

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:** All present

**Staff Present:** Town Manager Kaj Dentler, Deputy Town Manager Keith Markel, Director of Public Works Tom Mason, Director of Planning and Zoning Susan Berry Hill, Director of Finance and Administrative Services Clark Case, Director of Capital Projects Renee LaFollette, Chief of Police Joseph Price, Transportation Engineer Calvin Grow, Deputy Director of Planning and Zoning Brian Boucher, Comptroller Eileen Nguyen, and Executive Associate I Tara Belote.

## AGENDA

## ITEMS

### **1. Work Session Items for Discussion**

#### a. Auditor's Financial Report for FY 2014

David Rose stated that the three reports are all clean and unmodified. He stated there were no findings or issues.

#### Key Points:

- New GASB statement is not an error – just how GASB wanted it reported
- Two new terms have been added to local government accounting statements – deferred inflow of resources and deferred outflow of resources – numbers that they represent were previously in other categories
- Changes in state retirement system accounted for the footnote on disclosures
- Management letter notes the need for cross-training in the finance department, as evidenced by the recent turnover in the department
- Starting in the current year, the town will be required to record retirement liability on the statements – this number should not affect future bond ratings as the bond rating agencies were already aware of the liability
- Three journal entries is very good considering the turnover in the department

#### Council Comments/Questions:

- How many grants does the town have and how many will be grandfathered in the old regulations?  
Auditor's answer: Only looked at last year's grants. There were four federal awards in last year's audit.
- Would hope that all departments are cross-training  
Staff answer: Have identified the departments that need to work on this

- Where is the information about where the town invests its money?  
Auditor answer: On Page 49 of the financial statements, there is a note that discusses where money can be invested and in what forms. On page 52, it discusses some of the areas where money is invested
- Does this have any correlation with the SEC Disclosure subject?  
Auditor answer: No.
- Agree that cross-training is necessary
- What does the purpose of the pass through payment from the Town of Vienna?  
Staff answer: It was for the Gang Task Force - In past years, other localities have applied for the grant and administered it. It will not be handled this way in coming years

b. Parking Payment In-Lieu  
Brian Boucher

Key Points:

- Proposal to bring the Payment In-Lieu of providing required parking facilities to a figure that corresponds to the Consumer Price Index changes since the last time the fee was amended
- Will require a public hearing
- Idea is to maintain the historic character of the downtown by concentrating parking at several locations

Council Comments/Questions

- Current price is \$3,000 if the developer does not have enough space to provide adequate parking
- Where does the money go?  
Staff answer: The money goes into a parking fund and can be spent on either new parking facilities or maintenance/improvement of existing facilities
- How much money is currently in the account?  
Staff answer: Approximately \$200,000
- Approximately 199 spaces have been sold
- Does Council need to direct how the money is used?  
Staff answer: Ordinance currently directs money to be spent on new facilities or maintenance/expansion of existing facilities
- Where is this money being held?  
Staff answer: It is a separate fund. In the past, money has been used to expand/re-pave and re-stripe the Liberty Street lot
- The amount that will be raised will not even begin to pay for a parking garage
- Would like to limit the number of spaces that can be purchased for a single development project – limitation would require a zoning ordinance amendment

- Have a number of spaces been set aside for this program?  
Staff answer: No
- Served as an encouragement to not tear down historic properties to construct parking facilities
- Do not see the benefit of in-lieu unless the amount is higher than proposed
- Is there a separate fund to keep track of the payments received?  
Staff answer: Will research this

Staff will return at the Tuesday night meeting with an initiation resolution for Council to consider.

c. Crosswalks – Follow-up Discussion

Keith Markel presented information gathered since the last Council discussion of this item.

Sandy Kane, Standing Residential Traffic Committee Vice Chair, stated that the Council needs to be careful not to flood intersections with signage as it becomes less effective.

Key points:

- Enhanced lighting, signage and markings proposed at North King Street and Oakcrest Manor Drive
- Future plans include evaluating the efficiency of the Safe-T-Ride buses, a town-wide crosswalk evaluation program with prioritization program and increasing the ability of the town's police department to enforce crosswalk requirements for drivers, pedestrians and cyclists
- Staff continues to recommend that no crosswalks be installed across the bypass

Council Comments/Questions:

- Police presence at the intersection of N. King and Oakcrest Manor Drive has slowed things down.
- Will the signs further from the crosswalk alerting drivers to the crosswalk be lit? Brighter street lights might give drivers an indication that they need to be alert.  
Staff answer: The signs will not be lit, but streetlight lumens can be increased
- What triggers additional pedestrian controls at a specific intersection?  
Staff answer: Council will need to discuss whether they want staff to set up additional on-going analysis. Judicious use of additional pedestrian controls is necessary.
- Do the walk signals downtown only illuminate when pushed by a pedestrian?  
Staff answer: They automatically illuminate during the day, but at night they only go on when the button is pushed.

