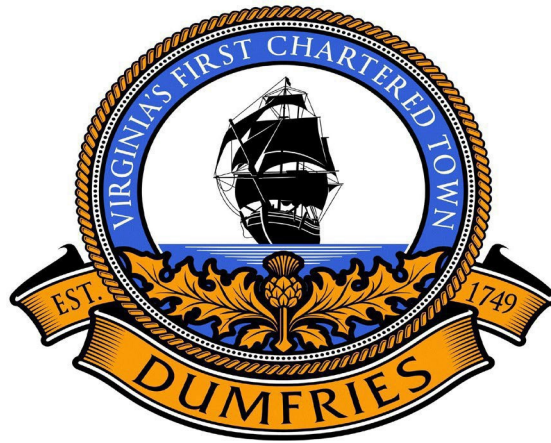


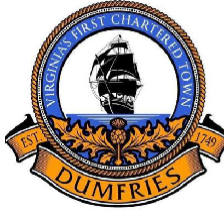
# Town of Dumfries Council Meeting Packet



Derrick R. Wood, Mayor  
Monaé S. Nickerson, Vice Mayor  
Selonia B. Miles, Chair Pro Tem  
Tyrone Brown, Councilmember  
Brian K. Fields, Councilmember  
Shaun Peet, Councilmember  
Caetrina A. Peterson, Councilmember

Tangela Innis, Town Manager  
Sharon E. Pandak, Town Attorney  
Tangi R. Hill, Town Clerk

August 8, 2023



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building  
17739 Main Street, Suite 200  
Dumfries, Virginia 22026  
Tel: 703-221-3400 / Fax: 703-221-3544  
[www.dumfriesva.gov](http://www.dumfriesva.gov)

**DUMFRIES TOWN COUNCIL  
MEETING TUESDAY, AUGUST 8, 2023,  
AT 7:00 PM  
COUNCIL CHAMBERS**

- I. Call to Order and Roll Call
- II. Moment of Prayer – Pastor Henry Goddard, Winners Church in Dumfries, Virginia
- III. Pledge of Allegiance
- IV. Adoption of Agenda
- V. Awards and Proclamations
  - A. National Fentanyl Prevention and Awareness Day Proclamation – Vice Mayor Monae Nickerson
  - B. Black Business Month and Commendation for the Virginia Black Business Directory (VABBD) Expo Proclamation – Mayor Derrick Wood
  - C. Black Business Month and Commendation for the Northern Virginia Black Chamber of Commerce Proclamation – Mayor Derrick Wood
- VI. Approval of Minutes
  - A. Minutes of the July 11, 2023, Meeting and Minutes of the July 25, 2023, Special Meeting
- VII. Citizen Comment Period
- VIII. Mayor and Council Comments
- IX. Reports and Presentations
  - A. MAGIC Presentation – Myra Miles, Management & Governmental Information Center (MAGIC)
  - B. Town Manager's Report – Tangela Innis, Town Manager
  - C. Introduction of Employees – Tangela Innis, Town Manager

X. Action Items (Public Hearing)

- A. Proposed Amendments to the Town Code Sections 2-80 and 2-83, Regarding the Town Manager's Authority and Related Matters, Including Amendments Related to the Positions of the Town Clerk, Town Treasurer, and Town Attorney – Sharon Pandak, Town Attorney (Public Hearing)
- B. Resolution Amending Town Manager's Employment Agreement – Sharon Pandak, Town Attorney
- C. Resolution for Endorsement of Prince William County's Application to the Northern Virginia Transportation Authority – Jonet Prevost-White, Public Works Director
- D. Resolution Authorizing the Town Manager to Advertise Public Hearings on The Conditional Use Permit Application, CUP2023-001, for Winners Church – Nick Cicero, Principal Planner
- E. Establishing Members of the Naming Committee – Councilman Shaun Peet
- F. Naming of the Fire and Rescue Squad – Mayor Derrick Wood
- G. Scheduling the Date of the First Meeting for the Naming Committee – Councilman Shaun Peet
- H. Discussion on Strategic Planning Meeting and Scheduling of Dates – Mayor Derrick Wood

XI. Closed Session

- A. One Matter of Discussion with Legal Counsel of Actual Litigation, *CCATT LLC v. Town of Dumfries*, CL 21002032-00, pursuant to Va. Code §2.2-3711.A(7)

XII. Adjournment



## **NATIONAL FENTANYL PREVENTION AND AWARENESS DAY PROCLAMATION**

**WHEREAS**, fentanyl is a synthetic opioid that, according to the Centers for Disease Control and Prevention, is 50 times stronger than heroin and 100 times stronger than morphine; and

**WHEREAS**, because of its strength and low production cost, illegally manufactured fentanyl is being found in illicit drugs of all kinds, including heroin, cocaine, and methamphetamine, and is being used at increasing rates; and

**WHEREAS**, according to the Virginia Department of Health, an average of 4 Virginians died a day from an opioid-related overdose in 2020 alone, and fentanyl caused or contributed to 75.8% of all fatal overdoses in 2022; and

**WHEREAS**, while expanding access to fentanyl test strips and the emergency narcotic overdose reversal drug, naloxone, is key to reducing fentanyl use and overdose, the stigma that surrounds drug use, addiction, and overdose often makes it difficult for communities to implement these measures and effectively address the opioid crisis; and

**WHEREAS**, the Commonwealth of Virginia has been proud to support and advance several measures to address substance use and overdose deaths in Virginia, including passing legislation to combat this deadly fentanyl poisoning crisis by investing in increased community-level supports for people who have been grappling with mental health and substance use challenges; and

**WHEREAS**, the Town of Dumfries acknowledges the severity of the fentanyl crisis and is committed to taking concrete actions in response. Vice Mayor Nickerson serves as a member of the federal advocacy group for Public Safety and Crime Prevention for the National League of Cities. As they are actively working on the Substance Use Disorder Prevention and Treatment Support Act as a legislative item for the 2024 agenda, this crucial act aims to provide our localities with essential funding and resources to combat the devastating effects of fentanyl and other dangerous substances in our communities.

**WHEREAS**, the Town of Dumfries joins all those who have been affected by fentanyl use in spreading awareness of the harm that fentanyl can cause and reminds all Virginians that anyone can save a life by educating themselves on the signs of an overdose, learning how to administer naloxone, and calling 911.

**NOW, THEREFORE, THE TOWN COUNCIL OF DUMFRIES, VIRGINIA**, do hereby proclaim August 21, 2023, as **NATIONAL FENTANYL PREVENTION AND AWARENESS DAY** throughout the Town of Dumfries and commend this observance to all our residents.

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By Order of the Town Council  
Derrick R. Wood, Mayor  
Town of Dumfries  
August 8, 2023



## **BLACK BUSINESS MONTH AND COMMENDATION FOR THE VIRGINIA BLACK BUSINESS DIRECTORY (VABBD) EXPO PROCLAMATION**

**WHEREAS**, August is recognized as National Black Business Month, a time to honor and celebrate the significant contributions of Black-owned businesses across the nation; and

**WHEREAS**, Black business owners make up approximately 10 percent of all U.S. businesses and around 30 percent of all minority-owned businesses, with approximately two million companies owned by African Americans, as reported by the U.S. Census Bureau; and

**WHEREAS**, we commend the visionary efforts of Historian John William Templeton and engineer Frederick E. Jordan Sr, who founded National Black Business Month in August 2004, to drive the policy agenda affecting the 2.6 million African-American businesses; and

**WHEREAS**, the Virginia Black Business Directory (VABBD) has demonstrated an unwavering commitment to empowering Black business owners through valuable programs and initiatives that foster higher productivity, increased success rates, and improved business education; and

**WHEREAS**, the VABBD's noble mission includes amplifying the exposure of small businesses and advancing the economic development and social equities of Black business owners, thereby contributing significantly to bridging the racial wealth gap through community collaboration, education & training programs, and resource navigation; and

**WHEREAS**, the Town Council of Dumfries wishes to extend its heartfelt commendation and appreciation to the Virginia Black Business Directory (VABBD) for their exceptional contributions to the growth and success of Black-owned businesses within our community and beyond; and

**WHEREAS**, the Virginia Black Business Expo & Conference, a remarkable multi-day event organized by the VABBD, stands as a testament to their dedication in providing invaluable business growth opportunities and exposure to minority-owned businesses from the Washington, DC, Maryland, and Virginia (DMV) region, offering.

