



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
 - Certificate

PRESENTER: Gerald M. Foreman

PRESENTER TITLE: Mayor

AGENDA ITEM:

Events Committee and the Parks and Recreations Commission Charters

BACKGROUND / SUMMARY:

The events committee was started because there was a vacuum after Cathy Holtzlander departed. Ms. Holtzlander planned for all events with no committee involvement. A committee was formed to keep Town events on track. Cydney Neville was hired to take over the Community Services position. Ms. Neville has been here through two cycles of each event and the Events Committee has continued to remain. What events constitute the Events Committee involvement? Just Community Services events? If this is the case, then it appears that the Events Committee is a Community Services Committee. Councilman Wood is requesting the Parks and Recreations Commission receive \$5,000 for some events (April 03, 2013 @ 11:04 AM) and \$17,500 for a summer concert series, 1 mile family fun run, 5k run, park tournament's w/prizes and other recreational activities (April 08, 2013 @ 7:19 PM).

ATTACHMENTS:

- | | |
|--|------------------------------------|
| Councilman Wood e-mail of Wed, Apr 03, 2013@11:04 AM | Subject: FY14 Budget Request |
| Councilman Wood e-mail of Mon, Apr 08, 2013@7:19 PM | Subject: Re: Budget thoughts |
| Mayor Foreman e-mail of Mon, Apr 08, 2013@7:44 PM | Subject: FY14 Budget Questions |
| Councilman Wood e-mail of Mon, Apr 08, 2013@9:58 PM | Subject: Re: FY14 Budget Questions |

REQUESTED ACTION:

NO ACTION REQUESTED

Establish a date of when the Events Committee and the Parks and Recreations Commission will have a charter.

FOR MORE INFORMATION, CONTACT:

Phone#: 703-895-4715

Name:

Gerald M. Foreman

E-mail:

hongforeman@dumfriesva.gov

FOR USE DURING MEETING

VOTE:

PASSED

NOT PASSED

Y	N		Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Brewer	<input type="checkbox"/>	<input type="checkbox"/>	Foreman	<input type="checkbox"/>	<input type="checkbox"/>	Forrester
<input type="checkbox"/>	<input type="checkbox"/>	Reynolds	<input type="checkbox"/>	<input type="checkbox"/>	Toney	<input type="checkbox"/>	<input type="checkbox"/>	Washington
<input type="checkbox"/>	<input type="checkbox"/>	Wood						

From: Jerry Foreman [gmforeman@comcast.net]
Sent: Friday, April 12, 2013 11:17 AM
To: dhobgood@dumfriesva.gov
Subject: FW: FY14 Budget Request

From: derrickconsults@gmail.com [mailto:derrickconsults@gmail.com] **On Behalf Of** Derrick Wood
Sent: Wednesday, April 03, 2013 11:04 AM
To: Daniel Taber
Cc: Vice Mayor Toney; Council Lady Forrester; Council Lady Reyonlds; Councilman Brewer; Gwen Washington; Mayor Foreman
Subject: FY14 Budget Request

Dan,

In the proposed budget you are showing a 3 cent reduction in real estate tax rate which takes our projected revenues in collecting to drop by roughly \$10K, my questions are as follows:

Can you show what a 2 cent reduction would look like to keep us at current revenue plus allowing for some COLA and some unfunded requirements and I believe we will still be showing a decrease to the citizens?

Can you give clarity to the increase in Public Safety for the Chief of Police based on retirement 1st qtr of FY14?

In Parks and Recs we are not paying out anything but I would like to see \$5,000 for some events

Thanks in advance,

--

Derrick Wood
Councilman
Town of Dumfries

<http://www.CouncilmanWood.com>

Life is not a check list of accomplishments, but life is about finding out what you are capable of doing that will make an impact on humanity. - Derrick Wood

FOIA Disclaimer

You are hereby advised that, pursuant to the Virginia Freedom of Information Act, written correspondence (including, but not limited to, letters, e-mails and faxes) from and to the Town of Dumfries and its officials and employees, and others acting on its behalf, may be subject to disclosure as being a public record. This includes the e-mail address(es) and other contact and identifying information for parties involved in the correspondence.

From: Jerry Foreman [gmforeman@comcast.net]
Sent: Friday, April 12, 2013 11:17 AM
To: dhobgood@dumfriesva.gov
Subject: FW: Budget thoughts

From: Derrick Wood [<mailto:derrickconsults@gmail.com>]
Sent: Monday, April 08, 2013 7:19 PM
To: kristin@kristinforrester.com
Cc: Vice Mayor Toney; Council Lady Forrester; hongforeman@dumfriesva.gov; Cliff Brewer; honhreynolds@dumfriesva.gov; hongwashington@dumfriesva.gov; hondwood@dumfriesva.gov
Subject: Re: Budget thoughts

My response are based on Salary classification report of 2007

Treasurer salary - rated mid range on the pay scale

Are we planning on hiring an Economic Development director? \$73,440

IT position was written up as a records management/information technology specialist on pay scale with a max salary of \$47,752 (well we have to budget for an updated pay policy because we are outdate)

Marketing is \$17,500 on line item mentioned below and part of economic development. .. I would like to see this used in Parks and Recreation for a summer concert series, 1 mile family fun run, 5k run, some park tournament's with prizes and other recreational activities

Chief of police was explained as to getting all leave paid on departure which is why its budgeted that way and current chief is PART TIME)

Pay classification states Captain should make min \$57,300 to mid \$75,923 & max \$94,546

Chief entry level \$76,788 mid \$101,744

Looking into salary discussions on fairness the report states " because salaries are below average market rates, the town of Dumfries experieces difficultie hiring in retaining employees."

