

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
June 10, 2013  
7:30 p.m.  
Council Chambers

---

**1. Items for Discussion**

- a. Annexation – Additional Discussion (*Tab 11*)(45 min)
- b. Police Annual Crime Report and Staffing (*Tab 12*)(45 min)
- c. Low Impact Development (*Tab 10*)(60 min)
- d. Panhandling Ordinance (*Tab 13*)(15 min)

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

**3. Information Memorandums**

None.

**4. Closed Session**

None.

**5. Council Invitations**

*June 6* – Writing your Family History Class, 10 a.m., Thomas Balch Library

*June 6* – Battlefield Parkway – Rt. 15 to the Dulles Greenway VDOT Design Public Hearing, 7 p.m., Lower Level Conference Room (Town Hall)

*June 9* – Acoustics on the Green, 7-9 p.m., Town Green

*June 28* – Ribbon Cutting for Roosters, 2 p.m., Bellewood Commons Shopping Ctr.

*July 18* – Transportation Summit, 4:00 p.m., Loudoun County Board Room

*Sept. 3* – State Proclamation for Leesburg Volunteer Fire Company presentation, time tbd., Station 1

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street

**AGENDA**

Town Council Meeting

June 11, 2013

7:30 p.m.

Council Chambers

- 
1. CALL TO ORDER
  2. INVOCATION: Mayor Umstatt
  3. SALUTE TO THE FLAG: Vice Mayor Butler
  4. ROLL CALL
  5. MINUTES (*Tab B*)
    - a. Work Session Minutes of May 13, 2013
    - b. Regular Session Minutes of May 14, 2013
  6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
  7. PRESENTATIONS (*Tab C*)
    - a. Certificates of Appreciation – Student Volunteers at Flower and Garden
    - b. Proclamation – Parents Who Host Lose the Most (Col. Wesley Fox Young Marines)
    - c. Proclamation – Celebrating the 50<sup>th</sup> Anniversary of the Old and Historic District
  8. PETITIONERS
  9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
    - a. Airport Construction Management Continuing Services Contract Award(*Tab 01*)

**RESOLUTION**

Awarding a Contract to L.R. Kimball, Inc., for Construction Management Services for Capital Projects at the Leesburg Executive Airport

- b. Authorizing a Water Rate Consultant Request for Proposals (*Tab 02*)

**RESOLUTION**

Authorizing a Request for Proposals (RFP) to Conduct a Water and Sewer Rate Study

- c. Public Improvements and Performance Guarantees for Oaklawn Townhouses, Section 3 (Tab 03)

**RESOLUTION**

Accepting the Public Improvements, Releasing the Performance Guarantee and Approving a Maintenance Guarantee for Oaklawn Townhouses – Section 3 (TLCD-2010-0001)

- d. Public Improvements and Performance Guarantees for PMW Farms Sanitary Sewer Extension (Tab 04)

**RESOLUTION**

Accepting the Public Improvements, Releasing the Performance Guarantee and Approving a Maintenance Guarantee for PMW Farms Sanitary Sewer Extension (TLPF 2006-0011)

- e. Making an Appointment to the Tree Commission (Tab 05)

**RESOLUTION**

Making an Appointment to the Tree Commission (Jan Hepburn)

- f. Making an Appointment to the Commission on Public Art (Tab 06)

**RESOLUTION**

Making an Appointment to the Commission on Public Art

- g. Accepting Public Improvements, Releasing Performance Guarantee, and Approving a Maintenance Guarantee for Dulles Chrysler Dodge Jeep Ram (Tab 07)

**RESOLUTION**

Accepting the Public Improvements, Releasing the Performance Guarantee and Approving a Maintenance Guarantee for Dulles Chrysler Dodge Jeep Ram (TLPF 2010-0011)

- h. Authorizing a Loudoun Street Mural Request for Proposals (Tab 08)

**MOTION**

I move that the Leesburg Town Council approve 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.

10. PUBLIC HEARINGS

- a. TLSE 2013-0008 Simran Home Day Care (Tab 09)(30 min)

**RESOLUTION**

Approving TLSE 2013-0008, Simran Home Daycare, A Child Care Center Located on Property Identified as PIN Number 148-28-8719 and Located at 712 Vista Ridge Drive

11. RESOLUTIONS AND MOTIONS

- a. Low Impact Development (Tab 10)(30 min)

**RESOLUTION**

Accepting the Low Impact Development (LID) Recommendations of the Leesburg Watershed Committee and Adopting a Strategy for Promoting LID in Leesburg

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>.