

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, Kevin Wright and Mayor Umstattd.

Council Members Absent: Council Member Martinez

Staff Present: Town Manager John Wells, Town Attorney Jeanette Irby, Assistant Town Manager Scott Parker, Chief of Police Joseph Price, Director of Parks and Recreation Rich Williams, Parks and Public Space Planner Bill Ference, Director of Economic Development Marantha Edwards, Director of Planning and Zoning Susan Berry Hill, Zoning Administrator Chris Murphy, and Clerk of Council Lee Ann Green

AGENDA

ITEMS

1. Work Session Items for Discussion

a. Downtown Improvements Update

Mayor Umstattd noted that the owners of the Lightfoot Restaurant have requested a change to the Downtown Improvements CIP to allow them to retain a passenger loading zone in front of their establishment.

Furthermore, there is a request to relocate a tree on Loudoun Street to move it away from a driveway.

Key Points:

- Plan A, Version 2 keeps a loading zone in front of Lightfoot
- A loading zone cannot be exclusive to a particular business but may be used by anyone
- Tree Commission unanimously supported the addition of street trees as part of the entire Downtown Improvement project
- Property owner has concerns regarding proposed tree location within 10 feet of his building

Council Questions/Comments:

- Bumpouts could be beneficial, but would like to see more parking.
- Passengers can be unloaded from the street
- Loading and unloading of buses can take more than a few seconds
- What happens if the spaces are filled when a bus comes to unload?

Staff answer: Uncertain

Audience answer: Buses double park

- Doing this would set a precedent for other businesses on King Street
- Should have been addressed previously
- On street dining will create buzz and excitement downtown

- Will be added to the agenda in two weeks
- Why does Council need to review the design placement of the trees?
Staff answer: There were specific tree counts in the design that Council approved
- Is there a tree that will not cause the bricks to buckle?
Staff answer: The tree species that are among those that may be planted are columnar in nature to avoid impact to vehicles or pedestrians. Proper watering will keep the roots growing downward, rather than along the surface under the bricks
- Are planters an alternative?
Staff answer: Council directed trees to be installed along Loudoun Street. The question tonight is whether one particular tree can be removed from the plan
- Council asked to have this put on the agenda in two weeks to give staff time to formulate some alternatives

b. Town Orientation Video Series

Scott Parker presented a plan to inform new residents about town services.

Key Points:

- Original concept was to host public seminars on available town services
- In an attempt to reach a larger audience, concept has evolved to public service videos that can be accessed through social media and/or the website
- Partnership with Monroe Vo-Tech students and Capitol TV Productions could be used to produce the videos
- Approximate cost of \$3,000-5,000 for each 3-5 minute video
- Planning Department has been working on a similar video for the Crescent Design District requirements

Council Questions/Comments:

- Will need to identify a funding source for the videos
- How was the estimated price per video obtained?
Staff answer: Capitol TV Productions estimated the cost given the amount of content each video should contain
- Council agreed that they liked the video format for an orientation series

c. Potomac Crossing Park – Use of Settlement Funds

Bill Ference stated the town received a cash settlement for outstanding proffers related to the development of Potomac Crossing Park.

Summary of Key Points:

- Settlement funds are in the Capital Projects Program for 2015
- Funds are not sufficient for the originally approved master plan

- Community feedback indicated support for a reduced footprint and more passive uses completed in a shorter time frame
- Area will allow an interpretive trail network connecting to other regional parks

Council Questions/Comments:

- Input is skewed by people from other parts of town
- Want to see funds stay within the community
- Will parking area be paved?
Staff answer: Parking lot be pervious surface
- Would like Council to re-consider using the funds for a park at this location
- Council consensus to hold a public input session regarding the disposition of the settlement funds

d. Initiating Amendments to the Zoning Ordinance Regarding Microbreweries

Chris Murphy stated this proposed amendment would allow microbreweries of a certain size by-right in B1, B2, B3, and B4 districts.

Key Points:

- Currently breweries are permitted by special exception in the B2, B3 and B4 districts
- Currently permitted by right in the I-1

e. Vending Carts

Chris Murphy stated this item was requested by Council Member Dunn.

