



**Meeting Agenda
Monday, November 3, 2025
Town of Orange Community Meeting Room**

5:30 p.m. - DINNER

6:00 p.m.

1. Call to order by the Mayor.

2. Pledge of Allegiance.

3. Roll Call – Town Council:

Mayor J. Harrison Cluff
Vice-Mayor Delmer G. Seal, Jr.
Councilmember Jason R. Cashell

Councilmember Jeremiah V. Pent
Councilmember Donna Waugh-Robinson

4. Adoption of Agenda

5. Consideration of appointment to IDA.

6. Discussion of DRAFT FIG Policy.

7. Discussion of Streetscape. (Director of Community Development)

8. Discussion of West Church Street Parking. (Town Manager)

9. Adjournment.



SUMMARY
November 3, 2025

AGENDA ITEM: 5

Consideration of appointment to the Town's IDA.

SUMMARY:

- Please see attached applications from Mr. Cantrell and Mr. Lebb who have expressed interest in serving on the Town's IDA.
- There is only one vacancy on the IDA at this time left by Martha Roby when she resigned to serve on the Town's Planning Commission. This term would expire on 08/01/2028.

MOTION:

"I move that Town Council appoint _____ to the Town's Industrial Development Authority with a term to expire August 1, 2028."



**Town of Orange
Town Manager's Office**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

Phone: (540) 672-5505 Fax: (540) 672-4435

Email – townclerk@townoforangeva.gov

**APPLICATION TO SERVE ON TOWN BOARDS, COMMISSIONS, AND
COMMITTEES**

1. Name: Stephen Lebb Home Phone: 757-386-3598
2. Home Address: 532 Aster Lane, Orange, VA 22960
3. Business: _____ Business Phone: _____
4. Business Address: _____
5. Resume of Education and Experience: Resume attached

(Please use additional sheets or submit resume if you prefer).

6. Are you a registered voter? Yes ☒ No ☐
7. Are you a resident of the Town? Yes ☒ No ☐
8. Do you hold a public office? Yes ☐ No ☒
9. Do you serve on a Town Board at present? Yes ☐ No ☒

10. PLEASE CHECK THE BOARDS YOU ARE INTERESTED IN SERVING ON:

Board of Zoning Appeals ☐

Planning Commission ☐

Industrial Development Authority ☒

11. How do you feel your experience has qualified you for service on this Board?

Forty years of Federal, state, and local contracting

12. Would you consider serving on another Board other than the one(s) you selected above?

Yes ☒ No ☐

Signature: [Signature] Date: 10/16/25

Please submit completed applications to:

Wendy J. Chewning, MMC, Town Clerk
119 Belleview Avenue
Orange, Virginia 22960

Note: If you have any questions on the above, please call the Town Clerk's Office or contact any of your Town Council members.

STEPHEN LEBB, PMP, CISM

532 Aster Lane, Orange, Virginia 22960 • 757-386-3598 • stephenrlebb@gmail.com

SENIOR IT PROGRAM MANAGER TS/SCI

Proactive, resilient IT leader with deep experience and demonstrated success performing in high-stakes environments. Three decades invested in managing programs and projects, deploying, maintaining, upgrading, and integrating systems, honing the critical ability to communicate technology to a range of stakeholders. A tested problem-solver maintaining a posture of learning and still celebrating the thrill of a tough solve, even while serving as a trusted teacher. Composure under pressure, professional empathy, and strategic leadership that both motivates and appreciates. A valuable combination of execution excellence and loyalty, working collaboratively to move strategy and optimization forward to achieve a mission.

Strategic Vision
Motivating Leadership
Problem Solving

Program Management
Analytical Thinking
Systems Design Expertise

Process Optimization
Complex Projects
Stakeholder Relations

"Steve stands up for his teammates and what is right for the customers. The fast-paced, high-demand section he works in demands quick decisions and timely action. He delivers both."

