

Town of
Leesburg
Virginia



Annual Report

2018

Mayor's Message



A handwritten signature of Kelly Burk in black ink, written in a cursive style.

Kelly Burk
Mayor of Leesburg

With the passing of another year, I remain honored to serve as the Mayor of the Town of Leesburg. You can be proud of the many accomplishments achieved this year. This year's report highlights but a few of those important programs and/or procedures and the improvement they bring to Leesburg, allowing the Town to be a place where people want to live and work.

Chief among those programs are the Town's successful efforts to improve the traffic conditions. Leesburg received an award of \$8.59 million from the Northern Virginia Transportation Authority to complete funding for three important projects. You can read the details on page 11 of this report.

Other accomplishments highlighted include awards and accolades that our police officers and the Town's water plant continue to receive - see pages 6 and 7 for more information.

I am very excited about the dramatic increase in public art in our historic downtown. This increase comes due to the efforts of the Commission on Public Art, the Friends of Leesburg Public Art, residents, and the businesses that support the arts.

Please take the time to review this year's report. It shows not only the record of the past year's successes, but also provides a window into our Town's future.

Town Manager's Message

On behalf of the entire Town of Leesburg, I am pleased to present the Annual Report for Fiscal Year 2018 (July 1, 2017 through June 30, 2018).

It was a great year, to say the least, and the following pages are just a glimpse at what has been taking place. From life-saving efforts by our local police department to traffic improvements and preserving our Town's history, Leesburg continues to thrive.

I encourage you to reach out to the Town Council and staff with your thoughts, comments, and concerns, anytime you see the need for improvements or change. Your input and involvement is an important way to keep this community strong.

As always, it is an honor to serve as your Town Manager. Should you have any questions or comments after reviewing the report, please feel free to contact me at kdentler@leesburgva.gov or (703) 771-2700.



A handwritten signature of Kaj H. Dentler in black ink, written in a cursive style.

Kaj H. Dentler
Town Manager

Leesburg Town Council

The Leesburg Town Council consists of the Mayor who is elected for a two-year term and six Council Members who are elected on a non-partisan, at-large basis for staggered four-year terms. Town Council elections are held in November of even-numbered years. In each election, the Mayor and three Council Members are elected and take office on January 1st of the following year.

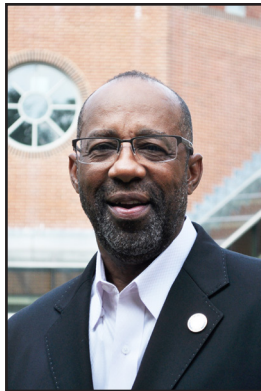
The Town of Leesburg operates under the council-manager form of government. The Town Council sets policy and hires the Town Manager who acts as the chief executive officer of the Town government.

The Town Council meets on the second and fourth Tuesday of each month at 7:00 p.m. in the Council Chamber on the second floor of the Leesburg Town Hall (25 West Market Street). The Council holds work sessions at 7:00 p.m. on the Mondays preceding the regular Tuesday meetings, also in the Town Hall Council Chamber. Meetings are broadcast on the Town's local government access cable channel (Verizon FiOS channel 35 and Comcast channel 67) and webcast on the Town website (www.leesburgva.gov/webcasts).

Residents are welcome - and encouraged - to attend Council meetings. Agendas are posted on the Town website at www.leesburgva.gov/agendas by close of business the Wednesday prior to the meeting. At the beginning of each regular meeting, there is a petitioners' section during which members of the public may speak to the Council on any topic.