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By Order of the Town Council  
Derrick R. Wood, Mayor  
Town of Dumfries  
August 8, 2023



**BLACK BUSINESS MONTH AND COMMENDATION FOR  
THE NOTHERN VIRGINIA BLACK CHAMBER OF COMMERCE PROCLAMATION**

**WHEREAS**, the Northern Virginia Black Chamber of Commerce (Chamber) stands as a nonpartisan, nonprofit 501(c)(3) organization deeply committed to the growth and development of its member partners and businesses seeking to collaborate with them; and

**WHEREAS**, the Chamber's noble goal is to foster the economic empowerment of black-owned businesses in Northern Virginia, thus contributing to the overall success and development of the region; and

**WHEREAS**, through its outstanding initiatives, the Chamber provides essential leadership, strategic information, and technical assistance to empower and uplift businesses in Alexandria, Arlington, Fairfax County, Loudoun County, Prince William County, and other municipalities within the region; and

**WHEREAS**, the Town Council of Dumfries recognizes and commends The Northern Virginia Black Chamber of Commerce (Chamber) for its unwavering dedication to maximizing the return on investment for businesses by promoting networking opportunities, offering practical entrepreneurial education, and providing the necessary tools to develop and advance businesses within the region;

**NOW, THEREFORE, BE IT PROCLAIMED**, that the Town Council of Dumfries does hereby officially designate the month of August as "**Black Business Month**" to honor and celebrate the achievements and resilience of Black-owned businesses and entrepreneurs.

**FURTHERMORE**, the Town Council extends its heartfelt commendation and appreciation to The Northern Virginia Black Chamber of Commerce for their exceptional commitment to empowering black-owned businesses, fostering economic growth, and advancing the development and success of the region.

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By Order of the Town Council  
Derrick R. Wood, Mayor  
Town of Dumfries  
August 8, 2023

**DUMFRIES TOWN COUNCIL  
MEETING MINUTES  
TUESDAY, JULY 11, 2023**

**MEETING HELD IN COUNCIL CHAMBERS**

*A video recording of this meeting is available on the Town's Website  
at [www.dumfriesva.gov](http://www.dumfriesva.gov) and YouTube Channel at  
<https://www.youtube.com/live/JKuvvQytaQA?feature=share>*

**Call to Order and Roll Call**

At 7:00 PM, Vice Mayor Nickerson called the meeting to order. The following members were recorded as present: Brown, Fields, Miles, Nickerson, Peterson, and Peet.

**Invocation**

The invocation was led by Pastor Samuel Metcalfe of Greater New Life Christian Fellowship in Triangle, Virginia.

**Pledge of Allegiance**

Vice Mayor Nickerson asked all to stand for the Pledge of Allegiance.

**Adoption of the Agenda**

On a motion made by Councilman Brown, seconded by Councilman Peet to adopt the agenda as presented. Vote 6-0-0 (Yes: Brown, Fields, Miles, Nickerson, Peterson, and Peet; No: N/A; Abstain: N/A)

**Awards and Proclamations**

The following proclamations were presented:

National Watermelon Month Proclamation was read by Councilman Tyrone Brown.

National Ice Cream Month Proclamation recognizing was read by Councilman Tyrone Brown.

## **Approval of Minutes**

### Minutes of the June 20, 2023 Regular Meeting

On a motion made by Chair Pro Tem Miles, seconded by Councilman Peet to approve the Dumfries Town Council Meeting Minutes of the June 20, 2023, Regular Meeting. Vote 6-0-0 (Yes: Brown, Fields, Peterson, Miles, Nickerson, and Peet; No: N/A; Abstain: N/A).

## **Citizen Comment Period**

Citizen comment was heard.

## **Mayor and Council Comments**

Vice Mayor and Council comments were heard.

## **Action Items (Public Hearing)**

Public Hearing - Amendments to Chapter 54 of the Code of the Town of Dumfries Subdivision Ordinance – Nick Cicero, Principal Planner and a Public Hearing - Amendments to Chapter 70 (Zoning), Article IV, of the Code of the Town of Dumfries – Nick Cicero, Principal Planner

Chair Pro Tem Miles asked if there is currently a vacant position for the Director of Planning and if so, should the code always default to the Zoning Administrator. Town Manager Innis responded by noting that the Town is currently recruiting for the Director of Planning position. She added that the intent is to capture the position if there is an absence of the Director of Planning, the Zoning Administrator will perform these functions. Town Manager Innis added that the responsibilities always rest with the Director of Planning.

After the Public Hearing, on a motion made by Councilman Peet, seconded by Chair Pro Tem Miles, to adopt the Amendments to Chapter 54 of the Code of the Town of Dumfries Subdivision Ordinance and the Amendments to Chapter 70 (Zoning), Article IV, of the Code of the Town of Dumfries. Vote 6-0-0 (Yes: Brown, Fields, Nickerson, Miles, Peterson, and Peet; No: N/A; Abstain: N/A).

Public Hearing - Conditional Use Amendment Application, CUPA2019-003, for Colonial Downs Group, LLC – Nick Cicero, Principal Planner

Councilman Brown asked Councilman Fields asked the applicant if the Town will receive future requests for additional gaming machines. The applicant



responded that the Town will not because of spacing and the new facility will be developed. The Vice Mayor asked if this would impact the capacity concerning the Fire Marshall and things of that nature. The applicant responded that it will not. The parking lot will be able to manage the increase in the number of machines as well. Councilman Peet asked if it will help the citizens and residents of the town be hired. The applicant stated that it will because it is their general philosophy to hire locally. Adding the slot machine will not increase jobs, but the opening of The Rose will.

After the Public Hearing, on a motion made by Councilman Peet, seconded by Chair Pro Tem Miles, to adopt the Conditional Use Amendment Application, CUPA2019-003, for Colonial Downs Group, LLC. Vote 6-0-0 (Yes: Brown, Fields, Nickerson, Miles, Peterson, and Peet; No: N/A; Abstain: N/A).

Authorize Public Hearing on Amendments to Town Code Regarding Town Manager's Authority and Related Matters (Public Hearing Date: August 8, 2023)

On a motion made by Chair Pro Tem Miles, seconded by Councilman Brown to schedule a Public Hearing for August 8, 2023 to consider the Amendments to the Town Code Regarding the Town Manager's Authority and Related Matters. Vote 6-0-0 (Yes: Brown, Fields, Peterson, Miles, Nickerson, and Peet; No: N/A; Abstain: N/A).

### **Adjournment**

Vice Mayor Nickerson adjourned the meeting at 7:53 pm.