Performance Review

Certifications: PMP | CISM | PMI-ACP | ITILv4 DPI | ITILv4 | CompTIA Network+ | CompTIA Security+ ce

PROFESSIONAL EXPERIENCE

SENIOR LEAD TECHNOLOGIST • BOOZ ALLEN HAMILTON CHARLOTTESVILLE, VA • 10/2022 TO PRESENT

Created and managed governance, risk and opportunity program efforts at the National Ground Intelligence Center (NGIC) for the US Army. Managed multiple ISR Wing data science projects to increase intelligence analysis capabilities for the USAF. Assisted in leading the delivery of multiple solutions within the CDM (Continuous Diagnostic and Mitigation) Program for CISA, including development and support efforts and risk management and mitigation at the Treasury Department. Ensured timely and complete delivery of contract requirements, and efficient stakeholder communications in all roles. Assisted in PMO responsibilities including governance and risk management programs at the National Ground Intelligence Center (NGIC).

- Served in the contracted PMO as governance and risk management and program leadership for several cross-functional teams at NGIC
- Managed several teams providing data science governance, machine learning engineering and data architectural products
- Identified opportunities within several AF Wings where AI/ML-enabled applications and solutions would benefit customers
- Assisted in solution building and proposal creation within a business unit in support of DCGS for the PMO (SPO), Headquarters Air Force, Air Force Research Laboratory and the Air Combat Command
- Procurement oversight, ensuring hardware and software acquisitions occur on-time and meeting client needs
- Integration project schedule management, coordinating operational engineers, direct engineering teams, and Subject Matter Experts (SMEs) with clients to facilitate access for CISA's CDM Program within Treasury
- Manage stakeholder relationships, meeting with client leadership to obtain and define priorities, ensure awareness of issues and obstacles, and negotiate schedules, scope and staffing

CHIEF OF PLANS AND INTEGRATIONS • DEPARTMENT OF THE AIR FORCE • LANGLEY AFB, VA • 6/2022 TO 10/2022

Supervising a team of project management professionals, planned and executed multiple large projects and continuous programs to ensure the continued success of the Air Force intelligence, reconnaissance and surveillance mission. Served as the director and senior project manager at the preeminent Air Force Wing for all projects concerning the intelligence community's information systems weapon system (DCGS).

- Coordinated with MAJCOMs to establish policy and guidelines for IT security
- Managed classified projects to build additional function and resiliency while maintaining fiscal responsibilities
- Ensured security regulatory compliance and implementation of control solutions.

- Directed, coached and mentored a staff of project management and senior network engineer professionals in the policies and procedures regarding government-run projects
- Within weeks, resurrected a large, Agile-based program to immediately add capabilities to analysts.

NETWORK MANAGER • DEPARTMENT OF THE ARMY • HOHENFELS, GE • 6/2018 to 6/2022

Deployed leadership of day-to-day network operations at American training bases in Hohenfels, Oberammergau and Garmisch. As a GS-12, managed nineteen U.S. and German employees in various locations. Managing all SIPR and NIPR projects, authors all weekly activity reports, battalion status reports, and garrison command briefs, consistently communicating cross-culturally and collaborating with a German IT planner on leasing in-country telecom lines.

- Deftly crafts relationships within and beyond the Command structure to accomplish goals. Integrated a new battalion into base systems, regularly serving as the go-to for navigating difficulties.
- Ensured security regulatory compliance and implementing control solutions.
- In Director's absence, serves as acting Network Enterprise Center director.

NETWORK ENGINEER/SUPERVISOR • TEKSYSTEMS/ARMA GLOBAL/GDIT • FORT BRAGG, NC • 1/2010 to 6/2018

In a no-fail mission supporting the Joint Special Operations Command (JSOC) on classified projects, supervised a 24/7 network support operation effort with more than twenty-two unclassified and classified global networks. Led twelve network and satellite engineers in achieving challenging and often ambiguous objectives.

