



**AGENDA  
PURCELLVILLE TOWN COUNCIL REGULAR MEETING  
APRIL 26, 2016, 7:00 PM  
TOWN HALL COUNCIL CHAMBERS**

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- 1. CALL TO ORDER OF REGULAR MEETING** (Mayor Fraser)
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION** (Mayor Fraser)
- 4. SUMMARY OF MOTIONS**
- 5. AGENDA AMENDMENTS/APPROVAL** (Town Council and Staff)
- 6. PROCLAMATIONS/RECOGNITIONS** (Town Council)
  - a. Loudoun Valley High School State Champion – Cade Kiely, Wrestling
  - b. Loudoun Valley High School State Champion – Sean Conway, Swimming
  - c. Loudoun Valley High School Boys Distance Medley Relay National Champions
  - d. Proclamation - Drew Hunter Day
  - e. Proclamation - Look Up Day
  - f. Proclamation – Dave Becker Day
- 7. PUBLIC HEARINGS**
  - a. None
- 8. PRESENTATIONS**
  - a. None
- 9. CITIZEN/BUSINESS COMMENTS** (Mayor Fraser)

*(All citizens who wish to speak will be given an opportunity, and limits will be imposed on all speakers. All speakers should sign up prior to speaking and Town residents will be given the first opportunity to speak.)*
- 10. MAYOR AND COUNCIL COMMENTS** (Mayor Fraser)
- 11. DISCUSSION/INFORMATIONAL ITEMS**
  - a. Public Safety Reports

- i. Purcellville Volunteer Rescue Squad (Aaron Kahn, President)
  - ii. Purcellville Police Department (Lt. Joe Schrock/Chief Cindy McAlister)
  - iii. Purcellville Volunteer Fire Company (Brad Quin, President) (pgs. 3-6)
  - iv. Purcellville Police Citizens Support Team (James Taylor, President/Dawn Mabe, Vice President) (pg. 7)
- b. Public Works Monthly Operations Report (A. Vanegas (pgs. 9-12)
  - c. Personnel Update (D. Davis) (pgs. 13-14)
  - d. Issues of School Traffic on Elliott Drive (C. McAlister)

**12. ACTION ITEMS**

- a. None

**13. DISCUSSION OF ITEMS PROPOSED FOR FUTURE PRESENTATIONS / RECOGNITION**

- a. None

**14. APPROVAL OF MINUTES (pgs. 15-60)**

- a. April 5, 2016 Special Meeting/Budget Work Session
- b. April 12, 2016 Town Council Regular Meeting

**15. ADJOURNMENT**

\*Roll Call Votes

IF YOU REQUIRE ANY TYPE OF REASONABLE ACCOMMODATION AS A RESULT OF PHYSICAL, SENSORY OR MENTAL DISABILITY IN ORDER TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT DIANA HAYS, TOWN CLERK, AT 540-338-7421. THREE DAYS NOTICE IS REQUESTED.



**STAFF REPORT**  
**INFORMATIONAL ITEM**

Item #11.a.iii.

**SUBJECT:** Purcellville Volunteer Fire Company Monthly Update

**DATE OF MEETING:** April 26, 2016

**STAFF CONTACTS:** Bradley J. Quin, President/Membership Chair

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**SUMMARY and RECOMMENDATIONS:**

The contents of the report is intended to help inform the Town Council of the administrative activities of the PVFC in service to the community.

**ATTACHMENT(S):**

1. April 2016 Update



## **PURCELLVILLE VOLUNTEER FIRE COMPANY**

### **ADMINISTRATIVE REPORT TO THE PURCELLVILLE TOWN COUNCIL**

The contents of this report are intended to help inform the Purcellville Town Council of the administrative activities of the Purcellville Volunteer Fire Company in service to the community. Operational data (fire calls, action reports) are excluded and are part of a more formal operational report provided by the Chief of the Department.

#### **Administration**

- Five members of the Purcellville Volunteer Fire Company were honored at the annual Valor Awards Luncheon sponsored by the Loudoun Chamber of Commerce with a Unit Citation. The individuals are Chief Bob Dryden, Captain Scott Maple, Fire Fighters Christian Perdue, Scott Perdue and Chance Handley, and Probationary Fire Fighter Anselm Terreri. They are being recognized for their superior work on a serious structure fire in Round Hill last spring. They were the only volunteer fire company members recognized for superior service to the greater Loudoun Community.
- The Company also has a total of nine probationary firefighters in fire school currently. They are expected to graduate in June and we hope to introduce them to the community and Town Council in July. They join two others who graduated this winter.
- We have an additional two members in the current EMT school who are also expected to graduate in June. They join three others who added this required certification to their credentials as firefighters. Unlike dedicated rescue companies, fire companies must have state certified fire fighters and state-certified emergency medical certifications.
- The trend for continued volunteer losses and increased career (paid) staffing continues County-wide. As this occurs the public funding for such staffing will increase with a congruent impact on the County budget. With the settlement of the County's 'equalized tax rate' the value of volunteer service in economic terms goes largely unnoticed. The value in **annual** forgone salaries and benefits of replacing all volunteers with paid staff was estimated to be approximate \$22.5 million. This compensation includes only operational, front line firefighters not and

additions to administrative staff. It also does not include the potential cost to the County of having to acquire all the fire apparatus and property (stations) now currently volunteer owned and operated.

Despite this trend, another municipality attempted to significantly reduce its annual contribution to its volunteer fire and rescue companies in the budget cycle this year. Such a reduction would have impacted the operating budget of the companies so severely that in order to maintain core emergency response almost all public service activities would have to have been cut. Eventually had such cuts prevailed, and/or extended into future years, municipal tax rates would have been dramatically impacted (increased) in order to replace the funding originally cut and then some. Shame on those penny-wise and pound foolish politicians.

- The Company has kicked off its 2016 Purcellville Fire Company Foundation Scholarship program. Each year the company provides \$1,000 scholarships to company members or family members who seek to advance their education beyond high school. A competitive application process is used to select finalists. Winners will be announced in early June.
- The Company finished its application for a FEMA-sponsored SAFER Grant which is dedicated to activities to support recruitment, retention and the health and welfare of fire fighters. The Company successfully competed for a similar AFG grant in 2013 and won \$125,000 to purchase personal protective gear required by NFPA for each fire fighter. Grant recipients will be announced in mid-summer.

### **Community Outreach and Public Relations**

- Duty crew meals continue to be provided through the efforts of the Sellers family for each of our monthly meeting dates.
- Sundaes on Saturday are coming. Free ice cream is scooped at the station the last Saturday of May, June, July and August between 6 and 8 PM. The public is invited. Look for announcements in the newspaper soon.
- Eight Ride the Fire Truck to School winners are being scheduled for their rides this month and in May. Schools represented are Ken Culbert Elementary, Mountain View Elementary, Harmony Middle School, and Emerick Elementary. Each year the PVFC drives school-aged winners to their school in the fire truck. As much the young people enjoy this treat, moms and dad have ridden along and seem to enjoy it as much if not more.

- 25 Boy Scouts for t Troop 39 in Purcellville visited the fire station for a fire safety lecture and tour of the station. The tour included seeing and handling basic firefighting tools, orientation to the different apparatus the company operates and a visit to the living quarters of the station.
- Chiefs Bob Dryden and Michael O'Brien serve on the County's Aid to Localities (ATL) fund distribution committee and Chief Dryden serves as the company representative to the Fire Operations Committee of LC-CFRS.

### **Key Fire Service Facts**

**3%** - the ratio of administrative expense to total operating expense at the company.

**45%** – the percentage of the company's total operating budget to keep our apparatus on the road across just three cost areas: fuel, vehicle maintenance and apparatus payments

**25,000** – the rough weight in pounds of 3,000 gallons of water carried in Tanker 602, or 12.5 tons.

**1,500** – the maximum capacity of the pump on Rescuer Engine 602 in gallons per minute.

Respectfully Submitted

Bradley J. Quin  
President/Membership Chair

April 2016



## **STAFF REPORT**

### **INFORMATION ITEM**

Item: 11.a.iv.

**SUBJECT:** Purcellville Police Citizen Support Team

**DATE OF MEETING:** April 26, 2016

**CONTACT:** Dawn Mabe, President

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#### **SUMMARY AND RECOMMENDATIONS:**

The following is a list of events in which the support team assisted since the last report of January, 2016.

1. Loudoun Home Grown Expo held on February 27<sup>th</sup>. The Support Team assisted by checking I.D.'s and putting on bracelets for appropriate aged visitors who wanted to sample alcoholic beverages. We also kept a running tally of visitors.
2. Monthly meetings were held on March 16<sup>th</sup> and April 13<sup>th</sup>.

#### **UPCOMING EVENTS:**

1. Tree of Life Annual Clothing and Furniture giveaway to be held on April 30<sup>th</sup> from 7 am til 11 am. The team helps people with bagging clothes and carrying to vehicles and any other duties needed.
2. Drug Take Back Day to be held on April 30<sup>th</sup>. We assist in collecting outdated prescription medications as well as over the counter medications that citizens want to dispose of. The collected items are then transported by an officer to the State Police barracks where they are incinerated. This is a great service as it helps keep the medications from being accidentally ingested by small children and/or animals or otherwise being disposed of improperly.
3. Sadie's Race to be held on May 1<sup>st</sup>.

The Purcellville Police Citizen Support Team looks forward to helping out both the Police Department and the community in the upcoming events for 2016.

President – Dawn Mabe  
Vice-President – James Taylor

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**STAFF REPORT**  
**INFORMATIONAL ITEM**

Item #11b

**SUBJECT:** Public Work Monthly Operations Report

**DATE OF MEETING:** April 26, 2016

**STAFF CONTACT:** Alex Vanegas, Director, Public Works

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**SUMMARY and RECOMMENDATIONS:**

Attached for your review are the Monthly Operations Reports for the Street & Utility Maintenance, Water Reclamation and Water Treatment divisions of the Public Works Department. The enclosed reports are for the month of March 2016. Should you have any questions or desire any further clarification please let us know.

**ATTACHMENT(S):**

1. Street & Utility Maintenance, Water Reclamation and Water Production Monthly Operations Reports.

MAINTENANCE DEPARTMENT  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: MARCH 2016  
PREPARED: APRIL 2016

MAINTENANCE DEPARTMENT  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: MARCH 2015  
PREPARED: APRIL 2015

MEASURE	MONTH	UNITS	FY YTD	UNITS
WORK ORDERS (W.O.) PROCESSED	130	#	1020	#
STAFF HOURS REQUIRED FOR W.O.	463.5	HRS.	4936.75	HRS.
NON-CORE DUTIES HOURS	42.5	HRS.	66.5	HRS.
CD. MAN HOURS REQUIRED FOR WO	421	HRS.	4870.25	HRS.
PM FIRE HYDRANTS	0	#	0	#
EMERGENCY FIRE HYDRANT REPAIR	0	#	1	#
PM VALVE EXERCISED	0	#	0	#
CCTV SEWER LINE	1,450	L. FT.	10,427	L. FT.
# OF WATER BREAKS	0	#	2	#
# OF SEWER BACKUPS	1	#	10	#
# OF CLEANOUTS INSTALLED	0	#	3	#
# OF MIS UTILITY TICKETS	131	#	806	#
# OF METERS READ	31	#	201	#
# OF METERS SHUT OFF	7	#	62	#
# OF METERS TURNED ON	7	#	52	#
# OF REPLACED METERS	0	#	2	#
# OF REPLACED REGISTERS	2	#	28	#
# OF NEW ACC. METER INSTALLS	6	#	19	#
# OF LEAK CHECKS	16	#	89	#
# OF REPLACED MIUs (Radios)	26	#	63	#
CUSTOMER COMPLAINTS	12	#	98	#
WATER COMPLAINTS REC'D	0	#	5	#
WATER COMPLAINTS RESOLVED	100	%	100	%
WASTEWATER COMPLAINTS REC'D	1	#	2	#
WASTEWATER COMPLAINTS RES'D	100	%	100	%
SEWER LINE CLEANED	0	L. FT.	6,022	L. FT.
BULK WATER SALES-QTY.	231,700	Gallons	1,110,700	Gallons
BULK WATER SALES-\$	\$1,890	\$	\$7,879	\$

MEASURE	MONTH	UNITS	FY YTD	UNITS
WORK ORDERS (W.O.) PROCESSED	156.00	#	1295.00	#
STAFF HOURS REQUIRED FOR W.O.	822.00	HRS.	4891.80	HRS.
NON-CORE DUTIES HOURS	0.00	HRS.	29.50	HRS.
CD. MAN HOURS REQUIRED FOR WO	822.00	HRS.	4862.30	HRS.
PM FIRE HYDRANTS	0	#	160	#
EMERGENCY FIRE HYDRANT REPAIR	0	#	0	#
PM VALVE EXERCISED	0	#	0	#
CCTV SEWER LINE	0	L. FT.	9693	L. FT.
# OF WATER BREAKS	1	#	4	#
# OF SEWER BACKUPS	1	#	6	#
# OF CLEANOUTS INSTALLED	1	#	2	#
# OF MIS UTILITY TICKETS	117	#	748	#
# OF METERS READ	22	#	189	#
# OF METERS SHUT OFF	13	#	65	#
# OF METERS TURNED ON	14	#	48	#
# OF REPLACED METERS	0	#	6	#
# OF REPLACED REGISTERS	0	#	61	#
# OF NEW ACC. METER INSTALLS	2	#	20	#
# OF LEAK CHECKS	5	#	82	#
# OF REPLACED MIUs (Radios)	1	#	97	#
CUSTOMER COMPLAINTS	11	#	76	#
WATER COMPLAINTS REC'D	1	#	5	#
WATER COMPLAINTS RESOLVED	100	%	100	%
WASTEWATER COMPLAINTS REC'D	0	#	0	#
WASTEWATER COMPLAINTS RES'D	100	%	100	%

ACTIVITIES

Sean Grey attended Basic Management and Leadership Training

**WATER RECLAMATION FACILITY  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: MARCH 2016  
PREPARED: APRIL 2016**

**WATER RECLAMATION FACILITY  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: MARCH 2015  
PREPARED: APRIL 2015**

MEASURE	MONTH	AVG./DAY
INFLUENT FLOW	23,052,500 GAL	743,600 GAL
EFFLUENT FLOW	23,529,700 GAL	758,800 GAL
MAXIMUM DAY INFLUENT	976,700 GAL	
FERRIC CHLORIDE	1,361 GAL	44 GAL
CITRIC ACID	215 GAL	72 GAL
SODIUM HYPOCHLORITE	126 GAL	21 GAL
METHANOL	1,062 GAL	34 GAL
RAIN	2.00 IN.	0.07 IN.

