



Town of Dumfries  
Council Meeting

Meeting Date: January 21, 2014

Agenda Item# VII - F

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:** Laura O'Dell

**PRESENTER TITLE:** Zoning Administrator

**AGENDA ITEM:**

Maintenance Code Official

**BACKGROUND / SUMMARY:**

Section 104.4 of the Virginia Maintenance Code requires that there shall be a Code Official appointed by the local governing body. The Code Official shall have at least five years of building experience as a maintenance code inspector, or other trade as specified by the State of Virginia. The code official must have received their Advanced Code Official certification by the Department of Housing and Community Development. Laura O'Dell has all requirements met and wishes to be appointed to Code Official for the Town of Dumfries for administering and enforcing the Virginia Maintenance Code.

**ATTACHMENTS:**

Proposed resolution

**REQUESTED ACTION:**

Move the resolution to the February 4, 2014 Consent Agenda

**FOR MORE INFORMATION, CONTACT:**

Name: Laura O'Dell

Phone#: 703-221-3400

E-mail: lodell@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						

AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON TUESDAY, FEBRUARY 4, 2014, IN COUNCIL CHAMBERS, 17755 MAIN STREET, DUMFRIES, VIRGINIA: ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Charles C. Brewer, \_\_\_\_;  
Gerald M. Foreman, II, \_\_\_\_;  
Kristin W. Forrester, \_\_\_\_;  
Helen D. Reynolds, \_\_\_\_;  
Willie J. Toney, \_\_\_\_;  
Gwen P. Washington, \_\_\_\_;  
Derrick R. Wood, \_\_\_\_;

**A RESOLUTION TO APPOINT THE MAINTENANCE CODE OFFICIAL  
FOR THE TOWN OF DUMFRIES**

**WHEREAS**, *Virginia Maintenance Code § 104.4* states that the local governing body shall appoint a Maintenance Code Official for the administration and enforcement of the Virginia Maintenance Code; and

**WHEREAS**, The Virginia Maintenance Code was adopted by the Town Council on November 12, 2013; and

**WHEREAS**, the Council of the Town of Dumfries now needs to appoint a Maintenance Code Official for the town; and

**WHEREAS**, the Council of the Town of Dumfries is prepared to make this appointment.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Town of Dumfries on this the 4th day of February, 2014, that Laura O'Dell be hereby appointed as Maintenance Code Official for the Town of Dumfries, and that she shall have all necessary authority on behalf of the Council of the Town of Dumfries to administer and enforce the Virginia Maintenance Code for the town.

Adopted by Town Council this 4th day of February, 2014.

By: \_\_\_\_\_  
Gerald m. Foreman, Mayor

Attest: \_\_\_\_\_  
Dawn Hobgood, Clerk