- It is critical to increase the lighting at the intersection, but do not support putting lights in the crosswalk
- Support painting the miles per hour on the pavement before the crosswalk and adding a graphic
- Consider moving the crosswalk to the south side of the intersection  
SRTC Response: Crosswalk placement was where the residents requested it be placed
- Consideration for narrowing the street and/or reducing the size of the shoulder
- Consider best practices from other localities and grant opportunities for education and additional safety measures
- Off-the-shelf sign is not effective – too much like other signs
- How long does the solar power last? Concern about cloudy days.  
Staff answer: Battery will be able to recharge between uses
- Brick imprint will make the crosswalk more visible
- Could a three-way stop be instituted at this intersection?  
Staff answer: The number of pedestrians using this crosswalk does not meet warrants for a stop sign
- Is the green time for Battlefield Parkway at the Bypass consistent, or does it vary depending on the time of day?  
Staff answer: Yes, it varies at different times of the day.
- Need language at the crosswalk to inform pedestrians that they must obey crosswalk regulations as well
- What is the pedestrian counts at other crosswalks?  
SRTC response: An analysis of other crosswalks has not been done.
- Better education of pedestrians is essential since a high percentage of accidents involving pedestrians are due to pedestrian errors
- Is there something other than rumble strips to alert drivers that a crosswalk is coming up?  
Staff answer: Textured surface or stamped asphalt could help to alert drivers

d. Financing of Water and Sewer Availability Fees

Amy Wyks gave a presentation on financing water and sewer availability fees.

Key Points:

- Availability fees were created from the philosophy of growth pays for growth
- Adopted by ordinance in 1995
- Last approved increase occurred in FY 2008
- When fees are paid, corresponding capacity conveys with the property
- Change in use can create the need for payment of additional fees
- Fee financing was instituted in 2006 by Council

- Fee financing is an option when the fee is greater than \$10,000 and the fee for sewer is greater than \$15,000
- This fee is strictly referring to the Availability, not including the pro-rata
- The amount exceeding the minimum (\$10,000 for water, \$15,000 for sewer) is the amount that can be paid as part of an installment plan
- There is not significant demand for this option

Council Comments/Questions:

- Are our interest rates competitive?  
Staff answer: The interest rate charged covers the fact that the town does not have the funds to use. Six percent is the maximum allowable by law
- Could the town charge a rate that is more competitive?  
Staff answer: The code is written to include the 6%. Lower rate can be gotten by going to a different lender
- Why can't they finance the entire amount, not just the amount over \$25,000?  
Staff answer: That is the way the code is written, but Council can decide to amend the code
- Suggest that the amounts be amended to make the fees a round number
- Small owner has a hard time coming up with the \$25,000 that cannot be financed
- Recommend lowering the interest rate to 3% above prime, not to exceed 6%
- Allow financing of availability fees starting at \$5 and \$8 thousand
- Must stay over the threshold or it would affect residential development
- The town should not be in competition with banks
- Town availability fees are very competitive
- Not willing to make decisions that will put pressure on user rates  
Staff note: Rate models for the next five years were based on meeting projections at current price levels
- Changes to this will not draw additional customers because target market is small – new businesses or restaurant upscaling from prior occupant. New customers are generated by new construction

Staff will provide a draft resolution for initiating the code change.

## 2. **Additions to Future Council Meetings**

Council Member Burk questioned whether the Planning Commission could review eliminating the requirement to provide parking if a development is within 500 feet of a parking garage. Mayor Umstadd noted that the Planning Commission needs more direction from Council before going any further with their discussion. It was decided that a code initiation would be discussed at tomorrow night's meeting.

Council Member Martinez asked that a link to the county's LOLA system be put on the website.

Council Member Wright requested recognition for outgoing Boards and Commission members.

Council Member Dunn noted that caution should be used when making a decision regarding accepting private streets. He questioned what dollar level are availability fees able to be financed and noted that it is difficult for small businesses to come up with availability fees. Staff will provide an information memo.