Vice Mayor Suzanne Fox
Term Expires December 2018



Council Member Ron Campbell
Term Expires December 2020



Council Member Tom Dunn
Term Expires December 2020



Council Member Vanessa Maddox
Term Expires December 2018



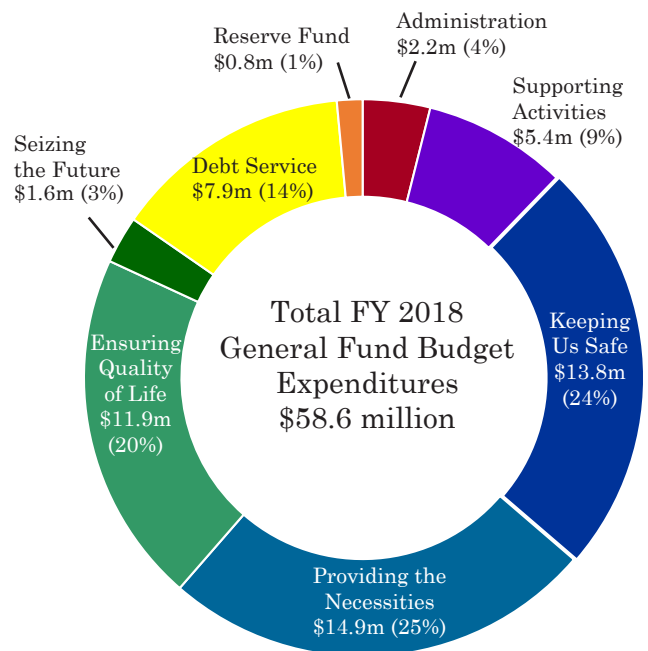
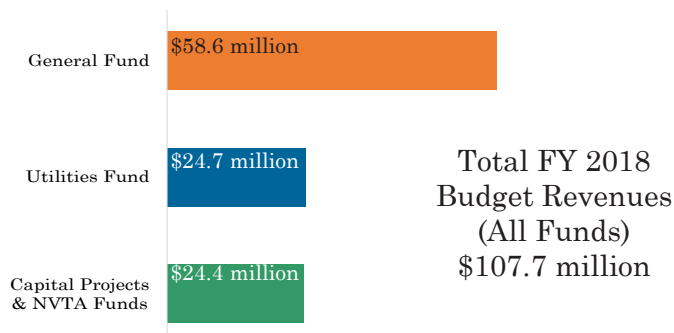
Council Member Marty Martinez
Term Expires December 2018



Council Member Josh Thiel
Term Expires December 2020

Fiscal Year 2018 Budget Summary

In addition to the General Fund, which covers the Town's day-to-day operating expenses, the Town's budget includes the Utilities Fund which is funded entirely by fees associated with the Town's water and sewer systems, the Capital Projects Fund which includes the design and construction costs for new Town infrastructure, and the NVTA Fund which tracks funding received from the Northern Virginia Transportation Authority. You can view the complete budget document at www.leesburgva.gov/budget.



New Automated System at Town Hall Parking Garage

Parking Garage Info

The Town Hall Parking Garage, located beside the Leesburg Town Hall, has over 300 parking spaces and is available for public parking at all times.

Paid Parking Hours:
Monday through Friday,
7 a.m. to 7 p.m.

The first two hours:
FREE

Additional hours:
\$1 with a \$10 daily max.

Earlier this year, a new automated payment system was installed in the Town Hall Parking Garage. Drivers now take a ticket before entering the garage and pay at walk-up kiosks located in the breezeways and near the elevator on the first level when ready to leave.



The kiosk by the elevator accepts cash in addition to credit and debit card payments. All other kiosks, including the exit kiosks, accept credit and debit card payments only.

Drivers can exit onto either Market or Loudoun streets.

Ida Lee Surpasses \$1M in Annual Pass Sales

The last year, we achieved new milestones when it comes to membership sales at the Ida Lee Park Recreation Center.

Between July 1, 2017 and June 30, 2018, Ida Lee saw more than \$1 million in annual pass sales. That equates to 3,318 active passes! As a result, the funds helped cover 67 percent of the Park and Recreation Department's operating expenditures with revenue.

The weight room and group fitness classes are among the most utilized amenities followed by the indoor pools, basketball court, and racquetball courts.



