



Town of Dumfries  
Council Meeting

Meeting Date: October 1, 2013

Agenda Item# XIV - G

## 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 Foreman

**PRESENTER TITLE:** Mayor

**AGENDA ITEM:**

Discussion Concerning the Next Quarterly Meeting with PWC Supervisor Maureen Caddigan

**BACKGROUND / SUMMARY**

The Town of Dumfries tries to schedule a quarterly meeting with PWC Supervisor Maureen Caddigan to discuss topics of general interest and mutual concern. There is a need to set up such a meeting in the near future and the purpose of the agenda item is to have Town Council discuss particulars concerning the meeting. At the September 17<sup>th</sup> meeting, Council directed the Town Manager to coordinate a quarterly meeting with Prince William County that would be held at Town Hall, televised, and open to the public. Supervisor Caddigan wishes to proceed with the meeting but has requested that the meeting be held at Williams Ordinary as it has been in the past.

**ATTACHMENTS:**

Email from PWC concerning the proposed meeting

**REQUESTED ACTION:**

Direction from Council concerning whether or not to proceed with the meeting at Williams Ordinary as proposed

**FOR MORE INFORMATION, CONTACT:**

Name: Daniel E. Taber

Phone#: (703) 221-3400

E-mail: [dtaber@dumfriesva.gov](mailto:dtaber@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:** Daniel Taber [mailto:[dtaber@dumfriesva.gov](mailto:dtaber@dumfriesva.gov)]

**Sent:** Monday, September 23, 2013 8:46 AM

**To:** Gerald Foreman; Gerald Foreman; Clifford Brewer; Willie Toney; Helen Reynolds; Kristen Forrester; Gwen Washington

**Cc:** Dawn Hobgood; Dorthe Tannehill; Daniel Taber

**Subject:** Quarterly Meeting With PWC - REPLY REQUESTED

**Importance:** High

Council: Please see the email reply that I received from PWC concerning my request on your behalf for the quarterly meeting location and agenda topics. It is clear that Supervisor Caddigan is maintaining her position on having the meeting at Williams Ordinary.

I do agree with Susan concerning trying to streamline the agenda by PWC providing some immediate feedback on the topics we suggested to them so we would not have to take up quarterly meeting time to discuss unless their replies are not acceptable and Council still wished to discuss the matters involved.

In order to confirm the details of the October 28<sup>th</sup> meeting date, I need to know if there is consensus with having the quarterly meeting at Williams Ordinary. This decision should not wait until you meet next month as we need to confirm our position soon so both entities can properly prepare for the meeting. To that end, please provide me with your comments on this matter as soon as possible by hitting "Reply All"

Thanks

Dan

**From:** Roltsch, Susan L. [mailto:[sroltsch@pwcgov.org](mailto:sroltsch@pwcgov.org)]

**Sent:** Thursday, September 19, 2013 5:22 PM

**To:** Daniel Taber

**Subject:** RE: Quarterly Meeting

Dan,

Supervisor Caddigan would like to continue hosting the quarterly meeting at William's Ordinary and would like to retain the same meeting format as we have used for years. This has been very constructive in the past and has been conducive to a good working relationship.

We will send you an agenda as soon as we have completed it. Since the agenda appears rather lengthy for a two hour meeting, I would like to talk to you about several of the items on the agenda to see if they can be addressed prior to the meeting in a manner that you can share with the Town Council, thus allowing us to shorten the agenda.

Thank you.

Susan L. Roltsch  
Deputy County Executive  
Prince William County  
1 County Complex Court  
Prince William, VA 22192  
Tel. #703-792-6612  
FAX #703-792-7484  
E-Mail [sroltsch@pwcgov.org](mailto:sroltsch@pwcgov.org)

**From:** Daniel Taber [mailto:[dtaber@dumfriesva.gov](mailto:dtaber@dumfriesva.gov)]

**Sent:** Wednesday, September 18, 2013 10:09 AM

**To:** Roltsch, Susan L.

**Cc:** Daniel Taber; Dorthe Tannehill; Dawn Hobgood; Gerald Foreman; Derrick Wood; Willie Toney; Helen Reynolds; Clifford Brewer; Kristen Forrester; Gwen Washington

**Subject:** RE: Quarterly Meeting

**Importance:** High

Susan: On September 17<sup>th</sup> at the regular Council Meeting Work Session, the Town Council discussed the information included in your email to me sent on September 5<sup>th</sup>. I have been asked to provide you the following information to share with Supervisor Caddigan.

Council was unanimous (4-0) in asking that the quarterly meeting be held at Town Hall and televised instead of at Williams Ordinary. The basis for this request was that Town citizens should be given the opportunity to hear the information that will be discussed and observe the discussion directly instead of getting a summary at a later date. Based on the dates that you offered, Council would like to have this meeting on October 28<sup>th</sup>.

The items that Supervisor Caddigan wanted to cover will be added to the agenda. Since NVTA matters was part of the discussion list suggested by her, Council is asking that Monica Backmon be asked to attend due to her position with the NVTA. In addition, Council wants the following items discussed at the meeting.

1. The status of Dewey's Run Stream Restoration
2. Ethanol Facilities and related transportation issues
3. Quantico Creek Restoration
4. Quantico Creek hydrilla eradication and dredging
5. Proposed Zip Code changes
6. School Resource Officer for Dumfries Elementary School
7. Potomac Shores/Potomac Parkway
8. Progress on Route 1/Triangle area Economic Development
9. PWC Potomac Communities Design Guidelines
10. False Alarm Fee charged by PWC
11. Annual PWC contribution of \$35,000 for operation of the Weems-Botts Museum
12. Status of potential emergency response costs reviewed by PWC Fire and Rescue (from March 2013 Quarterly Meeting)
13. County contribution to costs associated with parks in the Town of Dumfries

Council would also like to have PWC Director of Economic Development Jeffrey Kaczmarek and Community Development Manager Steven Hall attend the meeting as well to be available to answer questions and comment on some of the above topics.

Please let me know Supervisor Caddigan's position on location, date, and topics suggested for the agenda as soon as you can.

Thanks in advance.

Dan

**From:** Roltsch, Susan L. [mailto:[sroltsch@pwcgov.org](mailto:sroltsch@pwcgov.org)]

**Sent:** Thursday, September 05, 2013 3:03 PM

**To:** [dtaber@dumfriesva.gov](mailto:dtaber@dumfriesva.gov)

**Subject:** Quarterly Meeting

Dan,

I spoke with Supervisor Caddigan a short while ago. We appreciate your e-mail and believe we are due a quarterly meeting. We want to keep the same format as we have used for the past several meetings. Williams Ordinary is a convenient location, and lends itself well to having a meeting where everyone around the table has an opportunity to discuss issues and ideas. As for the agenda, we may want to consider devoting much of this particular quarterly meeting to discussing transportation-related topics of mutual interest. We would be interested in hearing an update on the preliminary plans for the widening of Route 1 within the Town. The latest information on NVTa funding would also be a very relevant topic for this meeting. Tom Blaser will be attending since he is lead for the County on these efforts, and can address other transportation questions the Council may have. Depending on the date of the meeting, we may also want to talk about County/Town legislative programs. Those are our initial thoughts on agenda topics; we will let you know if we have additional suggestions. In terms of possible dates, any of the following would work for us: September 30, October 10, October 21, October 28.

Thank you.

Susan L. Roltsch  
Deputy County Executive  
Prince William County  
1 County Complex Court  
Prince William, VA 22192  
Tel. #703-792-6612  
FAX #703-792-7484  
E-Mail [sroltsch@pwcgov.org](mailto:sroltsch@pwcgov.org)