

**AT A WORK SESSION OF THE DUMFRIES TOWN COUNCIL, HELD ON NOVEMBER 26, 2013, AT 7:00 P.M., IN COUNCIL CHAMBERS, 17755 MAIN STREET, DUMFRIES, VIRGINIA:**

**THERE WERE PRESENT:** Mayor Gerald Foreman  
Vice-Mayor Willie Toney  
Charles Brewer  
Kristin Forrester  
Helen Reynolds  
Gwen Washington  
Derrick Wood  
Daniel Taber, Town Manager  
Olaun Simmons, Town Attorney

**THERE WERE ABSENT:** None

**IN RE: CALL TO ORDER AND ROLL CALL**

Mayor Foreman called the meeting to order. Dawn Hobgood, Town Clerk, took roll call.

**IN RE: MOMENT OF SILENT PRAYER AND REFLECTION AND PLEDGE OF ALLEGIANCE**

There was a moment of silent prayer and reflection, then all in attendance recited the Pledge of Allegiance to the Flag of the United States.

**IN RE: ADOPTION OF THE AGENDA**

Mr. Taber requested to remove Item V, B, Comprehensive Plan – Darren Coffey, due to needing additional work. He requested to add to Item VII, J, Resolution to Commend Historic Dumfries Virginia, Inc. and to add a Closed Session item related to personnel.

Mr. Foreman moved, seconded by Ms. Forrester, to adopt the agenda as amended. The motion carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**IN RE: CITIZEN COMMENT PERIOD**

There were no citizen comments.

**IN RE: PRESENTATIONS**  
**A. TRANSPORTATION SCHEDULE – DREW WILLIAMS, BERKLEY GROUP**

Mr. Taber reminded Council of the recent goals and objectives he was given that included a list of completion dates for several projects that are ongoing. He wanted Council to hear from

the consultant what the estimated completion dates actually are, because, in reality, the dates that were established for goals are not obtainable at this point and not under his control.

Mr. Williams, Principal from The Berkley Group, a local government-consulting firm that has been helping the Town with a number of transportation projects, was before Council tonight to talk about two of those projects. The projects they are assisting with are very complex and many times the kinds of funding sources placed on these type of projects make them even more cumbersome and complex. Typically, there are three terms used with transportation projects. Preliminary engineering, right-of-way, and construction. When talking about those three things there are a number of sub tasks in each one that have to be performed and completed. He explained that projects, especially those using federal funds, require more steps and oversight that take more time and coordination with the Virginia Department of Transportation (VDOT). Those are requirements that the Federal Highway Administration puts on VDOT, who in turn puts them on the locality that have to be met. These obligations cannot be taken lightly and must be adhered to. The intersection improvement project at Curtis Drive, Graham Park Road, and Route 1 is about a 36-month process from when the “notice to proceed” is given to get the engineering done, the right-of-way purchased, utilities relocated and all of that has to be done prior to any type of bid being advertised before construction can begin. The schedule is based on VDOT’s numbers provided in the Locally Administered Projects Manual. The Curtis Drive, Graham Park Road, and Route 1 project, based on when the notice to proceed was issued, is in the 20th month, and the actual schedule is a few months behind the conceptual schedule based on some of the right-of-way that is being worked through. Right-of-way is a big unknown factor when dealing with a road project. He pointed out the Multimodal Sidewalk project is a smaller project; however, it has to go through the same process and approvals through VDOT due to the federal funding. He was confident that construction would begin in the next few months with completion in the next year.

Mayor Foreman recalled in January 2013, former Public Works Director, Greg Tkac, stated the Multimodal Sidewalk project would be completed in November 2013, but it is now being stated that completion will be next year. He asked that dates to be provided on the monthly report. He asked what portion of sidewalk was being laid.

Mr. Williams noted it would be along Route 1, starting from Route 234, going down Main Street on the west side and end at Liberty Village.

Mayor Foreman asked when the Main Street Intersection project would be completed.

Mr. Williams advised the project is slated to be finished October 2016.