**DUMFRIES TOWN COUNCIL  
SPECIAL MEETING MINUTES  
TUESDAY, JULY 25, 2023**

**MEETING HELD IN COUNCIL CHAMBERS**

A video recording of this meeting is available on the Town's Website at [www.dumfriesva.gov](http://www.dumfriesva.gov) and YouTube Channel at <https://www.youtube.com/live/ZNIN4zWrlzs?feature=share>

**Call to Order and Roll Call**

At 7:00 pm, Vice Mayor Nickerson called the meeting to order. The following members were recorded as present: Brown, Miles, Nickerson, and Peet. Councilwoman Peterson arrived at 7:19 pm.

**Invocation**

A moment of silent prayer was held.

**Pledge of Allegiance**

Vice Mayor Nickerson asked all to stand for the Pledge of Allegiance.

**Adoption of the Agenda**

On a motion made by Councilman Peet, seconded by Chair Pro Tem Miles to adopt the agenda as presented. Vote 4-0-0 (Yes: Brown, Miles, Nickerson, and Peet; No: N/A; Abstain: N/A)

**Closed Session**

One Personnel Matter Relating to the Discussion of the Performance of a Specific Public Official Pursuant to Va. Code §§2.2-3711.A.(1); and One Matter of Discussion with Legal Counsel of Actual Litigation, CCATT LLC v. Town of Dumfries, CL21002032-00, Pursuant to Va. Code §§2.2-3711.A.(7)

On a motion made by Councilman Peet, seconded by Chair Pro Tem Miles, the Council convened in Closed Session, at 7:08 pm pursuant to Va. Code §§2.2-3711.A.(1) and (7) for One Personnel Matter Relating to the Discussion of the Performance of a Specific Public Official Pursuant; and One Matter of Discussion with Legal Counsel of Actual Litigation, CCATT LLC v. Town of

Dumfries, CL21002032-00. Vote 4-0-0 (Yes: Brown, Peet, Miles, and Nickerson; No: N/A; Abstain: N/A).

Councilwoman Peterson arrived at 7:19 pm.

On a motion made by Councilman Peet, seconded by Chair Pro Tem Miles, the Council concluded Closed Session and reconvened in Open Session at 8:32 pm certifying that only the matter required in closed session was discussed in closed session. Vote 5-0-0 (Yes: Brown, Peet, Peterson, Miles, and Nickerson; No: N/A; Abstain: N/A).

### **Adjournment**

Mayor Wood adjourned the meeting at 8:33 pm.



# MAGIC

## Management and Government Information Center

Kathy LaVallee, MLIS  
Eva Gunia, MLIS  
Myra Miles

703-792-4880  
[magic2@pwcgov.org](mailto:magic2@pwcgov.org)  
Chinn Park Library

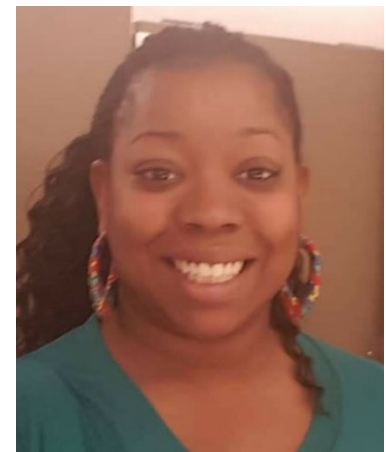
# Welcome



**Kathy LaVallee**  
**Senior Librarian**



**Eva Gunia**  
**Librarian**



**Myra Miles**  
**Library Tech**

# What is MAGIC?

MAGIC is a specialized department within Prince William Public Libraries **focusing on the research and information needs of Prince William County, City of Manassas, Town of Dumfries, and the local business and nonprofit community.**

## **ALA Code of Ethics, Article III,**

"We protect each library user's right to privacy and confidentiality with respect to information sought or received, and resources consulted, borrowed, acquired or transmitted"

# Who Uses Us?

Safety  
Attorney's Tax  
Development INFO  
Zoning Code County  
Commonwealth Finance Communications

Works  
Parks  
William  
Marshall  
Economic  
Property

Budget

Board  
Human  
Staff  
BOCS

Real  
Rec  
Obits

OIT  
Justice  
Historic

Park  
Supervisors  
Assessment

Fire

City  
Estate  
Sheriff

Risk  
Statistics

Criminal  
Community  
Police  
Social

Neighborhood  
Cooperative

Prince  
CXO's  
Rescue  
Extension  
Resources  
Aging

Inspector Services Officers  
Jurisdictions Coordinator

Health Planning Manassas Housing Government  
Management Preservation Neighborhoods



- Guidelines and policies from other jurisdictions
- How did Triangle get its name
- Policy on therapy dogs/animals
- Businesses affected by Route 1 expansion
- Salaries for RNs local hospitals
- The history of Dumfries Library
- Articles

- Interlibrary loans  
(books or scholarly articles)
- Training on library databases
- Request books be added to MAGIC
- Check-out MAGIC library material
- Research (quick or in-depth)

For educational, daily work & projects only



- How to start a business PWC
- Finding Grants for non-profits
- Where do the wealthiest homeowners live
- Sample grant proposals
- List of Physicians in the area
- List of the largest employers in PWC
- Demographics
- List of potential clients