Council Member Hammler stated she has asked the Tech Comm to weigh in on removing cable from their purview. She requested that the Tuscarora Crossing discussion and vote be moved to January 12 and 13 since the Board is not voting until January 21 to give the Council time to receive more information.

Council Member Wright stated he will withdraw the Tuscarora Crossing resolution from Tuesday night's agenda.

Council Member Butler asked that the Tuscarora Crossing resolution be put on the agenda for January 13. He stated he would provide the draft resolution. He requested that a special meeting be called to take care of organizational items. Council agreed to Monday, January 5 at 6:30 p.m. He asked that several items be moved to Consent for Tuesday's meeting. He stated his intention to ask to amend the resolution for the Council Calendar to combine the meetings the week of Thanksgiving.

Council Member Dunn suggested that any letter to the Board of Supervisors regarding what type of uses the Council would like to see in the JLMA. There was support for adding this to the January 12 work session. He requested a work session meeting on possible changes to the Council rules. There was no support for this item; however, Council Member Dunn will draft proposed changes for Council to consider.

### **3. Adjournment**

*On a motion by Vice Mayor Butler, seconded by Council Member Wright, the meeting was adjourned at 10:36 p.m.*

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

**Council Members Present:** Kelly Burk, David Butler, Thomas Dunn, Katie Sheldon Hammler, Marty Martinez, Kevin Wright and Mayor Umstattd.

**Council Members Absent:** All present.

**Staff Present:** Town Manager Kaj Dentler, Deputy Town Manager Keith Markel, Interim Town Attorney Barbara Notar, Assistant Town Manager Scott Parker, Director of Economic Development Marantha Edwards, Chief of Police Joseph Price, Lieutenant Jeff Dube, Lieutenant Carl Maupin, Lieutenant Vanessa Grigsby, Management Analyst Jason Cournoyer, Deputy Director of Planning and Zoning Brian Boucher, Director of Utilities Amy Wyks, and Clerk of Council Lee Ann Green

## AGENDA

## ITEMS

### 1. **CALL TO ORDER**

### 2. **INVOCATION:** Council Member Wright

### 3. **SALUTE TO THE FLAG:** Council Member Wright with Brian, Tyler and Tate (Boy Scouts/Cub Scout)

### 4. **ROLL CALL:** Showing all members present.

### 5. **MINUTES**

#### a. Work Session/Regular Session Minutes of November 24, 2014

*On a motion by Vice Mayor Butler, seconded by Council Member Hammler, the minutes of the work session/regular session meeting of November 24, 2014 were approved as amended by a vote of 7-0.*

### 6. **ADOPTING THE MEETING AGENDA**

*On a motion by Council Member Wright, seconded by Council Member Burk, the meeting agenda was approved after moving Item 11e to consent by the following vote:*

*Aye: Butler, Burk, Dunn, Hammler, Martinez, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 7-0*

### 7. **PRESENTATIONS**

#### a. Tolbert Awards

*On a motion by Council Member Martinez, seconded by Vice Mayor Butler, the Tolbert Environmental Award was presented by Joseph Sanchez, Chair of the Environmental Advisory Commission, to the Wyks Family for their efforts in organizing clean up events for the past nine years as part of the Keep Leesburg Beautiful campaign.*

- b. Tree Commission Annual Report  
Tom Seeman, Chair of the Tree Commission, presented a report highlighting the activities of the Tree Commission over the past year. He noted that the Commission's staff liaison, Bill Ference, does a wonderful job and thanked Vice Mayor Butler for his input and participation in the meetings as the Councilmanic representative.
- c. International Community Policing Award  
Morgan Wright, International Association of Chiefs of Police (IACP), described the award. He stated the IACP is the largest member organization for law enforcement and public safety officials and this award recognizes best practices nationally and internationally for community policing. He noted that the department's retail theft program is making real strides against a \$30 billion industry. He noted that Leesburg's application was the second highest scoring application in the history of the award.
- d. State Police Department Accreditation  
Gary Dillon, the program manager for Virginia's accreditation program, stated that this is the third time he has had the privilege to present the Leesburg Police Department with their accreditation.
- e. Leesburg Orientation Video  
Kaj Dentler stated this is one of three videos produced to engage and inform new residents.
- f. 2014 Town of Leesburg Retirees  
*On a motion by Council Member Martinez, seconded by Vice Mayor Butler, the following was proclaimed:*