Ida Lee Park Recreation Center is a full-service recreation facility, with 71,000 square feet of aquatic, fitness, and recreation opportunities, as well as an 11-court tennis complex and outdoor aquatic center on the park site.

Each year, more than 3,000 recreation programs are offered for all ages and several pass categories are available for both residents and non-residents.

The Town's Parks & Recreation Department is a two-time National Gold Medal Award Winner for Excellence in the Field of Park and Recreation Management. More information is available at www.idalee.org.



Leesburg Executive Airport

U.S. Customs Facility to Open at Leesburg Airport

In spring 2018, construction began on a U.S. Customs General Aviation Clearance Facility at the Leesburg Executive Airport. The project retrofits a portion of the Leesburg Executive Airport terminal building to qualify it as an International General Aviation Facility. U.S. Customs and Border Protection (CBP) agreed to clear international flights at Leesburg upon the completion of a facility meeting CBP design standards.

Design is underway and work is being coordinated with U.S. Customs and Border Protection.

When completed, the presence of a customs facility will make Leesburg Executive Airport an attractive alternate to Dulles Airport for international business flights, drawing more business to the airport.



Leesburg Police Officers Awarded for Lifesaving Efforts

Four members of the Leesburg Police Department received Lifesaving Awards at the 33rd annual Loudoun Chamber Valor Awards on April 20th. The Valor Awards recognize public safety professionals and civilians for heroic efforts to save lives despite their own personal risk. The officers and the incidents for which they were honored included:

Master Police Officer Gabriel Ascunce

On the morning of December 4, 2017, MPO Gabriel Ascunce was on duty as a school resource officer at Heritage High School when he was alerted that a student's mother had called the school to report that she had received a suicide note from her son via text message. Officer Ascunce located the student in a locked restroom stall, unconscious with a sweatshirt tightly wrapped around his neck. With the assistance of School Safety Security Specialist Robert Smart, Officer Ascunce unlocked the stall and revived the student who was then transported to the hospital.



Officer Melissa Taylor, Officer Brad Codori, and Officer Wayne Gray

In the early morning hours of January 1, 2017, officers were dispatched to the Clarion Inn on East Market Street to a report of a gunshot wound victim. Officer Taylor located the victim in the parking lot, with gunshot wounds to the chest and abdomen. Officer Taylor, Officer Codori, and Officer Gray administered emergency first aid using a trauma kit. The victim was transported to Inova Fairfax Trauma Center and survived his injuries.

National Night Out 2017



The Leesburg Police celebrated National Night Out (NNO) on August 1, 2017 at the Loudoun Hills community. NNO is the department's premier community relations event and serves primarily to foster and strengthen neighborhood collaboration and police-community relations.

MEET LOKI!

New K-9 Joins Leesburg Police

The Leesburg Police Department recently welcomed a new K-9 to the team, Loki. He will be joining Officer Wilt, following training in Maryland, as a multi-purpose K-9. Loki will be able to detect narcotics, conduct tracks, apprehend suspects, and protect his handler. Loki joins the department's other two K-9 officers, Sally, an explosives K-9, and Brody, another multi-purpose K-9.



Leesburg's Water Filtration Plant Receives 14th Consecutive Annual State Award for Excellence



Excellence in performance and operations involve setting and achieving goals well beyond the established regulations and making a commitment to customer satisfaction.

The 2018 Excellence in Performance Awards were presented at the annual Southeast Rural Community Assistance Project "Water is Life!" Conference on April 11th in Roanoke.

The Town's most recent annual water quality report is available on the Town website at www.leesburgva.gov/waterqualityreport.

In April, the Virginia Department of Health (VDH) awarded the Leesburg Department of Utilities Water Supply Division with an Excellence in Waterworks Operations/Performance Award. This year marks the 14th consecutive time that Leesburg has received this annual award. Each year, the VDH Office of Drinking Water Recognition Program recognizes water systems that have demonstrated excellence in performance and operations and for the treatment and distribution of drinking water to the public.