## Professional Development

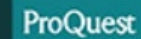
 LinkedIn Learning

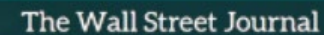
 EBSCO LearningExpress®

 Universal  
Class

## News

 NewsBank<sup>inc.</sup>

 ProQuest

 The Wall Street Journal

# Digital Library-Company & Industry

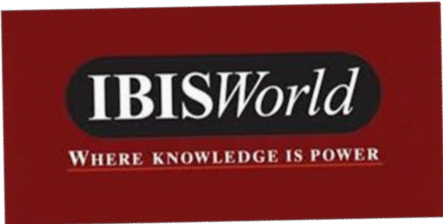


Company

Industry



**BUSINESS INSIGHTS:**  
**ESSENTIALS**

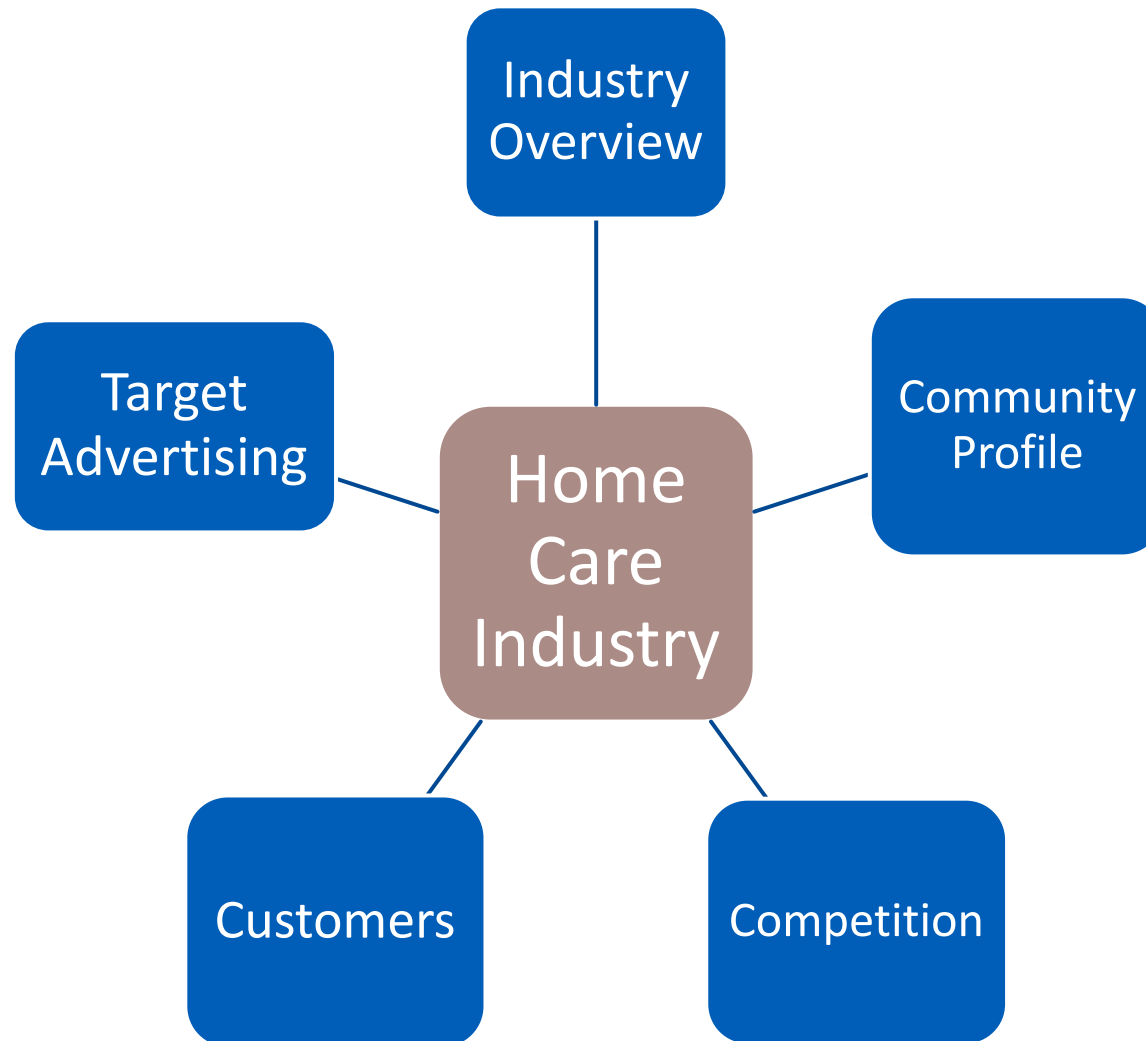


Grants Database

Legal



# Helping Local Businesses





# Industry Overview



## Industry Overview

March 2022

### Home Care Industry

#### IMPORTANT

The material is **intended for personal, non-commercial, educational purposes only**. Information is compiled from the following sources: IBIS World, A-Z database, Bureau of Labor Statistics, and Gale Business databases.

#### MAGIC

Management & Government Information Center  
Chinn Park Library • [magic2@pwcgov.org](mailto:magic2@pwcgov.org) • 703-792-4880

# Growth Planning

## Growth Planning

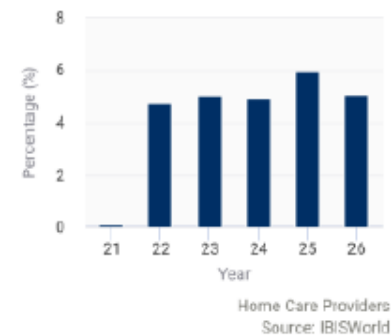
The Home Care Providers industry is forecast to increase at an annualized rate of 4.7% over the 10 years to 2026

According to 2019 data from the Centers for Disease Control and Prevention, chronic diseases affect six in 10 adults, and four in 10 adults have two or more chronic diseases (latest data available).

These figures are anticipated to increase significantly as more baby boomers age and are diagnosed with diseases, such as congestive heart failure, chronic obstructive pulmonary disease and coronary artery disease.

Considering these projections, revenue is forecast to increase at an annualized rate of 5.1% to \$140.8 billion over the five years to 2026.

Industry Outlook  
2021–2026



Performance Outlook Data

Year	Revenue (\$m)	IVA (\$m)	Establishments (Units)	Enterprises (Units)	Employment (Units)	Exports (\$m)	Imports (\$m)	Wages (\$m)	Domestic Demand (\$m)	Adults 65 years and over (Million)
2021	109,047	65,328	437,967	429,045	1,916,095	N/A	N/A	55,909	N/A	56.9
2022	114,855	66,631	452,140	452,589	2,006,852	N/A	N/A	56,624	N/A	56.7
2023	120,679	72,427	497,479	477,144	2,104,580	N/A	N/A	61,996	N/A	60.6
2024	126,508	76,326	512,082	501,841	2,205,627	N/A	N/A	65,291	N/A	62.3
2025	134,043	81,113	541,148	528,058	2,325,963	N/A	N/A	69,308	N/A	64.1
2026	140,812	85,521	568,174	555,114	2,437,559	N/A	N/A	73,018	N/A	65.9
2027	147,547	89,966	595,145	581,187	2,548,862	N/A	N/A	76,733	N/A	67.5

Source: IBIS World

## Competition

Competition in this industry is High and the trend is Steady

Prices are not the most critical basis of competition because many industry services are rendered under government reimbursement programs such as Medicare. However, pricing is important in instances of bidding.

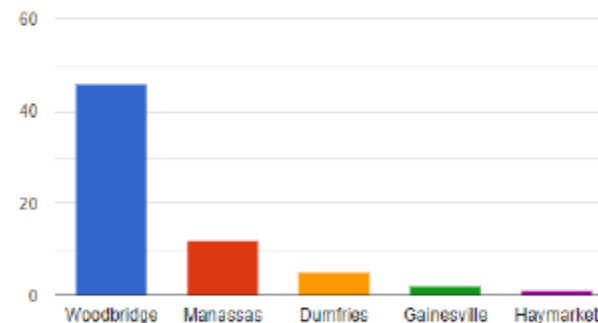
Industry competition from family home care has decreased because professional home healthcare has become relatively more affordable. However, hospitals and other traditional alternative clinical care settings have similarly become more affordable, potentially threatening industry growth.

There are 66 Home care business in Prince William County. Below is a graph breaking down the concentration by city. Source: IBIS World

Total Number Of Records: 66 in Top 10 Cities

Woodbridge	69.7%	46
Manassas	18.2%	12
Dumfries	7.6%	5
Gainesville	3%	2
Haymarket	1.5%	1

Source: AtoZDatabases



### DISCLAIMER

Although care has been taken to ensure the accuracy, completeness and reliability of the information provided, the Prince William Public Library System assumes no responsibility. The user of the information agrees that the information is subject to change without notice and the Library System assumes no responsibility for the consequences of use of such information, nor for any infringement of third party intellectual property rights which may result from its use. The material is intended for personal, non-commercial, educational purposes only. Information is compiled from the following sources: IBIS World, A-Z database, Bureau of Labor Statistics, and Gale Business databases

## Barriers

### Barriers to Entry Checklist

Competition	High ▲
Concentration	Low ☺
Life Cycle Stage	Growth ☺
Technology Change	Medium ☹
Regulation & Policy	Heavy ▲
Industry Assistance	High ☺

Most segments of this industry are characterized by low capital costs and the personalized nature of the services provided. These low capital costs make it relatively easy for a new company to enter the industry.

Potentially significant barriers to industry entry include licensing and accreditation requirements, as well as the regulations required to obtain reimbursement from third-party payers.

These barriers vary by geographic business location; some US states have licensing requirements, while others do not.

# Grants



We are part of the Funding Information Network providing access to over 238,000 Grantmakers and 23.2 million grants for non-profit businesses.

Thank you to



Potomac Health  
Foundation

## About MAGIC

### Business and Government Data

MAGIC

ASK MAGIC

GOVERNMENT AND VOTING INFORMATION

MAGIC PROGRAMS

SMALL BUSINESS INFORMATION

LEGAL LINKS

MAGIC, the Management and Government Information Center, is a special collection and information service located at Chinn Park Library. MAGIC's collection focuses on local and state government information and publications.