Mayor Foreman noted the original target date, reported in February, had a completion date of November 2014. Again, it is important the monthly reports reflect an accurate date since the reports are online and available to the public. He was shocked when he got the schedule. He understood that VDOT and other agencies have work to do with the project. He noted how important it is for Mr. Williams, as the consultant, to be tied in with Mr. West, Director of Public Works, in order to get accurate information, so that Council can ask the questions at the monthly meetings.

**IN RE: INFORMATION ITEMS**  
**A. TREASURER'S REPORT – RETTA LADD**

There were no questions.

**IN RE: DISCUSSION ITEMS**  
**A. CONDITIONAL USE PERMIT GRASS ROOTS CHRISTIAN FELLOWSHIP – LAURA O'DELL**

Ms. O'Dell reported the Town received a conditional use permit (CUP) application to allow for a place of worship at 17932 South Fraley Boulevard, namely Grassroots Christian Fellowship. She stated services would be held Sundays at 11:00 a.m. and Thursdays at 7:00 p.m. The Church would meet two Saturdays a month at 10:00 a.m. and two Wednesdays a month at 7:00 p.m. The Church currently serves 60 members. There is sufficient parking onsite for the Church and the other businesses. The Church will be operating during non-business hours, with an occasional evening and Sunday morning. The Church plans to do several outreach projects out in the community helping with mentorship and tutoring services that will occur in individual's homes and not in the Church. The Planning Commission (PC) reviewed the application on November 18 and unanimously approved moving the application forward to a joint public hearing.

Ms. Forrester moved, seconded by Ms. Reynolds, to move the resolution authorizing the Town Manager advertise a joint public hearing on the CUP application to the December consent agenda.

Mr. Toney asked if this was a CUP and the use provided for in that district. He asked if there were any conditions placed on the applicant.

Ms. O'Dell acknowledged a CUP provided for the use and no conditions were placed on the application. The PC had no concerns since the Church services would be in the evening or Sunday morning.

Mr. Toney asked at what point the Church might outgrow the building.

Ms. O'Dell stated the building was very large. The applicant will be taking the first floor, which is 5,100 square feet, which was sufficient for the Church's anticipated growth.

Mayor Foreman commented there was no mention of a playground or daycare.

Ms. O'Dell stated those are not part of the application and have not been brought forth by the applicant.

The motion on the floor to move the resolution authorizing the Town Manager advertise a joint public hearing on the CUP application to the December consent agenda carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**B. CANON RIDGE SUBDIVISION – LAURA O'DELL**

Ms. O'Dell reported the Town received a request to subdivide a lot located at 17598 Duke Street. The lot is 2.2 acres that would be divided into two lots. One lot will be just under two acres and the other lot will be slightly over a quarter acre. Both lots meet the frontage, width, and area requirements for the R-2 district. The PC reviewed the request November 18 and voted to move it forward to Council with a recommendation to approve.

Ms. Forrester moved, seconded by Ms. Reynolds, to move the resolution approving the subdivision to the December consent agenda for approval.

Mr. Brewer asked who the developer was and whether it was the same developer that the Town was having issues with in another development.

Ms. O'Dell did not have that information with her.

Ms. Forrester stated the item could be pulled off the consent agenda at the next meeting, if necessary.

Mayor Foreman stated the application is to subdivide the property. He asked if Council would see this when the developer wants to build.

Ms. O'Dell explained development of the property would be by-right.

The motion on the floor to move the resolution approving the subdivision to the December consent agenda for approval carried by the following roll call: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**C. EVENTS COMMITTEE – COUNCILWOMAN WASHINGTON**

Ms. Washington, the Council's representative on the Events Committee, after having discussions with the Committee, needs direction because it is unclear how the Committee should work. Council approves the budget and the Town's events, and Cydney Neville, Director of Community Services, carries them out. The Committee is operating as a planning committee assisting Ms. Neville with making the events happen. She gives a report then Ms. Neville gives a report and it seems redundant. She mentioned attending Committee meetings when Mr. Toney was on the Committee who did not serve as the Chair. Ms. Neville served as the Chair, and perhaps the Committee should focus on planning/assisting.

