

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
January 26, 2015  
Council Chambers

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**1. Items for Discussion**

- a. Annual Financial Overview and Plan Presentation by Financial Advisors  
*(Tab 01)(60 min)*
- b. Monthly Financial Report *(Tab 02)(20 min)*
- c. Noise Ordinance *(Tab 03)(30 min)*
- d. Legislative Update *(Tab 04)(15 min)*
- e. County Funding Opportunities *(Tab 05)(20 min)*

**2. Information Memorandums**

- a. Metro Transit Service to and from Leesburg *(Tab 06)*
- b. Food Trucks *(Tab 07)*
- c. Federal Aviation Administration Policy Change on Non-Aeronautical Uses at Airports *(Tab 08)*

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

**4. Council Invitations**

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

*February 7* – Major Issues Special Meeting, 9 a.m., Utilities Maintenance Bldg.

*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

*March 5* – African American Historical and Genealogical Research, 10 a.m., Thomas Balch Library

*March 8* – Lessons from the Hanoi Hilton, 2 p.m., Thomas Balch Library

*March 12* – Beat the Odds Event, 5-7 p.m., Tally Ho Theatre

*March 15* – Crisis in the Mediterranean, 2 p.m., Thomas Balch Library

**TOWN OF LEESBURG**

Town Hall

25 West Market Street

**AGENDA**

Town Council Meeting

January 27, 2015

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
2. INVOCATION: Council Member Butler
3. SALUTE TO THE FLAG: Council Member Hammler
4. ROLL CALL
5. MINUTES (*Tab B*)
  - a. Special Session Minutes of January 5, 2015
  - b. Work Session Minutes of January 12, 2015
  - c. Regular Session Minutes of January 13, 2015
  - d. Special Session Minutes of January 15, 2015
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. Certificates of Appreciation – Girl Scout Troop 6752
  - b. Certificates of Appreciation – Brownie Troop 2718
  - c. Proclamation – Kiwanis Anniversary
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
  - a. Approving a Town Attorney Contract (*Material to be presented prior to meeting*)

**MOTION**

I move to approve the Town Attorney Contract as presented

10. PUBLIC HEARINGS
  - a. Amending the Town Code regarding Financing of Water and Sewer Availability Fees (*Tab 10*)(*30 min*)

**ORDINANCE**

Amending Chapter 34 (Utilities), Article II (Water System), Division 1 (Generally), Section 34-29 (Availability Charges for Water Service) and Chapter 34 (Utilities), Article III (Sewers and Sewage Disposal), Division 1 (Generally), Section 34-127 (Availability Charge for Sewer Service)

- b. Amending the Zoning Ordinance regarding Parking Payment in Lieu (Tab 11)(30 min)

**ORDINANCE**

To Increase the Payment In-Lieu Parking Fee for Parking Requirements in the H-1, Old and Historic Overlay District

11. RESOLUTIONS AND MOTIONS

- a. Amendment to Fiscal Policy (Tab 12)(10 min)

**RESOLUTION**

Amending the Fiscal Policy for the Town of Leesburg

- b. Authorization to Hold a Public Hearing regarding Issuance of General Obligation Bonds (No material)(10 min)

**MOTION** – As directed by Council

- c. Continuing Disclosure Policy (Tab 13)(10 min)

**RESOLUTION**

Adoption of Town Policy Regarding Disclosures in Town Bond Issue Official Statements and Disclosures to be Performed in Continuing Disclosure Undertakings

- b. Making a Recommendation to the Circuit Court of an Appointee to the Board of Zoning Appeals (Tab 14)(5 min)

**RESOLUTION**

Recommending a Candidate for Vacancy on the Board of Zoning Appeals to the Circuit Court

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>.