

TOWN OF LEESBURG
 Town Hall
 25 West Market Street
AGENDA
 Town Council Work Session
 February 26, 2018
 7:00 p.m.
 Council Chambers

1. Items for Discussion

- a. Property Assessed Clean Energy (PACE) Program (John Sandy, Loudoun County) *(Tab 01)*
- b. Affordable Dwelling Units Memorandum of Agreement (Valmarie Turner, Glenda Blake, Ricky Barker, Brian Reagan, Loudoun County) *(Tab 02)*
- c. Airport Master Plan (Scott Coffman & Talbert & Bright Engineering Consultants Jeff Wellman & Jeff Tarkington) *(Tab 03)*
- d. H2 Work Group Follow-up Recommendations (Brian Boucher & Tom Scofield) *(Tab 04)*

2. Additions to Future Council Meetings (Tab A)

3. Adjournment

4. Information Memorandum

- a. Quarterly Downtown Public Parking Report *(Tab 05)*
- b. Quarterly Update on Council Priorities *(Tab 06)*
- c. Economic Development Steering Committee Follow-up Report *(Tab 07)*
- d. Capacity of Utility Plants – Semi Annual Report *(Tab 08)*
- e. Update on 2018 Legislative Agenda *(Tab 09)*

5. Upcoming Events

- March 1 – Paper Conservation, Rachel-Ray Cleveland, lecture, Thomas Balch Library, 10 a.m.
- March 1 – Highlights of Loudoun County African American Bus Tours, Thomas Balch Library
- March 1 – *The Last Meeting*, presentation, Rachel-Ray Cleveland, Thomas Balch Library, 10 am.
- March 2 – Leesburg’s First Friday, Historic Downtown Leesburg, 6 p.m. – 9 p.m.
- March 3 – Spring Bling Fine Arts & Craft Show, Ida Lee Park Recreation Center, 9 a.m. – 4 p.m.
- March 4 – *A Tale of Two Navies*, by Anthony R. Wells, lecture, Thomas Balch Library, 2p.m.
- March 10 – Youth Career Expo, Tuscarora High School, 11 a.m. – 2 p.m.
- March 17 – A Civil War Walking Tour of Leesburg, Richard Gillespie, Thomas Balch Library, 10 a.m. *(Good walking shoes required)*
- March 17 – Family Fun Saturday, Downtown Leesburg, 11 a.m. – 2 p.m.
- March 18 – *Harriet Lane Original First Lady of Washington*, lecture, Bob O’Connor, Thomas Balch Library, 2 p.m.
- March 21 – Genetic Genealogy: Understanding DNA Results, seminar, Thomas Balch Library, 9 a.m.

March 22 – AR Workshop Loudoun Ribbon Cutting Ceremony, 1601 Village Market Blvd., Ste. 116, 5:30 p.m.

March 24 – Easter Egg Hunt, Ida Lee Park, 12 p.m. – 3 p.m.

April 1 – Keep Leesburg Beautiful, Leesburg

April 1 – Portraits from Viet Nam and Cambodia, Jim Hanna, Thomas Balch Library

April 1 – General George C. Marshall: 20th Century American Hero, George C. Marshall International Center

April 5 – Researching Court Records, Judge Jeanette Irby, lecture, Thomas Balch Library, 10 a.m.

April 6 – Leesburg’s First Friday, Historic Downtown Leesburg, 6 p.m. – 9 p.m.

April 8 – *We Face the Dawn*, Margaret Edds, lecture, Thomas Balch Library, 2 p.m.

April 11 – Poet’s Walk Leesburg Ribbon Cutting Ceremony, 102 Desmond Plaza SE, 5 p.m.

April 14 – Historic Leesburg Walking Tour, James Roberts, Thomas Balch Library, 9 a.m. (*Sturdy walking shoes recommended*)

April 15 – *Virginia Wine: Four Centuries of Change*, Andrew A. Painter, lecture, Thomas Balch Library, 2 p.m.

April 20 – Loudoun Chamber of Commerce’s 2018 Valor Awards, The National Conference Center, 18980 Upper Belmont Place, 11:30 a.m. – 2 p.m.

