



**Town of Leesburg Environmental Advisory Commission**  
**Meeting Minutes**  
**August 1, 2023**

The Town of Leesburg's Environmental Advisory Commission (EAC) met on August 1, 2023, 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, Leigh Anne Faugust, Katherine Murphy, Ami Mason, Deanna Glick

**Absent:** Julie Bolthouse, Patricia Hatfield

**Petitioners:**

**Observers:** Jen Chu

**Staff Representatives:** Deb Moran

**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](http://www.LeesburgVA.gov)."

**Approval of Agenda:** The agenda was approved 5-0-2 (motion by Mason, second by Murphy).

**Approval of Minutes:** The meeting minutes of June 6, 2023, were approved 4-0-3 (motion by Faugust, second by Sheaffer) and approval of the meeting minutes of July 20, 2023, was moved to the September 5, 2023, agenda.

**Election of Secretary:** Ms. Faugust was elected Secretary 5-0-2 (motion by Sheaffer, second by Mason).

**Old Business:**

- a) ***Review of Strategic Plan Task:*** The EAC re-prioritized the strategic plan task list to focus resources:
  - a. ***Keep Leesburg Beautiful Bi-annual Litter Cleanup*** – The EAC determined to hold one cleanup event in the fall that would include only EAC and Town officials and Commission members and a second event in the spring that would be promoted for public attendance and participation.

The EAC set a tentative date for the fall cleanup of October 28, 2023, at 9:00 a.m.

- b. **Town Recycling Bins** – Ms. Chu provided background on the purpose of the task item. The EAC decided to focus the task on properly labeling the existing town recycling bins. Ms. Glick volunteered to work on updating the existing magnet design for materials likely to be discarded in a public receptacle.
- c. **Glass Recycling** – Ms. Moran updated the EAC that Loudoun County will not host a Purple Bin within Town limits nor would any large producer of glass in the Town. The Town recently completed an audit of the recycling program to, in part, assess the disposition of glass and inform future options.
- d. **Social Media Outreach** – The Town social media account will be doing “Sustainability Soundbites” with monthly themes. The EAC will identify the themes for Ms. Moran to use for the posts.
- e. **Sustainable Deconstruction** – Reviewed the presentation from the July meeting regarding potential changes to the requirements for the Town historic district.
- f. **Sustainable Landscaping** – Updated the topic to generally cover increased education on sustainable landscaping, such as: avoiding pesticide/herbicide use, replacements for lawn additives, working with homeowners’ associations, etc.
- g. **Composting** – To take the place of the rain barrel workshops and subsidization of the purchase of bins. Supporting Town interest in pick-up sites for compost.
- h. **Energy Conservation and Sustainability** – Items are with Town staff, who will provide updates ongoing and requests for EAC feedback.
- i. **EAC and Youth Outreach** – New item with the purpose of encouraging young people in the Town to increase interest and environmental awareness.
- j. **Weed Warriors Program** – New item to create a weed warriors’ program to train Town residents on how to remove invasive species such as Tree of Heaven.
- k. **Surface Temperature** – There is an existing heat map of Leesburg. The Town will be prioritizing areas for cooling by resident age, income, and heat level.
- l. **Environmental Justice** – New item to ensure consideration and awareness of the impact of EAC recommendations to all Town residents.

### **Staff Items:**

- a) All items from the July Town Council meeting have been moved to the agenda for October 2, 2023, and will include a report on the first six weeks of findings from the Sustainability Manager.
- b) Live on Leesburg on Friday will include information on the Town’s solarized campaign, which includes the bulk purchasing of solar panels by residents. Also, the Town has its first electric vehicle in the fleet.

**New Business:**

- a) **Non-native and invasive species** – The EAC discussed how and whether to respond to crepe myrtle blight. Ms. Mason will circulate text for EAC consideration.

**Adjournment:** The meeting was adjourned at 8:55 pm approved 4-0-2 (motioned by Glick, second by Mason).