Mr. Brewer asked if it was a voluntary type committee and if it was necessary to have the Committee.

Ms. Washington enjoys working with the Committee. She noted that Chief Edwards and Ray Lowry from Public Works work with the Committee and they are very necessary for planning the event. The more people you can get that do things on the day of the event or are responsible for setting up allows things to go better. The Committee is a functioning Committee; however, the Committee is not the type that she thinks it was initially designed to be. She explained that if the Chair is a Council Member there is nothing that can be done since Council has already approved everything.

Mr. Brewer felt the coordination had to be done either way. He did not see why there needed to be a Committee since the people who need to be involved are already meeting.

Mr. Toney concurred with Ms. Washington and Mr. Brewer. The Committee was established to help Ms. Neville execute the events since there were no records left from the previous Director. The issue seems to be that the Committee structure is different from that of other committees, such as the Ginn Park Committee. The Parks and Recreation Commission, who took over the Ginn Park Committee, are working on establishing a formal charter. That type of structure is not necessary for every committee. He felt this was a matter of semantics. The Town's government would not be where it is without volunteers.

Ms. Forrester asked Ms. Washington what she wanted Council to do.

Ms. Washington did not envision needing a formal charter. She saw this as a planning committee that works with staff to bring the event forth with x number of volunteers.

Ms. Forrester moved, seconded by Mr. Toney, to move this to the December consent agenda to reaffirm that the Events Committee will consist of volunteers, without a formalized structure, as supervised by Council.

Mr. Taber stated the word committee seems to be causing all the issues and it is really just a matter of semantics. In his opinion, the Committee should go back to a work group, with the same structure, volunteers working the Director of Community Services. The Director of Community Services would go to the Town Manager for anything outside of what is clear cut in the budget, the things the Town Manger can deal with, the Town Manager would deal with, anything else would come before Council.

Mayor Foreman pointed out that each year Council appoints a member to committees, such as the Virginia Municipal League (VML), the Northern Virginia Regional Commission (NVRC), and the Northern Virginia Transportation Authority (NVTA). If the group is advisory to the department, a Council member does not need to be appointed. The only thing Council needs to be aware of is if three or more Council members plan to attend a meeting, it has to be posted since this would constitute a public meeting. He recommended using advisory group.

Mr. Wood asked if the events would be changed in the Comprehensive Plan.

Mayor Foreman stated the events and Events Committee are not referenced in the Comprehensive Plan. Council will not appoint a member to serve on the committee.

Mr. Toney indicated it could be offered to the Council for anyone who wants to be a part of the advisory group.

Ms. Washington still felt it was important to have people from Public Works and the Police Chief on the Committee. She liked advisory group over work group.

Ms. Forrester pointed out a Commission requires a formal structure and a committee does not.

Mr. Brewer commented that no matter what the event is, if there will be a group of people gathering, the Police Department and Public Works would be involved. The rest of the people involved would be volunteers.

Mayor Foreman noted that if the Town Manager felt a committee is needed to help execute the events, he was in favor of it.

Mr. Taber advised it was Council's decision on how they wanted to formalize this, but regardless, it is the responsibility of the Director of Community Services to do the work. He said that technically, a committee was not needed.

The motion on the floor to place on the December consent agenda a resolution reaffirming that the Events Committee will consist of volunteers, without a formalized structure, as supervised by Council carried by the following roll call vote: Mr. Brewer, no; Mr. Foreman, no; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

#### **D. PARKS AND RECREATION LOGO – COUNCILMAN WOOD**

Mr. Wood stated the Parks and Recreation Commission have been going through the Parks & Recreations section of the Comprehensive Plan. The Commission has come up with some ideas for marketing and branding. The Commission based on the Council's 2020 Vision came up with a logo and the slogan "Come Play in Dumfries, Come Stay in Dumfries." The Commission would like to use the logo and slogan on promotional materials, future events, and official documentation. The Commission was looking for a motion directing staff to craft a resolution adopting the logo.