## PROCLAMATION

*RECOGNITION OF PUBLIC SERVICE  
Of*

### ***Town Employees Retiring in the Year 2014***

**WHEREAS**, town employees make a significant contribution to the well-being and quality of life for the citizens of Leesburg; and

**WHEREAS**, dedicated town employees endeavor to perform their jobs with professionalism and integrity to make government more accessible and effective; and

**WHEREAS**, retirement marks the end of their public service careers and the beginning of a new chapter in their lives.

**THEREFORE, BE IT RESOLVED**, that the Council of the Town of Leesburg in Virginia hereby congratulates the following 2014 retirees on their retirement and wishes them well in their future endeavors:

Linda DeFranco	Planning & Zoning	10 years (8/03-2/14)
Thomas Kinnally	Police	7 years (5/07-6/14)
John Creamer	Utilities	20 years (6/94-7/14)
Max Mellott	Utilities	17 years (7/97-7/14)
Charles Rockholt	Utilities	32 years (7/82-7/14)
Norman Butts	Finance	10 years (5/04-8/14)
Wanda Ruffner	Plan Review	10 years (12/03-9/14)
Blanche “Connie” Lickey	Utilities/Finance	16 years (7/97-10/14)
John Wells	Town Manager’s	10 years (10/04-10/14)
Lawrence Taylor	Utilities	32 years (10/82-11/14)
Kenneth Bryan	Public Works	38 years (2/76-12/14)
Clagett Moxley	Police	34 years (11/80-12/14)
Jeffrey VanGilder	Police	33 years (5/81-12/14)
James Cockrell	Public Works	14 years (8/99-12/14)

**PROCLAIMED** this 9<sup>th</sup> day of December, 2014.

- g. Recognition of Service – Council Member Kevin Wright  
 Council Members thanked Council Member Wright for his service and presented him with a plaque commemorating the various public bodies that have benefited from his participation.

**9. PETITIONERS**

The Petitioner’s Section was opened at 8:27 p.m.

JB Anderson, 308 Valley View Avenue, SW, stated he has been on the Cable Commission and then the Technology and Communication Commission for ten years. He profiled his accomplishments and requested a re-appointment to the commission.

Monica Lopez, stated she would like to give her time to Andrew Borgquist.

Andrew Borgquist, 1188 Huntmaster Terrace, NE, #301, stated he would like to talk about management and leadership. He stated that Parks and Recreation Director Rich Williams showed a lack of transparency and bad management behavior during his firing. He also called for Council to relieve Mr. Dentler of his position.

Karl Eager, 644 Patrice Drive, S.E., stated he appreciates that the Council is working with the Board of Supervisors on smart planning initiatives. He thanked Council for the notice about the possible relocation of the animal shelter near the Kincaid Forest neighborhood. He stated that the application for Tuscarora Crossing is not perfect, but it is a better option than heavy industrial. He asked Council to support the wishes of the community.

Daniel Quinones, 911 Rhonda Place, SE, stated he has lived in Leesburg for 12 years and raised three children. He asked Council to carefully consider changes that could have an adverse effect on the community.

Rebecca Thomas, 308 Caldwell Terrace, SE, thanked the community for the wonderful environment and schools in Leesburg. She stated that it would be preferable to have the transitional living programs closer to the residences than an animal shelter.

The Petitioner's Section was closed at 8:52 p.m.

#### 10. 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. *Supplemental Appropriation for Repairs to Town Vehicles*

**RESOLUTION 2014-124**

*Amending the Fiscal Year 2015 General Fund Budget and Making a Supplemental Appropriation in the Amount of \$9,900 Resulting from the Receipt of Insurance Payments from the Virginia Municipal League for Repairs to Town Vehicles*

- b. *Redistribution of the FY 2015 Virginia Commission for the Arts Local Government Challenge Grant*

**RESOLUTION 2014-125**

*Redistribution of the Fiscal Year 2015 Virginia Commission for the Arts Local Government Challenge Grant*

- c. *FY 2016 Local Fixed Route Transit Level of Service Affirmation*

**RESOLUTION 2014-126**

*Affirmation of Fiscal Year 2016 Local Fixed Route Transit Level of Service*

- d. *Approval to Make January 2, 2015 a Town Holiday*

**MOTION 2014-032**

*I move to make January 2, 2015 a Town Holiday*

- e. *Initiating an Amendment to the Town Code Chapter 34 Regarding Financing of Water and Sewer Availability Fees*

**RESOLUTION 2014-131**

*Initiating Amendments to the Town Code Chapter 34 Sections 34-29 and 34-127 and Authorizing a Public Hearing Regarding Financing of Water and Sewer Availability Fees*

*The Consent Agenda was approved by the following vote:*

*Aye: Burk, Butler, Dunn, Hammler, Martinez, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 7-0*

**10. PUBLIC HEARINGS**

- a. None.

