

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
January 25, 2016
7:30 p.m.
Council Chambers

1. Items for Discussion

- a. Leesburg Police/County Sheriff: Potential Efficiencies (*Tab 01*)
- b. Legislative Agenda Update (*Tab 02*)
- c. Annexation: Joint Land Management Area (*Tab 03*)
- d. Appointment/Selection Process for Mayor and/or Council Member (*Tab 04*)

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

3. Information Memorandums

- a. None.

4. Council Invitations

Feb. 5 – First Friday, 5:30 p.m., Downtown

Feb. 15 – President’s Day Observance, Town Offices Closed.

Feb. 21 – Letters from Edgar’s Trunk, 2 p.m., Thomas Balch Library

Mar. 4 – First Friday, 5:30 p.m., Downtown

Mar. 5 – Spring Bling Fine Arts/Crafts Fair, 9 a.m. – 4 p.m., Ida Lee Recreation Ctr.

Mar. 6 – Jane Austen, Edward Knight & Chawton: Commerce and Community, 2 p.m., Thomas Balch Library

Mar. 19 – Walking Tour of Civil War Leesburg, 10 a.m., Thomas Balch Library

Mar. 19 – Easter Egg Hunt, 12 p.m., Ida Lee Park grounds

April 3 – Eagle Marks on American Silver, 2 p.m., Thomas Balch Library

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Meeting
January 26, 2016
7:30 p.m.
Council Chambers

1. CALL TO ORDER
2. INVOCATION: Council Member Hammler
3. SALUTE TO THE FLAG: Council Member Dunn
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. None.
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Catoctin Elementary School Request
 - b. Environmental Advisory Commission: Energy Conservation Recommendations
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Catoctin Elementary School Request (*Tab 05*)

RESOLUTION

Authorizing the Catoctin Elementary School Fourth Grade Students to Place a Donation Box in the Lobby at Ida Lee Park Recreation Center to Collect Care Packages for Children Receiving Cancer Treatments in Area Hospitals

- b. Reduction of the Performance Guarantee for Public Improvements installed at Oaklawn at Stratford-Landbay D (TLPF-2006-0018) (*Tab 06*)

RESOLUTION

Making a Reduction of the Performance Guarantee for Public Improvements at Oaklawn at Stratford Landbay D (TLPF 2006-0018)

- c. Construction Contract for the Route 15 (South King Street) Widening Phase II project (Tab 07)

RESOLUTION

Awarding the Construction Contract for the Route 15 (South King Street) Widening Phase II Project to General Excavation, Inc. in the Amount of \$5,806,309.50

- d. Professional Airport Planning, Engineering, and Architectural Continuing Services Contract for the Leesburg Executive Airport (Tab 08)

RESOLUTION

Awarding a Professional Airport Planning, Engineering, and Architectural Continuing Services Contract for the Leesburg Executive Airport to Talbert and Bright, Inc.

- e. Contract for access control security on entrance gates and buildings for the Water Pollution Control Facility and the Utility Maintenance Building project (Tab 09)

RESOLUTION

Awarding the Access Control Security Contract for the Water Pollution Control Facility and Utility Maintenance Building Security Fence and Gates Project to CTSI

10. PUBLIC HEARINGS

- a. TLZM-2015-0009, Village at Leesburg Child Care Center (Tab 10)

ORDINANCE

Approving Concept Plan and Proffer Amendment TLZM 2015-0009 Village at Leesburg Child Care Center, Amending TLZM 2014-0006 to Allow a 4,480 Square Foot Child Care Center in a Portion of Building M in Land Bay B

- b. Town Code Amendments to Chapter 34 – Utilities (Tab 11)

ORDINANCE

Amending Chapter 34 (Utilities), Article II (Water System) and III (Sewers and Sewer Disposal) and Appendix B – Fee Schedule

- c. Town Code Amendment Permitting Alcohol on Designated Sidewalks, Public Right of Way, Town Parks and Facilities (Tab 12)

ORDINANCE

To Amend and Reordain Chapter 24 (Offenses and Miscellaneous Provisions), Article V (Offenses Against Public Peace and Order), Division 1 (Generally), Section 24-184 (Public Profanity and Intoxication) of the Leesburg Town Code by Adding New Sections, 24-185(Consumption or Service of Alcohol Without License) and 24-186 (Alcohol Permitted on Public Property; Exceptions for Outdoor Dining, Special Events, Etc.), to allow alcohol to be served and consumed on designated areas of public property under limited circumstances and when issued an outdoor dining or special event permit by the town

11. **RESOLUTIONS AND MOTIONS**

- a. Selection of Council Representatives – Joint Meeting with Board of Supervisors, Loudoun Sheriff, and Leesburg Police Chief: Potential Efficiencies (Tab 01)

MOTION

I move to appoint _____ and _____ to meet with representatives of the Sheriff's Office and the Board of Supervisors to discuss potential efficiencies between the Leesburg Police Department and the Loudoun County Sheriff's Office.

- b. Appointment of Mayor (Tab 04)

MOTION

I move to appoint _____ Mayor of the Town of Leesburg effective January 13, 2016 for a term ending December 31, 2016.

And

MOTION

I move to direct staff to solicit interest from the public for appointment to the vacant Council member seat with appointment to take place at the regularly scheduled _____, 2016 Council Meeting.

OR

MOTION

I move to direct staff to solicit interest from the public for appointment to the vacant mayoral seat with appointment to take place at the regularly scheduled _____, 2016 Council Meeting.

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>.