MEASURE	MONTH	AVG./DAY
INFLUENT FLOW	23,258,300 GAL	750,300 GAL
EFFLUENT FLOW	23,176,000 GAL	747,600 GAL
MAXIMUM DAY INFLUENT	1,093,800 GAL	
FERRIC CHLORIDE	1,353 GAL	44 GAL
CITRIC ACID	- GAL	- GAL
SODIUM HYPOCHLORITE	166 GAL	18 GAL
METHANOL	890 GAL	29 GAL
RAIN	3.95 IN.	0.13 IN.

	MONTHLY TOTAL NUTRIENT DISCHARGE
TOTAL NITROGEN	203 LBS.
TOTAL NITROGEN YTD	554 LBS.
AVG. DAILY NITROGEN	1.06 MG/L
VPDES NITROGEN LIMIT	4.0 MG/L
TOTAL PHOSPHORUS	334 LBS.
TOTAL PHOSPHORUS YTD	76 LBS.
AVG. PHOSPHORUS DAILY	0.17 MG/L
VPDES PHOSPHORUS LIMIT	0.3 MG/L

	MONTHLY TOTAL NUTRIENT DISCHARGE
TOTAL NITROGEN	N/A LBS.
TOTAL NITROGEN YTD	N/A LBS.
AVG. DAILY NITROGEN	N/A MG/L
VPDES NITROGEN LIMIT	4.0 MG/L
TOTAL PHOSPHORUS	23 LBS.
TOTAL PHOSPHORUS YTD	78 LBS.
AVG. PHOSPHORUS DAILY	0.13 MG/L
VPDES PHOSPHORUS LIMIT	0.3 MG/L

**ACTIVITIES**

Justin Frazier attended A Management & Supervisory Leadership Training Program  
SSO report sent to DEQ of overflow at East End pump Station

WATER TREATMENT PLANT  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: MARCH 2016  
PREPARED: APRIL 2016

WATER TREATMENT PLANT  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: MARCH 2015  
PREPARED: APRIL 2015

WATER	MONTH	UNITS	AVG./DAY	UNITS	WATER	MONTH	UNITS	AVG./DAY	UNITS
ALUMINUM SULFATE	1,456.2	lbs.	47.0	lbs.	ALUMINUM SULFATE	990.8	lbs.	32.0	lbs.
POLYMER					POLYMER				
METAPHOSPHATE	90.2	lbs.	2.9	lbs.	METAPHOSPHATE	278.4	lbs.	9.0	lbs.
SODA ASH	1,478.6	lbs.	47.7	lbs.	SODA ASH	1,295.6	lbs.	41.8	lbs.
FLUORIDE (WTP & WELLS)	168.2	lbs.	5.4	lbs.	FLUORIDE (WTP & WELLS)	230.7	lbs.	7.4	lbs.
POTASSIUM PERMANGANATE	32.3	lbs.	1.0	lbs.	POTASSIUM PERMANGANATE	22.1	lbs.	0.7	lbs.
CHLORINE (HYPOCHLORITE @ WTP)	189.0	lbs.	6.1	lbs.	WTP)	172.9	lbs.	5.6	lbs.
CHLORINE RESIDUAL (TANK)			1.7	mg/L	CHLORINE RESIDUAL (TANK)			1.7	mg/L
AVERAGE PH (FINISHED)			7.4	SU	AVERAGE PH (FINISHED)			7.7	SU
BULK WATER SALES	224,900	gals.	7,254.8	gals.	INLINE METER, COOPER SPRINGS	3,395,065	gals.	109,518	gals.
INLINE METER, COOPER SPRINGS	3,805,214	gals.	122,748.8	gals.	JEFFERIES WELL	0	gals.	0	gals.
JEFFERIES WELL	0	gals.	0.0	gals.	WATER PLANT GALLONS	6,786,400	gals.	218,916	gals.
WATER PLANT GALLONS	7,272,600	gals.	234,600.0	gals.	MARSH WELL	1,871,300	gals.	60,365	gals.
MARSH WELL	2,231,700	gals.	71,990.3	gals.	MOUNTAIN VIEW WELL	807,300	gals.	26,042	gals.
MOUNTAIN VIEW WELL	912,600	gals.	29,438.7	gals.	MAIN STREET VILLAGES WELLS (MS-1 & VC)	4,135,600	gals.	133,406	gals.
MAIN STREET VILLAGES WELLS (MS-1 & VC)	2,966,700	gals.	95,700.0	gals.	CORNWELL #2 WELL	1,714,860	gals.	55,318	gals.
CORNWELL #2 WELL	1,813,272	gals.	58,492.6	gals.	FORBES WELL	1,068,009	gals.	34,452	gals.
FORBES WELL	1,039,653	gals.	33,537.2	gals.	HIRST #2 WELL	1,140,400	gals.	36,787	gals.
HIRST #2 WELL	0	gals.	0.0	gals.	TOTAL WATER FLOW	20,918,934	gals.	674,804	gals.
TOTAL WATER FLOW	16,236,525	gals.	523,758.9	gals.					

**RESERVOIR LEVELS:**

FRONT LAKE:	1-Mar-2016	5.27'	31-Mar-2016	5.38'
BACK LAKE:		5.32'		5.18'
RAINFALL:		1.99"		

**RESERVOIR LEVELS:**

FRONT LAKE:	1-Mar-2015	5.6'	31-Mar-2015	5.36'
BACK LAKE:		5.02'		5.20'
RAINFALL:		3.83"		

**ACTIVITIES**

NPDES Discharge Monitoring Report due 3/10 was submitted electronically on 3/3/2016  
 VDH ODW Monthly Operating Report due 3/10 was submitted electronically on 3/10/2016  
 Four Weekly Water Production Reports were completed  
 MS2 well house- Replaced 4" Butterfly shut-off valve on the VC raw water line that was inoperable, replaced some 4" piping(water and maintenance staff)  
 Bacteriological Sample Sting Plan submitted and approved by VDH in accordance with the Revised Total Coliform Rule  
 WTP Staff conducted the annual required DCR inspection of the Hirst Reservoir Dam.  
 WTP sludge drying beds were cleaned and approximately 6.5 tons of dry sludge was disposed of at the County Landfill  
 Replaced valves at the WTP discharge basins  
 Repaired entrance gate at the Raw Water Building- snow plow damage  
 Barry DeFbaugh achieved a Class II Operator License. Bernie Snyder attended management training

TOWN OF PURCELLVILLE  
 Personnel Update -As of April 20, 2016

Total Budgeted Positions: 80  
 Total Filled Positions: 78  
  
 Total Current Full-time EEs: 67  
 Total Current Part-time EEs: 11  
 Total Current Employees: 78  
  
 Total Leave of Absence: 0  
 Total Promotions: 0  
 Total Transfers: 0  
 Total Resign/Retire/Invol: 1  
 Total Open Positions: 3  
 New Hires 1

**OPEN POSITIONS**

ADMINISTRATION

No openings

FINANCE

Position Title	Budget	Filled/Vacant	Status
Payroll/Accounting Specialist	Replace	Retirement	Recruiting

COMMUNITY DEVELOPMENT

No openings

POLICE DEPARTMENT

Position Title	Budget	Filled/Vacant	Status
Police Officer	Replace	Vacant	Recruiting

INFORMATION TECHNOLOGY

Position Title	Budget	Filled/Vacant	Status
IT Director	Replace	Filled	Shannon Bohince
P/T IT Service Technician	New	Vacant	Recruiting

PARKS AND RECREATION

No openings

PUBLIC WORKS/ADMINISTRATION

No openings

PUBLIC WORKS/ENGINEERING

No openings

PUBLIC WORKS/MAINTENANCE  
No openings

PUBLIC WORKS/WATER  
No openings

PUBLIC WORKS/WASTE WATER  
No Openings



**STAFF REPORT**  
**ACTION ITEM**

Item #14

**SUBJECT:** Approval of Meeting Minutes  
**DATE OF MEETING:** April 26, 2016  
**STAFF CONTACTS:** Diana Hays, Town Clerk/Project Manager

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**SUMMARY and RECOMMENDATIONS:**

Attached are the meeting minutes from the April 5, 2016 Special Meeting/Budget Work Session and the April 12, 2016 Town Council Regular Meeting for review and approval by Town Council.

**ATTACHMENT(S):**

1. April 5, 2016 Special Meeting/Budget Work Session
2. April 12, 2016 Town Council Regular Meeting

**MINUTES  
PURCELLVILLE TOWN COUNCIL  
SPECIAL MEETING/BUDGET WORK SESSION  
APRIL 5, 2016, 7:00 PM  
TOWN HALL COUNCIL CHAMBERS**

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The Town Council Special Meeting/Budget Work Session was convened at 7:00 PM in Council Chambers with the following in attendance:

**PRESENT:** Kwasi Fraser, Mayor  
Joan Lehr, Council member  
Karen Jimmerson, Council member  
Patrick McConville, Council member  
Doug McCollum, Council member  
John Nave, Council member  
Melanie Fuller, Council member

**ABSENT:** None

**STAFF:** Robert Lohr, Jr., Town Manager  
Danny Davis, Assistant Town Manager  
Sally Hankins, Town Attorney  
Alex Vanegas, Director of Public Works  
Elizabeth Krens, Director of Finance  
Chief Cindy McAlister, Police Dept.  
Hooper McCann, Director of Administration  
Paula Hicks, Staff Accountant  
Debbie Capitan, Budget Specialist

**CALL TO ORDER OF REGULAR MEETING:**

Mayor Fraser called the special meeting/budget work session to order at 7:00 PM. The Pledge of Allegiance followed.

**FY 2017 BUDGET WORK SESSION:**

Danny Davis noted that a packet was provided to Town Council which included most of the responses for questions asked by Council and that an additional handout was provided which included three additional responses pertaining to IT questions.

a. Discussion of General Fund

Mayor Fraser asked about Mary's House of Hope and where the money would go if the property were sold. Rob Lohr confirmed it would go into Reserves and show as proceeds from property (100-3189905-0000) and an expenditure line to include a budget amendment that showed the

money being transferred into Reserves and used at Council's discretion. Mayor Fraser asked why it would go into that fund instead of wastewater since the old maintenance building is in the same area and allocated to that fund. Rob Lohr noted that this is because of the location of the facilities, and noted staff could look into whether the proceeds could go into wastewater by verifying how it was originally purchased. Vice Mayor McConville asked how this could affect the rates if it could go into the wastewater fund. Rob Lohr noted it would not affect the rates due to the money needed in the fund in the future, and added after the settlement Council could determine where to allocate the proceeds.

Council member Jimmerson talked about the proposed \$15,000 for Fireman's Field rent and asked if that would be removed since an agreement is not in place. Rob Lohr noted this has not yet been resolved due to the extension of the existing agreement with the County.

Council member Jimmerson asked about budget revenues for operating and police revenue being down 32% for the projection and asked what caused that change. Rob Lohr stated this would be discussed with the Chief at the next management meeting and then would provide a response to Council.

Mayor Fraser asked when planning for allocating for police force, asked Chief McAlister about the availability of County officers to augment the Town's officer's services to the community. Chief McAlister stated she does not consider the Sheriff's office in most cases however they do assist with emergencies.

ii. Expenditures

Council member Lehr talked about Town Council making decisions and choosing expenditures that Council feels can be eliminated or provide a number to the Town Manager in order to eliminate expenditures.