MAGIC has specialized staff and resources to assist members of the community, including local government agencies and area businesses and nonprofits, to start or grow a business, retrieve industry information, seek grant funding, and access laws and regulations.

## GRANT SERVICES

Prince William Public Libraries is a Funding Information Network Partner of Candid, providing community resources for nonprofit organizations, students, and other individuals seeking foundation grant opportunities.

- Free access to information on grantmakers can be found in the [Foundation Directory Online database \(FDO\)](#) located at Chinn Park Library, (MAGIC) Management and Government Information Center.
- One-on-One Assistance: [Contact us](#) to make an appointment for training on how to use the FDO grant database.
- Classes and Training Programs for Nonprofits: [PWPL Events](#) and [Grantspace.org](#)



# Contact Us

If you need assistance with

- Business Research
- Training

You can contact MAGIC staff who will help you navigate the business resources, and they can provide industry information.

CONTACT:

703-792-4880

[magic2@pwcgov.org](mailto:magic2@pwcgov.org)

Chinn Park Library



CHINN PARK LIBRARY  
**MAGIC**  
MANAGEMENT AND GOVERNMENT INFORMATION CENTER



**Town Manager's Report**

August 2, 2023

Mayor Wood, Vice-Mayor Nickerson, Honorable Councilmembers,

My team and I continue to persevere to ensure that the core functions of our government continue and that we meet or even exceed the strategic goals established by the Council. Please note the following updates by agency:

Goal	FY21 Target/Result	FY22 Target/Result	FY23 Target/Result	July FY24
<b>ADMINISTRATION</b>				
Receive GFOA Distinguished Budget Presentation Award	YES/YES	YES/TBD	YES/TBD	YES
Achieve 98% Collection Rate for Real Estate Taxes	98%/98%	98%/TBD	98%/TBD	YES
Create and establish financial policies related to Unassigned Fund Balance, Rainy Day Fund, and Debt	Submitted and adopted by Town Council by March 30, 2021/ No	Submitted and adopted by Town Council by March 30, 2022/ TBD	Submitted and adopted by Town Council by March 30, 2023/ TBD	YES
Improve Average Customer Service Total Transaction Time	7 Minutes/ N/A	7 Minutes/TBD	7 Minutes/TBD	5 MINUTES
Improve Accounts Payable Processing Time	N/A	All payments will be processed within 21 days / TBD	All payments will be processed within 21 days/ TBD	3 DAYS
<b>PLANNING &amp; COMMUNITY DEVELOPMENT</b>				
Achieve Average Zoning Application Review Time	14 DAYS/TBD	14 DAYS/TBD	14 DAYS/TBD	2 DAYS
Achieve Average Land Use Application Review Time	N/A	14 DAYS/TBD	14 DAYS/TBD	N/A





Goal	FY21 Target/Result	FY22 Target/Result	FY23 Target/Result	May /June FY23
<b>POLICE</b>				
Host Regular Community Educational Workshops	N/A	1 PER MONTH	1 PER MONTH	0 (June)
Improve average response time	N/A	TBD	TBD	TBD
Reduce property crime rate by 5%	N/A	TBD	TBD	19 (May)
Reduce violent crime rate by 5%	N/A	TBD	TBD	24 (May)
<b>PUBLIC WORKS</b>				
Achieve Average Permit Approval Time	N/A	14 DAYS/TBD	14 DAYS/TBD	3 DAYS
Increase Inspections on Private BMPs	N/A	50% PRIVATE/ 100% PUBLIC	50% PRIVATE/ 100% PUBLIC	50% PRIVATE/ 100% PUBLIC

### Recruitment Update

- The Town has promoted Ms. Amanda Carballo to the Deputy Town Clerk position effective, July 1, 2023.
- The Town has hired four Youth Summer Interns who began with the Town on July 31, 2023.
- The Town has hired a Part Time Human Resources Administrator who begins with the Town on August 14, 2023.
- The Town has interviewed three candidates for the Planning and Community Development Director. Currently we are in the process of making a final decision on the selected candidate.
- The CFO has scheduled interviews for the Senior Accountant position. We anticipate a selection to be made no later than August 14, 2023.

### Request for Proposals Update

The Town solicited Requests for Proposals for the following:

- Comprehensive Plan Review and Update.
  - Proposals were due to be received by the Town on July 17, 2023, at 2:00 p.m.
  - On July 17, 2023, the Town received 4 competitive proposals.
  - The Town has shortlisted 3 of the competitive proposals and we are conducting formal interviews during the week of August 14, 2023.
- Classification and Compensation Study.
  - Proposals were due to be received by the Town on July 6, 2023, at 2:00 p.m.
  - On July 6, 2023, the Town received 14 competitive proposals.
  - The Town anticipates shortlisting the competitive proposals during the week of August 14, 2023. Once the shortlist has been developed, we will conduct formal interviews.

Respectfully submitted,

*Tangela Innis*

Tangela Innis, Town Manager

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON  
AUGUST 8, 2023: ON A MOTION DULY MADE BY \_\_\_\_\_,  
AND SECONDED BY \_\_\_\_\_, THE FOLLOWING  
RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:**

**Tyrone A. Brown, \_\_\_\_;  
Brian K. Fields, \_\_\_\_;  
Selonia B. Miles, \_\_\_\_;  
Monae S. Nickerson, \_\_\_\_;  
Shaun R. Peet, \_\_\_\_;  
Caetrina A. Peterson, \_\_\_\_;  
Derrick R. Wood, \_\_\_\_;**

**ADOPT AMENDMENTS TO TOWN CODE REGARDING TOWN MANAGER'S  
AUTHORITY AND RELATED MATTERS**

**WHEREAS**, at the direction of the Town Council, the Acting Town Attorney, in consultation with the Town Manager, prepared the attached proposed amendments to the Town Code Sections 2-80 and 2-83, regarding the Town Manager's authority and related matters, including amendments related to the positions of the Town Clerk, Town Treasurer, and Town Attorney; and

**WHEREAS**, a public hearing was advertised and the Town Council held a public hearing on the proposed amendments;

**NOW, THEREFORE, BE IT ORDAINED** that the Town Council of the Town of Dumfries hereby adopts that attached amendments to Sections 2-80 and 2-83 of the Town Code.

By Order of Council:

\_\_\_\_\_  
Derrick R. Wood, Mayor

ATTEST: \_\_\_\_\_  
Tangi Hill, Town Clerk

Attachment: as stated

**PROPOSED TOWN CODE AMENDMENTS REGARDING THE  
TOWN MANAGER’S AUTHORITY AND RELATED MATTERS**

**Sec. 2-80. – Town clerk.**

(a) *Clerk of council to be ex officio town clerk.* The clerk of the council shall be ex officio town clerk. The clerk shall be appointed by the town council upon recommendation of the town manager and shall be supervised by the town manager and shall also report to the town council on matters related directly to the council.

(b) *Duties.*

(1) *Custodian of town records, maps, documents, etc.* The town clerk shall be custodian of all town records, maps documents and other papers belonging to the town for which no other custodian is designated, and ~~he~~the clerk shall keep them secure against all hazards and make them available to those having an interest therein for inspection and use in ~~his~~the clerk’s office or other appropriate place designated by the governing body during all regular business hours; provided that, records of a confidential nature, such as income returns from merchants, shall be made available only to persons authorized by law to have access thereto.