Council Member Comments/Questions:

- Would like the EDC to discuss the possibility
- Food carts would offer a nice alternative to families downtown
- Council consensus was to ask the EDC to study this proposal

f. Comprehensive Parking Program

Council consensus was to defer this item pending information on replacing signage and meters/garage system with an automated system.

g. North-South Corridor

Mayor Umstatted suggested that the Council take a position on the revived North-South corridor issue.

Council Comments/Questions:

- Opposed to opining on issues outside the Town of Leesburg
- Consistent with the town's previous position on this issue

- Traffic through the town is a matter of importance to the residents
- Would like to see a traffic study for this particular alignment
- Risk angering those government officials who have power to deny Leesburg's request for funding for other road projects
- This is not the Western Bypass

2. Additions to Future Council Meetings

Council Member Dunn asked for public movies at Ida Lee using inflatable screens. Would also like to investigate removing Paxton from the H-1.

3. Closed Session

On a motion by Mayor Umstatted, seconded by Council Member Wright, the following was proposed:

Pursuant to Section 2.2-3711(A) (3) and (7) 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:

- Loudoun Water Easements*
- Green Energy Partners*

The motion was approved by the following vote:

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

Nay: None

Vote: 6-0-1 (Martinez absent)

Council convened in Closed Session at 10:54 p.m.

Council re-convened in Open Session at 11:21 p.m.

On a motion by Mayor Umstatted, seconded by Vice Mayor Butler, 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 roll call vote:

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

Nay: None

Vote: 6-0-1 (Martinez absent)

4. Adjournment

On a motion by Council Member Wright, seconded by Vice Mayor Butler, the meeting was adjourned at 11:21 p.m.

Clerk of Council
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DRAFT

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

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

Council Members Absent: Council Member Martinez. Mayor Umstattd arrived at 7:32 p.m., Council Member Dunn arrived at 8:20 p.m.

Staff Present: Town Manager John Wells, Town Attorney Jeanette Irby, Director of Planning and Zoning Susan Berry Hill, Director of Utilities Amy Wyks, Environmental Planner Irish Grandfield, and Administrative Associate I Linda DeFranco

AGENDA ITEMS

1. **CALL TO ORDER**

2. **INVOCATION:** Council Member Katie Sheldon Hammler

3. **SALUTE TO THE FLAG:** Wesley Fox Young Marines

4. **ROLL CALL:** Showing Mayor Umstattd arriving at 7:32 p.m. and Council Member Dunn arriving at 8:20 p.m.

5. **MINUTES**

a. Regular Session Minutes of May 28, 2013

On a motion by Council Member Burk, seconded by Vice Mayor Butler, the minutes of the Regular Session Meeting of May 28, 2013 were approved by a vote of 5-0-2 (Dunn/Martinez absent).

b. Work Session Minutes of June 10, 2013

On a motion by Vice Mayor Butler, seconded by Council Member Wright, the minutes of the Work Session Meeting of June 10, 2013 were approved by a vote of 5-0-2 (Dunn/Martinez absent).

c. Regular Session Minutes of June 11, 2013

On a motion by Vice Mayor Butler, seconded by Council Member Wright, the minutes of the Regular Session Meeting of June 11, 2013 were approved by a vote of 5-0-2 (Dunn/Martinez absent).

6. **ADOPTING THE MEETING AGENDA**

On the motion of Council Member Burk, seconded by Vice Mayor Butler, the meeting agenda was approved as presented with the addition of Item 9f, by the following vote:

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

Nay: None

Vote: 5-0-2 (Dunn/Martinez absent)

7. PRESENTATIONS

a. Proclamation – Parents Who Host Lose the Most (Col. Wesley Fox Young Marines)

On a motion by Vice Mayor Butler, seconded by Council Member Hammler, the following was proclaimed:

PROCLAMATION

Parents Who Host – Lose the Most Awareness Months

May-June 2013

WHEREAS, alcohol is the most commonly used illegal drug by students; and

WHEREAS, underage alcohol use is associated with traffic crashes and fatalities, other drug use, violence and gang involvement, rape, depression and suicide, and educational failure; and