Council member Lehr talked about the increase in revenues with over half coming from a two cents tax increase, and added she prefers to keep the taxes at the twenty-two cents even though there will be some fluctuations in some residents tax rates based on assessments. Council member Lehr further discussed ways of saving \$240,000 without increasing taxes and the elimination of a police vehicle and the study for the new police station due to finding the location and figuring out cost first. Chief McAlister talked about the age and mileage on the police vehicles to be replaced as well as the site survey. Alex Vanegas added that the feasibility study cannot be done in house due to the level of expertise needed. Council member Jimmerson talked about the validity with having a study because the best options can be explored as well as estimates and opportunities for future growth. Mayor Fraser talked about the comprehensive plan update and would like to engage the citizens and have them decide where the next police station should be before engaging an outside entity to conduct a study. Mayor Fraser added the Town does not have the means at this time without incurring new debt. Council member McCollum added he feels this can be deferred due to funds available this year. Vice Mayor McConville stated he does not feel this is an immediate need and suggested saving \$10,000 to \$15,000 now for this to use in the future. Council member Nave noted the requirements for a new station have not yet been defined and should be before conducting a study. Danny Davis added that this would be part of the process. Mayor Fraser summarized that Council feels there is not an urgent need and this can be delayed for a year or so. Council member Lehr talked about locations for a future police station and agrees this year may not be the right time and would like

to remove \$35,000 to \$50,000. Council member McCollum talked about the property across from the high school near the safety center as a possible location and does not want to put money aside at this time. Council member Fuller stated she agrees with Council member McCollum about not putting the money aside due to debt. Mayor Fraser confirmed that the full \$50,000 be removed.

Council member Lehr talked about removing one of the police vehicles. Chief McAlister stated her concern with giving up a vehicle is not knowing about repairs over the year. Council member McCollum suggested getting one new vehicle for the police department and keeping the amount in the budget for a vehicle for public works. Alex Vanegas stated he can have staff review the two police vehicles in question and will provide the feedback to Council.

Mayor Fraser asked about the savings with the health insurance plan. Danny Davis confirmed that the provider network would remain the same as well as the out of network, and that the changes to employees include an increase in co-pays and deductibles and added staff is in the process of comparing neighboring jurisdictions. Council member Lehr requested a breakdown of how much savings would be in the general fund and Danny Davis noted he will look into this and report back to Council.

Council member McCollum noted that under Administration he would like to keep the compensation study in the budget in order to determine market rates to make sure staff is being compensated fairly, and would also like to keep the records management consultant which would result in cost savings in the future. Council member McCollum added he feels paralegals are an important part of an effective functional legal department. Council member McCollum stated he would also like to keep the Office Manager in the police department as it has been well justified and would also like to replace one of the police vehicles however would prefer to remove one of the vehicles in the police department as well as the speed display for a savings of approximately \$51,000.

Vice Mayor McConville stated he would like to consider the staffs 3% index rate adjustment to a 2% adjustment to save approximately \$51,000. Rob Lohr added that because Council is considering the change in insurance plans for employees, requested to not adjust anything else pertaining to staff and added in the past few years there have been positions frozen, more work to be done with less staff, and staff went several years with no increases, and asked Council to think about the potential impacts to staff. Council member McCollum stated he would not like to decrease the index rate adjustment to 2% and feels there are room in other places to cut. Council member Nave talked about the requested vehicle in Public Works and after further discussion, Danny Davis noted that that vehicle was previously removed from the budget due to the salary issue in the police department. Council member McCollum stated he would vote to replace the public works vehicle and asked if the vehicle is shared by other departments. Alex Vanegas stated the vehicle is exclusively used by public works.

Mayor Fraser asked about the Assistant Director of Public Works position showing as \$81,000 and the police Office Manager is at \$81,200 per year. Alex Vanegas stated the Assistant Director of Public Works is \$134,000 and recommended it be split between three funds. Danny Davis added that a better approach will be to look at the department after the budget process and reorganize at that time however requested that the budget not be formed around the idea of reorganizing. Council member Lehr stated she would like to leave the Assistant Director position in the budget and if there is a vacant position asked if staff can make that position a part

time position. Rob Lohr requested that Council look at the bigger items and provide staff with direction on what they want the final number to be. Council member McCollum stated he would like to keep the Assistant Director of Public Works position and one vehicle and feels the public works function is too important for one person to handle, and added he would prefer to remove the Maintenance Worker position since it has not been completely justified.

Council member Jimmerson noted she would like the Town Manager to go back to the departments to discuss then provide a recommendation to Council as to what to cut. Council member Fuller noted the budget looks lean however the consensus is to not raise taxes. Mayor Fraser requested that Rob Lohr send to Council an update as to where they stand on reducing the budget by \$240,000. Rob Lohr stated he can provide strong recommendations to Council hopefully by the close of business Friday to allow time for review before the vote the following Tuesday.

Mayor Fraser talked about the profit from Mary's House of Hope, and Rob Lohr asked if Council is willing to sell the facility regardless and if so, it could be added to the budget for the next fiscal year. Mayor Fraser noted he does not feel Council can decide that at this time. Rob Lohr added that because the sale has a contingency that the money is not currently in the budget due to the uncertainty.

Alex Vanegas confirmed via a question from Council that the money from timbering at the reservoir is not included in the budget due to the contract not being in place.

b. Discussion of Special Parks and Recreation Fund

This item was not discussed.

c. Discussion of Water Fund

This item was not discussed.

d. Discussion of Wastewater Fund

This item was not discussed.

e. Discussion of Capital Improvement Programs

This item was not discussed.

f. Tax Rates, Utility Rates, Other Taxes/Rates

This item was not discussed.

**AMENDMENT/REVIEW OF UPCOMING BUDGET SCHEDULE:**

Danny Davis confirmed that the next regular meeting is scheduled for Tuesday, April 12 which includes a public hearing on the budget and other advertised taxes and fees followed by a budget work session on April 14.

**ADJOURNMENT:**

With no further business to discuss, Council member Fuller made a motion to adjourn at 8:29 PM. The motion was seconded by Vice Mayor McConville and approved unanimously.

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Kwasi A. Fraser, Mayor

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Diana Hays, Clerk of Council

**MINUTES  
PURCELLVILLE TOWN COUNCIL MEETING  
APRIL 12, 2016  
TOWN HALL COUNCIL CHAMBERS**

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The regular meeting of the Purcellville Town Council convened at 7:00 PM in Council Chambers with the following in attendance:

**PRESENT:** Kwasi Fraser, Mayor  
John Nave, Council member  
Joan Lehr, Council member  
Patrick McConville, Council member  
Doug McCollum, Council member  
Karen Jimmerson, Council member  
Melanie Fuller, Council member

**ABSENT:** None

**STAFF:** Robert Lohr, Jr., Town Manager  
Danny Davis, Assistant Town Manager  
Sally Hankins, Town Attorney  
Alex Vanegas, Director of Public Works  
Elizabeth Krens, Director of Finance  
Connie LeMarr, Assistant Director of Finance  
Patrick Sullivan, Director of Community Development  
Daniel Galindo, Senior Planner  
Chief Cindy McAlister, Police Dept.  
Joe Schroeck, Police Dept.  
Melanie Scoggins, Events Specialist  
Sheryl McIlvaine, Executive Assistant  
Diana Hays, Town Clerk (arrived 7:40 PM)

**CALL TO ORDER OF REGULAR MEETING:**

Mayor Fraser called the regular meeting to order at 7:00 PM. The Pledge of Allegiance followed.

**PRESENTATIONS:**

None

**PROCLAMATIONS/RECOGNITIONS:**

- a. Ben Packard, Town Council (absent)
- b. Melanie Fuller, Board of Zoning Appeals

Town Council presented Melanie Fuller with an appreciation plaque for her work while on the Board of Zoning Appeals.

**AGENDA AMENDMENTS/APPROVAL:**

Vice Mayor McConville suggested that the Northern Collector Road, Makersmith and Catoctin Corner Availability Fees be moved to items a, b and c and everything else moved down. This was requested due to the number of citizens in attendance. Council agreed.

**PUBLIC HEARINGS:**

**a. Tax and Fee Schedule**

Mayor Fraser opened the public hearing at 7:04 PM. Mayor Fraser granted each speaker three minutes to speak. Liz Krens provided the staff report.

Kelli Grim of Devonshire Circle stated her concerns with the number of inefficiencies and spending that needs reviewed. Ms. Grim stated there may be a citizen group interested in evaluating things. Ms. Grim stated she understands that this Council has inherited some very negative issues and debt.

Council had no comments. Mayor Fraser closed the public hearing at 7:08 PM.

**b. Proposed FY 2017 Budget**

Mayor Fraser opened the public hearing at 7:08 PM. Rob Lohr gave the staff report.

Kelli Grim submitted a request to speak form however when called upon declined the opportunity to speak.

Council had no comments. Mayor Fraser closed the public hearing at 7:10 PM.

**STANDING COMMITTEE, COMMISSION AND BOARD REPORTS:**

**a. Planning Commission**

Chairman McCollum noted the Planning Commission held a work shop on land use and the comprehensive plan review on April 7 and added that attendance was disappointing. Chairman McCollum added that staff is working on an interactive map online so the same exercise can be conducted online.

**b. Board of Architectural Review**

No report.

c. Parks and Recreation Advisory Board

Vice Mayor McConville talked about the Music and Arts Festival and added that bands have been confirmed for four stages. Vice Mayor McConville added that the PBA has partnered with the PRAB to offer a trolley ride through Town during the Music and Arts Festival. Two Eagle Scouts will present projects to the PRAB at their next meeting which includes improvements to the Chapman DeMary Trail.

d. Economic Development Advisory Committee

Council member Nave stated he did not attend the meeting due to a conflict with the Town Council Budget Work Session.

e. Purcellville Arts Council

Chairperson Jarvis updated Council on the Art in Town program and added there may be an artist reception for the incoming artist that will display at Town Hall. Chairperson Jarvis talked about youth art month and the success of the student art on display at the Train Station, and added that it is clear that the Town needs a visitor center of kiosk with Town information readily available for visitors.

Chairperson Jarvis stated the PAC is coordinating the arts portion for the Music and Arts Festival on May 21 which will be an exhibit only art show in the Bush Tabernacle. In addition, the PAC is helping to support the painted wine barrel project by informing area artists how they can participate.

Chairperson Jarvis noted she wrote the matching funds grant that was awarded to Visit Loudoun's State of the Art Committee.

The VA Commission for the Arts Grant application has been submitted and the PAC will match those funds and according to grant guidelines, will be awarding those art non-profits who have applied and have a direct bearing on the arts in Purcellville.

Chairperson Jarvis talked about future programs the PAC plans to add including artists lecture series, a Town mural, and public art including sculpture, and stated the PAC will need more members in order for those goals to be accomplished.

**CITIZEN AND BUSINESS COMMENTS:**

Mayor Fraser granted each speaker three minutes.

Kelli Grim of Devonshire Circle talked about items she would like to see answers to when citizens speak. Ms. Grim talked about the super majority vote that did not occur properly on the watershed regarding the conservation easement and requested that anyone that was on Council at that time to let citizens know what is going on. Ms. Grim talked about the tourism

plan previously presented by EDAC and that the information pertaining to the tourism district established in old town in 2012 is not readily available online. Ms. Grim added that the tourism zone only encompasses one property owners half a block and it is past due that the tourism district be removed from one single property or it be extended to the entire C-4 district. Ms. Grim noted in December 2014 a property owner held two public hearings and soon after the comprehensive plan amendment and rezoning were voted on. Ms. Grim added that as of the day of the vote the property owner had a balance due that day and the noted the property owner was told if they didn't pay the property tax the vote could not take place however in January and February of 2016 a public hearing and vote for a different property owner who had excessively delinquent taxes within the Town took place with a different set of standards.

Chris Stevenson, 240 E. Loudoun Valley Drive, came forward representing (as President) Americas Quilt of Faith which is a Virginia Corporation with a Purcellville address. Mr. Stevenson talked about the purpose of the organization which is to champion the idea that religion is indispensable to the American experiment in self-government. Mr. Stevenson noted the organization has several projects underway and would like to pilot one of them in Purcellville. The project is called the Religion City USA Program which is modeled after the Tree City USA program. Mr. Stevenson added that if an incorporated municipality fulfills a couple of requirements (none code-based) it can put up a Religion City USA sign or other signage. Mr. Stevenson reviewed the requirements which include issuing a declaration and hosting a conference. Mr. Stevenson requested to discuss this further with the Town by presenting a formal proposal at a future Town Council Meeting.

Vanessa Juzwiak, 44852 Rivermont Terrace in Ashburn came forward as the Small Business and Entrepreneurship Manager for Loudoun County Department of Economic Development and talked about her vision of the County and working with neighboring Towns that support entrepreneurship. Ms. Juzwiak talked about Makersmiths and the advantages of having them in the community as well as economic development opportunities.

Tom Hill, 17256 Pickwick Drive, talked about Makersmiths and their history and need for expansion to open up new possibilities. Mr. Hill added they have been talking with neighbors around the area about possibilities and buffering the area. Mr. Hill stated Makersmiths will have a booth at the Music and Arts Festival and is looking forward to hopeful negotiations with the Town.

Matthew Hines, 14421 Mountain Road, stated he is a member of Makersmiths and stated these have provided a crucial resource for sharing equipment, tools, collaboration space and education.