- Managed network/satellite engineer training, performance reviews, and corrective actions.
- Supervised the monitoring, maintaining, and troubleshooting of several WAN networks using Orion Solarwinds and Cisco Network Compliance Manager.
- Ensured security standards were followed, incidents properly escalated and controls monitored and implemented correctly.
- Documented, tracked, and reported calls using Remedy Action Software and Service Manager.
- Led the creation, modification, and troubleshooting of peer enclaves in KG-175A/B/D/G, KG-250 Taclanes.
- Utilized security management concepts to develop metrics to assist senior leadership decisions.
- Performed Cisco Routers and Switches IOS upgrades as necessary, leading several large installation projects.

EARLY CAREER

ZENETEX • NETWORK ENGINEER • LAS VEGAS, NV
 TTI • COMMUNICATIONS ENGINEER • SACRAMENTO, CA
 DEPARTMENT OF THE ARMY • COMMUNICATIONS/COMPUTER SYSTEMS OPERATOR • CALIFORNIA AIR NATIONAL GUARD • SYSTEMS ADMINISTRATOR • SACRAMENTO, CA
 INFORMATION SERVICES INTERNATIONAL, INC. • TECHNICAL SUPPORT REPRESENTATIVE • ROUND HILL, NV
 QUINTON INSTRUMENT COMPANY • FIELD TECHNICAL SPECIALIST • DALLAS, TX
 TEXAS SCOTTISH RITE HOSPITAL • COMPUTER MAINTENANCE TECHNICIAN • DALLAS, TX
 COMPUSA • COMPUTER REPAIR TECHNICIAN/CUSTOMER SERVICE • MESQUITE, TX
 U.S. AIR FORCE • ELECTRONIC WARFARE TECHNICIAN • HAHN AB, GERMANY

"Knowledge,
commitment and
positive attitude"

Performance Review

EDUCATION & COMPETENCIES

DOCTOR OF PHILOSOPHY, PUBLIC POLICY - NATIONAL SECURITY POLICY

LIBERTY UNIVERSITY

CURRENT – 2027

PHD CERTIFICATE IN PUBLIC POLICY/NATIONAL SECURITY POLICY

LIBERTY UNIVERSITY

MASTER OF SCIENCE, IT PROJECT MANAGEMENT

AMERICAN MILITARY UNIVERSITY

BACHELOR OF SCIENCE, INFORMATION TECHNOLOGY MANAGEMENT

AMERICAN MILITARY UNIVERSITY

CALIFORNIA PEACE OFFICER STANDARDS AND TRAINING (POST) LEVEL II

SOUTH LAKE TAHOE COMMUNITY COLLEGE

MILITARY SERVICE

UNITED STATES AIR FORCE

1987 to 1991

OPERATION DESERT STORM, GERMANY

ELECTRONIC WARFARE SYSTEMS

CALIFORNIA AIR NATIONAL GUARD

2004 to 2009

CYBER SYSTEMS OPERATIONS



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Email – townclerk@townoforangeva.gov

**APPLICATION TO SERVE ON TOWN BOARDS, COMMISSIONS, AND
COMMITTEES**

1. Name: Lawson James Cantrell Home Phone: 540-729-0272

2. Home Address: 138 Landon Lane, Orange, VA 22960

3. Business: — Business Phone: —

4. Business Address: —

5. Resume of Education and Experience: BA-Political Science,
BS-Secondary Ed, MBA-Finance

(Please use additional sheets or submit resume if you prefer).