WHEREAS, the Parents Who Host, Lose the Most: Don't Be a Party to Teenage Drinking campaign informs parents and other adults about the legal ramifications and health and safety risks of serving alcohol to teens; and

WHEREAS, 65% of underage youth say they get alcohol from family and friends, even though it is illegal in Virginia for a person under 21 years of age to consume or possess alcohol, and it is illegal for an adult to provide alcohol to a person under 21 years of age; and

WHEREAS, adults who provide alcohol to those below the legal drinking age of 21 are placing the health and safety of those young persons at risk, and

WHEREAS, anyone found guilty of providing alcohol to youth can face criminal charges, in addition to possible civil action for damages or injury related to underage drinking, and

WHEREAS, adults have the authority and responsibility to our youth to provide them with alternative opportunities by creating alcohol-free activities, and

WHEREAS, the Town of Leesburg encourages residents to refuse to provide alcoholic beverages to underage youth and to take the necessary steps to discourage this illegal and unhealthy practice, including the reporting of underage drinking to the local police, and

WHEREAS, prevention efforts, including parents talking with their teens and modeling appropriate behavior, are critical, particularly during prom and graduation season;

NOW, THEREFORE, BE IT PROCLAIMED by the Council of the Town of Leesburg in Virginia that May and June 2013 are **Parents Who Host, Lose The Most Awareness Months**.

b. Certificates of Appreciation – Mural Review Committee
On a motion by Vice Mayor Butler, seconded by Council Member Hammler, Certificates of Appreciation for work on the Mural Review Committee were presented to David Bowers, Gale Waldron, and Mike Elgin.

8. **PETITIONERS**

The Petitioner's Section was opened at 7:43 p.m.

Robin Bartok, for Board of Supervisors Chairman Scott York, stated the Chairman could not attend tonight's meeting. She spoke on the benefits of a North-South corridor through Loudoun County. She stated it would help preserve Rt. 15. She urged Council to support the North-South corridor. She stated opposition to this road will make it look like the Council does not support roads. She stated those in charge of providing road funding will be looking at what the Council supports.

Oliver Peters, introduced the second video created by a partnership between Monroe Vo-Tech and Capitol TV Productions.

Tony Howard, President of the Loudoun County Chamber of Commerce, spoke regarding the importance of the north-south corridor or bi-county parkway. He stated it will provide congestion relief, improved quality of life, job creation and economic opportunity. He stated that Loudoun County is one of the fastest growing, economically dynamic communities in the commonwealth. He urged Council to work with the other jurisdictions to improve transportation by supporting this road.

Ed Gorski, 204 Stratford Place, SW, stated he is speaking on behalf of the Piedmont Environmental Council and as a town resident regarding the North-South Corridor. He noted he distributed some facts and resources for Council to review. He stated a couple of issues have been raised. He noted that Rt. 659 has been on the Countywide Transportation Plan as a four lane, divided road with a landscaped median, until recently. He noted that this corridor is much wider with much higher design speeds than the currently approved roadway.

John Farmer, 109 Field Court, NE, reviewed the history of the park. He stated his belief that development of the park is necessary for the residents of Potomac Crossing, who bought their homes in good faith that a park would be built in the community.

Laura Dutton, 14 ½ S. King Street, stated that she has lived on King Street for a long time. She stated the Downtown Improvements are unethical and unwise. She urged the Council to not try to duplicate other communities, but allow the downtown to remain unique.

Gem Bingol, 1508 Shields Terrace, stated she wears two hats, one as a landowner in Leesburg and the other as the Land Use Field Officer for Piedmont Environmental Council. She stated she would like to offer additional information with regards to the North-South corridor. She stated it behooves the Town Council to look carefully at the North-South corridor project and take a position. She noted that Loudoun residents want better transportation, but most Loudoun residents are east-bound commuters, rather than north-south.

Alicia McFadden, 818 Ferndale Terrace, stated she is the president of the Potomac Crossing HOA. She expressed support for the park in Potomac Crossing despite the fact that the park will be smaller than what was originally promised to the homeowners. She stated that despite the fact that some homeowners do not want the park, most of the residents are in favor of the park.