**11. RESOLUTIONS AND MOTIONS**

- a. Crosswalks – Town wide: Safety Education and Police Enforcement  
*On a motion by Vice Mayor Butler, seconded by Council Member Burk, the following was proposed:*

***RESOLUTION 2014-127***

***Crosswalk Safety Initiatives***

*Vice Mayor Butler offered an amendment to Section 1 to include the installation of stop signs at the intersection. Council Member Burk seconded the motion.*

**Council Comments:**

- Cannot support the motion as there is not enough information to put up stop signs on a major street
- Strongest safety precaution is education
- Cannot support as it was not part of the SRTC's recommendations

*The motion to amend failed by the following vote:*

*Aye: Burk and Butler*

*Nay: Dunn, Hammler, Martinez, Wright and Mayor Umstattd*

*Vote: 2-5*

*Vice Mayor Butler offered an amendment to Section 1 to install in-pavement crosswalk lighting and advanced crosswalk notification signs in each direction of traffic for a cost not to exceed \$60,000 using funds allocated to the Standing Residential Traffic Committee and undesignated fund balance. The motion was seconded by Council Member Burk.*

**Council Comments:**

- Tested program that is being used in Charlottesville
- Concerned this will cause a feeling of false security that may encourage more accidents
- Increase in the lumens of the street lights should have a positive impact on the lighting in the area
- The Standing Residential Traffic Committee does not have a budget – there is a traffic calming budget allocated to the Department of Public Works

- Would prefer to get the SRTC recommendations in place sooner, rather than later

*The motion failed by the following vote:*

*Aye: Burk, Butler and Martinez*

*Nay: Dunn, Hammler, Wright and Mayor Umstattd*

*Vote: 3-4*

*Vice Mayor Butler offered an amendment to Section 1 to add the stamped brick within the crosswalk, not to exceed \$30,000 in total. The motion was seconded by Council Member Wright.*

Council Comments/Questions:

- Will this option cause work to stop over the winter?  
Staff answer: The type of material that is currently being used has weather limitations and could not be installed until spring.
- Pole lights would still be able to be installed quickly.
- Visual change may help visibility
- Would prefer to see if this is needed in the spring to see if it is necessary
- Concerned that this will make the intersection too cluttered
- Should Council consider a texture change to alert drivers to a crosswalk?  
Staff answer: Stamped asphalt does offer a texture change that provides a little vibration, but the driver would already be in the crosswalk.
- Is there any information indicating whether a stamped crosswalk increases safety? Will it have white stripes on either side?  
Staff answer: Minimum requirements for a crosswalk are the white stripes on either side. There is no compelling data to say one is more safe than the other

*The motion to amend was approved by the following vote:*

*Aye: Burk, Butler, Dunn, Hammler, Martinez, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 7-0*

*Vice Mayor Butler offered an amendment to specify the edge-lit sign as opposed to the standard two-beacon flashing sign. The motion was seconded by Council Member Hammler.*

*The motion to amend was approved by the following vote:*

*Aye: Burk, Butler, Dunn, Hammler, Martinez, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 7-0*

*Council Member Dunn offered an amendment to Section 1 to install a pedestrian “education” sign to inform pedestrians not to enter the crosswalk when vehicles are present*

*or appropriate wording as determined by staff. The motion was seconded by Council Member Hammler.*

Council Comments:

- Clarify that this amendment is flexible enough to allow staff to tailor the wording to be effective.  
Staff answer: Yes.
- How many signs would this make?  
Staff answer: Two pedestrian instruction signs, two flashing signs, two that would alert drivers to the crosswalk.

