



AGENDA ITEM FORM

TYPE OF AGENDA ITEM:

- CONSENT AGENDA
- PRESENTATION
- ACTION ITEM
- TOWN MANAGER & STAFF COMMENTS
- PUBLIC HEARING
 - Duly Advertised

PURPOSE OF ITEM:

- INFORMATION ONLY
- DISCUSSION ONLY
- DISCUSSION AND/OR DECISION
 - Introduction Resolution
 - Ordinance Grant/MOU
 - By Motion Bylaws

PRESENTER: Dan Taber

PRESENTER TITLE: Town Manager

AGENDA ITEM:

Resolution setting criteria for recording, broadcasting, and minute taking for the Architectural Review Board, Board of Zoning Appeals, and Planning Commission

BACKGROUND / SUMMARY:

On January 3, 2012, Council passed motions to have the various Boards and Commissions recorded and broadcast. At the January 17, 2012 meeting discussions were held around the concern made about having the meetings broadcast without counsel present and the need to have a third party stenographer. Council requested that item be placed on the February 7, 2012 agenda for further information and action.

ATTACHMENTS:

Resolution

REQUESTED ACTION:

NO ACTION REQUESTED

Adopt the resolution

FOR MORE INFORMATION, CONTACT: Name:

Phone#:

E-mail:

FOR USE DURING MEETING

VOTE:

PASSED

NOT PASSED

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Barr
<input type="checkbox"/>	<input type="checkbox"/>	Jurgensen
<input type="checkbox"/>	<input type="checkbox"/>	West

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Foreman
<input type="checkbox"/>	<input type="checkbox"/>	Toney

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Forrester
<input type="checkbox"/>	<input type="checkbox"/>	Washington

AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL, HELD ON FEBRUARY 7, 2012, IN COUNCIL CHAMBERS, 17755 MAIN STREET, DUMFRIES, VIRGINIA: ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Dorothea D. Barr, ____;
Gerald M. Foreman, II, ____;
Kristin W. Forrester, ____;
Michele D. Jurgensen, ____;
Willie J. Toney, ____;
Gwen P. Washington, ____;
Nancy H. West, ____;

**Resolution Setting the Criteria for Recording, Broadcasting, and Minute Taking
for the Architectural Review Board, Board of Zoning Appeals Meetings,
and the Planning Commission**

Whereas, on January 3, 2012, the Dumfries Town Council passed a motion to video, audio record, and broadcast live all Planning Commission and Board of Zoning Appeals meetings and public hearings and to upload them to the Town website for viewing by the general public, the residents, and members of the business community unable to physically attend the meetings but can watch at home; and

Whereas, on January 3, 2012, the Dumfries Town Council passed a motion to audio record all Architectural Review Board meetings to use for clarification on comments made by an applicant requesting a Certificate of Appropriateness or members of the Architectural Review Board during the discussion of a case and to record discussions on policy or recommendations they will be taking to Council to consider: and;

Whereas, since then there has been concerns raised and discussions held concerning the taking of minutes during these meetings and a need to delay broadcasting live of these meetings; and

Whereas, the Council of the Town of Dumfries does hereby amend the motions made on January 3, 2012 as stated herein; and

Therefore Be It Resolved, effective immediately all Planning Commission and Board of Zoning Appeals meetings be video and audio recorded, and effective May 1, 2012, these meetings be broadcast live and uploaded to the Town website for viewing by the general public; and

Now Therefore Be It Resolved, effective immediately all Architectural Review Board meetings be audio recorded when an applicant requests a Certificate of Appropriateness or members of the Architectural Review Board discuss a case, policy or make recommendations it sends to Council for consideration.

Now Therefore Be It Further Resolved by the Council of the Town of Dumfries on this 7th of February, 2012, that in the case of all of the above Commissions and Boards that the Town Clerk will review the recorded video/audio recordings and produce written minutes of those meetings.

By Order of Council:

Nancy West, Mayor

ATTEST:

Dawn M. Hobgood
Town Clerk