(2) *Issue licenses and permits.* The town clerk shall issue all licenses and permits granted by the council and all other licenses and permits for which no other issuing officer is designated.

(3) *Render assistance to persons affected by this Code, ordinances, etc., and to persons seeking to do business with the town.* The town clerk shall render reasonable assistance to persons affected by the provisions of this Code or other ordinances or resolutions of the council and to persons seeking to do business with the town. ~~He~~The clerk shall exercise such other powers and perform such other duties as may from time to time be prescribed for ~~his office~~the clerk by ordinance, resolution or order of the council.

\* \* \* \* \*

**Sec. 2-83. – Town manager.**

(a) *Application of section.* The provisions of this section shall apply only in the event that the town council chooses to appoint a town manager as provided in the town Charter.

(b) *Duties.*

(1) *Chief administrative officer.* The town manager is the chief administrative officer of the town. In this capacity, the town manager shall have general supervisory authority over the town ~~officers~~clerk and treasurer, and departments and units, and staff of the town government other than the town attorney. The manager shall see that all laws, provisions of the Charter, and ordinances and resolutions of the town council are faithfully executed.

(2) *Preparation of town budget.* The town manager shall be responsible for the timely annual preparation of the proposed town budget and budget message to the town council by April 15 or such other date agreed to with council and publication thereof.

(3) *Presentation of proposed budget at public hearings.* The town manager shall formally present ~~his~~the manager's proposed town budget in public hearings held by the town council. The town manager will be accompanied to the budget hearings by the responsible department heads. The department heads will provide answers to questions raised by the town council relative to the day-to-day operations of their respective departments.

(4) *Revision of town pay classification plan.* The town manager shall annually report on the need to revise the town's pay classification plan. This report must be submitted at the time the proposed budget is submitted for the town council's consideration. Its primary use will be to determine whether there is a need to make any changes to the town's pay classification plan to ensure fair and appropriate salaries and fringe benefits are available for all town employees.

(5) *Custodian of town property.* The town manager shall be custodian of all property belonging to the town, such as buildings, lands, equipment, machinery and personal property of any kind whatsoever. It shall be the manager's duty to maintain an inventory of such properties and to report to the town council, as part of the annual budget review process, the condition of same. The use, rental, loan, or lease of town property shall be the manager's sole responsibility. The manager shall have responsibility for collection of rents, service charges, or fees for the use of any item of town property. ~~He~~The manager shall keep all town properties adequately insured for such amounts as shall be annually approved by the town council during the annual budget deliberation process.

(6) *Custodian of supplies.* The town manager shall be the custodian of all supplies and shall record the acquisition, and the classification of the same as expense items rather than capital purchases, and annually report, as part of the annual budget review process, as to the general amount and condition of said supplies.

(7) *Council meetings – attendance.* The town manager shall attend all meetings of the council and recommend to the town council, for adoption, such measures as ~~he~~the manager may deem expedient or necessary.

(8) *Same – preparation of agenda.* The town manager shall prepare the agenda for each meeting of the town council.

(9) *Reports and recommendations.* The town manager shall submit any reports and recommendations to the town council from time to time as ~~he~~the manager may deem appropriate in the best interests of the town and its inhabitants.

(10) *Department head vacancies.* The town manager shall appoint all such town officials and employees as the town council shall determine are necessary for the proper administration of the affairs of the town, except those specifically reserved in the Town Charter, the Town Code or Code of Virginia for appointment by the town council. must recommend to and shall receive concurrence from the town council regarding individuals to fill the vacancies that occur in the

~~ease of department heads~~ These department heads shall serve at the pleasure of the town ~~council manager~~. The manager shall also make recommendations to council ~~or~~ for the positions appointed ~~positions of the town clerk, town treasurer and town attorney by council~~. The town council will make the final choice to fill these vacancies by appointment after considering the town manager's recommendation. ~~The town manager shall make appointments of all other town employees based on a recommendation made by the appropriate department heads.~~

(11) *Suspension or removal of employees.* The town manager shall, when necessary, for the good of the town, suspend or remove any and all town employees, ~~subject to the provisions of the personnel policy and grievance procedures, unless such employees are specifically appointed by the council.~~ The council shall take any employment action with respect to those employees appointed by the council. When an employee is appointed by the council to a specific position and also serves in another staff position, the town manager shall advise the council prior to taking action. ~~All suspensions and removal shall be subject to the provisions of the personnel policy and grievance procedures of the town, where applicable.~~ The manager shall ensure that adequate and accurate personnel records are maintained of all employees of the town, ~~including the town clerk.~~ All town employees will be subject to the provisions of the personnel policy and grievance procedures of the town, where applicable.

(12) *Annual report on town finances.* The town manager shall annually submit to the town council, within 45 calendar days after completion of the fiscal year, a complete report on the finances of the town for the preceding fiscal year. The town manager's report shall provide the unaudited town budget surplus (or deficit) for the preceding fiscal year, the balances of the town's certificates of deposit and checking accounts, and detailed listings of the delinquent real estate taxes and sanitation fees owed by individual households to the town.

(13) *Develop a system of handling citizen and business complaints.* The town manager shall develop a formal system of handling complaints received from town citizens and businesses. Each complaint, whether received in writing or orally by town officials and staff, shall be summarized in a separate log established for each town department. The status of each complaint must be updated every two (2) weeks by the responsible department head to reflect action taken to address each complaint.

(14) *Other duties as prescribed by Charter, state law, etc.* The town manager shall exercise such other powers and perform such other duties as may be prescribed by the town Charter, state law, this Code, and other ordinances, resolutions and orders of the council.

(15) *Appointment or removal of administrative officials or employees; council communication with staff to go through town manager.* Neither the town council nor any of its members shall in any manner dictate the appointment or removal of any town ~~administrative officials or employees~~ appointed by the town manager or any of the manager's subordinates unless otherwise provided in this Code. Except for the purpose of information, informal reviews, inquiries or official investigations, the town council and its members shall communicate with staff, other than the town clerk and town attorney, solely through the manager. Neither the council nor any of its members shall give direction to any member of staff, other than the town manager, town clerk in the clerk's appointed position and town attorney, either publicly or

privately. For purposes of this section, the term "staff" means all town officials and employees who are subject to the supervision of the town manager or any of ~~his~~the manager's subordinates.

(16) *Submission of manager's personal leave taken cards.* ~~The town manager shall submit his personal time cards to the town council on a monthly basis.~~ The manager shall be entitled to all forms of leave provided under the town's personnel policy and the manager's employment agreement and shall advise the council of leave taken on a monthly basis.

(17) *Town manager designation.* In the event that the town manager is unable to perform ~~his~~the manager's duties in accordance with the provisions of the ~~Dumfries~~ Town Code and/or ~~his~~the manager's written employment contract due to absence, illness or disability as determined by the town manager or the town council, with the approval of council, the town manager shall designate a qualified individual to be the chief administrative officer of the town to serve and perform as the town manager on a temporary basis notwithstanding other provisions of this article. In the event that the town manager is not able to make such designation, the council shall appoint a temporary town manager.

**Proposed Amendments to Pertinent Provisions of Town Manager Innis'**  
**Employment Agreement**

**(No public hearing is required – to be adopted by resolution upon amendment of the Town Code as set forth above):**

6. Town Manager Responsibilities.

6.1 The Town stipulates and authorizes that to the fullest extent permitted by law Tangela Innis has and shall discharge the responsibility and exercise the authority and discretion as the Town's chief executive and administrative officer and is charged and obligated to provide effective, exemplary leadership to the Town; to select, place, transfer, organize, reorganize, arrange and manage the Town's personnel (other than those individuals appointed by and who report to the Town Council) in accordance with the Town Charter and Town Code and in a manner which best serves the Town; to manage the business and other functions and operations of the Town, with the assistance of staff; and to perform all other duties prescribed by law and by Town Council.