6. Are you a registered voter? Yes ☒ No ☐

7. Are you a resident of the Town? Yes ☒ No ☐

8. Do you hold a public office? Yes ☐ No ☒

9. Do you serve on a Town Board at present? Yes ☐ No ☒

10. PLEASE CHECK THE BOARDS YOU ARE INTERESTED IN SERVING ON:

Board of Zoning Appeals ☐

Planning Commission ☐

Industrial Development Authority ☒

11. How do you feel your experience has qualified you for service on this Board?

Served on multiple church boards, lived in Orange for past 10 years, worked in finance/IT for large private enterprise companies

12. Would you consider serving on another Board other than the one(s) you selected above?

Yes ☒ No ☐

Signature: James Cantrell Date: 10/16/25

Please submit completed applications to: Wendy J. Chewning, MMC, Town Clerk
119 Belleview Avenue
Orange, Virginia 22960

Note: If you have any questions on the above, please call the Town Clerk's Office or contact any of your Town Council members.



SUMMARY
November 3, 2025

AGENDA ITEM: 7

Discussion of Streetscape. (Director of Community Development)

SUMMARY:

- Please see attached memorandum and supporting documentation from the Director of Community Development.



**Town of Orange
Department of Community Development**

119 Belleview Avenue, Orange, Virginia 22960 - 1401

Phone: (540) 672-6917; Fax: (540) 672-9250

Email – townplanner@townoforangeva.gov

MEMORANDUM

TO: Mayor Cluff and Town Council

FROM: Deborah C. Sturm, ICMA-CM, AICP
Director of Community Development

DATE: October 28, 2025

SUBJECT: Main Street and Caroline Street Streetscape concept plans

Draft concept plans for streetscape improvements for Main Street (from the railroad tracks west to Caroline Street) and Caroline Street (from W. Main Street to S. Madison Road), have been prepared by Rinker Design Associates/Kimley-Horn for the Town's consideration. Over the past several months, the Planning Commission has reviewed these concepts and has acted to recommend them to Town Council for their review.

For the Main Street project concept, the Commission's concerns centered around maintaining parking along the street. Based on counts provided by RDA/KH, the number of spaces provided in the draft concept is equal to the number of spaces that currently exist along the street. Additionally, the three existing handicap parking spaces will remain, and the roadway has been narrowed slightly to 37 feet between N. Madison and Caroline Streets (existing roadway is 39-40 feet in width) as measured from the northern curb edge.

For the Caroline Street streetscape project concept, the Commission voted to move it forward to Town Council for their consideration, but with some reservation and with two suggested changes. The Commission's primary concern is that the concept design as proposed will not effectively address the W. Main Street/Caroline Street intersection and how that will be navigated by trucks and buses that routinely travel through that location. The two overall concept changes recommended by the Commission are adding a crosswalk at the S. Madison Road/Caroline Street intersection and adding a parking space along W. Main Street in the vicinity of the OMS Holdings property for loading/off-loading.

After the Commission meeting, staff spoke with Mayor Cluff about the concept as presented to the Commission and discussed a possible solution to address the Commission's concern. The

suggestion is to signalize the W. Main Street/Caroline Street intersection and move the stop bars back on Caroline Street to provide additional room for turning vehicles. RDA has indicated that traffic counts do not warrant a signal at the intersection; however, it would seem that a signalized intersection is the best way to better control traffic and provide enough room for trucks and buses to turn from the west on W. Main Street to the south onto Caroline Street.

Staff have also added comments regarding ADA ramps at crosswalk landings. All the suggested changes for the Caroline Street design concept as noted are reflected on the attached and have been forwarded to the consultant for their consideration.

It is staff's hope that both streetscape concepts may be finalized before the holidays so that engineering for both may begin just after the new year in anticipation of preparing a SmartScale funding application for the spring 2026 funding round.

Staff look forward to Council's direction in this matter.

