



Town of Leesburg Environmental Advisory Commission
Meeting Minutes
May 3, 2022

The Town of Leesburg's Environmental Advisory Commission (EAC) met on May 3rd, 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 7:02 p.m.

Roll Call:

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

Absent: Bill Replogle

Observer: Jennifer Chu and Earl Howard

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 5-0-2 (motion by Bolthouse, second by Sheaffer) note regarding vote count: Mason had not yet arrived.

Approval of Minutes: The meeting minutes of April 5, 2022 were approved 5-0-2 (motion by Bolthouse, second by Jones) with the update of the date of approval of minutes. Note regarding vote count: Mason had not yet arrived.

Petitioner Earl Howard: Tree commission would like some of the EAC to come to a joint meeting on May 10 on tree education and brainstorming. 1,750 trees were given out at the Flower and Garden show.

Motion to hold a joint meeting with Tree commission on May 10 at 7:00 pm passed 6-0-1 (motion by Kohler, second by Sheaffer).

Chairperson's Statement: Thank everyone for staffing the booth at the Flower and Garden Show.

Old Business:

- a. ***Flower and Garden Show debrief:*** It was generally very busy other than late Sunday afternoon. The tent structure was found after the event and it will be available next year. Pre-stuffing seeds in advance might be helpful. More seeds were found after event. Sheaffer estimates 2,700 seed packets were given away. We may want make sure that we stress that recycling dos & don'ts are for town of Leesburg and we want to make sure it is correct. We discussed use of the metal racks? Putting the table at the back may draw people in. We have a vinyl banner with Environmental Advisory Commission on it. We may want a more cohesive message next year. Also, we found 2 boxes of EAC bags after the event. Kids liked the stickers, seeds were popular. May want to add planting instructions in the future, possibly on a sticker that seals the envelope. Approximately 1,500 envelopes left. Another idea is to reach out to Eagle Scouts that are looking for projects – maybe we should come up with a list of suggested projects/challenges. We got additional contacts at the F&G Show. Who will keep the email list? What are the topics that we want email them about?

Ideas of what to do with extra seeds: Teacher from Purcellville (email), Rain Barrell Workshops, October clean up event, and leave some at town hall with a post that people can come pick them up. We may want to plan a seed packing party.

- b. ***Kids to the Park*** May 21, 2022 is Kids to Parks Day according to Park Trust.org. People can come to Ida Lee and have a self-guided tour. Ami met with Kate and John and looked at the site and gave a list of 15 plants that would work by the farm house near the garden plots. This is not a big event and it is not being advertised.
- c. ***Tree Commission Update:*** Tree commission would like some of the EAC to come to a joint meeting on May 10 on tree education and brainstorming. 1,750 trees were given out at the Flower and Garden show.
Motion to hold a joint meeting with Tree commission on May 10 at 7pm. (motion by Kohler, second by Sheaffer) passed 6-0-1
- d. ***Rain Barrell Workshops:*** May 19 is the date of the workshop. Motion to allocate \$750 to subsidize rain barrels: \$25 rebate per rain barrel for Leesburg residents. Cap is 30 rain barrels. Passed 6-0-1. (motion by Sheaffer, second by Faugust)
- e. ***Review Strategic Plan:*** No updates – we can take this up next month.

New Business:

- a. This is a good time to bring up high-level ideas that we could potentially add to strategic plan. Resident is interested in micro-climate with thermometers as a teaching tool on the benefits of trees and plants.

Staff Items:

- a. July meeting is scheduled for July 5. Motion to move July 5 meeting to Wednesday, July 13. Passed 6-0-1 (motion by Sheaffer, second by Brafford)

Adjournment: The meeting was adjourned at 8:25 pm approved 6-0-1 (motioned by Sheaffer, second by Brafford)