

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
January 12, 2015  
Council Chambers

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**1. Items for Discussion**

- a. Animal Shelter Site Location *(Tab 01)(60 min)*
- b. Major Issues 2016 Report *(Tab 02)(Material will be distributed Monday)(10 min)*
- c. County Funding Opportunities *(Tab 03)(20 min)*
- d. Joint Land Management Area (JLMA) *(Tab 04)(30 min)*

**2. Information Memorandums**

- a. Courts Complex & Related Demolition Request *(Tab 05)*

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

**4. Council Invitations**

*January 15* – Town Council Special Meeting, 4:30 p.m., Town Hall Lower Level Conference Room

*January 19* – Martin Luther King Day March, 9 a.m., Douglass Community Center (405 East Market Street)

*January 21* - Destiny School of the Arts Ribbon Cutting, 10 a.m., 1241 S. King St.

*January 28* - VML Day, 7 a.m., Leave Town Hall for Richmond

*February 8* – The Historic Murder Trial of George Crawford, 2 p.m., Thomas Balch Library

*February 22* – We Shall Not Be Moved: The Jackson Woolworth’s Sit In and the Movement it Inspired, 2 p.m., Thomas Balch Library

*March 1* - Home Squadron, 2 p.m., Thomas Balch Library

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street

**AGENDA**

Town Council Meeting

January 13, 2015

7:30 p.m.

Council Chambers

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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 December 8, 2014
  - b. Regular Session Minutes of December 9, 2014
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. Proclamation – Loudoun County High School Girls Volleyball
  - b. Proclamation – Tuscarora High School Cross Country
  - c. Proclamation – Tuscarora High School Varsity Football
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
  - a. Virginia Department of Transportation (VDOT) Access Program Grant for Construction of Hope Parkway (*Tab 06*)

**RESOLUTION**

Requesting that the Commonwealth Transportation Board Provide Economic Development Access Program Funding

- b. Approving an Agreement with Northern Virginia Transportation Authority for Funding of Road Projects (*Tab 07*)

**RESOLUTION**

Approving the Standard Agreement with the Northern Virginia Transportation Authority for Funding of the Route 15 Bypass at Edwards Ferry Road Interchange Project

- c. Requesting Virginia Department of Transportation (VDOT) to Add Certain Streets for Maintenance Payments (Tab 08)

**RESOLUTION**

Requesting Virginia Department of Transportation (VDOT) to Accept Certain Streets for Maintenance Payments

10. PUBLIC HEARINGS

- a. Special Exception TLSE 2014-0004 Uniwest Mini-Warehouse (Tab 09)

**RESOLUTION**

Approving TLSE 2014-0004, Uniwest Mini-Storage, an Indoor Mini-Warehouse Facility Located on Property Identified as PIN Number 147-17-1241

- b. Amending the Town Code to Change Council Meeting Time (Tab 10)

**ORDINANCE**

To Amend Chapter 2 (Administration); Article II (Town Council) Section 2-23 (Rules of Procedure) to Change the Time of Town Council Meetings from 7:30 P.M. to 7:00 P.M.

11. RESOLUTIONS AND MOTIONS

- a. Tuscarora Crossing (Tab 11)(30 min)

**RESOLUTION**

Tuscarora Crossing

- b. Election of Vice Mayor (Tab 12)(5 min)

**RESOLUTION**

Electing a Vice Mayor

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

- a. None.

14. NEW BUSINESS

- a. None.

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS
18. 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 day's 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>.