1

W. Main Street

B

B

A

Orange County
Department
of Community
Development

Restaurant

Retail

Office

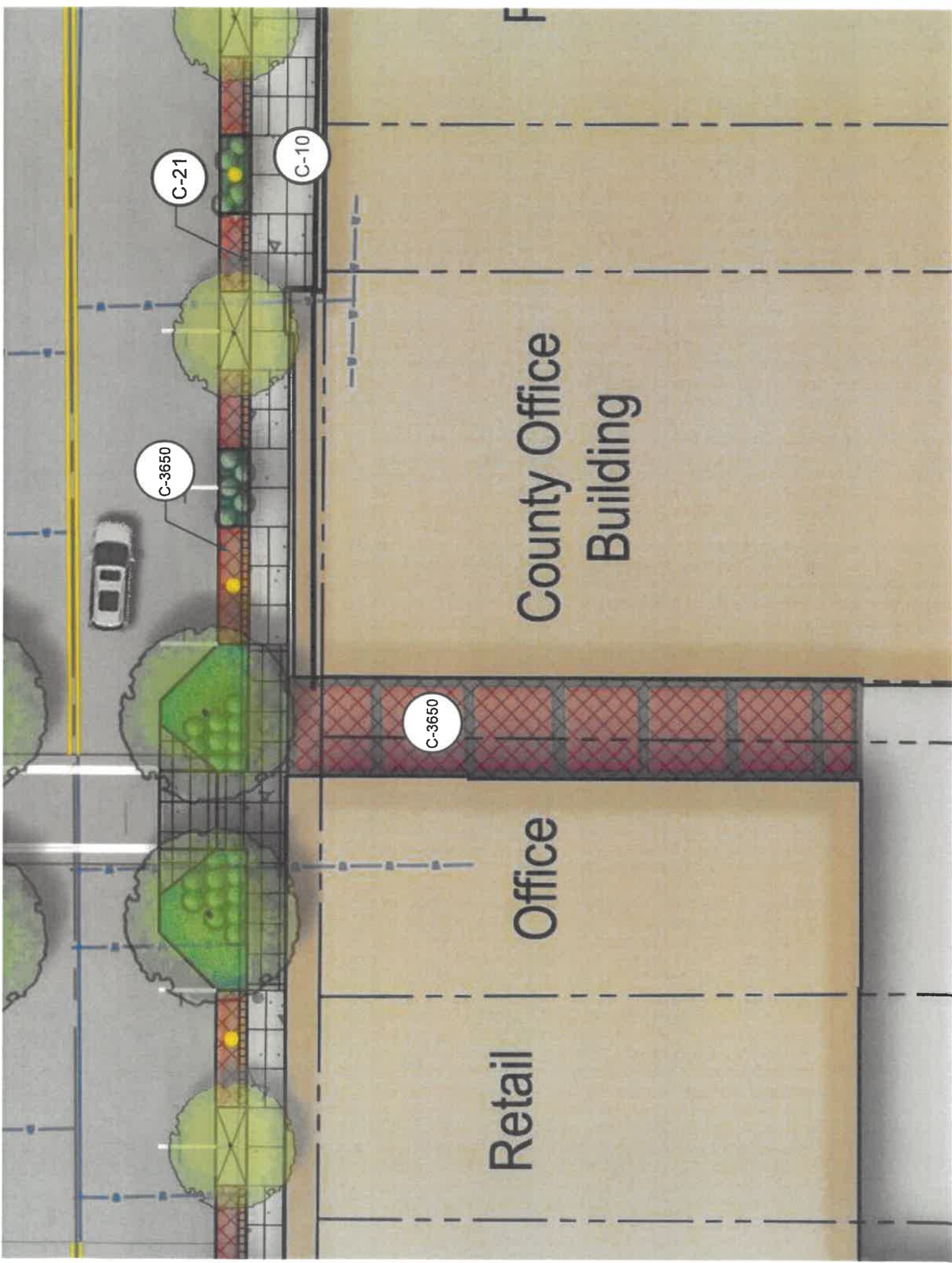
County Office
Building

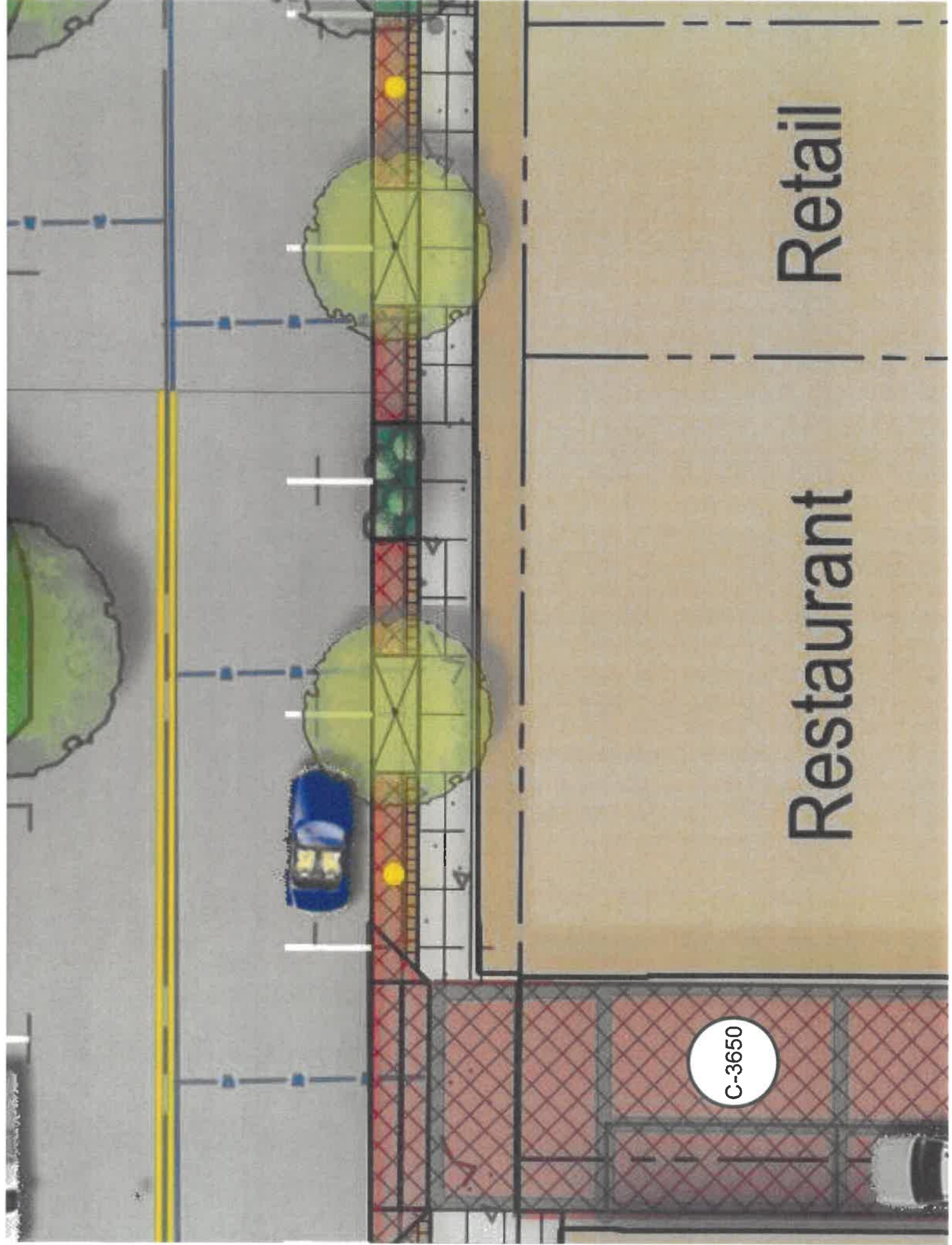