April Hudson, 738 Balls Bluff Road, stated she is the secretary of the Potomac Crossing HOA. She stated her agreement with having a park in the neighborhood and an open field would be preferable so that her dogs can run.

The Petitioner's Section was closed at 8:28 p.m.

9. APPROVAL OF THE CONSENT AGENDA

On a motion by Council Member Wright, seconded by Vice Mayor Butler, the following items were moved for approval as the Consent Agenda:

a. Miller Drive Construction Contract

RESOLUTION 2013-074

Awarding the Construction Contract for the Miller Drive Extension Project to Bay Country Enterprise, Inc., in the Amount of \$971,347.00.

b. Awarding a Server Virtualization Contract

RESOLUTION 2013-075

Awarding the Contract for Server Virtualization to PCM-G, Inc., in the Amount of \$139,969.88.

c. Re-Authorizing the ESI – Town of Leesburg Agreement

RESOLUTION 2013-076

Re-Authorizing the Agreement between the Town of Leesburg and the Engineers and Surveyors Institute (ESI) to Continue the Leesburg ESI Program

- d. Performance Guarantee and Water and Sewer Extension Permits for PMW Farms, Section 6

RESOLUTION 2013-077

Performance Guarantee and Water and Sewer Extension Permit for PMW Farms, Section 6

- e. To Delegate Authority to the Town Manager to Approve Airport Construction Change Order

RESOLUTION 2013-079

To Delegate Authority to the Town Manager to Approve Airport Construction Change Order

It was noted that construction of the Miller Drive extension should be completed no later than November 2013.

The Consent Agenda was approved by the following vote:

Aye: Burk, Hammler, Martinez, Wright and Mayor Umstattd

Nay: None

Vote: 7-0

10. PUBLIC HEARINGS

- a. TLSE 2013-0007 Soto Home Day Care
The public hearing was opened at 8:33 p.m.

Irish Grandfield presented the application for a special exception to allow a home child care center.

Key Points:

- Home based child care center for more than five children
- 195 Alpine Drive – Evergreen Meadows Subdivision
- The backyard is now completely fenced as per town's requirements
- Use is licensed by the state
- Staff recommends approval with standard conditions
- Two speakers addressed the Planning Commission in opposition to the application

Maria Soto stated that she has been in operation for three years, Monday through Friday. She noted that while she likes to take the children outside as often as possible, because of routines and needs of infants and toddlers, they are unable to go outside for more than 20-30 minutes two to three times daily. She stated she strives to give each child the best possible care.

Alex Smith, 610 Curtin Place, stated her child attends Ms. Soto's daycare. She stated Ms. Soto is responsible and conscientious about the regulations that

need to be followed in order to run her business. She noted that private, licensed day cares provide an affordable, safe and vital service for working parents in Leesburg.

Melissa Garayua, stated she is a resident of Evergreen Meadows and uses Ms. Soto's day care. She stated Ms. Soto has addressed any neighborhood concerns immediately and provides a safe place for her child.

Elizabeth Vaughn, 241k Loudoun Street, stated her children have attended Ms. Soto's day care. She stated that affordable, high quality day care is hard to find.

The public hearing was closed at 8:55 p.m.

On a motion by Council Member Burk, seconded by Vice Mayor Butler, the following was proposed:

RESOLUTION 2013-080

Approving TLSE 2013-0007, Soto Home Day Care, a Child Care Center located on Property Identified as PIN Number 232-17-6291 and Located at 195 Alpine Drive, SW

Council Comments/Questions:

- Day care is important because children who have had good day care come to school ready to learn
- Use meets all criteria and does not negatively affect the neighborhood

The motion was approved by the following vote:

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

Nay: None.

