

TOWN OF LEESBURG

Town Hall

25 West Market Street

AGENDA

Town Council Meeting

September 12, 2017

7:00 p.m.

Council Chambers

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1. CALL TO ORDER
 2. INVOCATION: Council Member Forsythe
 3. SALUTE TO THE FLAG: Council Member Campbell
 4. ROLL CALL
 5. MINUTES (*Tab 06*)
 - a. Work Session Meeting Minutes of August 7, 2017
 - b. Regular Session Meeting Minutes of August 8, 2017
 6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
 7. PRESENTATIONS (*Tab 07*)
 - a. Proclamation: Retirement of Reverend Dr. Herbert C. Love, Jr., Providence Baptist Church (Rev. Dr. Herbert C. Love, Jr.)
 - b. Proclamation: Hispanic Heritage Month (Enrique Gonzalez, Diversity Commission Chair; Juan Perla, Iglesia de Dios Pentecostal Vision Divina; Salvador Henriquez, Iglesia Mision Cristiana Nuevo Renacer; Humberto Gomez, Iglesia Pentecostes Una Fuente en el Desierto)
 - c. Certificate of Recognition: Traffic Circles on Catoctin Circle (Jason and Trinh Wauer and Carolyn Snyder)
 - d. Proclamation: September as Blood Cancer Awareness Month (The Honorable Joe Pasanello, Town of Haymarket Vice Mayor)
 - e. Proclamation: Constitution Week (The Honorable Gary M. Clemens, Clerk of the Loudoun County Circuit Court; Gail Adams, Daughters of the American Revolution)
 - f. Proclamation: Assisted Living Week
 8. PETITIONERS
 9. APPROVAL OF THE CONSENT AGENDA
 - a. Grant Funds Appropriation for Thomas Balch Library (*Tab 08*)

RESOLUTION

Approving a Supplemental Appropriation of \$5,250 for a Grant Received from the Clarence L. Robey Charitable Trust in the Amount of \$4,500 and from a Memorial Donation from the Mildred T. Nichols Trust in the Amount of \$750 to Thomas Balch Library for Archival Processing

- b. Amendments to Town Code to Add an Annual Communications Right-of-way Use Fee for Pass-through Providers (Tab 09)

RESOLUTION

Initiating Town Code Amendments to Authorize an Annual Communications Right-of-way Use Fee for Telecommunications Providers with No Customers within the Town of Leesburg

- c. Sanitary Sewer Lining and Rehabilitation Project (Tab 10)

RESOLUTION

Awarding the Construction Contract for the Sanitary Sewer Lining and Rehabilitation Project to BLD Services, LLC in the Amount of \$197,557

- d. Grant Funds Appropriation for the Department of Finance & Administrative Services (Tab 11)

RESOLUTION

Approving a Supplemental Appropriation of \$3,362 of Risk Management Grant Funding from the Virginia Municipal League Insurance Programs to the Department of Finance and Administrative Services for Installing Security Cameras at Town Hall

10. RESOLUTIONS

- a. Mobile Food Trucks on Private Property (Tab 12)

RESOLUTION

To Amend Resolution 2017-087 to Consider Food Trucks/Carts as a Permitted Temporary Use on Private Property

- b. Urgent Upgrade and Replacement of Solids Handling Dryer at Water Pollution Control Facility (Tab 13)

RESOLUTION

Amending the Fiscal Year 2018 Utilities Fund Budget and Making a Supplemental Appropriation in the Amount of \$1,355,000 for Repair, Replacement, and Rehabilitation of Capital Fixed Asset; and Authorizing the Execution of a Contract Between the Town of Leesburg and ANDRITZ Separation Inc.; and Authorizing a Sole Source Procurement for the Project and Authorizing the Town Manager to Procure these Services

- c. Selection of Council Representatives for Joint Meeting with the Loudoun Board of Supervisors (Tab 17)

RESOLUTION

Town Council Joint Meeting with the Loudoun County Board of Supervisors

11. TOWN MANAGER PUBLIC HEARINGS
 - a. Residential Permit Parking – Royal Street SW (Tab 14)
 - b. Residential Permit Parking – Birch Street NE (Tab 15)
12. PUBLIC HEARING
 - a. TLOA-2017-0008 Restoration of Wall-Mounted Sign Height Regulation (Tab 16)

ORDINANCE

Amending Zoning Ordinance Article 15 to Re-Establish Wall-Mounted Sign Height Regulations

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. None.
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 day's notice is requested. Thank you.
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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>.