April 21 & 22 – 28th Annual Flower & Garden Festival, Downtown Leesburg, 10 a.m. – 6 p.m.

April 28 – Beer Fest, Village of Leesburg, 12 p.m. – 6 p.m.

April 29 – SuperHero 5K Run/Walk, Village of Leesburg, 8 a.m. – 10 a.m.

April 29 – *A Village in Time, 1660-1990: Discovering American History in a Small Virginia Quaker Village*, Neil C. Hughes, lecture, Thomas Balch Library, 2 p.m.

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Meeting
February 27, 2018
7:00 p.m.
Council Chambers

1. CALL TO ORDER
2. INVOCATION: Mayor Burk
3. SALUTE TO THE FLAG: Council Member Martinez
4. ROLL CALL
5. MINUTES (*Tab 10*)
 - a. Work Session Meeting Minutes of February 12, 2018
 - b. Regular Session Meeting Minutes of February 13, 2018
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. CERTIFICATE OF APPRECIATION (*Tab 11*)
 - a. Certificate of Appreciation: Dianne Monica Lee
8. PROCLAMATIONS
 - a. None.
9. PRESENTATION
 - a. Fiscal Year 2019 Proposed Budget (Kaj Dentler) – Material to be Handed Out Night of Meeting
10. PETITIONERS
11. APPROVAL OF THE CONSENT AGENDA
 - a. License Agreement with United Fiber and Data (*Tab 12*)

RESOLUTION

Authorizing the Town Manager to Execute a License Agreement between the Town of Leesburg and United Fiber and Data for Telecommunications Facilities in the Town's Right-of-way

- b. License Agreement between the Town of Leesburg and NOVEC Solutions, Inc. (Tab 13)

RESOLUTION

Authorizing the Town Manager to Execute a License Agreement between the Town of Leesburg and NOVEC Solutions, Inc. (“NOVEC Solutions”), for Telecommunications Facilities in the Town’s Right-of-way

- c. Authorizing an Agreement, Approving a Water Extension Permit, and Waiving a Performance Guarantee for Loudoun County Courthouse Expansion Phase III (TLPF-2016-0012) (Tab 14)

RESOLUTION

Authorizing an Agreement and Approving a Water Extension Permit and Waiving a Performance Guarantee for the Loudoun County Courthouse Expansion Phase III (TLPF-2016-0012)

- d. Primary Extension Paving Program (Tab 15)

RESOLUTION

Funding Appropriation for the Virginia Department of Transportation Fiscal Year 2018 Primary Extension Paving Program Funding in the Amount of \$359,000

- e. Appointment of Nick McCarter to the Economic Development Commission (Thiel) (Tab 16)

RESOLUTION

Appointment of Nick McCarter to the Economic Development Commission

- f. License Agreement between the Town of Leesburg and Mobilitie, LLC (Tab 17)

RESOLUTION

Authorizing the Town Manager to Execute a License Agreement between the Town of Leesburg and Mobilitie, LLC, for Small Cell Telecommunications Facilities in the Town’s Right-of-way

12. RESOLUTIONS

- a. Memorandum of Agreement with Loudoun County for Affordable Dwelling Units (ADUs) (Tab 02) – Dependent on Council Direction

RESOLUTION

Affordable Dwelling Unit Memorandum of Agreement

- b. Fiscal Year 2019 Budget Review and Adoption Schedule (Tab 18)

RESOLUTION

Fiscal Year 2019 Budget Approval Schedule

- c. Property Assessed Clean Energy (PACE) Program (Tab 01) – Dependent on Council Direction

RESOLUTION

Support for Loudoun County to Adopt the Property Assessed Clean Energy (PACE) Program

13. PUBLIC HEARINGS
 - a. None.
14. UNFINISHED BUSINESS
 - a. None.
15. NEW BUSINESS
 - a. None.
16. COUNCIL COMMENTS
17. MAYOR'S COMMENTS
18. MANAGER'S COMMENTS
19. CLOSED SESSION
 - a. None.
20. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three day's notice is requested. Thank you.
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REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

Public Hearings

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions/Committee of the Whole

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

TOWN COUNCIL AGENDA MATERIALS

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at clerk@leesburgva.gov.

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.