The Potomac River, source of Leesburg's water supply.

Utilities Department Implements Online Bill Pay

In January 2018, the Town's Utilities Department completed the implementation of eBilling. The new service allows customers to receive their water and sewer bills as email attachments, rather than a mailed copy.

All payment options remain the same. A link in the eBilling email will take customers directly to the Customer Self-Service Portal to make online payments through OPAY. A \$3.95 service fee applies to these payments. Free payment options include online bill pay through customers' financial institutions and automatic ACH debits.

As of June, more than 1,900 customers are participating in the service, with over 50 percent of new customers signing up for eBilling when they open

**You asked, we listened:
NO MORE PAPER!**

Sign up for our new  eBilling option to get your bills online

a new account.

The Town is divided into six Water Meter Reading Districts. Bills are sent out on a quarterly basis, according to the billing and mailing schedule.

An Artistic Downtown

Murals Paint the Town



The Arts and Cultural District has continued to grow in downtown Leesburg over the past year!

In August 2017, the “Discover the Charm” mural was dedicated to the Town. The artwork, created by Sagetopia, a Leesburg-based graphic design agency, features Fourth of July fireworks, Ida Lee Park, the W&OD Trail, and local restaurants and shops along King Street, just to name a few of the depictions. The mural is located adjacent to the Liberty Street parking lot. The mural was honored with a Signatures of Loudoun Design Excellence award and is now one of the images of Loudoun County featured at the Washington Dulles Airport arrivals terminal.

In April 2018, Town leaders and other art activists came together for the unveiling of an art mural displayed on the east wall of the Town parking garage. The Town’s history is depicted in four historic views, which had been planned by the late Gale Waldron and painted by Leesburg artist Penny Hauffe.



The Gale Waldron mural depicts the Town’s history in four different views.

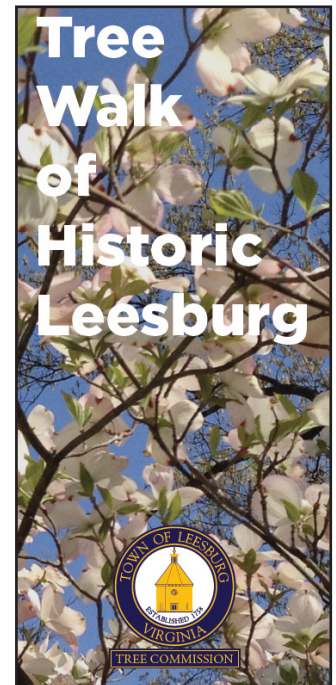
Self-Guided Tree Walk in Historic Downtown

Officially established in 1758, Leesburg quickly became a thriving town. Nicholas Minor, one of the three initial trustees, was responsible for establishing the layout of the new town. One of his first items of business included the hiring of John Hough to survey and plat his land into 70 lots.

The streets that Hough’s plan laid out - including King, Market, North, and Cornwall - still exist today as the street grid of downtown Leesburg. They are lined with a wide variety of mature and unique native and exotic tree specimens.

To honor the legacy of these trees, the Leesburg Tree Commission created a walking tour brochure, which includes more than 20 tree locations, within an 8-block section of downtown, with descriptions of each tree. Featured trees include the American Sycamore, Southern Magnolia, Kentucky Yellowwood, and Common Hackberry, just to name a few.