Retail

1

2

3





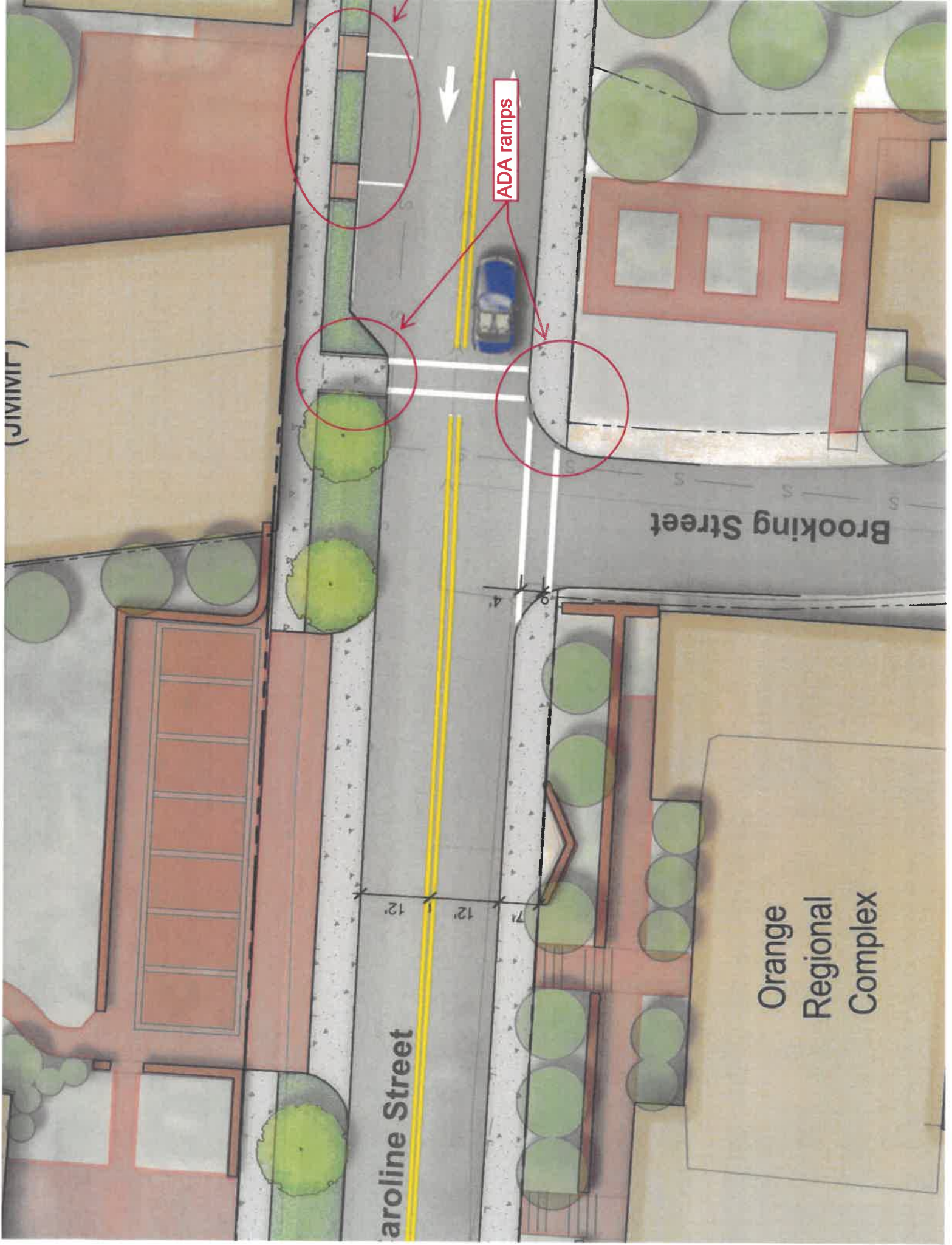
Retail

Restaurant

C-3650



ON B-B, Dept Community Development Alleyway Section



ADA ramps

Brooking Street

Caroline Street

Orange
Regional
Complex

(JIMMIF)



SUMMARY
November 3, 2025

AGENDA ITEM: 8

Discussion of West Church Street Parking. (Town Manager)

SUMMARY:

- This item has been placed on the agenda for discussion.