Ms. Forrester moved, seconded by Mr. Toney, directing staff to draft a resolution to approve and adopt the logo and slogan to be placed on the December consent agenda.

Mr. Brewer asked what the purpose of the logo was.

Mr. Wood explained it would be used to promote and brand Dumfries as a destination place for the different events and activities.

Mr. Brewer asked what was being marketed and what the logo was going to be placed on.

Mr. Wood explained the Commission was using something vibrant and young to attract people to the Town's events.

Ms. Reynolds asked if something historical could go on logo, like a ghost.

Ms. Washington loved the idea of branding. Council is trying to get the Town to a point that people recognize it. She felt the logo represents Dumfries recreation. She hoped the colors of the logo would be more vibrant. She suggested the Commission revisit the design. She was not sure about the girl swinging on the tire. When she sees that she thinks of a lake or somewhere, where there is water.

Mayor Foreman asked the Town Attorney if he had made a determination on whether there was a quorum at the Parks and Recreation Commission meeting when the vote was cast for the logo.

Mr. Simmons stated that according to Robert's Rules of Order a quorum is reached when you have the majority of the members present to cast a vote. It appears that in this case, there are seven members on the Commission and there were five members there to cast a vote, which constitutes a quorum.

Mr. Toney noted that you could specify in the bylaws what a quorum is whether that be two-thirds, etc. In this case, there are seven members so a quorum would constitute four members; however, a quorum is not specified in the bylaws, so Robert's Rules of Order determined it.

Ms. Forrester asked Mr. Wood if he wanted to revise the motion to allow for revisions in the design.

Mr. Wood advised that the Commission would still be adjusting the design, but he would like to leave the approval for the logo as it is.

The motion on the floor directing staff to draft a resolution to approve and adopt the logo and slogan to be placed on the December consent agenda carried by the following roll call vote: Mr. Brewer, no; Mr. Foreman, no; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, no; Mr. Wood, yes.

#### **E. RESOLUTION FOR GRACE CHURCH – COUNCILMAN WOOD**

Mr. Wood explained that Grace Church continues to serve a large congregation in Town and its membership continues to grow attracting hundreds of people every week. The Church was recently featured in Outreach magazine as one of the top 100 churches in the nation and the Washington Post recognized the Church for its bipartisan approach. Mr. Wood pointed out the Church does a lot of community outreach programs for the at risk youth. He talked about some of the programs offered and wanted to recognize the Church for its efforts.

Ms. Washington moved, seconded by Mr. Toney, to move the resolution forward to the December consent agenda. The motion carried by the following roll call: Mr. Brewer, no; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

#### **F. COMMUNITY CENTER USE FOR NON-PROFITS – DAN TABER**

Mr. Taber reported an issue came up with allowing nonprofits to begin using the facility prior to March 15, 2014. He explained the delay in implementation of the policy was to allow time for organizations using the building to find a new location. The change would allow any nonprofit organizations the use of the facility going forward.

Ms. Forrester did not remember discussing a delay in the implementation of the policy.

Ms. Forrester moved, seconded by Mr. Wood, to allow nonprofits the ability to use the facility immediately.

Mr. Toney asked to amend the motion to include government officials.

Ms. Forrester and Mr. Wood agreed to the change in the motion.

Mr. Brewer stated Council was going back to the same situation making special considerations for nonprofits while the public has to rent the facility. Now Council wants to allow special consideration for government officials. He asked if Council was so privileged that they could use it as well as nonprofits, yet the public has to rent the facility. Ethically speaking, should Council be allowed to use the facility free because they are elected officials. He was no different from anybody else in the Town and if he needs the facility, he will rent it.

Ms. Forrester noted those issues were hashed out. She pointed out that the idea of charging a fee was actually brought up by Mr. Brewer in the event there was any damage to the facility. She stated the idea of making exceptions for nonprofits and Council was because those entities are familiar and can be approached if a problem occurs.

Ms. Washington stated the Town always looks at other areas to see how they treat things. She mentioned that Prince William County (PWC) and Stafford County allow the use of their facilities to certain groups for x number of times per year, free.