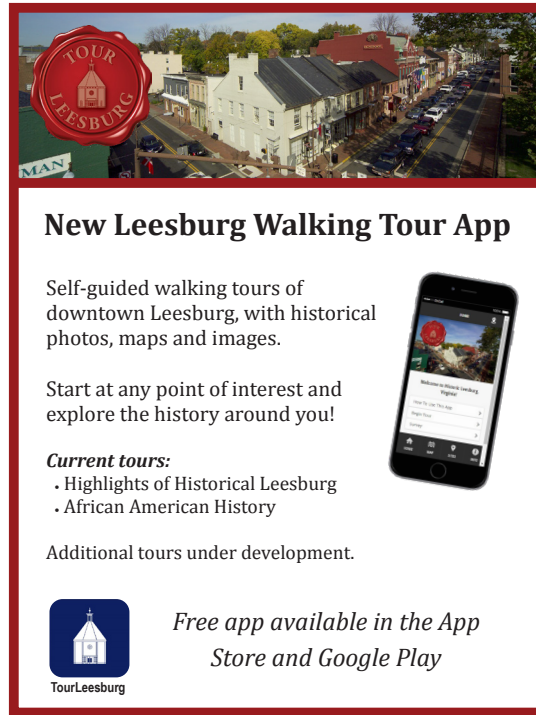
Brochures are available, free of charge, at Town Hall or at www.leesburgva.gov/treewalk. The tour is self-guided and is estimated to take about two hours.



Walking Tour App Highlights Leesburg's Historic Downtown

Last August, the Town of Leesburg unveiled a new walking tour app for iPhone and Android smartphones. The "Tour Leesburg" app guides visitors to various historic sites in downtown Leesburg and provides historical information about each site, along with historical images and maps. Users can follow the tour directions, visiting each site in numerical order, or opt to find sites near them using the map feature. In addition, users can choose to listen to recordings of each site's information, rather than reading the text.

Currently, there are two tours available on the app. The Historical Highlights of Leesburg tour includes eleven sites that represent the breadth of Leesburg's history. The African American History tour includes thirteen sites, ranging from Robinson's Barber Shop to the former Douglass High School (now the Douglass Community Center). Two additional tours are under development, a Civil War tour and an Architectural Highlights tour.



New Leesburg Walking Tour App


Self-guided walking tours of downtown Leesburg, with historical photos, maps and images.

Start at any point of interest and explore the history around you!

Current tours:

- Highlights of Historical Leesburg
- African American History

Additional tours under development.

 *Free app available in the App Store and Google Play*

Developed by Karleen Kovalcik, an intern with the Thomas Balch Library, the "Tour Leesburg" app uses the OnCell digital storytelling platform. The app is available for free from the App Store and Google Play.

Collection Traces History of Inova Loudoun Hospital



Loudoun County Hospital, 1940

In January 2018, processing of the Loudoun Hospital Collection, 1912-2005 (M 107) was completed by the Thomas Balch Library. This collection, donated by the Inova Loudoun Hospital Foundation, traces the history of Inova Loudoun Hospital from its beginning as Leesburg Hospital in 1912 up to the present through records, photographs, and memorabilia. The collection guide includes a historical sketch and timeline of when the hospital was first estab-

lished and incorporated. It also includes annual reports, news articles, internal and external publications, photographs, building and expansion plans, and records of fundraising events and activities. The collection was processed by library volunteers Linda M. Kelley and Rebecca K. Ottinger. A guide to the collection is available on the Town's website and the collection, itself, can be viewed at the Thomas Balch Library.

Elaine Eppie Thompson Collection

In August 2017, the Thomas Balch Library received a \$4,500 grant from the Robey Charitable Trust and a \$750 donation from the Mildred T. Nichols Trust for processing the Elaine Eppie Thompson collection. This collection consists of materials collected by historian Elaine Thompson and includes extensive information related to African American history and genealogy in Loudoun County. The collection is being processed by library staff member Stephanie Seal Walters.

Public Works

Town Hires New Solid Waste Contractor



On June 12, Patriot Disposal Services was hired as the Town's new solid waste removal contractor. As part of the new contract, new collection schedules went into effect in July. Single family homes and townhomes now receive once a week trash, recycling, yard waste, and bulk item collection. Residents also received new trash and recycling Toters®. These changes will save costs over the life of the five-year contract, and in the long-term, while being reflective of industry standards.