Michael Fistler, 17054 Simmintal Lane in Round Hill, talked about digital disruption and the largest software companies not writing their own applications. Mr. Fistler added he feels that Makersmiths proposal can help Purcellville capture part of this opportunity. Mr. Fistler added that Makersmiths creates a community hub for innovation, incubation, business development which equals small business growth.

Larry King, 17015 Carmichael Place, asked Council to not put the Northern Collector Road in due to increased traffic near his home and the loss of wildlife and wetlands.

Lydia Clark, 38111 Highland Farm Place, submitted for the record a letter from Dr. Owen Brown which was emailed to Town Council today in which he highlights several inconsistencies and flaws in the NCR study. Ms. Clark stated the time to realign the road would have been when the County approved the wells, septic and subdivision of Wright Farm. Ms. Clark added that the interchange at Rt. 7 and 690 will do what the NCR is intended for and more including easier access to Woodgrove. Ms. Clark requested that Council vote no and also send comments back to County requesting the removal of the rights of way for all of the affected home owners and focus efforts on the completion of the Rt. 7 and 690 interchange.

**MAYOR AND COUNCIL COMMENTS:**

Council member McCollum stated he feels the Town benefits from having Council members actively participate in Virginia Municipal League matters and committees and announced he has been appointed to the VML's newly created Federal Advisory Council. Council member McCollum noted he also requested that his name be submitted to serve another year on VML's Community and Economic Development Committee. Council member McCollum stated he is serving as a docent at the George C. Marshall Manor House in Leesburg and today facilitated workshops with three different seven grade American History classes at Farmwell Station Middle School.

Council member Fuller stated she feels it is important for as many people as possible to participate in governing the Town and talked about the low turnout at the comprehensive plan meetings.

Council member Jimmerson noted that on April 1 she and Danny Davis met with Richie Mamatoe with Graybar regarding dark fiber installation and what would be required to bring it to Purcellville. Council member Jimmerson noted that on April 2 she joined Mayor Fraser at Henry Baime's Eagle Scout Ceremony. Council member Jimmerson noted that on April 5 she took the We're All Human Walk at Woodgrove put on by the Ryan Bartell Foundation and Woodgrove High School. Council member Jimmerson announced Purcellville South's Little League opening night is Friday, April 15 at Fireman's Field and Purcellville North Little League is Saturday morning in Neersville.

Council member Nave noted he has been talking with HOA's over the past couple of years and feels this is a valuable way for them to speak to a member of Council and thanked Alex Vanegas for helping with some of the issues. Council member Nave stated the wine barrel painting came from EDAC and Michael Oaks which will bring a lot of people to Town. Council member Nave talked about trying to be safe and to report anything that doesn't seem right.

Council member Lehr stated she and the Mayor attended the Tree of Life annual event this morning and their need for items which support the community. Council member Lehr stated the PBA meeting was also today which was a candidate forum. Council member Lehr

requested that Council revisit the opportunity of having Visit Loudoun at the Train Station on weekends to host a visitor center.

Vice Mayor McConville talked about the opening events for baseball in Town coming up. Vice Mayor McConville stated he has been walking around Town talking with residents.

Mayor Fraser stated he attended the Tree of Life breakfast today. Mayor Fraser added he, Rob Lohr and Chief McAlister attended a tour of Mount Weather and discussed opportunities for Mount Weather to partner with the local businesses and the law enforcement community. Mayor Fraser talked about a call he received from a citizen in need and how the citizen was helped by the community.

**DISCUSSION/INFORAMTIONAL ITEMS:**

a. Economic Development Update

Patrick Sullivan introduced the report. Mayor Fraser asked if McDonalds would be closed during renovation. Patrick Sullivan confirmed it would be closed for three or four months during the rebuild.

b. Wine and Food Festival Planning Update

Melanie Scoggins updated Council on the planning of the Wine and Food Festival scheduled for July 16 to include marketing, set-up, financial goals, and ticketing structure. Ms. Scoggins added that the Town was awarded the Visit Loudoun matching grant to be used for out of county digital marketing, and added that the marketing area will be expanded based on feedback from prior attendees. Danny Davis added that based on feedback from last year there was interested in getting more value for the entry fee which has been taken into consideration for this year's event.

c. Virginia Commission for the Arts Grant

Melanie Scoggins noted that the Purcellville Arts Council has applied for the Virginia Commission for the Arts Government Challenge Grant and requesting \$1,500 of matching funds for a total of \$3,000 that would be allocated in the 2016-2017 budget if awarded. Ms. Scoggins added that the PAC has received four letters from charitable organizations requesting funding and has applied to partially fund three of the four to include Loudoun Valley Arts, Western Loudoun Artists Studio Tour, and Geronimo Productions. If awarded, the funds will be distributed to independent arts organizations to support the types of activities that benefit the Town and its residents.

d. Town Hall Signage

Danny Davis noted this item has been previously discussed and came as a suggestion to add the word Purcellville on the façade of Town Hall where it currently says Town Hall. This has been a proposed donation by the Purcellville Garden Club in partnership with other groups, and

noted the two proposals for Council's consideration. Mayor Fraser added that this effort was lead by the Town's Economic Development Advisory Committee. Council discussed keeping the wording on one line or having Purcellville above. Council member McCollum noted he prefers Purcellville above. Council member Fuller prefers it on one line. Council member Jimmerson prefers one line. Council member Nave prefers one line. Council member Lehr prefers the look of one line however does not feel the need to change it. Vice Mayor McConville noted he prefers it above due to the length. Danny Davis confirmed that the consensus was to have it on one line, and staff will work with the Garden Club to move forward. Rob Lohr noted since the funding is not coming from the Town, a resolution is not needed.

**ACTION ITEMS:**

**a. Purcellville Northern Collector Road**

Rob Lohr introduced Kathleen Leidich, Assistant Director for Transportation Planning and Operations from Loudoun County who gave a presentation/overview of phase one of the Purcellville Northern Collector Road Study and the findings of the report. Ms. Leidich also introduced Senior Transportation Planner, Rory Toth, and Mike Harris, consultant on the project. Ms. Leidich noted that the recommendations focus on scenarios three, five and six. Ms. Leidich stated the analysis does not support the need for a four lane roadway, and the recommendation of the report would be that if the collector is to be constructed that it not be constructed until after the 7/690 interchange has been constructed to prevent any alignment of the NCR to serve as a regional collector for those moving west. Ms. Leidich added that the recommended scenario is to look at phase two of the study. Council member Jimmerson expressed concerns for funding a study on a road that is not needed until later. Mr. Toth spoke about the subdivision process including wells and septic fields. Further discussion took place about the impact of the road to the community.

Council member Jimmerson made a motion that the Town Council vote to take this off the map. The motion was seconded by Council member Nave.

Council member Lehr stated that taking it off the map prior to the 690/7 interchange being completed is not logical since it is not known whether that will solve the problems, and prefers to see it stay on the map and have it reevaluated.

Council member McCollum stated that the Town's opinion is advisory to the County, and added that the letter from Supervisor Buffington indicated that he wants to proceed with the 690/7 interchange first, which Council member McCollum agreed with. Council member McCollum added he would like for Council to provide a recommendation to the Board of Supervisors to keep scenarios five and six on the map.

Council member Fuller stated she feels it is premature to take it off the map because there are too many variables and unknowns.

Vice Mayor McConville stated that with the potential annexation and the reason to know about the NCR, is ok with leaving it on for further evaluation.

Mayor Fraser stated he does not see the benefits of the road and asked what the value to the citizens would be. A representative from Kimley Horn stated that the road protects Moorefield Court and Wright Farm, and added the roads in the neighborhood are not built for the accommodation of a collector road, which is needed in the future. Mayor Fraser stated it seems a road is being put in place for something that may or may not happen in the future and prefers removing it from the map for now and adding it if needed in the future. Rob Lohr added that if this is removed from the plan now, the County has no legal obligation to link in the future.

Motion: Council member Jimmerson  
Second: Council member Nave  
Failed: 4-3-0

McCollum - Nay  
Fuller - Nay  
Jimmerson - Aye  
Nave - Aye  
Lehr - Nay  
McConville - Nay  
Mayor - Aye

Council member Lehr made a motion that the Town Council recommend to the County that the Purcellville Northern Collector Road remain on the map utilizing either alignment five or six and suggest that it be reevaluated after the 690/7 interchange is complete. The motion was seconded by Vice Mayor McConville.

Motion: Council member Lehr  
Second: Vice Mayor McConville  
Carried: 4-3-0

McCollum - Aye  
Fuller - Aye  
Jimmerson - Nay  
Nave - Nay  
Lehr - Aye  
McConville - Aye  
Mayor - Nay

**b. Makersmith Proposal to Lease Town Property**

Rob Lohr summarized the staff report and introduced the proposal received from Makersmith as well as the options available to Council.

Council member Lehr asked about the building in question and costs comparable to others in Town and asked that for this building to be in rentable condition to receive a comparable rate,

what would need to be put into the building. Rob Lohr noted that it is an IP zoned district with limited use surrounded by residential, and for the Town to entertain other proposals received, it is not a permitted use for most. Further discussion took place about other districts where this would be a permitted use. Daniel Galindo confirmed that the proposed use would not currently be a permitted use or a special use under IP and that a rezoning or text amendment would be required. Council member McCollum expressed concerns for the text amendment because it would be done for one business.

Rob Lohr confirmed via a question from the Mayor that there is water and sewer availability at the proposed site, and added that capital improvements would be explained in the lease.

Council member Lehr talked about the environmental issues on the property which Rob Lohr stated are clearly shown under the deed and added the only restriction is a residential use at the location. Sally Hankins added that the Town is unable to lease for more than a five year period without putting it out for bid and added that renewals are unlimited. Mayor Fraser stated he sees this as educational institutional and asked why it is being looked at as industrial. Daniel Galindo noted that it depends on what is proposed.

Council member Nave made a motion that the Town Council directs staff to move forward with the proposal as submitted on March 30, 2016 by Makersmiths. This includes beginning the necessary zoning process, beginning the process to enter into a lease arrangement with Makersmiths, and advertising the necessary public hearings on this proposal. The motion was seconded by Council member Jimmerson.

Vice Mayor McConville noted that the zoning process needs figured out whether to rezone or a text amendment. Mayor Fraser noted that this would be figured out as things progress. Rob Lohr added that it might be helpful to have feedback from the Planning Commission and the Town's Community Development staff on what they feel would be the best solution. Mayor Fraser talked about STEM education and this being a good opportunity for the students as well as the Town for utilizing a non-performing asset.

Motion: Council member Nave  
Second: Council member Jimmerson  
Carried: 7-0-0

McCollum - Aye  
Fuller - Aye  
Jimmerson- Aye  
Nave - Aye  
Lehr - Aye  
McConville - Aye  
Mayor - Aye

Council member McConville noted he has some reservation but voted in favor of the motion.

Council member Lehr stated she has some reservations and prefers it does not include negotiating leases at this point and would prefer to see what the Planning Commission has to say, and voted to send it to the Planning Commission. Rob Lohr noted that the Town needs to have a legal process in place and added that all of the effort to this point should be focused towards working with the Planning Commission because of the need for the change to the zoning ordinance that must happen before a lease can be negotiated.

**c. Catoctin Corner Availability Fees**

Alex Vanegas stated the Town has received a business utility form from Purcellville Development LLC, the developers of Catoctin Corner, requesting to purchase eleven availabilities. Mr. Vanegas added that staff concurs with the application and recommends that Council approve the request.

Council member McCollum made a motion that the Town Council approve of the proposed water meter sizes and associated water and sewer availabilities for Catoctin Corner as listed below:

Building Number	Meter Size Requested
1-A	¾ inch
1-B	¾ inch
2	¾ inch
3	¾ inch
4	¾ inch
5	1 inch
6-A	1 inch
6-B	1 inch
7	1 inch
8	1 inch
9 (Shell Gas/Convenience Store)	1 inch

This approval is valid once all necessary land approvals have been secured with the following stipulations:

This availability must be purchased prior to the zoning permit being issued for the development of the property and must be purchased at the going availability rates at the time of purchase.

The approval of this availability is with the understanding that if the number of fixtures or water use exceeds the allowable amount for the water meter size, the current owner will be required to upgrade the availability as necessary with all appropriate approvals, or the use will not be permitted.

Plumbing plans and an updated Business Utility Form shall be submitted for review and approval with buildout of each space.

The motion was seconded by Council member Fuller.

Vice Mayor McConville asked why this is a Council decision. Alex Vanegas noted that if this were a direct service connection line to an existing system, it would be approved administratively. The current ordinance requires any extension to the system to have Council approval, and this is considered an extension to the infrastructure. Rob Lohr added that Council may choose to make this an administrative decision in the future.

Motion: Council member McCollum  
Second: Council member Fuller  
Carried: 6-0-1 Abstain

McCollum - Aye  
Fuller - Aye  
Jimmerson- Aye  
Nave - Aye  
Lehr - Aye  
McConville - Abstain  
Mayor - Aye

**d. 2016 Real Property Tax Rate Adoption**

Liz Krens clarified that Council is considering adoption of the property tax rates, specifically the real estate, Fireman’s Field, and personal property tax rates so that enough time is given to prepare tax bills that go out in early May with a June 5<sup>th</sup> due date. Ms. Krens also clarified that the public hearing tonight dealt with other taxes and fees with a different effective date.

