



Date of Council Meeting: September 26, 2016

**TOWN OF LEESBURG  
TOWN COUNCIL WORK SESSION**

**Information Memo**

**Subject:** Public Voting Record

**Staff Contact:** Lee Ann Green, CMC, Clerk of Council

**Council Action Requested:** Information only.

**Staff Recommendation:** Information only.

**Commission Recommendation:** Not applicable.

**Fiscal Impact:** Not applicable.

**Work Plan Impact:** Additional time will be spent preparing the voting record and uploading to the website. The amount of time will be in direct correlation to the number of legislative actions taken at each meeting.

**Executive Summary:** At the September 12, 2016 work session, Vice Mayor Burk requested options for the public to easily access the voting record of Council members without having to consult the official minutes of each meeting. Two options have been provided. Attachment 1, takes the agenda for the meeting and fills in the mover and seconder for each piece of legislation as well as the official vote for each piece of legislation. Attachment 2 is a spreadsheet that includes the mover/seconder and voting record. Both options include live links to the agenda documents so that the reader will not have to navigate to another webpage to get more information about the item.

**Background:** The voting record for each piece of legislation is officially codified in the minutes for the individual Council meetings. As per § 2.2-3707(I) of the Code of Virginia, the minutes remain the official record of any votes taken.

**Attachments:** Attachment 1 – Modified Agenda Vote Record  
Attachment 2 – Spreadsheet Vote Record

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street  
**AGENDA**  
Town Council Meeting  
September 13 2016  
7:30 p.m.  
Council Chambers

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APPROVAL OF THE CONSENT AGENDA

**Moved: Dunn**  
**Second: Hammler**

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

**RESOLUTION 2016-014**

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 2016-015**

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 2016-016**

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)

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

**RESOLUTION 2016-017**

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

- e. Initiating Resolution for Town Code Amendment for Payment Methods for Metered Parking in Town

**RESOLUTION 2016-018**

Initiating an Amendment to the Town Code to Account for Automated Payment Options at Town Parking Meters

- f. Fee Waiver for the 250<sup>th</sup> Anniversary Celebration of The Old Stone Church Site

**MOTION 2016-020**

I move that Council approve a waiver of fees associated with the Police Department staffing as well as the event application fee for the 250<sup>th</sup> Anniversary Celebration of The Old Stone Church Site event held September 10, 2016

**Approved by the following vote:**

**Aye: Burk, Dunn, Fox, Gemmill, Hammler, Martinez, and Mayor Butler**

**Nay: None**

**Vote: 7-0**

10. PUBLIC HEARINGS

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

**Moved: Dunn**

**Second: Burk**

**ORDINANCE 2016-O-020**

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

**Approved by the following vote:**

**Aye: Burk, Dunn, Fox, Gemmill, Hammler, Martinez, and Mayor Butler**

**Nay: None**

**Vote: 7-0**

**Moved: Dunn**

**Second: Fox**

**RESOLUTION 2016-019**

Approving Special Exception TLSE 2016-0002, Johnson Mini-Warehouse for a Mini-Warehouse on 2.37 Acres in Village at Leesburg Land Bay “D” Fronting on Golf Course Road

**Approved by the following vote:**

**Aye: Burk, Dunn, Fox, Gemmill, Hammler, Martinez, and Mayor Butler**

**Nay: None**

**Vote: 7-0**

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

**Moved: Hammler**

**Second: Fox**

**RESOLUTION 2016-020**

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

**Approved by the following vote:**

**Aye: Burk, Dunn, Fox, Gemmill, Hammler, Martinez, and Mayor Butler**

**Nay: None**

**Vote: 7-0**

11. RESOLUTIONS AND MOTIONS

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

**Moved: Dunn**

**Second: Martinez**

**MOTION 2016-021**

I move that the Town Council direct staff to install a “No U-turn **from 3 p.m. – 6:30 p.m.**” 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 **in three months**

**Approved by the following vote:**

**Aye: Burk, Dunn, Fox, Gemmill, Hammler, Martinez, and Mayor Butler**

**Nay: None**

**Vote: 7-0**



[Motion 2016-020 - Approved \(I move that Council Approve a Waiver of fees associated with the Police Department staffing as well as the event application fee for the 250th Anniversary Celebration of The Old Stone Church Site event held September 10, 2016\)](#) Aye Aye Aye Aye Aye Aye Aye

[Ordinance 2016-O-020 - Approved \(Approving Application TLZM 2016-0002 Village at Leesburg Land Bays "D" and "E" to Amend the Approved Proffers for the Site to Allow a Mini-Warehouse Use and a Commuter Parking Lot Use\)](#) Aye Aye Aye Aye Aye Aye Aye

[Resolution 2016-019 - Approved \(TLSE 2016-0002 Johnson Mini-Warehouse\)](#) Aye Aye Aye Aye Aye Aye Aye

[Resolution 2016-020 - Approved \(Authorizing the Sale and Conveyance of Real Property to the Abutting Owner\)](#) Aye Aye Aye Aye Aye Aye Aye

[Motion 2016-021 - Approved \(I move that the Town Council direct staff to install a "No U-turn from 3 p.m. - 6:30 p.m." sign on westbound Battlefield Parkway at Fieldstone Drive, NE, and that the Town Council request the Standing Residential Traffic Commit](#) Aye Aye Aye Aye Aye Aye Aye