A special FAQ page on the Town's website covers many of the most commonly asked questions regarding this change. You can learn more by visiting www.leesburgva.gov/trash.

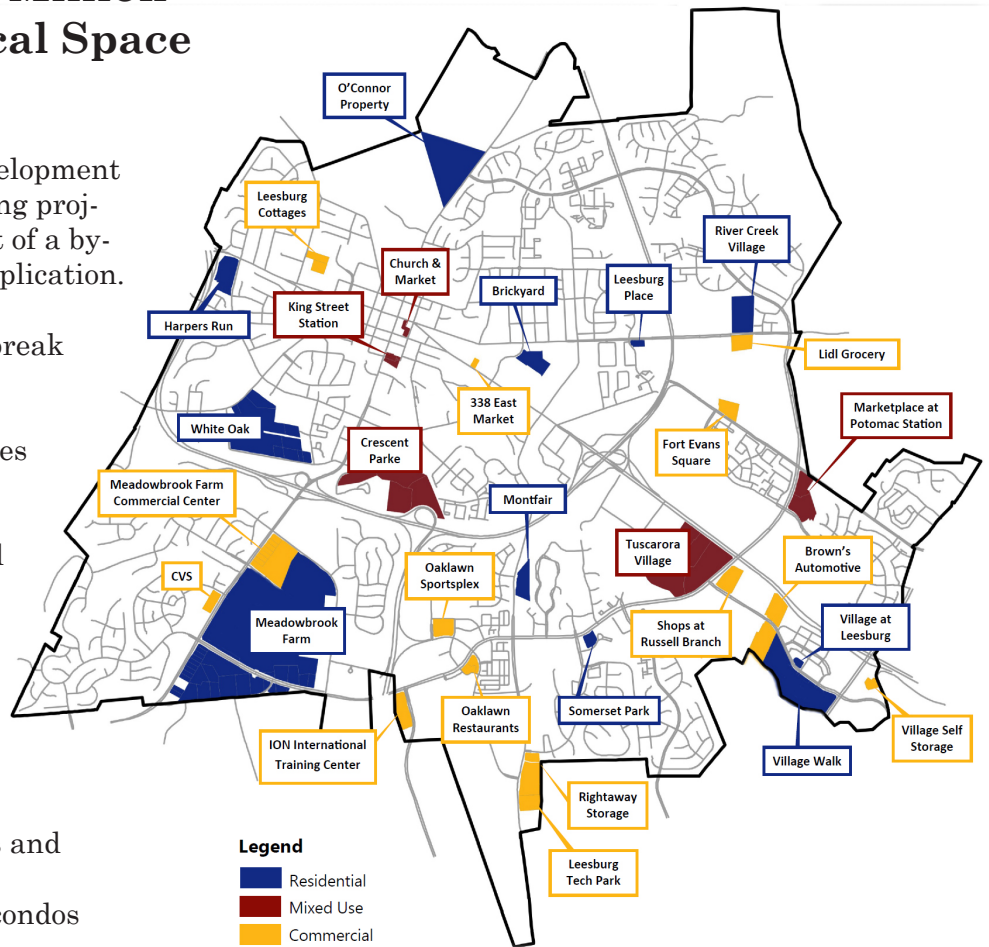
Community Development

2,000 New Homes and 1.7 Million Square Feet of Commercial Space Under Development

The map at right shows current new development activity in the Town of Leesburg, including projects under construction, proposed as part of a by-right development, or part of a zoning application.

Projects under construction or that will break ground within the next year include:

- **Harpers Run** - 23 single family homes
- **ION Training Center** - indoor ice skating & sports facility
- **King Street Station** - 68 condos and 7,100 square feet of office/retail.
- **Leesburg Place** - 24 townhomes
- **Leesburg Tech Park** - 162,000 square feet of light industrial space
- **Meadowbrook Farm** - 400 single family homes
- **Somerset Park** - 42 apartments
- **Tuscarora Village** - 468 townhomes and condos
- **Village Walk** - 168 townhomes and condos



More information is available on the Town website at www.leesburgva.gov/developmentnews.

