

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
October 26, 2015
7:30 p.m.
Council Chambers

1. Items for Discussion

- a. Historical Marker and Memorial on Courthouse Grounds (*Tab 01*)
- b. Potential Projects and Available Funding (*Tab 02*)
- c. King Street Downtown Improvement Project–Use of Parking Spaces (*Tab 03*)
- d. Downtown Parking Task Force Recommendations (*Tab 04*)
- e. 2016 Legislative Agenda and Position Statements (*Tab 05*)

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

3. Closed Session

- a. Exeter Storm Water Management Pond
- b. Town Manager’s Evaluation

4. Information Memorandums

- a. Annual Paving Program – Fiscal Year 2016 (*Tab 06*)

5. Council Invitations

Oct. 25 - Purge of the 30th Division by Maj. Gen. Henry Dozier Russell, 2 p.m.,
Thomas Balch Library

Nov. 1 – A Very Principled Boy: The Life of Duncan Lee, Red Spy and Cold
Warrior, 2 p.m., Thomas Balch Library

Nov. 1 – Council Safety: Active Violence Training Session, 6 – 7:30 p.m., Council
Chambers

Nov. 6 – First Friday, 6 p.m., Downtown

Nov. 8 – Loudoun History Awards, 2 p.m., Thomas Balch Library

Nov. 11 – Veteran’s Day Observance – Town Offices Closed.

Nov. 15 - A Handful of Bullets: How the Murder of Archduke Franz Ferdinand Still
Menaces the Peace, 2 p.m., Thomas Balch Library

Nov. 23 – Town Council meeting moved from Tuesday

Nov. 26-27 – Thanksgiving Holiday, Town Offices Closed

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

October 27, 2015

7:30 p.m.

Council Chambers

1. CALL TO ORDER
2. INVOCATION: Council Member Fox
3. SALUTE TO THE FLAG: Vice Mayor Burk
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Regular Session Minutes of October 13, 2015
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Proclamation – Belmont Slave Cemetery
 - b. Certificates of Recognition – Loudoun County Special Olympics Softball Team
 - c. Certificate of Appreciation – Sandra Kane
 - d. Certificate of Appreciation – John Marshall Bank – Corporate Sponsorship of Leesburg Police Appreciation Day
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Virginia Department of Transportation Fiscal Year 2017 Revenue Sharing Program Funding (*Tab 07*)

RESOLUTION

Authorizing the Town Manager to Execute the Application for the Virginia Department of Transportation Fiscal Year 2017 Revenue Sharing Program Funding

- b. Supplemental Appropriation from the Virginia Department of Transportation Primary Route Paving Program (*Tab 08*)

RESOLUTION

Amending the Fiscal Year 2016 General Fund Budget and Making a Supplemental Appropriation in the Amount of \$407,000 from the Virginia Department of Transportation Primary Route Paving Program

- c. Virginia Department of Transportation Six Year Improvement Plan for FY 2017-2022 (Tab 09)

RESOLUTION

Requesting Virginia Department of Transportation (VDOT) Funding for Highway Projects within the Town of Leesburg in the Virginia Department of Transportation Six-Year Improvement Plan for Fiscal Years 2017-2022

- d. Airport Master Plan Update and Stormwater Management Plan/Drainage Study (Tab 10)

RESOLUTION

Approving a Task Order for the Airport Master Plan Update and Stormwater Management Plan/Drainage Study to Talbert & Bright, Inc., In the Amount of \$391,966.50

- e. Supplemental Appropriation of Virginia Municipal League Insurance Payments (Tab 11)

RESOLUTION

Amending the Fiscal Year 2016 General Fund Budget and Making a Supplemental Appropriation in the Amount of \$7,743.29 from Insurance Payments from the Virginia Municipal League (VML) for Repair of Town Vehicles

- f. Applicant-Initiated Town Plan Amendments (Tab 12)

RESOLUTION

To Update the Processing Procedures for Concurrent Submittal of Applicant-Initiated Town Plan Amendments and Rezoning Applications

10. PUBLIC HEARINGS

- a. Battlefield Parkway - Route 15 to Dulles Greenway Project - Right of Way Dedications and Easements (Tab 13)

RESOLUTION

Declaring that a Public Necessity and Use Exists and Authorizing an Offer to Acquire Right of Way Dedications and Easements from PIN 233-16-1536-000, PIN 233-15-9240-000 and PIN 233-15-6915-000 for the Battlefield Parkway – Route 15 to Dulles Greenway Project and to Authorize Condemnation

11. RESOLUTIONS AND MOTIONS

- a. School Resource Officer for Douglass School (Tab 14)

RESOLUTION

Amending the Fiscal Year 2016 General Fund Budget in Order to Authorize a Full Time Equivalent Position and to Make a Supplemental Appropriation in the Amount of \$92,500 for a New School Resource Officer at the Douglass School During Fiscal Year 2016

- b. King Street Downtown Improvement Project – Use of Parking Spaces

ACTION (dependent on Council direction)

- c. Town Manager’s Employment Contract (Material under separate cover)

MOTION

I move to approve the Town Manager’s Employment Contract as presented.

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. CLOSED SESSION

19. 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 days 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>.