Council member Nave made a motion that the Town Council adopt Ordinance 16-04-02 to set the 2016 Real Property tax rate under the FY17 budget at \$.22 per \$100 assessed value. The motion was seconded by Vice Mayor McConville.

Motion: Council member Nave  
Second: Vice Chairman McConville  
Carried: 7-0-0

Nave - Aye  
Lehr - Aye  
McConville - Aye  
McCollum - Aye  
Fuller - Aye  
Jimmerson - Aye  
Mayor - Aye

**e. 2016 Fireman’s Field Service District Tax Rate Adoption**

Liz Krens stated staff is recommending that the rate of \$.035 not change for 2016.

Council member Fuller made a motion that the Town Council adopt Ordinance No. 16-04-03 to set the 2016 Fireman’s Field Service Tax District rate under the FY17 budget at \$.035 per \$100 assessed value. The motion was seconded by Vice Mayor McConville.

Motion: Council member Fuller  
Second: Vice Chairman McConville  
Carried: 6-1-0

McCollum - Aye  
Fuller - Aye  
Jimmerson - Nay  
Nave - Aye  
Lehr - Aye  
McConville - Aye  
Mayor - Aye

Council member Lehr talked about the words “Fireman’s Field Tax” not fully explaining what it does and would like Council to consider what it is called and proposed this be on a future agenda.

**f. 2016 Personal Property Tax Rate Adoption**

Liz Krens noted that no change is being recommended to the 2016 rate.

Vice Mayor McConville made a motion that the Town Council adopt the following Ordinance No. 16-04-04 to set the 2016 Personal Property tax rates at:

Personal Property Tax/Vehicles rate of \$1.05 per \$100 assessed value  
Personal Property Tax/Business rate of \$0.55 per \$100 assessed value

The motion was seconded by Council member Lehr.

Motion: Vice Mayor McConville  
Second: Council member Lehr  
Carried: 7-0-0

McCollum - Aye  
Fuller - Aye  
Jimmerson - Aye  
Nave - Aye  
Lehr - Aye  
McConville - Aye  
Mayor - Aye

**g. 2016 Personal Property Tax Relief Percentage**

Liz Krens stated that the state's personal property tax relief act provides the Town with a fixed dollar amount of relief of about \$201,000 which has to be applied across all qualified vehicles each year.

Council member Lehr made a motion that the Town Council approve the attached Resolution No. 16-04-01 to set the 2016 PPTRA rate at 41.5%. This amount is based upon total dollars from the Commonwealth divided by the total tax of all qualifying vehicles in the Town of Purcellville. The motion was seconded by Vice Mayor McConville.

Motion: Council member Lehr  
Second: Vice Mayor McConville  
Carried: 7-0-0

McCollum - Aye  
Fuller - Aye  
Jimmerson- Aye  
Nave - Aye  
Lehr - Aye  
McConville - Aye  
Mayor - Aye

**h. Comprehensive Plan Amendment CPA15-02 – 781 S. 20<sup>th</sup> Street from Institutional/Government to Residentail-2 Dwelling Units Per Acre**

Dan Galindo stated there are two ordinances – one that covers the mapping items for the comprehensive plan amendment as well as the rezoning and the other speaks to the text amendment. Mr. Galindo added that the way that one of the standards was written would have limited the Good Shepherd Alliance to three adult women with up to two children each however sometimes they do allow one mother with more children and therefore recommend one change on OA15-04 so that the standard now reads “a facility shall have a maximum occupancy of three adults and six children excluding any residence staff persons”.

Council member McCollum made a motion that the Purcellville Town Council adopt Ordinance No. 16-04-05, as set forth in the staff report, approving CPA15-02 and RZ15-01, for the reasons stated therein. The motion was seconded by Vice Mayor McConville.

Motion: Council member McConville  
Second: Vice Mayor McConville  
Carried: 7-0-0

McCollum - Aye  
Fuller - Aye  
Jimmerson- Aye  
Nave - Aye

Lehr - Aye  
McConville - Aye  
Mayor - Aye

Vice Mayor McConville made a motion that the Purcellville Town Council adopt Ordinance No. 16-04-06, as set forth in the staff report, approving OA15-04 to ordain text amendments to Article 4 and 15 of the Zoning Ordinance, for the reasons stated therein, with the following change:

1. The first general standard for Transitional Housing located at Article 4, Section 1, subsection 1.2, Number 179.a.i shall be rewritten to state “The facility shall have a maximum occupancy of three adults and six children, excluding any resident staff persons.”

The motion was seconded by Council member Lehr.

Motion: Council member McConville  
Second: Council member Lehr  
Carried: 7-0-0

Nave - Aye  
Lehr - Aye  
McConville - Aye  
McCollum - Aye  
Fuller - Aye  
Jimmerson - Aye  
Mayor - Aye

**i. Health Insurance Selection for FY 2017**

Danny Davis summarized the proposed change included in the staff report and noted the Town intends to conduct a dependent audit.

Council member Jimmerson made a motion that the Town Council authorize staff to offer employees the “Key Advantage 250” Plan through “The Local Choice Health Benefits Program.” I further move that staff notify the TLC of this selection and begin the process of open enrollment as required, to include conducting a dependent audit during open enrollment. The motion was seconded by Council member Lehr.

Motion: Council member Jimmerson  
Second: Council member Lehr  
Carried: 7-0-0

McCollum - Aye  
Fuller - Aye  
Jimmerson - Aye

Nave - Aye  
Lehr - Aye  
McConville - Aye  
Mayor - Aye

**j. Sponsorship of Community Projects**

Danny Davis talked about two different advisory committees that have requested sponsorship for small projects throughout Town. One of the projects being the Wine Barrel Program through the EDAC. The second is from the PAC who would like to sponsor a sculpture project to be displayed at the Music and Arts Festival. Mr. Davis added that staff does not feel they have authority to expend the funds without Council direction, and added that Council may choose to set standards that an advisory body can choose who the sponsor and attach a maximum dollar value. Further discussion took place about giving every committee, commission and board funds with a policy guideline.

Vice Mayor McConville stated he would give \$100 since it is going towards the Music and Arts Festival which is done with the Parks and Recreation Advisory Board and will give \$100 towards the Arts Committee as well. Council member Jimmerson stated she would be happy to donate as well. Council member Nave stated he would donate \$100. Danny Davis summarized that a motion is not needed and the money would come from Council, and noted for the Arts it will come from Town Council supporting the sculpture with input from PAC and the same with EDAC with Town Council supporting the barrel project.

**DISCUSSION OF ITMES PROPOSED FOR FUTURE PRESENTATIONS / RECOGNITION**

- a. Recognition Requests
  - i. Loudoun Valley High School State Champ – Swimming (Sean Conway)
  - ii. Loudoun Valley High School State Champ – Wrestling (Cade Kiely)
- b. Proclamation Requests
  - i. Look Up Day (Blue Ridge Middle School)
  - ii. Click It or Ticket (Purcellville Police Dept.)
  - iii. Drew Hunter Day (Mayor Fraser)
  - iv. Dave Becker Day (Emerick Elementary PTO)

Danny Davis requested that Council add the Loudoun Valley High School STEM Club to the next meeting agenda. Council approved all of the requests.

Rob Lohr noted that the next budget work session is scheduled for Thursday night, April 14<sup>th</sup> and wanted Council to have the opportunity to keep or cancel that meeting. Mr. Lohr added that no action will be taken on the budget until May or June and there is time to schedule additional budget work sessions. Council agreed to cancel the April 14<sup>th</sup> Special Meeting/Budget Work Session.

**APPROVAL OF MINUTES**

- a. March 15, 2015 Budget Work Session
- b. March 29, 2016 Special Meeting/Budget Work Session
- c. March 31, 2016 Special Meeting/Budget Work Session

Council member Lehr made a motion to approve the minutes of the March 15, 2016 Budget Work Session, March 29, 2016 Special Meeting/Budget Work Session, and the March 31, 2016 Special Meeting/Budget Work Session wave reading. The motion was seconded by Vice Mayor McConville and approve unanimously.

Vice Mayor McConville requested that the Summary of Motions be placed back into the agenda.

**ADJOURNMENT**

With no further business, Council member Fuller made a motion to adjourn the meeting at 9:57 PM. The motion was seconded by Council member Jimmerson and passed unanimously.

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Kwasi A. Fraser, Mayor

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Diana Hays, Clerk of Council

April 12, 2016

From: Dr. Owen Brown, 37636 Wright Farm Dr. Purcellville, VA 20132  
To: Purcellville Mayor and Town Council  
Loudoun County Board of Supervisors

Subject: Town of Purcellville RESOLUTION NO. 16-04-02 and Associated  
Northern Collector Road Study Report

The Mayor and Town Council of Purcellville will address a resolution at the April 12, 2016 Town Council Meeting that expresses support of Segments A and B of the Purcellville Northern Collector Road (PNCR). This resolution specifically states the following:

*"WHEREAS, Segment B [running through the west portion of Wright Farm] would serve as a key component of the transportation infrastructure around the Town and would help reduce congestion at Hirst Road and Route 287; and*

*"WHEREAS, the PNCR would provide a key connection between Route 690 and Route 287 when then Route 690/7 Interchange is constructed."*

Results from a PNCR phase 1 traffic study will be presented and used to substantiate the factual basis for these resolution clauses. It is important and informative therefore to look at this study in detail. I have obtained a draft copy of this report<sup>1</sup>. A critical analysis of the study requirements, assumptions, and results provides useful insights that are otherwise not clear and accurate to the stakeholders and decision-makers. This analysis follows.

1. The study lacked the most basic engineering prescriptions for its conduct. An engineering study project should establish specific requirements to guide its execution and create clear and objective decision-making criteria for use in development of recommendations. This study's sole directive was the vague statement "Determine if the road is needed". With no detailed establishment of objectives and defined measures of performance, any study could connect two points on a map, especially in Loudoun County, and demonstrate that it fills up with traffic. From this point forward it can be left to anything from engineering judgment to the whimsical guidance of a fortune-teller to determine if "the road is needed".
2. The use of the Loudoun County Traffic Model (LCTM) in the year 2040 to determine peak traffic flow conditions is highly questionable. Nearly 25 years hence, traffic demand projections are abounding in uncertainty and likely over-inflated estimates. The planning engineering and science literature has documented that errors in estimates of 20-year studies can

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<sup>1</sup> Kimley-Horn, "Study on Northern Collector Road", Phase 1 Draft Report, October 2015. A final version of the report was requested, but I have been told it will remain in draft form until presentation is complete to the Loudoun County Transportation and Land Use Committee.

- reach 20 to 30 percent<sup>2,3</sup>. Especially with a future of exponential change in the entire transportation-employment-information technologies ecosystem, traffic demand predictions 25 years from now are potentially prone to large error (most likely over-predictions).
3. The modeling results presented in the main volume of the PNCR study report and those that will be presented in chart form to the Mayor and Council are provided in qualitative graphical form. Volume capacity ratio (V/C) results, shown in a color scale, serve to compare one scenario to another. This approach does not provide full, clear, and accurate information for decision-making. Ultimately, this is a trade study in which potentially feasible solutions must be compared on a cost-benefit basis. This requires detailed analysis of the quantitative data, which also provides the best means to conduct a review for quality assurance (i.e., does the data make sense and were any mistakes made?). To this end, I selected study modeling data sets (available in Appendix A of the report) for PM peak hour link volumes (the worst case time of day) of four particular road segments of interest. Three of these segments represent the worst-case traffic load hotspots segments according to the traffic maps. A quantitative comparison was made among the seven scenarios for each of the four segments. A quality review was also performed. Table 1 provides the data and comparisons.

Each of the four road segments reviewed are identified at the top of each segment dataset table. The rows of each table show the scenario number, first without, and then with the Rt.7/Rt.690 interchange option (hereafter referred to as the “690 interchange”). Scenario 1 is highlighted in gold, as it serves as a baseline for comparison to other scenarios:

- The first row of all data represents the link volumes with no added roads.
- The second row of all data represents the link volumes with only the 690 interchange option.

Scenarios 3, 5, and 6 are highlighted in yellow. These represent the three scenarios recommended by County Staff for consideration in Phase II of the PNCR study, should the study continue.

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<sup>2</sup> See Flyvbjerg, Bent, Mette K. Skamris Holm, and Søren L. Buhl. "How (in) accurate are demand forecasts in public works projects?: The case of transportation." *Journal of the American Planning Association* 71.2 (2005): 131-146 and Hartgen, David T. "Hubris or humility? Accuracy issues for the next 50 years of travel demand modeling." *Transportation* 40.6 (2013): 1133-1157.

<sup>3</sup> The study used 2010 as a base year: The LCTM model had to be adjusted to match actual traffic measurements: "After running the model, the output volumes were reviewed against average annual daily traffic (AADT) volumes acquired from annual VDOT traffic counts. Adjustments were made to the model to get base year volumes more in tune with the existing traffic counts." If this was a bias adjustment only (not accounting for error in annual rate changes), confidence in the LCTM model at 25 years is further reduced.