Vote: 6-0-1 (Martinez absent)

11. RESOLUTIONS AND MOTIONS

- a. *Initiating Amendments to the Leesburg Zoning Ordinance to Permit Microbrewery as a By-Right Use in B Zoning Districts*

On a motion by Council Member Burk, seconded by Vice-Mayor Butler, the following was proposed:

RESOLUTION 2013-078

Initiating Amendments to the Leesburg Zoning Ordinance Sections 6.3.2., 6.4.2., 6.5.2., 6.6.2., 9.2., 9.3.13.1. to Permit Microbrewery By-Right in the B-1 Community (Downtown) Business, B-2 Established Corridor Commercial, B-3 Community Retail/Commercial, and B-4 Mixed Use Business Zoning Districts

Council Comments/Questions:

- Zoning Ordinance clean up

The motion was approved by the following vote:

Aye: Butler, Burk, Hammler, Wright and Mayor Umstatt

Nay: Dunn

Vote: 5-1-1 (Martinez absent)

- b. Appointment to NVTA Planning Coordination Advisory Committee
On a motion by Vice Mayor Butler, seconded by Council Member Wright, the following was proposed:

MOTION 2013-028

I move to appoint Mayor Umstatt as Leesburg's representative on the NVTA Planning Coordination Advisory Committee

It should be noted that Council Members Hammler and Burk agreed to serve as alternates, should the need arise.

The motion was approved by the following vote:

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

Nay: None.

Vote: 6-0-1 (Martinez absent)

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

- a. None.

14. NEW BUSINESS

- a. North-South Corridor Position Statement

On a motion by Mayor Umstatt, seconded by Council Member Burk, the following was proposed:

RESOLUTION

Leesburg Town Council North-South Corridor Position Statement

Council Comments/Questions:

- The town should not buy into the argument that other entities will take away transportation dollars
- A major highway will put tremendous pressure on the town's road network
- Would like to hear the VDOT presentation at the meeting on July 23 in order to make the most informed decision

Council Member Wright made a motion, seconded by Council Member Hammler, to defer this item to the July 23, 2013 meeting.

Council Comments/Questions:

- No information was provided with this new addition to the agenda
- Would like to invite the state and county legislators to the meeting
- This is not within Leesburg's purview
- Would like to have county transportation staff attend the July 23 meeting to speak to the planned condition for Belmont Ridge Road

Vice Mayor Butler read an email from Bob Chase into the record: "...why would Leesburg want to bite the hands that feed them transportation funds. I would suggest that the most important thing for the Mayor to consider is the likelihood of the unfunded projects listed below EVER being funded if the Town Council comes out in opposition to the North-South Corridor. The CTB and VDOT do not lack for other projects in which to invest. The Six-Year Plan contains no guarantees. Funds are shifted around every year. CTB can easily decide to "deprogram" funds for Edwards Ferry Road, etc. Message needs to be delivered by Leesburg residents – got any candidates? Bob."

The motion to defer was approved by the following vote:

Aye: Butler, Dunn, Hammler, and Wright

Nay: Burk and Mayor Umstatt

Vote: 4-2-1 (Martinez absent)

15. COUNCIL COMMENTS

Council Member Dunn stated the library book sale will occur this weekend at the Battlefield Shopping Center.

Vice Mayor Butler stated he and his son rode their bicycles on the entire W&OD trail.

Council Member Burk stated that Leesburg is a lesser place since the passing of Joe Ritenour. She expressed her condolences to the stunt flyers whose plane crashed last week. She noted they were frequent exhibitors at the Leesburg Air Show. She stated she attended a Recycling Seminar by Solar4 at Northgate Winery. She noted that this week's Acoustics on the Green performer will be Jon Carroll. She disclosed that she and the Mayor attended the Loudoun Child Care Advocacy Center event. She stated the Center is a great asset for the community. She thanked Parks and Recreation and all the speakers for their input on the Potomac Crossing Park.

Council Member Hammler disclosed phone calls with Ben Leigh, Jan Zachariasse, a text exchange with Hobie Mitchell. She thanked Parks and Recreation staff for their work on landscaping art throughout town. She expressed condolences to the family of Joe Ritenour and thanked everyone involved in the construction of the Food Lion bus shelter. She stated she is looking forward to the presentation on the potential sister city relationship with Saint Cyr sur Loire at the next meeting. She noted that she will be taking Mary Hines of the Arlington County Board of Supervisors up on her offer to speak on their bike share program that could provide a link between Leesburg and Arlington. She thanked everyone for their involvement in Law Camp. She noted her daughter was able to participate this year.

Council Member Wright expressed his condolences to the Ritenour family and stated his gratitude for Mr. Ritenour's contributions to the community over the years.

