



Town of Dumfries  
Council Meeting

Meeting Date:

July 10, 2012

Agenda Item#

X - B

## 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
  - Ordinance
  - By Motion
  - Certificate
  - Resolution
  - Grant/MOU
  - Bylaws

**PRESENTER:** G.M. Foreman

**PRESENTER TITLE:** Mayor

**AGENDA ITEM:** Town Council Committee Assignments

**BACKGROUND / SUMMARY:**

In January & February of 2009 then Town Councilman Willie Toney and Town Councilwoman Dorothea Barr submitted a proposal for Establishment of a Committee Structure of the Council of the Town of Dumfries. These standing Committees are:

- a) Committee on Public Safety
- b) Committee on Public Works, Environment and Parks & Recreations
- c) Committee on Finance and Revenue
- d) Committee on Economic Development and Community Services

Since 2009, the following Committees have been created:

- e) Ginn Memorial Park Committee
- f) Town Newsletter Committee
- g) Town Website Committee
- h) Audit Committee

The Town Council nominates Councilmembers to VML Policy Committees.

The Northern Virginia Regional Commission (NVRC) has one member of each governmental subdivision who shall be the chief elected officer from the governing body or his/her designee.

The Northern Virginia Regional Cigarette Tax Board has one member of each governmental subdivision who have entered into an agreement for the enforcement of the cigarette tax ordinances.

**ATTACHMENTS:**

VML Committee List  
Resolution Northern VA Regional Commission  
Resolution Northern VA Cigarette Tax Board  
Resolution Committee

**REQUESTED ACTION:**

NO ACTION REQUESTED

Review all Committees for applicability. Dissolve / eliminate Committees as appropriate. Assign new members to active Committees.

Committees need to have a place on the Council Agenda to report once a month. Council Committees should be placed as a separate Agenda item under Council Committee Reports.

**FOR MORE INFORMATION, CONTACT:**

Name:

Phone#:

E-mail:

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*FOR USE DURING MEETING*

Y      N

     Brewer  
      Praino  
      Washington

Y      N

     Foreman  
      Reynolds

**VOTE:**

PASSED

NOT PASSED

Y      N

     Forrester  
      Toney

## VML 2012 Policy Committee Nominations

Please return this form by April 16 to Joni Terry at VML, P.O. Box 12164, Richmond, VA 23241; Fax 804/343-3758; email: [jterry@vml.org](mailto:jterry@vml.org)

### *Community & Economic Development*

Name & Title: Gerald Foreman, Councilman

Name & Title: Debi Sandlin, Director of Economic and Community Development

### *Environmental Quality*

Name & Title: Gwen Washington, Councilwoman

Name & Title: Greg Tkac, Director of Public Works

### *Finance*

Name & Title: Michele Jurgensen, Councilwoman

Name & Title: Retta Ladd, Treasurer

### *General Laws*

Name & Title: Willie Toney, Councilman

Name & Title: Robert Forker, Chief of Police

### *Human Development & Education*

Name & Title: Nancy West, Mayor

Name & Title: Cydney Neville, Director of Community Services

### *Transportation*

Name & Title: Dorothea Barr, Councilwoman

Name & Title: Richard West, Assistant Director of Public Works

Signed: \_\_\_\_\_ Locality: Town of Dumfries  
(Mayor/Chair, or Manager/Administrator)

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL, HELD ON MAY 22, 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:**

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

**APPOINTMENT TO THE  
NORTHERN VIRGINIA REGIONAL COMMISSION (NVRC)**

**WHEREAS**, the Town of Dumfries adopted and executed in 1991 the Northern Virginia Regional Commission's (NVRC) Charter Agreement; and

**WHEREAS**, the NVRC promotes orderly development of the region's physical, social, and economic requirements by helping governmental subdivisions plan for the future; and

**WHEREAS**, the NVRC consists of Arlington, Fairfax, Loudoun, and Prince William County's, the City's of Alexandria, Fairfax, Falls Church, Manassas, and Manassas Park, and the Town's of Herndon, Leesburg, Purcellville, Vienna, and Dumfries; and

**WHEREAS**, the membership shall be composed of representatives of the member governmental subdivisions, on the basis of one member of each governmental subdivision who shall be the chief elected officer from the governing body or his/her designee; and

**WHEREAS**, with the election of a new Mayor an appointment is needed to fulfill the remainder of an unexpired term; and

**WHEREAS**, Council is prepared to make an appointment to fulfill the unexpired term to include an additional three year term.