A senior admin assistant pay range min to max is recommended at \$28,941 to \$47,752

We advertised for an assistant town manager range \$60k to \$70k & an admin assistant for the Town Manager \$45k to \$60k

We hired an "executive" assistant to town manager (not on pay classification) for \$58,650

Zoning advertised rate was \$40k to \$50k. We hired at \$63,250???
Pay classification recommended \$54,572 to \$90,044 based on time and experience

Community Service Directory pay classification recommend at \$57k to \$94.5k We started below min at \$52k and may below mid range of \$75k

Town Clerk/Executive Assistant currently makes \$44600
Pay Classification recommended min. \$38K to max \$64k (competitive was \$52.5k on survey)

The problem with looking at these salaries for ME is I don't know how many current vacancies the town needs to fill or how long current staff has held their positions and more importantly what certifications or training they hold for their positions.

This pay classification needs to be simplified, in my personal opinion with grades or steps based on time and service. Then there will not be so many questions based on these starting salaries for new hires and the huge questions for staff currently working getting paid on the lower end of the scales.

That's my time today with this budget. I look forward to seeing and sending more recommended changes.

Derrick Wood
Councilman
Town of Dumfries

<http://www.CouncilmanWood.com>

From: Jerry Foreman [gmforeman@comcast.net]
Sent: Friday, April 12, 2013 11:17 AM
To: dhobgood@dumfriesva.gov
Subject: FW: FY14 Budget Questions

From: Jerry Foreman [<mailto:gmforeman@comcast.net>]
Sent: Monday, April 08, 2013 7:44 PM
To: 'Daniel Taber'
Cc: 'Christine Sanders!'; honwtoney@dumfriesva.gov; Councilman Brewer (honcbrewer@dumfriesva.gov); hongwashington@dumfriesva.gov; honkforrester@dumfriesva.gov; 'honhreynolds@dumfriesva.gov'; hondwood@dumfriesva.gov
Subject: FY14 Budget Questions

When will there be a charter for the Events Committee and when will there be a charter for the Parks & Recreations Committee?

It appears that each committee is asking for money for events for activities that are taking place in the parks (this is an overlapping responsibility). The monies being asked are for new events and or increases in planned events. Where staff has requested a budgeted amount and has to justify the appropriations, so to should the committees.

S/F
Jerry

Gerald "Jerry" Foreman
Mayor
Town of Dumfries

<http://gmforeman.com/>
<http://gmforeman.org/>

"Good hard honest work gets results - we must never lose focus that the people and businesses of the Town of Dumfries should be the center of our planning and success. The more we invest in the improvement of our relations and services, the more we'll achieve as a governmental body and this will give our terms as elected officials a more satisfying conclusion." (Gerald "Jerry" Foreman)

From: Jerry Foreman [gmforeman@comcast.net]
Sent: Friday, April 12, 2013 11:18 AM
To: dhobgood@dumfriesva.gov
Subject: FW: FY14 Budget Questions

From: Derrick Wood [mailto:derrickconsults@gmail.com]
Sent: Monday, April 08, 2013 9:58 PM
To: Jerry Foreman
Cc: Daniel Taber; Councilman Brewer; Council Lady Reyonlds; Gwen Washington; Derrick Wood; Vice Mayor Toney; Council Lady Forrester; Christine Sanders
Subject: Re: FY14 Budget Questions

Mayor,

Parks and Recreations "**Commission**" Charter can be an adaptation of Chapter 17 of Prince William County's Parks and Recreation Ordinance.

The Purpose of the Commission is to provide planning of leisure activities and submit annual list of recommended capital improvements for Town Area Parks.

If you want me to write it, well I didn't know that was my responsibility. I will schedule some time with Town Manager and Town Attorney so that I can take responsibility for getting the Charter in place for the FY14 budget Cycle.

Have we started advertising? Wait, let me check website...

"Town Seeks Citizen Involvement

The Town Council has directed the Town Manager to set up a committee of citizen volunteers to participate in a committee that will review the parks and recreational needs of the Town of Dumfries and make recommendations to the Town Council. This committee will meet initially one evening a month throughout Fiscal Year 14 and will report their recommendations to the Town Council during regular Council meetings as needed.

Anyone over the age of 15 with an interest in the future of the continued development of our parks and recreational programs is encouraged to apply. If you are interested, please submit a letter addressed to the Town Manager that states why you are interested and why you feel you should be selected to serve on the committee. Please forward your letter of interest to the attention of the Town Manager by mail or email at the points of contact listed below. Please do not hesitate to contact the Town Manager if you have any questions concerning this opportunity to play an important role in the future of the Town of Dumfries.

Daniel E. Taber

Town Manager

It is not my attempt to give the appearance of asking for overlapping money. My attempt is to establish programming for our parks that will create recreational activities for our Town's Citizens.

As far as the committees having a charter.... that's over my head.

Derrick Wood
Councilman
Town of Dumfries

<http://www.CouncilmanWood.com>

On Apr 8, 2013 7:44 PM, "Jerry Foreman" <gmforeman@comcast.net> wrote:

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