



Date of Council Meeting: January 13, 2014

**TOWN OF LEESBURG
TOWN COUNCIL WORK SESSION**

Subject: Town Hall Public Restroom Hours

Staff Contact: Kaj Dentler, Deputy Town Manager

KAD

Background: In late November, Councilmember Burk requested a work session discussion on the topic of public restrooms in the downtown area after Council received concerns from a downtown business. The respective concerns and suggestions offered by the downtown business are listed as follows:

- Lack of public restrooms in the downtown area;
- Town Hall is not a convenient location for public restrooms;
- The public information/tourism center should be conveniently located in downtown near the Town parking garage, and should include public restrooms;
- The log cabin should be considered for use as the public information/tourism center;
- Town Hall is not open on Monday holidays; and
- Additional signage in the Town parking garage is needed indicating public restrooms are available in Town Hall.

Pertaining to Monday holidays, Town Hall is currently only scheduled to be open on Memorial Day in May from 10:00 a.m. to 4:00 p.m. Other Monday holidays for 2014 are Martin Luther King Day in January, President's Day in February, Labor Day in September, and Columbus Day in October. Should Council desire to open Town Hall on any of the above mentioned Monday holidays, the daily cost is \$112.50 based on the current security guard contract. If Council desires to open Town Hall for all of the above Monday holidays, the additional annual cost would be \$450.00 based on the current security guard contract.

In regards to the additional signage in the Town parking garage, staff will make and install new signs with in-house resources.