6.2 As part of the process of Tangela Innis being accountable for the executive and administrative leadership, management and operations of the Town, the Town Council and its members will promptly refer all ~~major~~ criticisms, complaints, and suggestions, other than legal matters which go to the Town Attorney, to the Town Manager for expeditious review and, if merited, for action or recommendation by Tangela Innis for action by Town Council.

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON  
AUGUST 8, 2023: ON A MOTION DULY MADE BY \_\_\_\_\_,  
AND SECONDED BY \_\_\_\_\_, THE FOLLOWING  
RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:**

**Tyrone A. Brown, \_\_\_\_;  
Brian K. Fields, \_\_\_\_;  
Selonia B. Miles, \_\_\_\_;  
Monae S. Nickerson, \_\_\_\_;  
Shaun R. Peet, \_\_\_\_;  
Caetrina A. Peterson, \_\_\_\_;  
Derrick R. Wood, \_\_\_\_;**

**APPROVE SECOND AMENDMENT TO TOWN MANAGER'S  
EMPLOYMENT AGREEMENT**

**WHEREAS**, the Town Council and Town Manager agree to amending the Town Manager's Employment Agreement to be consistent with the amendments to the Town Code Sections 2-80 and 2-83 adopted by the Town Council;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Dumfries hereby approves the attached Second Amendment to Town Manager's Employment Agreement.

By Order of Council:

\_\_\_\_\_  
Derrick R. Wood, Mayor

ATTEST: \_\_\_\_\_  
Tangi Hill, Town Clerk

Attachment: as stated

**SECOND AMENDMENT TO**  
**TOWN MANAGER APPOINTMENT/EMPLOYMENT AGREEMENT**

THIS SECOND AMENDMENT to TOWN MANAGER APPOINTMENT/EMPLOYMENT AGREEMENT ("Agreement"), dated the \_\_\_\_ day of \_\_\_\_\_, 2023, is by and between the TOWN OF DUMFRIES, VIRGINIA ("Town"), acting by and through its Town Council ("Council"), and TANGELA INNIS, Town Manager.

Section 6 is amended to state as follows:

6. Town Manager Responsibilities.

6.1 The Town stipulates and authorizes that to the fullest extent permitted by law Tangela Innis has and shall discharge the responsibility and exercise the authority and discretion as the Town's chief executive and administrative officer and is charged and obligated to provide effective, exemplary leadership to the Town; to select, place, transfer, organize, reorganize, arrange and manage the Town's personnel (other than those individuals appointed by and who report to the Town Council) in accordance with the Town Charter and Town Code and in a manner which best serves the Town; to manage the business and other functions and operations of the Town, with the assistance of staff; and to perform all other duties prescribed by law and by Town Council.

6.2 As part of the process of Tangela Innis being accountable for the executive and administrative leadership, management and operations of the Town, the Town Council and its members will promptly refer all ~~major~~ criticisms, complaints, and suggestions, other than legal matters which go to the Town Attorney, to the Town Manager for expeditious review and, if merited, for action or recommendation by Tangela Innis for action by Town Council.

All other provisions of the Agreement shall remain the same.

WITNESS the following signatures and seals:

TOWN OF DUMFRIES

By: \_\_\_\_\_ (SEAL)  
Derrick R. Wood, Mayor

ATTEST:

\_\_\_\_\_  
Tangi Hill, Town Clerk



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TANGELA INNIS, Town Manager

APPROVED AS TO LEGAL FORM:

---

Sharon E. Pandak, Acting Town Attorney

PANDAK & TAVES PLLC  
ATTORNEYS AT LAW  
4004 GENESEE PLACE, SUITE 201  
WOODBIDGE, VIRGINIA 22192


Sharon E. Pandak  
Email: [spandak@gtpslaw.com](mailto:spandak@gtpslaw.com)

Telephone 703-680-5543

July 4, 2023

**Agenda: July 11, 2023**

**TO: TOWN COUNCIL**

**FROM: SHARON E. PANDAK**   
**Acting Town Attorney**

**RE: AUTHORIZE PUBLIC HEARING ON AMENDMENTS TO TOWN CODE  
REGARDING TOWN MANAGER'S AUTHORITY AND RELATED  
MATTERS**

Pursuant to the direction of the Town Council, I have consulted with Town Manager Innis and prepared the attached proposed amendments to Town Code Sections 2-80 and 2-83. The proposed amendments regard the Town Manager's authority and related matters, including amendments related to the positions of the Town Clerk, Town Treasurer, and Town Attorney. I understand that Town Manager Innis is comfortable with these changes. I previously advised Council about these changes by confidential email. A general summary of the proposed amendments follows:

Pursuant to the proposed amendments, the Town Clerk will be supervised by the Town Manager but will report to the Town Council on matters related directly to the Council. The Town Treasurer will report to the Town Manager. The Town Attorney will continue to report directly to the Town Council. The Clerk, Treasurer and Town Attorney will continue to be appointed by the Town Council.

Pursuant to the proposed amendments, Town officials, department heads and other employees will be appointed by the Town Manager unless the Town Charter, Town Code, or Code of Virginia require Council appointment. The Town Manager will have the authority to suspend or remove all Town employees unless they are appointed by Council. There are provisions relating to those employees who are appointed by Council but also serve in another staff position.

Other amendments are consistent with the foregoing revisions or are clarifying changes. These amendments are within the authority provided by the Code of Virginia and Town Charter.

I have included on page 4 of the attachment proposed language amending Town Manager Innis' Employment Agreement to make it consistent with the proposed amendments.

Attachment: as stated

cc: Town Manager Innis

**AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON August 8, 2023. ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:**

Tyrone A. Brown, ;  
Brian K. Fields,;  
Selonia B. Miles,;  
Caetrina A. Peterson,;  
Monaé S. Nickerson,;  
Shaun R. Peet,;  
Derrick R. Wood,;

**RESOLUTION FOR ENDORSEMENT OF PRINCE WILLIAM COUNTY'S APPLICATION TO THE NORTHERN VIRGINIA TRANSPORTATION AUTHORITY**

**WHEREAS**, the Northern Virginia Transportation Authority (NVTA) approved a Call for Regional Transportation Projects to the fiscal year (FY) 2024-2029 Six Year Program on March 9, 2023, to award regional revenues to eligible projects included in the long-range multimodal transportation plan TransAction, and

**WHEREAS**, Prince William County has submitted an application for the Triangle Mobility Hub and First/Last Mile Connections Improvements project, which will design and construct transit amenities, including a bus pull off area, shelters, lighting and bike racks, and pedestrian improvements, including ADA accessible crosswalk at the intersection with Old Triangle Road, on Graham Park Road to support enhanced OmniRide bus services and future High-Capacity Transit on the Route 1 corridor, and

**WHEREAS**, the project is located partially within the Town boundaries and the County has requested endorsement from the Town of Dumfries, and

**WHEREAS**, there will be no fiscal requirements from the Town, and

**WHEREAS**, the project will improve transit access for residents of the Town of Dumfries and Prince William County has committed to continued coordination with the Town throughout the project.