Hirst: Maple-287					287: Hirst-Rt.7			
	Link Vol	Reduction	% Reduction	Delta	Link Vol	Reduction	% Reduction	Delta
<b>Scenario 1</b>	5650				8660			
<b>w/690</b>	4740	-910	<b>-16.11%</b>		7200	-1460	<b>-16.86%</b>	
<b>Scenario 2</b>	4980	-670	-11.86%	<b>4.2%</b>	7530	-1130	-13.05%	<b>3.8%</b>
<b>w/690</b>	4400	-1250	-22.12%	<b>-6.0%</b>	7150	-1510	-17.44%	<b>-0.6%</b>
<b>Scenario 3</b>	4800	-850	-15.04%	<b>1.1%</b>	6970	-1690	-19.52%	<b>-2.7%</b>
<b>w/690</b>	4370	-1280	-22.65%	<b>-6.5%</b>	6490	-2170	-25.06%	<b>-8.2%</b>
<b>Scenario 4</b>	5510	-140	-2.48%	<b>13.6%</b>	8490	-170	-1.96%	<b>14.9%</b>
<b>w/690</b>	4500	-1150	-20.35%	<b>-4.2%</b>	7050	-1610	-18.59%	<b>-1.7%</b>
<b>Scenario 5</b>	5240	-410	-7.26%	<b>8.8%</b>	7400	-1260	-14.55%	<b>2.3%</b>
<b>w/690</b>	4630	-1020	-18.05%	<b>-1.9%</b>	6920	-1740	-20.09%	<b>-3.2%</b>
<b>Scenario 6</b>	5240	-410	-7.26%	<b>8.8%</b>	7400	-1260	-14.55%	<b>2.3%</b>
<b>w/690</b>	4630	-1020	-18.05%	<b>-1.9%</b>	6920	-1740	-20.09%	<b>-3.2%</b>
<b>Scenario 7</b>	5320	-330	-5.84%	<b>10.3%</b>	7910	-750	-8.66%	<b>8.2%</b>
<b>w/690</b>	4390	-1260	-22.30%	<b>-6.2%</b>	6700	-1960	-22.63%	<b>-5.8%</b>

287: 7-St Francis					287: Main St. -PHC			
	Link Vol	Reduction	% Reduction	Delta	Link Vol	Reduction	% Reduction	Delta
<b>Scenario 1</b>	6140				3290			
<b>w/690</b>	6030	-110	<b>-1.79%</b>		2380	-910	<b>-27.7%</b>	
<b>Scenario 2</b>	6860	720	11.73%	<b>13.5%</b>	2740	-550	-16.7%	<b>10.9%</b>
<b>w/690</b>	6560	420	6.84%	<b>8.6%</b>	2710	-580	-17.6%	<b>10.0%</b>
<b>Scenario 3</b>	7000	860	14.01%	<b>15.8%</b>	2590	-700	-21.3%	<b>6.4%</b>
<b>w/690</b>	5650	-490	-7.98%	<b>-6.2%</b>	2260	-1030	-31.3%	<b>-3.6%</b>
<b>Scenario 4</b>	6570	430	7.00%	<b>8.8%</b>	2990	-300	-9.1%	<b>18.5%</b>
<b>w/690</b>	6240	100	1.63%	<b>3.4%</b>	2660	-630	-19.1%	<b>8.5%</b>
<b>Scenario 5</b>	7210	1070	17.43%	<b>19.2%</b>	2420	-870	-26.4%	<b>1.2%</b>
<b>w/690</b>	6120	-20	-0.33%	<b>1.5%</b>	2530	-760	-23.1%	<b>4.6%</b>
<b>Scenario 6</b>	7210	1070	17.43%	<b>19.2%</b>	2420	-870	-26.4%	<b>1.2%</b>
<b>w/690</b>	6120	-20	-0.33%	<b>1.5%</b>	2530	-760	-23.1%	<b>4.6%</b>
<b>Scenario 7</b>	7370	1230	20.03%	<b>21.8%</b>	2670	-620	-18.8%	<b>8.8%</b>
<b>w/690</b>	5770	-370	-6.03%	<b>-4.2%</b>	2460	-830	-25.2%	<b>2.4%</b>

**Table 1. PNCR Study Data Comparisons for Four Road Segments**

The columns contain the following information:

- **Link Volume:** the PM peak hour vehicle volume.
- **Reduction:** the change in link volume from the baseline case (no new roads). Negative numbers indicate a reduction in link volume.
- **%Reduction:**the percentage change in link volume from the baseline case.
- **Delta:** the additional percentage change in link volume beyond that provided by Scenario 1 with the 690 interchange option. Since the study has recommended consideration of construction of Segment B of the PNCR after this interchange has been built, this metric provides a very useful measure of

the marginal benefit of each of the options in Scenarios 2 through 7. Negative percentages indicate additional reductions in link volume.

Observations and conclusions from this data are follows.

- The construction of the 690 interchange does indeed have the largest impact on reducing link volume at the hotspots and other areas, for example, reducing link volume in the area of Hirst and 287 by 16-17%.
  - PNCR Scenarios *without* the 690 interchange *at most* show about *half of the link volume reduction* as compared to Scenario 1 with the 690 interchange option. For the Rt. 287 segment between Rt. 7 and Saint Francis Court, PNCR Scenarios *without* the 690 interchange show an increase of link volume (%Reduction) between 11% and 17%.
  - There is inexplicable link volume sensitivity to the presence of PNCR Segment C. Segment C is not a source or sink of traffic flow for the network, therefore the modeling results would be expected to show its presence has little to no impact to various road segments. As an example, Scenario 2 (containing both Segments B and C) with the 690 interchange shows a 17.6% reduction in traffic volume on the Rt. 287 segment between Main St. and Patrick Henry College (PHC). Scenario 3 (with Segment B, without Segment C) with the 690 interchange shows a 31.3% reduction in traffic volume for the same Rt. 287 road segment! There are similar discrepancies for other road segments.
  - The major hotspots of concern, as shown in the study, are Hirst Road between Maple and Rt. 287, and Rt. 287 between Hirst Road and Rt.7. The marginal benefit of Scenario 3 for these segments is an additional PM Peak traffic reduction of 6.5% and 8.2%, respectively (the latter figure being suspect because of the unexplained differences in results between Scenarios 2 and 3) with the 690 interchange in place. *For Scenarios 5 and 6, this reduction is limited to a mere 2%. At the Rt. 287 segment north of Hirst Rd. to Rt. 7, these results are similar. Of interest, Scenarios 2, 5, and 6, with the 690 interchange, show that traffic volumes on the Rt. 287 segments between 1) Main St. and PHC and 2) Rt. 7 and Saint Francis Court actually increase with the introduction of the PNCR.*
4. These brief analyses call into question the conclusion that “Analysis demonstrates need for Segment B (Route 611 to Route 287) of the Northern Collector Road to be constructed.” [A statement that will be provided to the Mayor and Town Council by Loudoun County Staff]. To review,
- There was never a specific threshold determined and provided that would specify “need”.
  - The data collected by the study show very modest marginal benefits of the PNCR at traffic hot spots. Furthermore, Scenarios 5 and 6 are currently being discussed as most likely recommendations for further study. The marginal benefit of the PNCR to the hotspots in those scenarios is nil and furthermore

- increases PM peak load further north on Rt. 287.<sup>4</sup> The Scenario 7 Alder School Road option actually outperforms Scenarios 5 and 6 in many cases.
- No quantitative scenario comparisons, such as those made here, were ever provided to demonstrate the marginal utility of adding the PNCr after the 690 interchange is built. Without these quantitative comparisons clearly stated, conclusions are especially suspect.
  - An absurd study year of 2040 was used for modeling. There is no discussion of likely sources of uncertainty in the results introduced by this assumption. This uncertainty, as shown by recent research, could easily introduce modeling errors that far exceed the calculated positive impact of the PNCr.
  - Quality checks find inexplicable sensitivities between Scenarios 2 and 3.

This PNCr Phase I study and associated briefings provide a lack of full, clear, and open information<sup>5</sup>. Given the initial specious reading of the Virginia State Code used to rationalize the need for this study, the lack of clear study direction and requirements, highly questionable conclusions related to transportation benefits, and apparent failing in quality control, I can be left with only one conclusion: The purpose of this study was to somehow rationalize the need for Segment B of the Purcellville Northern Collector Road to enable future development along that road. It is notable that the Phase 1 draft study lists three conditions for when the “facility is needed”. Those are

- “After the Route 7 Bypass/Route 690 interchange is constructed
- “~~When~~ If and when significant development occurs on the north side of Purcellville
- “Likely before 2040”

The second condition was never a modeling parameter and therefore no data is available to reach this conclusion (in fact, if it were, induced traffic demand should have been appropriately introduced, further exacerbating peak load at the segment hot spots). The association of the PNCr with future development likely introduced confirmation bias into the results.

When the study modeling data are reviewed in detail it is apparent that the clauses of Resolution No. 16-04-02 rationalizing support for the PNCr are suspect. A vote to enact this resolution, it is apparent, will be little more than a proxy vote in support of annexation and development of properties adjacent to a new Purcellville Northern Collector Road.

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<sup>4</sup> In the words of transportation Professor Tom Van Vuren of the University of Leeds, “We need to move away from the idea that models can solve problems and give the right answers. Models should be used to sharpen the questions and test different assumptions”. (Hartgen). In this case the models demonstrate that alternate solutions that were not part of the PNCr study need to be developed and investigated to reduce loads on the hotspots, such as an improved Rt. 7/Rt. 287/Hirst road interchange.

<sup>5</sup> The AICP Code of Ethics and Professional Conduct state that “A planner must strive to provide full, clear and accurate information on planning issues to citizens and governmental decision- makers” (American Planning Association).



# Purcellville Northern Collector Road Study Phase 1 Report

Purcellville Town Council Meeting  
April 12, 2016



## Purcellville Northern Collector Road Study

### Background:

- 1995 – Countywide Transportation Plan (CTP) alignment established
- 10/29/14– HOA Meeting on the Purcellville Collector Road
- 11/5/14– Board of Supervisors Business Meeting – Board directed Staff to develop a cost and proposal for the study
- 1/6/15– Meeting with the Town of Purcellville Staff to discuss proposed study
- 3/4/15– Board approved funding for study and directed Staff to begin
- 5/5/15– Follow up HOA Meeting at Loudoun Valley High School Auditorium
- 6/16/15– Meeting with the Town of Purcellville Staff to discuss land use in the corridor
- 6/19/15– Update to Transportation and Land Use Committee
- 2/12/16– Presentation of Phase 1 Report to Transportation and Land Use Committee



Kathleen Leidich, AICP  
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Department of Transportation and Capital Infrastructure  
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## Purcellville Northern Collector Road Study

## Countywide Transportation Plan Alignment

### Study:

- Phase 1
  - Analyze the scenarios using Loudoun County's Travel Demand Model
  - Report on impacts to the roadway network for 2030 & 2040 forecasted travel demand
- Phase 2
  - To be undertaken if collector road is warranted by results of Phase 1
  - Alignment study and conceptual plans
  - Preliminary cost estimates

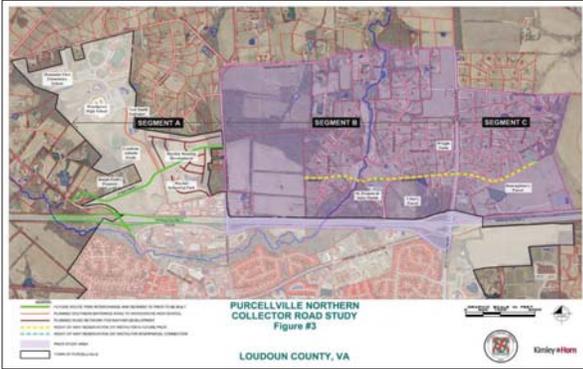


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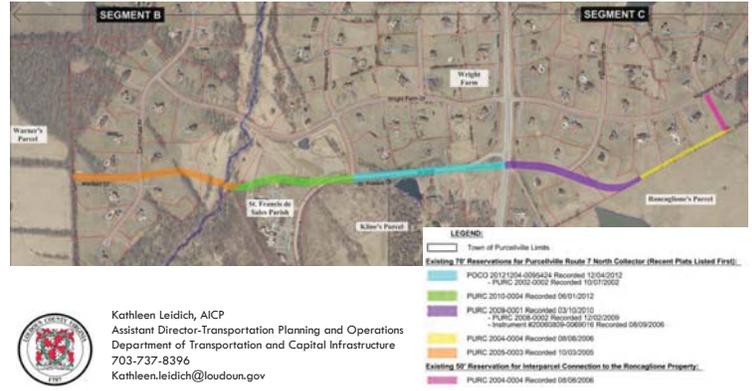
CTP Alignment ————— Right-of-Way Reservation —————

Existing Right-of-Way Reservation



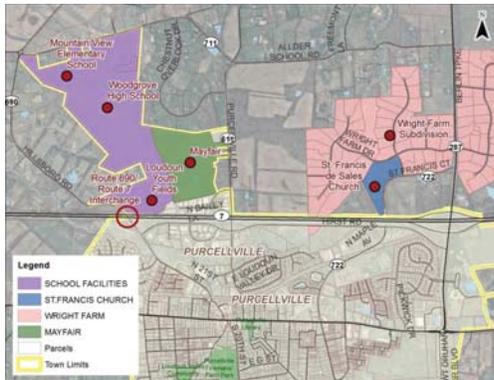
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Right-of-Way Reservation History Map



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Existing/Planned Development in the Corridor



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Existing Roadway Network



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## Purcellville Northern Collector Road Study

### Scenarios

- 1 – No Future Northern Collector Road (East of Route 611-Purcellville Road)
- 2 – Future Northern Collector Road per Countywide Transportation Plan (CTP) Alignment
- 3 – Future Northern Collector Road from Route 611 to Route 287-Berlin Turnpike
- 4 – Future Northern Collector Road from Route 611 to Warfield Court
- 5 – Future Northern Collector Road Alternative Alignment from Route 611 to Route 287
- 6 – Future Northern Collector Road Alternative Alignment from Route 611 to Route 287
- 7 – Improvements to Alder School Road and Purcellville Road

Each Scenario was analyzed twice: Once with the future Route 7 Bypass/Route 690 interchange, and once without the interchange.