*The motion to amend to install the pedestrian education signs with staff to determine the language was approved by the following vote:*

*Aye: Butler, Dunn, Hammler, Wright and Mayor Umstattd*

*Nay: Burk and Martinez*

*Vote: 5-2*

*Council Member Hammler offered an amendment to Section 1b to add the 25 mph speed limit and a pedestrian graphic to the asphalt approaching the intersection. The motion was seconded by Council Member Dunn.*

Staff Comment:

- There is no universal symbol for pedestrian crossings
- Cannot locate the pedestrian graphic at the same point as the mph because there is not a crosswalk at that location

*Council Member Hammler withdrew her motion.*

*The main motion, as amended, was approved by the following vote:*

*Aye: Burk, Butler, Dunn, Hammler, Martinez, Wright and Mayor Umstattd*

*Nay: None*

*Vote: 7-0*

b. Setting the CY 2015 Council Meeting Calendar

*On a motion by Vice Mayor Butler, the following was proposed with removal of the Tuesday meeting prior to Thanksgiving. The motion was seconded by Council Member Burk.*

**RESOLUTION 2014-128**

*Setting the Calendar Year 2015 Council Meeting Calendar*

Council Comments:

- It was clarified that the Monday meeting prior to Thanksgiving would not be a combined Committee of the Whole/Regular meeting, but simply a Regular meeting
- Would like to keep the Tuesday meeting for consistency

- Having a combined meeting causes confusion
- Why is Council voting on a meeting schedule when they may consider meeting every Tuesday at the organizational meeting?  
Staff answer: There was not adequate support for an every Tuesday meeting schedule
- Holding a meeting on the Tuesday before Thanksgiving creates an issue for those who may need to address a public hearing scheduled for that date – they cannot leave town

*The motion was approved by the following vote:*

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

*Nay: Dunn*

*Vote: 6-1*

c. Initiating an Amendment to the Town Code – Town Council Meeting Time Change

*On a motion by Vice Mayor Butler, seconded by Mayor Umstattd, the following was proposed:*

***RESOLUTION 2014-129***

*Initiating an Amendment to the Town Code to Change the Time of Town Council Meetings*

Council Comments/Questions:

- Generally more convenient to people if the meetings were completed earlier
- Would keep meeting time as advertised as it allows those with long commutes more time to get to the meeting
- Look at ways to better manage the meetings in order to get out earlier
- This in initiation – there will be the opportunity for the public to weigh in at the public hearing stage

*The motion was approved by the following vote:*

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

*Nay: Dunn*

*Vote: 6-1*

d. Parking Payment In-Lieu

*On the motion of Vice Mayor Butler, seconded by Council Member Wright, the following was proposed:*

***RESOLUTION 2014-130***

*Initiating an Amendment to the Payment In-Lieu Parking Fee for Parking Requirements in the H-1, Old and Historic Overlay District*

Council Comments:

- Updating the fee is overdue

*Vice Mayor Butler offered a motion to amend the proposed language to limit the number of parking spots that a developer can purchase in-lieu of providing adequate parking on a single project. The motion died for lack of a second.*

*The unamended motion was approved by the following vote:*

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

*Nay: None*

*Vote: 7-0*

**13. UNFINISHED BUSINESS**

- a. None.

**14. NEW BUSINESS**

- a. None.

**15. COUNCIL COMMENTS**

Council Member Dunn has no comments.

Vice Mayor Butler disclosed a meeting with Walsh Colucci and Brown Automotive about a potential application. He congratulated the Police Department on their achievements and noted that it is wonderful to live in a town with an excellent police force. He stated he had an opportunity to attend the Morven Park open house for a tour of the mansion. He wished everyone a Merry Christmas and Happy Holidays.

Council Member Burk disclosed a meeting on November 25 with Council Member Martinez, Planning Commissioner Gigi Robinson and Kevin Ash regarding downtown parking. She disclosed a meeting on December 2 with Christine Gleckner and a representative from Hyundai for a potential application for an automobile dealership off Rt. 7. She thanked Council Member Hammler and the Economic Development staff for the presentation on the Maker Movement on December 1, which is a very interesting, new perspective on business and how businesses can work. She stated she is interested in seeing how the movement progresses in Leesburg. She congratulated Judge Irby on her new position and felt the swearing-in ceremony was impressive. She congratulated Vanessa Maddox, who launched her new communications business here in Leesburg on December 4. She stated the tree lighting ceremony was amazing and congratulated everyone involved on a job well done. She thanked the Girl Scouts for decorating the trees. She stated it is great to be able to involve youth in the activities of the town. She congratulated Afi's Jewelers for their grand opening in the Village at Leesburg. She also congratulated the Wyks family for winning the Tolbert Award. She stated she is looking forward to the Keep Leesburg Beautiful competition between Council and staff. She congratulated the Police Department on their impressive awards.