16. MAYOR'S COMMENTS

Mayor Umstattd expressed her appreciation for Council Member Burk's assistance at several ribbon cuttings. She thanked Ann Robinson, La Voz, Special Olympics, 350 Loudoun, Unitarians, Volunteers of America, for their efforts for public transportation. She offered her condolences to Joe Ritenour's family and friends. She stated she attended the Knights of Columbus' fundraiser for the Boulder Crest Retreat for Wounded Warriors. She stated they are still looking for volunteers to help.

17. MANAGER'S COMMENTS

Mr. Wells thanked Linda DeFranco for attending the Council meeting in the Clerk's capacity. The Mayor noted that Ms. DeFranco is a ten year staff member. He gave Council information on participating in the Independence Day Parade. He asked Council to look carefully at Tab A. He announced that residents will be getting notice of an additional trash collection day starting August 2013. The south side of town will receive trash collection on Monday and Thursday. North side of town will receive trash collection on Tuesday and Friday. Recycling days stay the same.

18. CLOSED SESSION

None.

19. ADJOURNMENT

On a motion by Council Member Wright, seconded by Vice Mayor Butler, the meeting was adjourned at 9:44 p.m.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council
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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: None.

Staff Present: Town Manager John Wells, Town Attorney Jeanette Irby, Deputy Town Manager Kaj Dentler, Chief of Police Joseph Price, Director of Parks and Recreation Rich Williams, Parks and Public Space Planner Bill Ference, Director of Planning and Zoning Susan Berry Hill, Police Captain Clagett Moxley, Environmental Planner Irish Grandfield, Director of Utilities Amy Wyks, Director of Public Works Tom Mason, and Clerk of Council Lee Ann Green

AGENDA

ITEMS

1. Work Session Items for Discussion

a. Downtown Improvements.

John Wells reviewed two issues for the Downtown Improvements.

Key Points:

- Issue 1: Request from the owners of the Lightfoot to amend the plan for North King Street to retain a passenger loading zone in front of their establishment.
- Staff recommends Plan A, version 4
- Lightfoot owners have not responded regarding this recommendation
- Issue 2: Property owner on Loudoun Street, SE would like street tree removed from in front of his property.
- Council requested further information on issues regarding the trees, which has been provided
- Vote would affect only one tree

Council Comments/Questions:

- Plan A, version 2 was not accepted by the owners of the Lightfoot
- Plan A, version 3 was submitted by the owners of the Lightfoot, but would negatively affect other property owners
- How is the loading zone enforced?
Staff answer: Police officers enforce the loading zone after 5 p.m. Prior to that, the area is used for parking.
- Council should be willing to accommodate the property owner with respect to the street tree
- Could install the infrastructure to accommodate the tree and make the decision on the tree later

- Modifying the plan for individual property owners will cause more requests for modification
- Would prefer using a planter system to keep the trees mobile
- Would like to investigate whether it would be possible to put lights in the trees

b. Public Safety Staffing

John Wells stated staff has responded to all questions posed by Council Members.

Key Points:

- Presentation of the need for this staffing with the Annual Report caused confusion as to why this additional staffing is needed
- Employees on workman's comp or training leaves the department short staffed
- Does the town get its fair share of county public safety funds

Council Comments/Questions:

- Why is this being requested outside the budget cycle?
Staff Answer: Growing trend of workman's comp injuries
- Does the town need to address training deficiencies that may be causing workman's comp injuries?
Staff Answer: Officer training is excellent; however, public safety is a dangerous job
- How long does training take?
Staff Answer: New hires that are not already certified by the state, one year. Already certified officers, six months
- There is a reasonable expectation to receive county public safety services for the amount of county taxes paid
- Preference would be to study this more closely prior to making a decision
- Are there limits to how much overtime an employee can undertake both within the town and outside the town?
Staff answer: There are specific guidelines for approval of overtime.
- Encourage the Town Manager and Chief of Police to work with the county to ensure that the town gets the maximum assistance from the Sheriffs Department
- There is cooperation between the county and the town law enforcement functions
- Not in favor of outsourcing of public safety functions

c. Town Plan Action Program – Planning Commission and Staff Recommendations

Susan Berry Hill reviewed the items recommended for Town Council action with respect to the Town Plan.