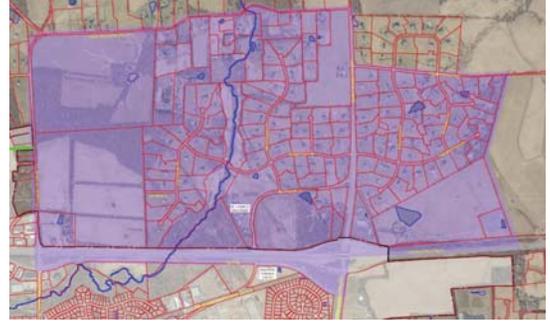


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## Purcellville Northern Collector Road Study

### Scenario 1: No future Northern Collector Road (East of Route 611-Purcellville Road)



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## Purcellville Northern Collector Road Study

### Scenario 2: Countywide Transportation Plan (CTP) Alignment



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## Purcellville Northern Collector Road Study

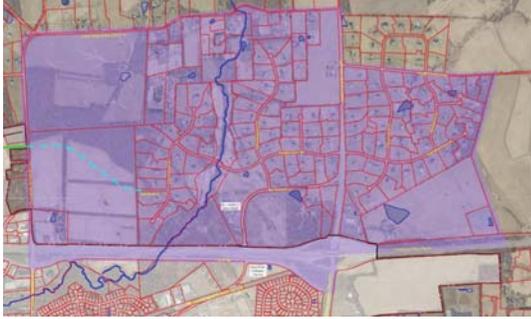
### Scenario 3: Alignment from Purcellville Road to Route 287



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### Purcellville Northern Collector Road Study

**Scenario 4: Alignment from Purcellville Road to Warfield Ct.**



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### Purcellville Northern Collector Road Study

**Scenario 5: Alignment from Purcellville Road to Route 287**



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### Purcellville Northern Collector Road Study

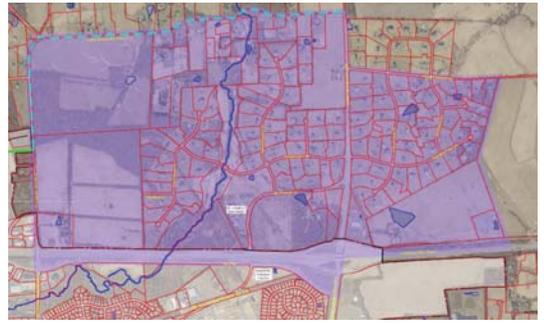
**Scenario 6: Alignment from Purcellville Road to Route 287**



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### Purcellville Northern Collector Road Study

**Scenario 7: Improvements to Alder School Road/Purcellville Rd.**



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### Phase 1 Report Findings and Discussion

- Segment A of the Northern Collector Road is funded and planned for construction.
- Analysis demonstrates need for Segment B (Route 611 to Route 287) of the Northern Collector Road to be constructed.
- The Northern Collector Road improves local traffic circulation, provides access to local properties and reduces travel demand along Hirst Road.
- Connecting the Northern Collector Road from Route 690 to Route 287 (Segments A and B) reduces traffic volumes along the parallel routes on Hirst Road and Main Street (Route 7 Business).
- Analysis does not support the need for a four-lane roadway as stipulated in the Countywide Transportation Plan. Forecasted traffic volumes can be supported by a two-lane facility.
- The Northern Collector Road should be constructed after the Route 7 Bypass/Route 690 interchange is operational.



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### Recommended Scenarios for Phase 2 of the Study

- **Scenario 3:** Future Northern Collector Road from Route 611 to Route 287
- **Scenario 5:** Future Northern Collector Road Alternative Alignment from Route 611 to Route 287
- **Scenario 6:** Future Northern Collector Road Alternative Alignment from Route 611 to Route 287

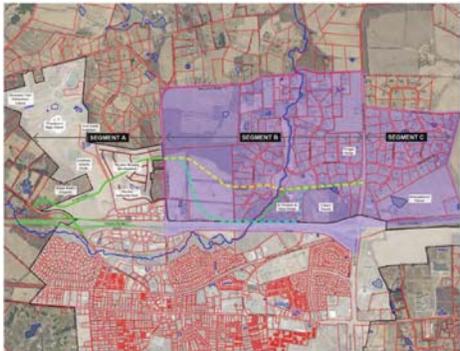
Phase 2 of the Study will complete further evaluation of these Scenarios which will include the development of alignment studies and conceptual plans.



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### Recommended Scenarios for Phase 2 of the Study



**Scenario 3:**----- **Scenario 5:**----- **Scenario 6:**-----



### Purcellville Northern Collector Road Study

#### Next Steps:

- County Transportation Land Use Committee Meeting (TLUC) (5/13/16)
- Presentations of Phase 1 Report to Board of Supervisors; Town of Purcellville (4/12/16)
- If Directed by Board of Supervisors, Completion of Phase 2 of the Study
- If Directed by Board of Supervisors, Completion of County Comprehensive Plan Amendment (CPAM) process (6-12 months)



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SECTION IV. That all prior ordinances and resolutions in conflict herewith are hereby repealed.

SECTION V. This ordinance shall be effective January 1, 2016.

**PASSED THIS 12<sup>TH</sup> DAY OF APRIL, 2016.**

---

Kwasi A. Fraser, Mayor  
Town of Purcellville

ATTEST:

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Diana Hays, Clerk of Council

Mayor  
Kwasi A. Fraser

Council  
Joan Lehr  
John A. Nave  
Patrick McConville II  
Karen Jimmerson  
Douglass J. McCollum  
Melanie Fuller



Town Manager  
Robert W. Lohr, Jr.  
Assistant Town Manager  
Daniel C. Davis

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**TOWN OF PURCELLVILLE  
IN  
LOUDOUN COUNTY, VIRGINIA**

**ORDINANCE NO. 16-04-04**

**PRESENTED: APRIL 12, 2016  
ADOPTED: APRIL 12, 2016**

**AN ORDINANCE: SETTING THE PERSONAL PROPERTY TAX RATE FOR CALENDAR YEAR 2016**

**WHEREAS,** the Town Council has the authority to set the Personal Property Tax Rate for our annual collection; and

**WHEREAS,** the Town Council has set a schedule to adopt the Personal Property Tax Rate at the April Town Council Meeting in order to give the Town time to print the bills and provide a 30 day payment period for our residents since the first bill is due on June 5, 2016; and

**NOW, THEREFORE,** be it resolved that the Town Council of Purcellville approves a Vehicle Personal Property Tax Rate of \$1.05 per \$100 assessed value for calendar year 2016 and a Business Personal Property Tax Rate of 55 cents per \$100 assessed value for calendar year 2016.

**PASSED THIS 12<sup>TH</sup> DAY OF APRIL, 2016.**

\_\_\_\_\_  
Kwasi A. Fraser, Mayor  
Town of Purcellville

**ATTEST:**

\_\_\_\_\_  
Diana Hays, Clerk of Council

Mayor  
Kwasi A. Fraser

Council  
Joan Lehr  
John A. Nave  
Patrick McConville II  
Karen Jimmerson  
Douglass J. McCollum  
Melanie Fuller



Town Manager  
Robert W. Lohr, Jr.  
Assistant Town Manager  
Daniel C. Davis

221 S. Nursery Avenue  
Purcellville, VA 20132  
(540) 338-7421  
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www.purcellvilleva.gov

**TOWN OF PURCELLVILLE**  
**IN**  
**LOUDOUN COUNTY, VIRGINIA**

**RESOLUTION NO. 16-04-01**

**PRESENTED: APRIL 12, 2016**

**ADOPTED: APRIL 12, 2016**

**A RESOLUTION: TO SET THE PERSONAL PROPERTY TAX RELIEF PERCENTAGE FOR THE TAX YEAR 2016**

**WHEREAS**, the Personal Property Tax Relief Act of 1998, Va. Code §58.1-3523 *et seq.* (“PPTRA”), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005) and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly, being the 2005 revisions to the 2004-2006 Appropriations Act (“the 2005 Appropriations Act”); and

**WHEREAS**, these legislative enactments require the Town to take affirmative steps to provide for the computation and allocation of relief provided pursuant to the PPTRA as revised; and

**WHEREAS**, these legislative enactments provide for the appropriation to the Town of a fixed sum to be used exclusively for the provision of tax relief to owners of qualifying personal use vehicles that are subject to local personal property tax on such vehicles.

**NOW, THEREFORE, BE ITS RESOLVED** by the Town Council of the Town of Purcellville in accordance with the requirements set forth in Va. Code §58.1-3524(C)(2) and §58.1-3912(E), as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503 of the 2005 Appropriations Act, that any qualifying vehicle having situs within the Town during the tax year which begins on January 1, 2016, shall receive personal property tax relief in the following manner:

1. The Treasurer will write off all personal property tax bills below \$10.50 per Va. Code §58.1-3912A.

**A RESOLUTION:**

**TO SET THE PERSONAL PROPERTY TAX RELIEF PERCENTAGE FOR THE TAX YEAR 2016**

2. Personal use vehicle valued at \$1 to \$20,000 will be eligible for 41.5% of tax relief set by the Town Council during its annual budget deliberations.
3. Personal use vehicles valued at \$20,001 or more will be eligible for 41.5% of tax relief on the first \$20,000 of assessed value set by the Town Council during its annual budget deliberations.
4. All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for personal property tax relief under PPRTA.

**PASSED THIS 12<sup>TH</sup> DAY OF APRIL, 2016.**

\_\_\_\_\_  
Kwasi A. Fraser, Mayor  
Town of Purcellville

ATTEST:

\_\_\_\_\_  
Diana Hays, Clerk of Council

Mayor  
Kwasi A. Fraser

Council  
Joan Lehr  
John A. Nave  
Patrick McConville II  
Karen Jimmerson  
Douglass J. McCollum  
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**TOWN OF PURCELLVILLE  
IN  
LOUDOUN COUNTY, VIRGINIA**

**ORDINANCE NO. 16-04-05**

**PRESENTED: APRIL 12, 2016**

**ADOPTED: APRIL 12, 2016**

**AN ORDINANCE: APPROVING CPA15-02 TO AMEND THE PURCELLVILLE, VIRGINIA 2025 COMPREHENSIVE PLAN TO DESIGNATE THE PLANNED LAND USE OF THE TOWN PROPERTY AT 781 SOUTH 20TH STREET AS "RESIDENTIAL - 2 DWELLING UNITS PER ACRE," AND APPROVING RZ15-01 TO AMEND THE ZONING MAP OF PURCELLVILLE, VIRGINIA TO REZONE THE TOWN PROPERTY AT 781 SOUTH 20TH STREET FROM IP, INSTITUTIONAL AND PUBLIC USE TO R-2, SINGLE-FAMILY RESIDENTIAL**

**WHEREAS,** the Town Council of the Town of Purcellville, Virginia states the following as its recitals and findings:

- R1. The Purcellville Town Council directed Town Staff to initiate consideration of a rezoning from IP, Institutional and Public Use to R-2, Single-Family Residential for the Town-owned 0.3471 acre parcel addressed as 781 South 20<sup>th</sup> Street, Purcellville, Virginia and identified by Loudoun County land records as Parcel Identification Number 489-38-4477-000 (the "Town Property") as shown on **Exhibit A** attached to this Ordinance.
- R2. Pursuant to Council's direction, the Town initiated Comprehensive Plan Amendment application CPA15-02 and Rezoning application RZ15-01 to evaluate and consider the future planned land use and zoning of the Town Property.

**AN ORDINANCE:                    APPROVING COMPREHENSIVE PLAN AMENDMENT APPLICATION CPA15-02  
AND REZONING APPLICATION RZ15-01.**

- R3.    The Town Property is located in close proximity to the Hirst Farm, Locust Grove and Valley Springs residential developments and contains a structure originally used as a single-family detached dwelling, making the Town Property suited to a future land use of low-density residential housing.
  
