

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Meeting  
March 24, 2015  
7:30 p.m.  
Council Chambers

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1. CALL TO ORDER
2. INVOCATION: Council Member Dunn
3. SALUTE TO THE FLAG: Vice Mayor Burk
4. ROLL CALL
5. MINUTES (*Tab B*)
  - a. Work Session Minutes of February 23, 2015
  - b. Regular Session Minutes of February 24, 2015
  - c. Work Session Minutes of March 9, 2015
  - d. Regular Session Minutes of March 10, 2015
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. Certificate of Recognition – WhichWich Franchisee of the Year (Manny Toor)
  - b. Certificate of Recognition – Leesburg Garden Club 100<sup>th</sup> Anniversary
  - c. Certificate of Recognition – Every Citizen Has Opportunities (ECHO) 40<sup>th</sup> Anniversary
  - d. Proclamation – Keep Leesburg Beautiful Month
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
  - a. Performance Guarantee and Water and Sewer Extension Permits for Lowe’s of Leesburg (*Tab 02*)

**RESOLUTION**

Authorizing an Agreement and Approving a Performance Guarantee and Water and Sewer Extension Permits for Lowe’s of Leesburg (TLPF 2014-0008)

- b. Participation in the Mayor’s Makersmith Challenge (Tab 03)

**RESOLUTION**

Town Council Support of the Mayors’ Maker Challenge Sponsored by the Manufacturing Alliance of Communities

- c. Awarding a Contract for the Replacement of the Existing Roof on the Ida Lee Park Recreation Center (Tab 10)

**RESOLUTION**

Awarding the Contract for the Replacement of the Ida Lee Park Recreation Center EPDM Roof Project to Select Construction Company, Inc. in the Amount of \$120,000

10. PUBLIC HEARINGS

- a. Crescent Place Plan Amendment (Tab 09)

**ORDINANCE**

Approving TLZM 2015-0004 Crescent Place, Reduce Certain Building Setbacks and Modify the Requirements of TLZO Sec. 10.4.5.C.4 Regarding Balconies, Chimneys, Bay Windows and Steps and Landings

- b. Amending the Zoning Ordinance – Revisions to Definitions and Performance Measures for Office and Industrial Uses (Tab 04)

**ORDINANCE**

Amending Articles 3, 6, 8, 9, 10, 11, 12, 15, and 18 of the Leesburg Zoning Ordinance to Update Definitions and Regulations for Office and Technology Land Uses

11. RESOLUTIONS AND MOTIONS

- a. Lower Sycolin Pro-Rata (Tab 05)

**RESOLUTION**

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

- b. Sewer Agreement and Sole Source Procurement for Construction of Phase II of Lower Sycolin Sanitary Sewer Conveyance System Lower Sycolin Sewer Agreement by Peterson Companies (Tab 06)

**RESOLUTION**

Authorizing the Execution of an Agreement Between the Town of Leesburg and Peterson Companies for Construction of Phase II Gravity Sanitary Sewer Main of the Lower Sycolin Conveyance Sewer System; and Authorizing a Sole Source Procurement for the Construction of Phase II Lower Sycolin Gravity Main and Authorizing the Town Manager to Procure these Services

c. Downtown Improvements – Loudoun Street Construction Contract Award  
(*Tab 07*)

**RESOLUTION**

Awarding the Construction Contract for the Downtown Improvements – Loudoun Street, From Church Street to East Market Street Project to Madigan Construction, Inc., in the Amount of \$817,731.00.

d. Fiscal Year 2016 Local Government Arts Challenge Grant (*Tab 08*)

**RESOLUTION**

Authorizing Staff to Apply for the Local Government Challenge Grant Through the Virginia Commission for the Arts and Providing for the Distribution of the Grant Funding and Town Matching Funds to Certain Independent Arts Organizations

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>.