Key Points:

- The Planning Commission has forwarded eight items for consideration
- Several of these items are already scheduled for work
- Tree Commission recommendations are part of the Planning Commission's recommended items

Council Comments/Questions:

- What is the timeline?
Staff answer: Would need Council direction as to which of the eight items Council would like to be pursued. Ranking and work plan could be formulated.
- Would like to remove or revise the H-2

d. Morven Park BLA Initiation

John Wells stated the request is to have Council take formal steps to initiate the Boundary Line Adjustment process to bring Morven Park into the Town Limits.

Key Points:

- A Morven Park zoning district would be required
- Special event ordinance would be important to help handle special event requests
- Vote scheduled for tomorrow night's meeting would direct staff to initiate process
- Morven Park can choose to withdraw from the Agricultural District in 2014 without county approval
- Seventy percent of the property is within a conservation easement

Council Comments/Questions:

- Do not agree with attempt to avoid Loudoun County Karst Limestone Overlay District
- If the town needs to accept the roads, they may be expensive to maintain
- Extension of water and sewer would be expensive, if ever needed
- Police services for special events would be reimbursed
- Need clarification on whether Rt. 15 would be included by BLA
- What is the preference of the Equine Center?
Staff answer: they have not expressed a preference
- Drain on taxpayers for little or no return

Representatives from Morven Park withdrew their request for Boundary Line Adjustment to give them time to prepare responses to Council's questions.

e. Illegal Signs

Susan Berry Hill stated there has been a change in the State Code pertaining to off-site signs.

Key Points:

- Previously signs that were in state right of way could be removed and civil penalties of \$100 could be imposed on offenders
- Agreements with local governing bodies could be established to enforce the provisions of the code
- Change allows the localities to keep fines collected pursuant to the agreement, if this is included in the agreement
- Town staff currently picks up these signs during the week, but does not perform this service during the weekend
- As a courtesy to businesses, the signs are returned to the owners and no fine is levied

Council consensus was to not pursue this.

f. County Referral: Crosstrail – Second Submission

Susan Berry Hill stated this is the second submission of the Crosstrail application.

Key Points:

- Concept plan shows retail with outdoor sales, convenience store with gas pumps, hotel, and a main street concept with a mixture of office and retail
- Staff recommends the developer construct two lanes of Hawling from Battlefield Parkway or limit develop to maintain Level of Service C.
- The developer proposes to bring utilities from the north.
- The Town prefers utilities to be brought from the south.
- If an interim pump station is required, certain conditions are recommended
- Developer believes the southern approach is not economically feasible for them – they would pay for construction of the temporary pump station
- Small parcel near the off ramp of the Dulles Greenway next to Freedom Park would be given to the town to add to Freedom Park

Council Comments/Questions:

- What is the status of a possible BLA?
Staff answer: The applicant has no desire to be brought into the town.
- Would like to see previous submission
- Would like to have a cover letter signed by the Mayor

g. County Referral: Zoning ordinance change to JLMA Districts pertaining to Utilities

Susan Berry Hill stated this proposed zoning ordinance amendment would allow developments in JLMA areas to be served by private utility facilities.

Key Points:

- Does not apply to JLMA 20 areas
- Questions about how the county zoning administrator could determine the availability of town utilities

Council Comments/Questions:

- This is the town's service area and can only be changed based on mutual agreement between the town and the county
- Amendment will cause unintended consequences for several Loudoun towns
- Would like to see the letters that Hamilton and Round Hill generated

Council consensus was for a more strongly worded letter expressing the town's disagreement with this proposed amendment to be approved at Tuesday night's meeting.

2. Additions to Future Council Meetings

Vice Mayor Butler requested to be allowed to participate in the July 22-23 meetings electronically.

Council Member Hammler requested to be allowed to participate in the August 12-13 meetings electronically.

Mayor Umstatt requested that staff investigate the need for a handicapped parking space in front of a residence.

3. Closed Session

None.

4. Adjournment

On a motion by Vice Mayor Butler, seconded by Council Member Wright, the meeting was adjourned at 10:38 p.m.

Clerk of Council

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