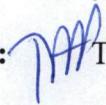




The Town of Leesburg
INTEROFFICE MEMORANDUM
DEPARTMENT OF PUBLIC WORKS

TO: John Wells, Town Manager
FROM:  Thomas A. Mason, P.E., Director of Public Works
DATE: January 21, 2014
RE: Expanding the Street Light Pole Mounted Flag Program in Leesburg

In the Spring of 2010 the Town received permission from Dominion Virginia Power (DVP) to display American flags on certain street light poles along Battlefield Parkway. The current flag display section on Battlefield Parkway is between Kincaid Boulevard and Fort Evans Road.

The program for Battlefield Parkway uses 4-foot x 6-foot American flags on 7-foot long fiberglass poles mounted 20 feet high on selected cobra head street light poles (see attached photo). The spacing plan places flags on about every 4th pair of poles. There are 14 pairs (28 flags) along the existing display section.

The American flags are displayed on the selected poles for the holidays listed in Town Council Resolution #99-189. These are Memorial Day, Flag Day, Independence Day, Labor Day and Veteran's Day. Town crews installed brackets which remain on each pole. Flags are placed in the brackets a few days before each holiday and removed several days after the holiday. For the Memorial Day, Flag Day and Independence Day period the flags remain up through the period. They are installed several days before Memorial Day and taken down after Independence Day.

The Department of Public Works is working on an expansion of the current program from Kincaid Boulevard to Sycolin Road and Fort Evans Road to Edwards Ferry Road. The street light poles locations have been mapped and pole numbers recorded. The current pattern (every 4th pair of poles) will be continued.

The Department of Public Works is preparing applications to DVP and the Northern Virginia Electric Cooperative (NOVEC) for permission under the Non-Traditional Pole Attachment Program to extend the current flag display section. DVP installed and maintains the street lights on Battlefield Parkway between Fort Evans Road and Edwards Ferry Road. NOVEC installed and maintains the street lights between Kincaid Boulevard and Sycolin Road.

Under the Non-Traditional Pole Attachment Program, flag brackets and flags are allowed on street light poles but not on utility poles that support overhead wires. The overhead wires (power, telephone, cable TV) are a hazard to flag installation and the flag brackets interfere with maintenance and operation by the utility companies.

The application should be sent in early February 2014 with approval expected in time to install flags for the Memorial Day holiday flag display.

Attachment

The flag is 20' on 1 pole

