

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
March 9, 2015
Council Chambers

1. Items for Discussion

- a. Budget Work Session (*Tab 01*)
 - 1. Capital Improvement Program
 - 2. Proposed Budget Enhancements

2. Information Memorandums

- a. Zoning Ordinance Amendment: Revisions to Definitions and Performance Measures for Office and Industrial Uses (*Tab 02*)
- b. Construction of Stairs along Wirt Street side of Liberty Lot (*Tab 03*)
- c. Board of Zoning Appeals Annual Report (*Tab 04*)
- d. Board of Architectural Review Annual Report (*Tab 05*)

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

4. Council Invitations

March 6 – Town Hall Art Exhibit Opening “Observations Inside and Out”, 6-9 p.m., 1st Floor, Town Hall

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 13 – First Friday (Rescheduled), 6-9 p.m. Downtown

March 14 – Budget Work Session, 9 a.m. – 4 p.m., Council Chambers

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

March 21 – Walking Tour of Civil War Leesburg, 10-12 a.m., Thomas Balch Library

April 2 – Researching Court Records, 10 a.m., Loudoun County Circuit Court
(presented by Judge Irby)

April 12 – Frank Lloyd Wright’s Pope-Leighey House, 2 p.m., Thomas Balch Library

April 19 – With Commodore Perry to Japan: The Journal of William Speiden, Jr., 2 p.m., Thomas Balch Library

April 26 – The Admiral’s Advantage, 2 p.m., Thomas Balch Library

April 29 – VML Regional Supper, 6 p.m., Morven Park (Reservations must be made by 4/22)

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Meeting
March 10, 2015
7:30 p.m.
Council Chambers

1. CALL TO ORDER
2. INVOCATION: Mayor Umstatted
3. SALUTE TO THE FLAG: Council Member Fox
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Work Session Minutes of February 23, 2015
 - b. Regular Session Minutes of February 24, 2015
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Certificates of Recognition – Virginia Extreme U10 Flag Football
 - b. Certificates of Recognition – Virginia Extreme U12 Flag Football
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Supplemental Appropriation of Donations to Leesburg Airshow
(*Tab 06*)

RESOLUTION
Approving a Supplemental Appropriation of \$9,662 of General Fund
Unassigned Fund Balance Resulting from the Net Proceeds of the 2014
Airshow
10. PUBLIC HEARINGS
 - a. Fiscal Year 2016-2017 Budget (*Tab 01*)

- b. Amending Chapter 2 of the Town Code adding a Leesburg Diversity Advisory Commission (Tab 07)

ORDINANCE

Amending Chapter 2 (Administration), Article V (Boards and Commissions), to Enact New Section 2-233 (Leesburg Diversity Advisory Commission)

11. RESOLUTIONS AND MOTIONS

- a. Virginia Public Safety Foundation Sponsorship (No material)

MOTION

To approve the use of \$500 from the Undesignated Fund Balance to sponsor the Virginia Public Safety Foundation Golf Tournament scheduled for April 22 at Raspberry Falls Golf Course

- b. Lower Sycolin Pro-Rata (Tab 08)

RESOLUTION

Amending and Establishing Pro-Rate Fees for the Lower Sycolin Sewershed Sanitary Sewer Conveyance System

- c. Lower Sycolin Sewer – Agreement with Crosstrail (Tab 09)

RESOLUTION

Authorizing the Execution of an Agreement Between the Town of Leesburg and Peterson Companies

- d. Authorizing Sole Source Procurement – Lower Sycolin Sanitary Sewer Construction Project (Tab 10)

RESOLUTION

Authorizing a Sole Source Procurement for the Construction of Phase II Lower Sycolin Gravity Main and Authorizing the Town Manager to Procure these Services

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.

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>.