- R4.    The *Purcellville, Virginia 2025 Comprehensive Plan* contains a planned land use category identified as “Residential – 2 Dwelling Units Per Acre,” which matches the existing built density and residential character of nearby residential developments.
  
- R5.    The “Residential – 2 Dwelling Units Per Acre” land use category most directly corresponds to the R-2, Single-Family Residential zoning district which is consistent with the zoning designation of other nearby residential developments.
  
- R6.    Town Staff has concluded that the proposed CPA15-02 Comprehensive Plan Amendment and RZ15-01 Rezoning are supported by the policies of the *Purcellville, Virginia 2025 Comprehensive Plan* and recommends approval.
  
- R7.    The Planning Commission held duly-advertised public hearings concerning CPA15-02 and RZ15-01 on February 4, 2016.
  
- R8.    The Planning Commission voted at its regular meeting on February 4, 2016 to recommend that Town Council approve CPA15-02 and RZ15-01.
  
- R9.    The Town Council conducted duly-advertised public hearings concerning CPA15-02 and RZ15-01 on March 8, 2016.
  
- R10.   The Purcellville Town Council finds (i) amending the *Purcellville, Virginia 2025 Comprehensive Plan* to designate the Town Property as planned for the “Residential – 2 Dwelling Units Per Acre” land use and (ii) amending the *Zoning Map of Purcellville, Virginia* to amend the zoning designation of the Town Property from IP, Institutional and Public Use to R-2, Single-Family Residential are required to serve the public necessity, convenience, and general welfare, and constitute good zoning practice because the amendments:
  - a.    Respect the built density and residential character of nearby developments; and
  - b.    Are partially supported by the “Financial Planning for the Future” and

**AN ORDINANCE:            APPROVING COMPREHENSIVE PLAN AMENDMENT APPLICATION CPA15-02  
AND REZONING APPLICATION RZ15-01.**

generally supported by the “2025 Housing Policies” sections of the *Purcellville, Virginia 2025 Comprehensive Plan*.

**NOW THEREFORE**, the Council of the Town of Purcellville, Virginia hereby ordains:

**SECTION I.** That CPA15-02 is hereby approved and the *Purcellville, Virginia 2025 Comprehensive Plan* amended to change the planned land use designation of the Town-owned 0.3471 acre parcel addressed as 781 South 20<sup>th</sup> Street, Purcellville, Virginia and identified by Loudoun County land records as Parcel Identification Number 489-38-4477-000 from “Institutional/Government” to “Residential – 2 Dwelling Units Per Acre.”

**SECTION II.** That RZ15-01 is hereby approved and the *Zoning Map of Purcellville, Virginia* amended to change the zoning district designation of the Town-owned 0.3471 acre parcel addressed as 781 South 20<sup>th</sup> Street, Purcellville, Virginia and identified by Loudoun County land records as Parcel Identification Number 489-38-4477-000 from IP, Institutional and Public Use to R-2, Single-Family Residential.

**SECTION III.** That all prior ordinances in conflict herewith are hereby repealed.

**SECTION IV.** That if a court of competent jurisdiction declares any provision of this Ordinance invalid, the decision shall not affect the validity of the Ordinance as a whole or any remaining provisions of the Purcellville Zoning Ordinance.

**SECTION V.** That this ordinance shall be effective upon its adoption.

**PASSED THIS 12<sup>TH</sup> DAY OF APRIL, 2016.**

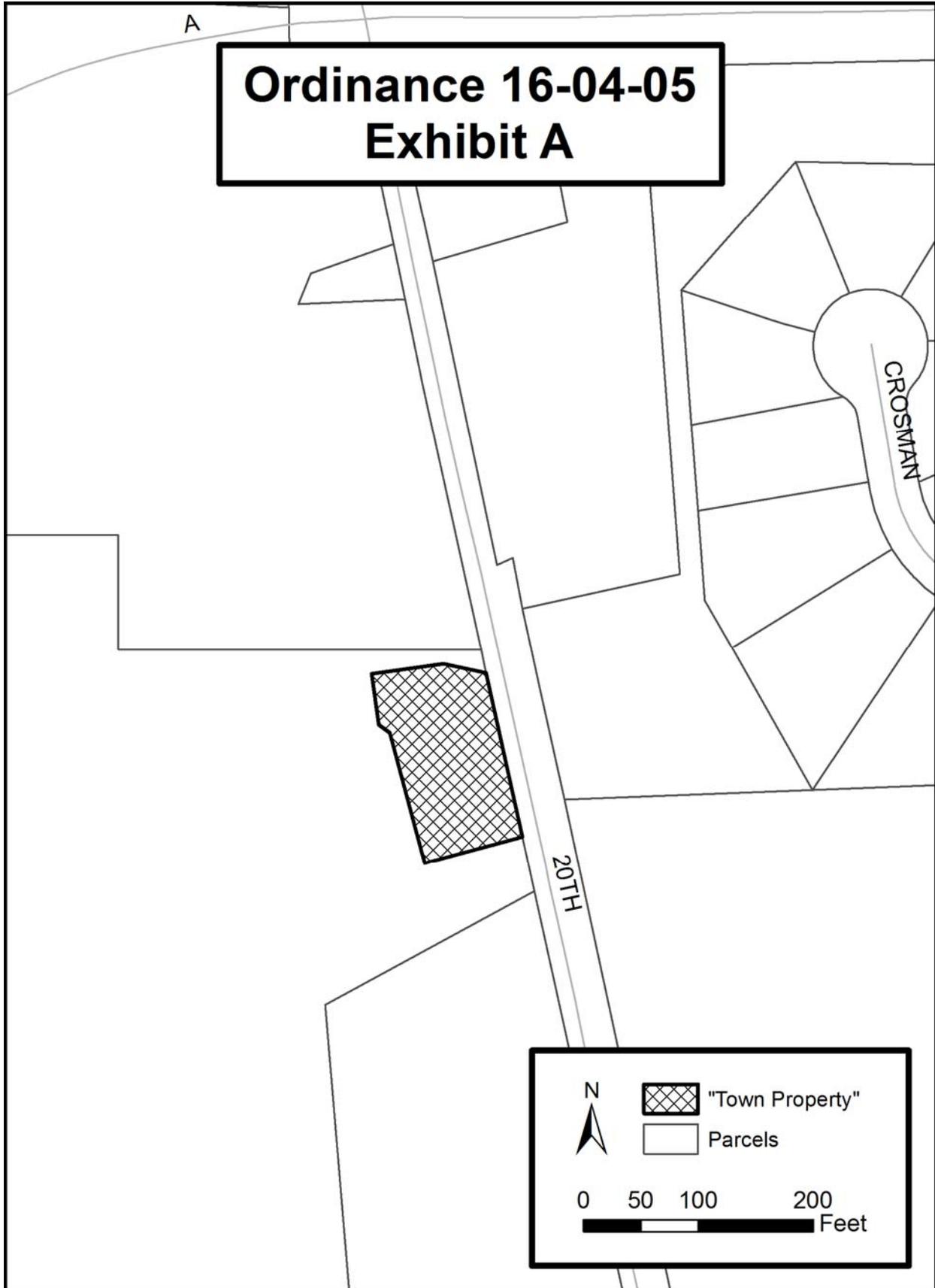
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Kwasi A. Fraser, Mayor  
Town of Purcellville

ATTEST:

---

Diana Hays, Town Clerk



Mayor  
Kwasi A. Fraser

Council  
Joan Lehr  
John A. Nave  
Patrick McConville II  
Karen Jimmerson  
Douglass J. McCollum  
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**TOWN OF PURCELLVILLE  
IN  
LOUDOUN COUNTY, VIRGINIA**

**ORDINANCE NO. 16-04-06**

**PRESENTED: APRIL 12, 2016  
ADOPTED: APRIL 12, 2016**

**AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO ADD TRANSITIONAL HOUSING AS A USE ALLOWED BY SPECIAL USE PERMIT IN THE R-2, SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, ADD STANDARDS FOR THE USE, AND ADD A DEFINITION FOR THE USE.**

**WHEREAS,** the Town Council of the Town of Purcellville, Virginia states the following as its recitals and findings:

- R1. The Purcellville Town Council directed Town staff to initiate consideration of a rezoning from IP, Institutional and Public Use to R-2, Single-Family Residential for the Town-owned 0.3471 acre parcel addressed as 781 South 20<sup>th</sup> Street, Purcellville, Virginia and identified by Loudoun County land records as Parcel Identification Number 489-38-4477-000 (the "Town Property").
- R2. Pursuant to Council's direction, the Town initiated Ordinance Text Amendment application CPA15-02 and Rezoning application RZ15-01 to evaluate and consider the future planned land use and zoning of the Town Property.
- R3. The Town Property contains a structure currently used by an organization offering transitional housing to single mothers and their children which is not currently a use allowed in the R-2, Single-Family Residential zoning

**AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO ADD TRANSITIONAL HOUSING AS A USE ALLOWED BY SPECIAL USE PERMIT IN THE R-2, SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, ADD STANDARDS FOR THE USE, AND ADD A DEFINITION FOR THE USE.**

district designation under consideration by Town Council.

- R4. During evaluation of CPA15-02 and RZ15-01, Town Staff determined that proper evaluation of RZ15-01 would be aided by preparing a zoning ordinance text amendment for Town Council’s consideration that would allow the existing transitional housing use to be operated in compliance with the regulations of the R-2 district, and the Town initiated OA15-04 pursuant to Council’s initial direction.
- R5. The Planning Commission held a duly-advertised public hearing concerning OA15-04 on February 4, 2016.
- R6. The Planning Commission voted at its regular meeting on February 4, 2016 to recommend that Town Council approve OA15-04.
- R7. The Town Council conducted a duly-advertised public hearing concerning OA15-04 on March 8, 2016.
- R8. The Purcellville Town Council finds that the Zoning Ordinance text amendments set forth in this Ordinance are required to serve the public necessity, convenience, and general welfare, and constitute good zoning practice because the amendments:
  - a. Allow the existing transitional housing use to be brought in to compliance with the regulations of the R-2, Single-Family Residential zoning district while ensuring any future transitional housing is harmonious with its surroundings;
  - b. Are partially supported by the “Financial Planning for the Future” and generally supported by the “2025 Land Use Polices” sections of the *Purcellville, Virginia 2025 Comprehensive Plan*; and
  - c. Are supported by the purpose statement of the R-2, Single-Family Residential zoning district.

**NOW THEREFORE**, the Council of the Town of Purcellville, Virginia hereby ordains:

**SECTION I.** That the following Articles and Sections of the *Zoning Ordinance for the Town of Purcellville, Virginia* are hereby amended to add all underlined text and to remove all strikethrough text as follows:

**AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO ADD TRANSITIONAL HOUSING AS A USE ALLOWED BY SPECIAL USE PERMIT IN THE R-2, SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, ADD STANDARDS FOR THE USE, AND ADD A DEFINITION FOR THE USE.**

**ARTICLE 4. - DISTRICT REGULATIONS**

**Section 1. - Use Regulations.**

1.1 Use table.

.....

Use	R2	R3	R3A	R8	R15	C1	MC	C4	CM1	M1	PDH	X	IP	AC	RT	Use Standard
.....																
Theater							SUP	SUP					SUP			
<a href="#">Transitional housing</a>	<a href="#">SUP</a>															<a href="#">Art. 4, Sec. 1.2.179</a>
Upholstery shop							P	P	P	P						
.....																

1.2 Use standards.

.....

176-~~178~~181. *Reserved.*

[179. Transitional housing.](#)

[a. General standards.](#)

[i. The facility shall have a maximum occupancy of three adults with up to two children each, excluding any resident staff persons.](#)

[ii. The facility shall be at least 250 feet from any existing residential dwelling.](#)

[b. Reserved.](#)

[180-181. Reserved.](#)

.....

**ARTICLE 15. - DEFINITIONS**

.....

**Section 2. - Definitions.**

.....

[Transitional housing.](#) *A residential facility managed by a government or nonprofit agency which provides temporary accommodations to women, with or without children, for a*

**AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO ADD TRANSITIONAL HOUSING AS A USE ALLOWED BY SPECIAL USE PERMIT IN THE R-2, SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT, ADD STANDARDS FOR THE USE, AND ADD A DEFINITION FOR THE USE.**

[period of up to two years, and which also may provide meals, counseling, and other appropriate program activities designed to facilitate independent living.](#)

.....

**SECTION II.** That all prior ordinances in conflict herewith are hereby repealed.

**SECTION III.** That if a court of competent jurisdiction declares any provision of this Ordinance invalid, the decision shall not affect the validity of the Ordinance as a whole or any remaining provisions of the Purcellville Zoning Ordinance.

**SECTION IV.** That this ordinance shall be effective upon its adoption.

**PASSED THIS 12<sup>TH</sup> DAY OF APRIL, 2016.**

\_\_\_\_\_  
Kwasi A. Fraser, Mayor  
Town of Purcellville

ATTEST:

\_\_\_\_\_  
Diana Hays, Town Clerk