



LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

Tuesday
May 3, 2022
7:00 P.M.

Town Hall
Lower Level Conference Room 2
25 West Market Street

COMMISSIONERS

Julie Bolthouse (24)
Kohler Brafford (24)
Leigh Anne Faugust (24)
Martha Jones (24)
Ami Mason (22)
Bill Replogle (22)
Paul Sheaffer (22)

If you require any type of reasonable accommodation, as a result of a physical, sensory or mental disability, to attend and/or participate in this meeting, please contact Richard Klusek at 703-771-2758. Three days advance notice is requested.

LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

Mission: To promote and protect the environmental interests of the Town.

MEETING AGENDA Tuesday May 3 2022

7:00 P.M. Lower Level Conference Room 2, Town Hall

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes:
 - a. April 5, 2022*
4. Chairperson's Statement
5. Petitioners
6. Old Business
 - a. Flower and Garden Show Debrief
 - b. Kids to Park Day
 - c. Tree Commission Update
 - d. Rain Barrell Workshop
 - e. Review of Strategic Plan Tasks
7. New Business
8. Staff Items
9. Adjournment

(*) Material attached

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**Town of Leesburg Environmental
Advisory Commission Meeting Minutes
April 5, 2022**

The Town of Leesburg's Environmental Advisory Commission (EAC) met on April 5, 2022 at 7:00 p.m. in the Town Hall at 25 West Market St., Leesburg, Virginia.

Call to Order: Chair Sheaffer called the meeting to order at 7:01p.m.

Roll Call:

Present: Paul Sheaffer, Julie Bolthouse, Kohler Brafford, Leigh Anne Faugust, Martha Jones, Ami Mason, and Bill Replogle.

Observer: Jennifer Chu

Council Liaison: Mayor Burke

Staff Representative: Richard Klusek

Paul Sheaffer stated: "It is the practice of the Town of Leesburg to record meetings of the Town's standing boards and commissions. All Town Council, Board, and Commission meetings are recorded and can be found on the Town's Web Site at www.LeesburgVA.gov."

Approval of Agenda: The agenda was approved.7-0-0 (motion by Bolthouse, second by Jones).

Approval of Minutes: The meeting minutes of March 1, 2021 were approved 6-0-1 (motion by Bolthouse, second by Sheaffer) Brafford abstained.

Chairperson's Statement: Let's start with old business.

Old Business:

- a. KLB Debrief.*** Mayor Burk congratulated EAC on a successful Keep Leesburg Beautiful kick-off event. We agreed it was a successful event. Suggested that we direct people to spread out for events in the future, possibly bring a sign to Farmer's Market to advertise or start the event at the Farmer's Market as long as we get approval from the Farmer's Market. Estimated the attendance was at least 30.

- b. *Flower and Garden Show Planning:*** Shirts delivered to new members. EAC bought bulk seeds. EAC ordered 3,000 envelopes that can be filled at the table with the seeds. EAC members signed up for ½ day shifts for Saturday and Sunday plus Friday night set up. Most things we need are at town shed: tent, sand backs, mulch display, posters, pollinator stickers and reusable EAC bags. Will also need tables. A sign for seeds was suggested and Replage created one. We should pick up soil testing kits from extension office. We have 2 mowers automated and push for display.
- c. *Energy Management Policy:*** Sheaffer thanked Mayor and Town Council for agreeing to hire a person that duties will include energy management.
- d. *Kids to the Park*** May 21, 2022 is Kids to Parks Day according to Park Trust.org. The Parks & Rec signage installation will be separate due to signs not being available by May 21. Rich will reach out to Parks and Rec to see how we can help – maybe a planting (possibly milkweed) that can be mowed down. Rich thinks this may be Parks & Rec department (not commission) based upon review of meeting minutes.
- e. *Review Strategic Plan:*** We will pick this up next meeting after flower & garden show. 3 members will try to attend the Tree Commission meeting. Bill reports that we have 1 more recycling post to run. Brafford is doing Live in Leesburg on Friday, April 8.

New Business:

- a. Group Photo was taken

Staff Items:

- a. Rain Barrel workshops. We discussed whether to continue to subsidize this or to greatly decrease out funding. Soil & Water Conservation and not been responsive to EAC emails as of yet. On their website it says they are not holding rain barrel workshops in 2022.

Adjournment: The meeting was adjourned at 8:21 pm approved 7-0-0 (motioned by Brafford, second by Bolthouse)