Mr. Brewer felt any group can go in there and tear the facility up and the reason for the fee is to try to recoup some of the costs of renting it out. At some point, the facility will need to be refurbished. He emphasized that everyone should pay a fee, regardless of status.

Mr. Toney called for the question.

Mayor Foreman stated he could not call for the question, because the discussion was not over.

Mr. Toney asked the Town Attorney to research whether a Council member could call for the question.

There was a brief discussion while the Town Attorney was researching the matter about whether any member can call for the question and end the discussion.

Mr. Simmons stated there is a common misconception that if any member calls for the question after a debate has continued for some time forces the matter to an immediate vote, stopping the debate. He stated that any member who wishes to force an end to the debate must first

obtain the floor by being duly recognized to speak by the Chair, then must move the previous question, such motion must be seconded and adopted by a two third vote, or by unanimous consent.

Mayor Foreman asked if there was a second to the motion to end discussion

Ms. Forrester seconded the motion.

Mr. Simmons confirmed the motion required two thirds, which would be five of the seven votes.

The motion on the floor to call the question, end the debate, carried by the following roll call vote: Mr. Brewer, no; Mr. Foreman, no; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

The previous motion on the floor to approve the immediate use of the Community Center by nonprofit groups and government officials, with no fee, carried by the following roll call vote: Mr. Brewer, no; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

#### **G. PLACEMENT OF DEDICATION PLAQUES ON THE EXTERIOR OF TOWN HALL AND THE COMMUNITY CENTER – DAN TABER**

Mr. Taber reminded Council that a few months ago some members of Council requested consideration be given to mounting plaques recognizing the dedication of Town Hall as the John Wilmer Porter Building and recognizing the dedication of the Community and Cultural Arts Center as the Jeff Simpson Community and Cultural Arts Center. He noted the existing plaque for Jeff Simpson, currently inside the building, would cost approximately \$483 to mount on the outside of the Community Center. To create a similar plaque for the John Wilmer Porter Building it would cost around \$3,249. The two plaques should be similar in appearance with a similar theme, which will help with future building dedications. There is no funding currently available for these items, but he would bring it forward for discussion at the mid-year budget review and during the FY15 budget discussions.

Ms. Forrester asked that the cost be revisited since \$3,000 plus seemed excessive.

Mr. Taber would have staff look into it further. He noted the Jeff Simpson plaque is made of bronze with a recessed face of Mr. Simpson.

Ms. Washington stated that when the vote was made, it was made to name Town Hall, John Wilmer Porter in his honor. She is envisioning, not in her lifetime, that Town Hall will be like the building next door. If Town Hall is supposed to be named after John Wilmer Porter then the Town Hall, wherever it ends up being, or how it is shaped, should be that building. She figured the current

Town Hall would be used for storage or something later. She wanted to make sure that the name transfers with the building. She noted that Mr. Porter was her father, but she was not on Council when the vote was taken. She would like to see the action carried out as those Council members intended.

Mr. Wood asked if the Community Center was actually the Simpson building and Town Hall was the Porter building.

Mr. Taber agreed.

Mr. Brewer was part of the Council that voted on the matter and the dedication was that John Wilmer Porter's name would be placed on the building and it would transfer, if Town Hall moved, to a new building.

Mr. Toney noted if a cornerstone was ever placed on the building the cornerstone would travel to any new building.

#### **H. TOWN'S LEGISLATIVE PACKAGE FOR THE 2014 SESSION – DAN TABER**

Mr. Taber explained that after looking at legislative agendas from neighboring jurisdictions, the VML legislative program, and meetings with other localities that share mutual interests, a legislative agenda was developed with 11 recommendations. Council was previously provided the legislative agenda from PWC, VML, NVRC, NVTA, and the Town of Vienna. The legislative agenda is before Council for discussion and a decision in order to finalize, vote on, and share with legislators.

Mayor Foreman noted he had reviewed all of the other legislative agendas that were provided to Council; however, the draft legislative agenda for the Town was given to Council just before the meeting. He did not have time to review it and he wanted time to do that. He read the following notes he had made from the other legislative agendas and wanted to compare them to the Town's.

