commission has not seen it yet

2. Additions to Future Council Meetings

Council Member Burk: Would like to have a resolution memorializing support for the youth job fair on an annual basis. Reminded everyone about the trash clean up challenge. Would like an update on the agreement with Loudoun Water.

Council Member Martinez asked for a presentation from NVRC regarding a regional transportation system. Requested that the timing of the signals at Battlefield Parkway and Market Street be adjusted.

Council Member Dunn asked a discussion of signage for off-site signage to help businesses direct traffic to their location. Would like to get moving on parking issues downtown. Would also like to pursue funding from the County for traffic issues.

Council Member Wright asked for a follow-up on the communication plan for the closure of Sycolin Road at the Bypass.

Mayor Umstatted asked for an update on the transportation bill and what the implications are for the town.

3. Closed Session

None.

4. Adjournment

On a motion by Council Member Martinez, seconded by Vice Mayor Butler, the meeting was adjourned at 10:14 p.m .

Clerk of Council

2013_tcwsmin0408