

**TOWN OF LEESBURG**  
Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Work Session  
September 12, 2016  
7:30 p.m.  
Council Chambers

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**1. Items for Discussion**

- a. Text Amendment – Downtown Residential Parking (*Tab 08*)
- b. Joint Task Force Police/Sheriff Efficiencies (*Tab 09*)

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

**3. Information Memorandums**

- a. Pedestrian Crosswalk at the Intersection of Edwards Ferry/Rt. 15 Bypass (*Tab 10*)
- b. Local Traffic Only on Battlefield Parkway (*Tab 11*)
- c. Pedestrian/Vehicular Safety at Edwards Ferry/Market Street/Church Street: Courthouse Expansion (*Tab 12*)
- d. Airport Hangar Project: Financial Plan (*Tab 13*)

**4. Council Invitations**

- Sept. 10 – Live United Benefit Concert, 2-8 p.m., Paxton Campus (601 Catoclin Circle, NE)
- Sept. 11 – September 11 Observance, 5 p.m., Town Green
- Sept. 24 – Leesburg Airshow, 11 a.m. – 4 p.m., Parking at Heritage or Tuscarora High Schools
- Sept. 25 – Loudoun County International Fest, 11 a.m. – 4 p.m., Douglass Community Center (405 East Market Street)
- Oct. 2 – Embassy to the Eastern Courts, 2 p.m., Thomas Balch Library
- Oct. 7 – First Friday, 5:30 – 9 p.m., Downtown
- Oct. 10 – Columbus Day – Town Offices Closed/Council Work Session cancelled
- Oct. 15 – 77<sup>th</sup> Annual Ladies Board Rummage Sale, 9 a.m. – 3 p.m., Morven Park
- Oct. 16 – 77<sup>th</sup> Annual Ladies Board Rummage Sale, 9 a.m. – 3 p.m., Morven Park
- Oct. 16 – A Confederate Biography: The Cruise of the CSS Shenandoah, 2 p.m., Thomas Balch Library
- Oct. 23 – Opening Doors to Leesburg’s History: The Charles A. Johnston Collection Tour, 2 p.m., Thomas Balch Library (Walking Tour)
- Oct. 30 – Syren’s Song: A Connor Stark Novel, 2 p.m., Thomas Balch Library
- Nov. 4 – First Friday, 5:30 – 9 p.m., Downtown
- Nov. 6 – Practise to Deceive: Learning Curves of Military Deception Planners by Barton Whaley, 2 p.m. Thomas Balch Library
- Nov. 11 – Veteran’s Day – Town Offices Closed
- Nov. 13 – Loudoun History Awards, 2 p.m., Thomas Balch Library

**TOWN OF LEESBURG**

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**AGENDA**

Town Council Meeting  
September 13 2016  
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. Regular Session Minutes of July 26, 2016
  - b. Work Session Minutes of August 8, 2016
  - c. Regular Session Minutes of August 9, 2016
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. Proclamation – Hispanic Heritage Month
  - b. Proclamation – Constitution Week
  - c. Proclamation – Blood Cancer Awareness Month and Lymphoma Awareness Day
  - d. Certificate of Recognition – Scott Coyne (Leesburg Days Inn)
  - e. Certificate of Recognition – Virginia Storm (Norman and Mardesky Blowe)
  - f. Certificates of Appreciation – Keep Leesburg Beautiful - Girl Scout Troop 2183 (Deanna Cain)
  - g. Certificates of Appreciation – Keep Leesburg Beautiful - Loudoun County Goat Club Members
  - h. Certificate of Appreciation – Keep Leesburg Beautiful - Chloe Alexia Taylor
  - i. Certificates of Appreciation – Keep Leesburg Beautiful – Girl Scout Troop 354 (Rebecca Dame)
  - j. Certificates of Recognition – Keep Leesburg Beautiful – Girl Scout Troops 6658 and 3495 (Alysia Pippen)
8. PETITIONERS

9. APPROVAL OF THE CONSENT AGENDA (5 min.)

- a. National Capital Region Water and Wastewater Agency Response Network

**RESOLUTION**

Authorizing Execution of the National Capital Region Water and Wastewater Agency Response Network (NCR WARN) Mutual Aid Agreement

- b. Public Improvements at Oaklawn Landbay B

**RESOLUTION**

Accepting the Public Improvements, Releasing the Performance Guarantee and Approving a Maintenance Guarantee for Oaklawn Landbay B (TLPF 2014-0024)

- c. Authorizing an Agreement, Approving a Sewer Extension Permit and Waiving a Performance Guarantee for Loudoun County Courthouse Expansion Phase III, Pennington Lot Church Street Extended and Garage

**RESOLUTION**

Authorizing an Agreement and Approving a Sewer Extension Permit and Waiving a Performance Guarantee for the Loudoun County Courthouse Expansion Phase III, Pennington Lot Church Street Extended and Garage (TLPF 2016-0004)

10. PUBLIC HEARINGS

- a. Amending TLZM 2016-0002 and TLSE 2016-0002 Johnson Mini-Warehouse

**ORDINANCE**

Approving Application TLZM 2016-0002, Village at Leesburg Land Bays "D" and "E" to Amend the Approved Proffers for the Site to Allow a Mini-Warehouse Use and a Commuter Parking Lot Use

- b. Sale of Surplus Property to St. John's Properties

**ORDINANCE**

Authorizing the Sale and Conveyance of Real Property to the Abutting Owner

11. RESOLUTIONS AND MOTIONS

- a. Battlefield Parkway Trail Across the Route 15 Bypass Project

**RESOLUTION**

Authorizing the Town Manager to Execute and Agreement with the Virginia Department of Transportation for Funding of the Battlefield Parkway Trail Across the Route 15 Bypass Project and Amending the Fiscal Year 2016-2021 Capital Improvement Program to Appropriate Funding to Fiscal Year 2017 for the Project

- b. No U-Turn at Battlefield Parkway and Fieldstone Drive, N.E.

**MOTION**

I move that the Town Council direct staff to install a “No U-turn” sign on westbound Battlefield Parkway at Fieldstone Drive, NE, and that the Town Council request the Standing Residential Traffic Committee (SRTC) to study the area regarding cut through traffic on Battlefield Parkway and Fieldstone Drive, NE, and report back to the Town Council

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

- a. Potential Closed Session – Pending Litigation

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](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>.