**NOW, THEREFORE BE IT RESOLVED** by the Town of Dumfries Town Council that \_\_\_\_\_ hereby be appointed as the Town of Dumfries representative for a term that will begin immediately to fulfill an unexpired term until June 30, 2012 and continue with a term of three years that shall expire on June 30, 2015.

By Order of Council:

\_\_\_\_\_  
Gerald M. Foreman, Mayor

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

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL, HELD ON MAY 22, 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:**

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

**APPOINTMENT TO THE  
NORTHERN VIRGINIA CIGARETTE TAX BOARD (NVCTB)**

**WHEREAS**, the Town of Dumfries entered into an agreement with the Northern Virginia Cigarette Tax Board (NVCTB); and

**WHEREAS**, the Virginia Department of Taxation issues a Dual VA-NVCTB stamp that must be affixed to all cigarette packages sold or distributed in the jurisdictions of the Board; and

**WHEREAS**, the NVCTB consists of Fairfax County, the City's of Fairfax, Alexandria, Falls Church, and Manassas, and the Town's of Lovettsville, Hillsboro, Middleburg, Haymarket, Dumfries, Purcellville, Leesburg, Warrenton, Clifton, Herndon, and Vienna; and

**WHEREAS**, the NVCTB is responsible for the enforcement of the cigarette tax ordinances pursuant to these ordinances and Section 15.1-21 and 58.1-3830 et seq., of the Code of Virginia, (1950), as amended for the seventeen jurisdictions; and

**WHEREAS**, with the resignation of Councilwoman Michele Jurgensen an appointment is needed; and

**WHEREAS**, Council is prepared to make an appointment to immediately serve a term of \_\_\_\_\_ years starting the term immediately.

**NOW, THEREFORE BE IT RESOLVED** by the Town of Dumfries Town Council that \_\_\_\_\_ hereby be appointed as the Town of Dumfries representative for a term that will expire in June 30, \_\_\_\_\_.

By Order of Council:

\_\_\_\_\_  
Gerald M. Foreman, Mayor

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

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON TUESDAY, JULY 10, 2012, 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, \_\_\_;  
Louis A. Praino, \_\_\_;  
Helen D. Reynolds, \_\_\_;  
Willie J. Toney, \_\_\_;  
Gwen P. Washington, \_\_\_;

**WHEREAS**, the Town Council has created Committees to be responsible and give oversight over the functions of Town government and administration; and

**WHEREAS**, Council needs to determine whether to dissolve any of the standing committees; and

**WHEREAS**, the Committees structure is designed to be used to study, advise, report, and/or make recommendations to the entire Town Council; and

**WHEREAS**, appointments need to be made to the Committees that Council keeps active; and

**WHEREAS**, all appointments made shall be for a term of one year; and

**WHEREAS**, Committee reports shall be given by the appropriate Council member at the Councils' second meeting agenda after the Boards and Commission reports under Council Committee Reports.

**NOW THEREFORE BE IT RESOLVED**, that the following Committee(s) be eliminated \_\_\_\_\_; and

**BE IT FURTHER RESOLVED**, that the following Committees be affirmed and the following Members be hereby appointed to serve a one-year term that shall expire on June 30, 2012:

Committee Name	Appointed
_____	_____
_____	_____

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By Order of Council:

\_\_\_\_\_  
Gerald M. Foreman, Mayor

Attest:

\_\_\_\_\_  
Dawn Hobgood, Town Clerk