VDOT Awards \$8.59 Million Towards Traffic Improvements

At its June 20th meeting, the Commonwealth Transportation Board (CTB) took action on several items impacting programs managed by the Virginia Department of Transportation (VDOT) Local Assistance Division. Three applications, which will improve safety and reduce congestion in the Town, were approved. They include the following:



East Market Street / Battlefield Parkway Grade Separated Interchange \$4.6 million

This project consists of the development of a new grade-separated interchange on East Market Street (Route 7) at Battlefield Parkway. The existing at-grade signalized intersection at this location is heavily congested and has one of the highest accident rates in Leesburg. The project is being administered by VDOT who is currently in the process of selecting a design/build contractor. Construction will begin in summer 2019 with an estimated completion in fall 2021. Total cost of this project is \$58.3 million.

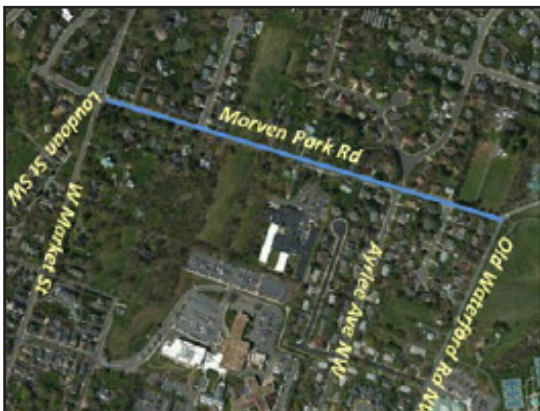
Evergreen Mill Road Widening \$3 million

Approximately one mile of Evergreen Mill Road, from the southern Leesburg corporate limits at Battlefield Parkway to South King Street (Route 15), will be widened. The existing two-lane road will become a four-lane street with sidewalk on one side and a shared-use path on the other side. The project will include utility relocations, curb, gutter, and storm drainage. Construction is planned to begin in spring 2020 with an estimated completion in spring 2021. Total cost of this project is \$16 million.



Morven Park Road Improvements \$1 million

This project consists of constructing missing segments of sidewalk along the west side of Morven Park Road to provide a continuous pedestrian access route between West Market Street and Old Waterford Road. The project will also improve drainage and provide a uniform roadway section by completing the curb and gutter on both sides of the street and extending the storm drain system. Construction is expected to begin in spring 2019 with an estimated completion in summer 2020. The total cost of this project is \$2.3 million.





Town of Leesburg
 25 West Market Street
 Leesburg, VA 20176
 www.leesburgva.gov

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FY 2018 Annual Report

Town of Leesburg Government Offices & Contact Information

Leesburg Town Hall
 25 West Market Street
 www.leesburgva.gov
 info@leesburgva.gov
 703-777-2420

- Town Manager's Office
- Town Attorney
- Capital Projects
- Clerk of Council
- Finance
- Human Resources
- Information Technology
- Planning & Zoning
- Plan Review
- Public Works

Police Department
 65 Plaza Street NE
 www.leesburgva.gov/police
 703-771-4500 (Non-emergency)

Leesburg Executive Airport
 1001 Sycolin Road SE
 www.leesburgva.gov/airport
 703-737-7125

Economic Development
 202 Church Street SE
 www.leesburgva.gov/businesses
 703-771-6530

Parks & Recreation
 60 Ida Lee Drive NW
 www.idalee.org
 703-777-1368

Thomas Balch Library
 208 West Market Street
 www.leesburgva.gov/library
 703-737-7195

Utilities Department
 1385 Russell Branch Parkway SE
 www.leesburgva.gov/utilities
 703-771-2761

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