

TOWN OF LEESBURG

Town Hall

25 West Market Street

AGENDA

Town Council Meeting

October 11, 2016

7:30 p.m.

Council Chambers

1. CALL TO ORDER
2. INVOCATION: Council Member Fox
3. SALUTE TO THE FLAG: Council Member Martinez
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Work Session Minutes of September 26, 2016
 - b. Regular Session Minutes of September 27, 2016
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Proclamation – Domestic Violence Awareness Month (Nicole Acosta, LAWS)
 - b. Proclamation – Police Appreciation Day (October 20) (Chief Greg Brown)
 - c. Certificate of Appreciation – Commission on Public Art and Mural Artists
 - d. Certificates of Appreciation – Loudoun County High School Boys Cross Country 9-11 Observance
 - e. Presentation – Acceptance of Art Donation (Gretchen Krause)
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Leesburg LOVEwork Sculpture Project (*Tab 01*)

RESOLUTION

Approval of LOVEwork Sculpture on Town of Leesburg Property at Crescent Place

- b. Public Improvements at Leesburg Toyota (TLPF 2011-0009) (*Tab 02*)

RESOLUTION

Accepting the Public Improvements, Releasing the Performance Guarantee and Approving a Maintenance Guarantee for Leesburg Toyota (TLPF 2011-0009)

- c. Bus Transit Service for Fiscal Year 2018 (Tab 03)

RESOLUTION

Affirmation of Fiscal Year 2018 Local Fixed Route Transit Level of Service

- d. Evergreen Mill Road Widening Project Design Contract Award (Tab 04)

RESOLUTION

Awarding a Design Contract for the Evergreen Mill Road Widening Project to WSP/Parsons Brinkerhoff in the Amount Not-To-Exceed \$898,144.35

- e. Construction Contract for the Town Hall Flooring Replacement Project (Tab 05)

RESOLUTION

Awarding the Construction Contract for the Town Hall Flooring Replacement Project to Continental Flooring Company in the Amount of \$161,113.00

- f. English as a Second Language Contribution (Tab 06)

MOTION

To authorize a \$500 contribution to Loudoun Literacy from the Town Manager's Fiscal Year 2017 Contingency Fund to support Leesburg residents interested in pursuing English as a Second Language (ESL).

- g. Transit Service to Future Compass Creek Development (Tab 07)

RESOLUTION

Letter to the County of Loudoun Requesting Future Bus Service Connecting Compass Creek Development

10. PUBLIC HEARINGS

- a. Zoning Ordinance Text Amendment (TLOA 2016-0007) Repeal of the H-2 Historic Corridor Architectural Control Overlay District (H-2 Overlay District) and the H-2 Design Guidelines (Tab 08)

ORDINANCE

Amending Articles 2, 3, 4, 7, 10 and 15 of the Leesburg Zoning Ordinance to Repeal the H-2 Overlay District and Guidelines

RESOLUTION

Initiating a Work Group to Formulate Recommendations on How to Update or Replace the H-2 Guidelines, the Resolution also Initiates an Amendment to the Leesburg Zoning Ordinance to Reinstitute the H-2 Sign Guidelines for that Area Within the Crescent Design District that Was Previously in the H-2 Historic Corridor Architectural Control Overlay District

- b. Town Plan Amendment (TLTA 2016-0002) Removal of a Section of Miller Drive from the Town Plan Roadway Network Policy Map (Tab 09)

RESOLUTION

Adopting Town Plan Amendment TLTA 2016-0002 to Revise the Town Plan Roadway Network Policy Map to Remove a Section of Miller Drive from Sycolin Road East to Kincaid Boulevard

- c. Amendments to Town Code Chapter 32: Payment methods for Metered Parking (Tab 10)

ORDINANCE

Amending Chapter 32 (Traffic and Vehicles), Article V (Stopping, Standing and Parking), Division 2 (Parking Meters, Section 32-172 (Definitions), Section 32-174 (Marking of Meter Spaces and Erection of Meters), Section 32-175 (Information to be Given on Meters), Section 32-178 (Deposit of Coin; Occupancy of Metered Space, etc.)

- d. Amendment to Town Code Section 32-325: Additional Snow Emergency Routes (Tab 11)

ORDINANCE

Chapter 32 (Traffic and Vehicles), Article VIII (Snow Emergencies), Section 32-325 (Snow Emergency Routes Designated)

- 11. RESOLUTIONS AND MOTIONS
 - a. None.
- 12. ORDINANCES
 - a. None.
- 13. UNFINISHED BUSINESS
 - a. None.
- 14. NEW BUSINESS
 - a. Additions to Future Council Meetings
- 15. COUNCIL COMMENTS
- 16. MAYOR'S COMMENTS
- 17. MANAGER'S COMMENTS

18. CLOSED SESSION
 - a. None.
19. ADJOURNMENT

Addendum:

Information Memorandums:

- a. Route 15 North – Extended Right Turn into Smart’s Mill Middle School (*Tab 12*)

Invitations:

- Oct. 7 – First Friday, 5:30 – 9 p.m., Downtown
- Oct. 10 – Columbus Day – Town Offices Closed/Council Work Session cancelled
- Oct. 15 – 77th Annual Ladies Board Rummage Sale, 9 a.m. – 3 p.m., Morven Park
- Oct. 16 – 77th Annual Ladies Board Rummage Sale, 9 a.m. – 3 p.m., Morven Park
- Oct. 16 – A Confederate Biography: The Cruise of the CSS Shenandoah, 2 p.m., Thomas Balch Library
- Oct. 23 – Opening Doors to Leesburg’s History: The Charles A. Johnston Collection Tour, 2 p.m., Thomas Balch Library (Walking Tour)
- Oct. 30 – Syren’s Song: A Connor Stark Novel, 2 p.m., Thomas Balch Library
- Nov. 4 – First Friday, 5:30 – 9 p.m., Downtown
- Nov. 6 – Practise to Deceive: Learning Curves of Military Deception Planners by Barton Whaley, 2 p.m. Thomas Balch Library
- Nov. 11 – Veteran’s Day – Town Offices Closed
- Nov. 13 – Loudoun History Awards, 2 p.m., Thomas Balch Library

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.

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>.