**NOW, THEREFORE BE IT RESOLVED** by the Town Council for the Town of Dumfries that the Town endorses the application submitted by Prince William County to the Northern Virginia Transportation Authority for the Triangle Mobility Hub and First/Last Mile Connections Improvements project

By Order of Council:

\_\_\_\_\_  
Derrick R. Wood, Mayor

ATTEST: \_\_\_\_\_  
Tangi Hill, Town Clerk

Item Type

Award       Proclamation       Resolution/Ordinance       Motion       Discussion

Statement of Purpose

This resolution is to provide support to Prince William County’s transportation department’s application to the Northern Virginia Transportation Authority (NVTA) Call for Regional Transportation Projects for improvements to the OmniRide bus station within the Town.

Background/References

Prince William County has submitted an application for the Triangle Mobility Hub and First/Last Mile Connections Improvements project, which will design and construct transit amenities, including a bus pull off area, shelters, lighting and bike racks, and pedestrian improvements, including ADA accessible crosswalk at the intersection with Old Triangle Road, on Graham Park Road to support enhanced OmniRide bus services and future High-Capacity Transit on the Route 1 corridor

Fiscal Impact

There is no fiscal impact for the Town.

Suggested Motion

Adopt resolution to support Prince William County’s grant application to the NVTA for a Triangle Mobility Hub and First and/Last Mile Connections Improvements Projects.

Requested Meeting Date

Adopt resolution August 8, 2023

Attachments

- *For awards and proclamations, please attach desired language*

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON AUGUST 8, 2023: ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:**

Tyrone A. Brown, \_\_\_\_\_;  
Brian K. Fields, \_\_\_\_\_;  
Selonia B. Miles, \_\_\_\_\_;  
Monae S. Nickerson, \_\_\_\_\_;  
Shaun R. Peet, \_\_\_\_\_.  
Caetrina A. Peterson, \_\_\_\_\_;;  
Derrick R. Wood, \_\_\_\_\_;

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO ADVERTISE PUBLIC HEARINGS FOR CONDITIONAL USE PERMIT APPLICATION, CUP2023-001, TO ALLOW WINNERS CHRUCH TO OPERATE AN ASSEMBLY HALL AT 17877,17863, and 17845 OLD TRIANGLE ROAD.**

**WHEREAS**, Winners Church submitted a Conditional Use Permit application, CUP2023-001, to the Town of Dumfries Department of Planning and Community Development; and

**WHEREAS**, the Town Council desires the Department of Planning and Community Development to provide a staff report and recommendation to the Planning Commission and to the Town Council for CUP2023-001; and

**WHEREAS**, the Town Council desires CUP2023-001 be forwarded to the Planning Commission for public hearing, review, and recommendation to Town Council; and

**WHEREAS**, pursuant to the requirements in the Town Code and all other applicable laws, the Town Council further desires to deliberate upon and review CUP2023-001 and provide the public with the opportunity to be heard on the application.

**NOW, THEREFORE, BE IT RESOLVED** by Town Council that the Town Manager is authorized to advertise for public hearings to consider an action on conditional permit application CUP2023-001 before the Planning Commission and Town Council, respectively.

**By Order of Council:**

\_\_\_\_\_  
Derrick R. Wood, Mayor

**ATTEST:**

\_\_\_\_\_  
Tangi Hill, Town Clerk

Item Type

Award     Proclamation     Resolution/Ordinance     Motion     Discussion

Statement of Purpose

Resolution Authorizing the Town Manager to Advertise Public Hearings On The Conditional Use Permit Application, CUP2023-001, for Winners Church.

Background/References

Winners Church is requesting a conditional use permit for an assembly hall located at 17877,17863, and 17845 Old Triangle Road.

Fiscal Impact

N/A

Suggested Motion

Approve resolution to authorize public hearing for CUP2023-001

Requested Meeting Date

August 8, 2023

Attachments

- Resolution

Subject: Honoring the Legacy of Clyde Washington Jr. - The Longest-Serving Councilmember, eight-year Vice Mayor, Beloved Coach, and Esteemed Teacher

Dear Town of Dumfries,

I hope this message finds you well and thriving. Today, I write with a heart filled with immense love and admiration for my late husband, Clyde Washington Jr. In remembrance of his incredible life and lasting impact on our community, I humbly request your consideration to honor his memory in a special and meaningful way.

Clyde Washington Jr. was a remarkable man who wore many hats, leaving an indelible mark in various aspects of Dumfries' fabric. For an incredible 28 years, Clyde served the citizens of the Town of Dumfries that he loved. His years of serving made him the longest serving Councilmember in the history of our beloved town. His dedication to public service and his love for our community were unparalleled, making him an exceptional leader and a role model for all.

Beyond his council duties, Clyde devoted himself to the noble professions of coaching and teaching. For 25 years in Prince William County, he passionately shared his knowledge and wisdom as an esteemed educator. Overall, Clyde was an educator for over 35 years. Teaching vocational education and coaching football at Gar-Field High School, Clyde touched the lives of countless students, shaping their minds and inspiring them to reach their fullest potential.

Clyde's impact as a mentor and coach, extended far beyond the sports field. He believed in the power of guidance and encouragement, which led him to support aspiring leaders like Councilman Willie Toney, helping them realize their dreams and ambitions. Clyde's nurturing and supportive nature played a vital role in shaping future leaders and fostering a sense of community within our town.

As we honor Clyde's legacy, it is only fitting to commemorate his life's work by naming the Old Rescue building after him. Renaming it the Clyde Washington Jr. Community and Recreation Center would be a beautiful tribute to his unwavering commitment to public service, his profound influence as an educator, and his dedication to nurturing young minds.

The Town of Dumfries holds a special place in Clyde's heart, and he always strived to make it a better place for all its residents. The Clyde Washington Jr. Community and Recreation Center would stand as a symbol of his selfless service, inspiring

future generations to continue his legacy of compassion, mentorship, and community building.

I understand that the decision rests with the Town Council, and I humbly request your thoughtful consideration of this proposal. Clyde's tireless dedication to Dumfries and his profound impact on its citizens make him truly deserving of this honor.

In the spirit of cherishing his memory, let us unite to create a lasting tribute to a man who devoted his life to the growth and prosperity of our town. The Clyde Washington Jr. Community and Recreation Center would be a beacon of inspiration, a testament to his enduring contributions, and a symbol of our town's gratitude.

Thank you for taking the time to read my heartfelt request. May Clyde's memory continue to shine brightly in the hearts of all who knew him, and may his legacy forever guide us towards building a stronger, more united Town of Dumfries.

With heartfelt gratitude and warm regards,

Gwen Washington And Family





Item Type

Award     Proclamation     Resolution/Ordinance     Motion     Discussion

Statement of Purpose

Background/References

Naming of the Fire and Rescue Squad

Fiscal Impact

Suggested Motion

Requested Meeting Date: next Council meeting

Attachments

- *For awards and proclamations, please attach desired language*

**MOTION:**

**MEETING DATE: August 8, 2023**

**SECOND:**

**RE: AUTHORIZE CLOSED MEETING**

**WHEREAS**, the Town Council of the Town of Dumfries desires to discuss in closed meeting the following matter:

1. One Matter of Discussion with Legal Counsel of Actual Litigation, *CCATT LLC v. Town of Dumfries*, CL 21002032-00, pursuant to Va. Code §2.2-3711.A(7); and

**WHEREAS**, pursuant to Va. Code §2.2-3711.A(7) discussion of such matter may occur in closed meeting.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Dumfries does hereby authorize discussion of the aforesated matter in closed meeting.

**VOTE**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**MOTION:**

**MEETING DATE: August 8, 2023**

**SECOND:**

**RE: CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, the Town Council of the Town of Dumfries has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Va. Code §2.2-3712 requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Dumfries hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

**VOTE**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**