



LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

**Tuesday
May 7, 2024
6:30 P.M.**

Town Hall
Lower Level Conference Room 2
25 West Market Street

COMMISSIONERS

Julie Bolthouse (24)
Leigh Anne Faugust (24)
Ami Mason (24)
Paul Sheaffer (26)
Katherine Murphy (24)

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 Deb Moran at 571-560-1114. Three days advance notice is requested.

LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

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

MEETING AGENDA

May 7, 2024

6:30 P.M. Lower Level Conference Room 2, Town Hall

1. Call to Order
 - a. Meeting Recording Disclosure
2. Approval of Agenda
3. Approval of Minutes:
 - a. March 5, 2024*
 - b. April 2, 2024*
4. Chairperson's Statement
5. Petitioners
6. Staff Items
7. Old Business
 - a. Keep Leesburg Beautiful Debrief
 - b. Flower and Garden Festival Debrief
8. New Business
 - a. Sounds from Data Centers
 - b. Community Orchard
 - c. 2024 project requests
9. Next Meeting Date
 - a. June 4th, 2024
10. Adjournment

(*) Material attached

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Town of Leesburg Environmental Advisory Commission
Meeting Minutes
March 5, 2024

The Town of Leesburg’s Environmental Advisory Commission (EAC) met on March 5, 2024, at 6:30 p.m. in the Town Hall at 25 West Market St., Leesburg, Virginia.

Call to Order: Chair Sheaffer called the meeting to order at 6:31 p.m.

Roll Call:

Present: Paul Sheaffer, Julie Bolthouse, Leigh Anne Faugust, Katherine Murphy, Ami Mason

Absent:

Petitioners:

Observers:

Staff Representatives: Deb Moran

Chair 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 modified to add the 2023 annual report to “Old Business” and the agenda was approved 5-0-0 (motion by Faugust, second by Murphy).

Approval of Minutes: The meeting minutes of February 6, 2024, were approved 4-0-1 (motion by Mason, second by Murphy).

Chairperson’s Statement: Busy times ahead with planning for the upcoming Flower and Garden Festival!

Staff Items: Ms. Moran reported that the Town’s Sustainability website is available and includes a map of electric vehicle charging stations, Town of Leesburg-centric programs, and other resources. The Town Council will be presented established goals for the energy efficiency conservation strategy block grant on March 11, 2024. These goals include among others: (1) 50% reduction in purchased energy; (2) 40% alternative fuel vehicle adoption for non-emergency vehicles; and (3) wastewater and water treatment operations goals such as a 10% reduction in purchased energy, an upgrade to supervisory control and data acquisition, and a prioritization of energy-efficient products for equipment replacements. Ms. Moran also

highlighted an upcoming paper making class on May 4, 2024 for recycling at 1385 E. Main Street. On March 19, 2024, the Town Council will act on the EAC's requests for proclamations for Dark Sky and Keep Leesburg Beautiful.

Old Business:

a. Keep Leesburg Beautiful Planning

This year's event will again take place at Raflo Park. There will be a giveaway for the first 50 people to receive reach extenders. EAC members will perform outreach to scout groups, local principals, high schools, etc.

b. Flower and Garden Festival Planning

The EAC reviewed items to include on the wheel giveaway, e.g., seeds, magnets, reach extenders, tote bags, stickers, buttons, and compost bins.

The tent location is set. Ms. Bolthouse and Ms. Mason will prepare composting poster input for the Flower and Garden Festival to circulate to the EAC and to Ms. Moran by April 1, 2024.

c. 2023 Annual Report

Presentation of the 2023 Annual Report is scheduled for the April 9, 2024 Town Council Meeting. EAC members identified and incorporated minor edits into the report.

New Business: Tolbert Award Voting: The EAC received two nominations. One nomination was not eligible because the activities occurred outside of the Town boundaries. Ms. Bolthouse will contact the individual to explain and recommend applying to the Loudoun awards. The second nomination was approved 4-0-1.

Adjournment: The meeting was adjourned at 7:55 pm approved 5-0-0 (motion by Murphy, second by Shaeffer).



**Town of Leesburg Environmental Advisory Commission
Meeting Minutes
April 2, 2024**

The Town of Leesburg’s Environmental Advisory Commission (EAC) met on April 2, 2024, at 6:30 p.m. in the Town Hall at 25 West Market St., Leesburg, Virginia.

Call to Order: Vice Chair Bolthouse called the meeting to order at 6:35 p.m.

Roll Call:

Present: Paul Sheaffer (remote), Julie Bolthouse, Leigh Anne Faugust, Katherine Murphy, Ami Mason

Absent:

Petitioners:

Observers: Jen Chu

Staff Representatives: Deb Moran

Vice Chair Bolthouse 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 5-0-0 (motion by Muphy, second by Mason).

Approval of Minutes: The meeting minutes of March 5, 2024, were moved to the May meeting agenda for a vote.

Chairperson’s Statement: Keep Leesburg Beautiful this weekend!

Staff Items:

- a. Zoning Rewrite Consulting Visit

Ms. Moran updated the EAC that the consultants working on the zoning rewrite would be presenting to the Town Council in July and there will be open meetings scheduled to respond to public comments.

Old Business:

a. Annual Presentation and Tolbert Award Presentation

On April 9, 2024, the EAC will present the 2023 Annual Report and the Tolbert Award at the Leesburg Town Council meeting.

b. Keep Leesburg Beautiful Planning

This year's event will again take place at Raflo Park from 9:00 a.m. to 11:00 a.m. There has been outreach to scouting groups in town and there have been some sign-ups online for the event. The event will also be used by the EAC to prepare giveaway items for the Flower and Garden Festival.

c. Flower and Garden Festival Planning

The EAC reviewed items to include on the wheel giveaway, e.g., seeds, magnets, reach extenders, tote bags, stickers, buttons, and compost bins and scheduled shifts for the EAC members to work at the booth. Ms. Bolthouse stated she had forwarded wording for the composting poster input for the Flower and Garden Festival to Ms. Moran.

New Business:

a. Annual Commission Banquet

All Town Commission and Commissioners are invited to the annual banquet, which will be held at Ida Lee at 6:00 p.m. on April 29, 2024.

Adjournment: The meeting was adjourned at 7:55 pm approved 5-0-0 (motion by Faugust, second by Murphy).