Council Member Martinez disclosed a meeting with Christine Gleckner and the Hyundai representative to discuss the potential for a dealership move. He congratulated

the Police Department on their award and re-accreditation. He noted he received an email from Rich Williams that the Parks and Recreation Department won an award for their Fourth of July poster and their time-lapse video of the Flower and Garden Show. He stated the craft show was excellent this past weekend. He stated he would like to get an update on the Petersen project regarding their utilities. He stated the investiture ceremony for Judge Irby was phenomenal and noted that Leesburg Diner will be opening soon. He stated the tree lighting ceremony was enjoyable, but parking was at a premium. He congratulated the Wyks' family on winning the Tolbert Award. He stated he likes Council Member Comments because everyone can update the public on what is going on in town. He wished everyone a Happy Holidays.

Council Member Hammler disclosed a meeting with Chris Gleckner, Randy Minchew, Council Member-Elect Fox and Charles Drinkfellow. She stated the Morven Park reception was beautiful and it was lovely being welcomed as neighbors. She noted that it may need to be disclosed as part of the new Conflict of Interest regulations. She stated she met with Supervisor Higgins and some key staff at the County to get an update on Tuscarora Crossing. She stated they will be following up on some outstanding questions and will follow-up with the Kincaid neighborhood. She thanked Parks and Recreation for re-mulching the Dog Park to take care of the mud problem. She stated that is how she met Pat Scannell, who introduced her to the Maker Movement. She stated she appreciated Del. Minchew, former Del. May, Supervisors Higgins and Reid, Council Member Burk and Council Member-Elect Fox for attending the showing of the movie about the movement. She congratulated Medelin Gallery for 30 years in business downtown. She noted that Judge Irby's investiture was wonderful and stated that Ms. Notar's comments were well done. She stated as the year as a Council comes to a close, she wanted to thank all of her Council colleagues for everything they have done above and beyond the call of duty. She stated that those are the things that include attending ribbon cuttings and additional events on behalf of the citizens. She stated that taking the time to share it with the rest of the Council is important as the Council is a team. She stated she will miss Council Member Wright and no one will be able to take his place.

Council Member Wright noted that the Council found out about the possible location of the animal shelter near the Kincaid community at the same time as the community. He stated his hope that there will be an opportunity for public input before the final decision is made. He stated he has been honored to serve the community for the past 10 years as both a planning commissioner and a town council member. He congratulated Council Member-Elect Fox and wished her the best as she assumes her new role. He stated that the Town Council is elected to represent all of the residents and businesses in the town. He stated "the political campaign season is over. The celebrations and consolations are complete. It is time to focus on governing and doing the work of public service. I look forward to hearing of your accomplishments working together as a team, building on the successes of the past 8+ years and following our long term fiscal plans that have brought us fiscal stability and a AAA bond rating that we worked so hard to achieve. Remember the guiding principles of your development review reforms that focus on a fair process for all with timely reviews that are focused on the question at hand. Most importantly, remember what I think most of us have heard

from residents going door to door – we are looking for consistent, steady leadership from a town council that is working together for the good of the town of Leesburg. That is my hope and ask of you, my town council representatives.”

**16. MAYOR’S COMMENTS**

Mayor Umstattd disclosed a meeting with Randy Minchew and representatives of Brown’s automotive on their proposed comprehensive plan amendment, special exception and rezoning of land between Lowes and the Village at Leesburg for automobile dealerships. She wished everyone a very, very merry Christmas – especially Council Member Wright. She stated that his point that the family that supports the Council Members in their endeavors cannot be underestimated. She stated her hope that Council Member Wright is able to work with them again. She commended Parks and Public Works for the great Christmas decorations.

**17. MANAGER’S COMMENTS**

Mr. Dentler stated the parade will be held Saturday night. He stated on behalf of Town Staff that it was great working with Council Member Wright and that everyone appreciates his service to the community. He wished everyone a Merry Christmas.

**18. CLOSED SESSION**

None.

**19. ADJOURNMENT**

*On a motion by Council Member Wright, seconded by Council Member Martinez, the meeting was adjourned at 10:15 p.m.*

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Kristen C. Umstattd, Mayor  
Town of Leesburg

ATTEST:

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Clerk of Council

2014\_tcm1209