##### **PWC Legislative Agenda**

- **Transportation**
  - Congestion Relief, Safety and Economic Development.
- **Tourism**
  - Historic Dumfries Virginia, Inc. – Request funding.
- **Proffer Collection**
  - Proffers due at site planning or building permit stage.
- **Taxation**

- Oppose legislation that reduces a locality's ability to raise revenue without replacing the lost funding through another funding stream.
- Real Estate Tax Exemptions for Religious Institutions:
- Location of Federal & State Facilities
  - Encourage federal & state agencies to locate in Dumfries.
- Local Past-Due Tax Debts
  - Allow local Governments to request IRS withhold federal income tax refunds to taxpayers who owe local taxes and direct funds to those jurisdictions.
- Tax-Exempt Municipal Bonds
- Marketplace Fairness Act
  - Online sales tax revenues.
- Environment
  - Protect our waterways (restoration, dredging, sediment control, runoff abatement, invasive species removal). Reference the Town's Resolution and organizations such as Friends of Quantico Bay.
- Public Notice Advertisement
- Popsicle Sign Violations
- Non-Subscription Newspaper Delivery
- Full Reimbursement for Elections

#### VML Legislative Agenda

- Blight & Neighborhood Preservation
- Conservation Easements
- Specific Tax Issues
- Towns
- Federal & State mandates
- Regional Transportation Authorities
  - Town voting membership on regional transportation authorities.

#### NVRC Legislative Agenda

- Water & Natural Conservation

#### NVTA Legislative Agenda

- Equal Taxing Authority
- Pedestrian & Transit Safety

#### Town of Vienna Legislative Agenda

- VDOT Local Road Maintenance
- Virginia Statewide Building Code
- Local Government Investment Pool
- Devolution of Highway and Road funding
- Support Restoration of 599 Funding
- Revenue Sharing Between Localities and State

Mr. Wood wanted to see language included related to economic development, such as redevelopment of blighted properties, entrepreneur training, educational opportunities and workforce development.

Ms. Reynolds stated there should be more related to the Town in the transportation section, as everything seemed to be going around the Town.

Mr. Brewer asked if the suggestions being made are going to be drafted into the legislative agenda and brought back to Council.

Mr. Taber would incorporate Council's suggestions, circulate the draft via email, and it will be a discussion item on the December agenda. The General Assembly will go into session the last week of January.

Mr. Brewer asked who the legislative liaison was for the Town.

Mr. Taber noted the Town did not have a liaison and it is up to Council and their connections with other elected officials. The Town staff and Council have attended the Legislative Day.

Mr. Brewer noted the previous Council had voted for the Town Attorney to serve as the legislative liaison.

Mr. Taber explained the action the Town Attorney did was to attend the Legislative Day and to help coordinate contacts and information with Town staff as issues were being developed relative to the legislative agenda.

Mr. Brewer asked if the Legislative Day was a little late.

Mr. Taber explained the legislative agenda is sent in advance to all of the Town's elected representatives.

Mr. Brewer questioned not sending someone during the legislative process to push the issues through.

Mr. Taber advised it would be cost prohibitive and he did not have the staff to do it.

#### **I. ADOPT-A-ROAD PROGRAM – DAN TABER**

Mr. Taber reminded Council one of the goals and objectives he was given included providing information on the Adopt a Road Program, which was provided. Staff is exploring incorporating a similar program in the Town by identifying roads that could be candidates. A group would apply to adopt a highway, the Town would provide a sign along that stretch of highway, trash bags, gloves, vests, etc. Trash pickups would occur four times a year.

Mr. Wood, thinking outside the box, wanted to know if there was a possibility to raise funds by providing markers for donations.

Mr. Taber mentioned the exiting fundraising policy. What he was hearing was if someone came in and donated a large sum of money for one of the parks the Town would in turn place a marker with their name on it recognizing the donation. Some localities, for park funding, do building bricks, but it would take a formal program.

Ms. Forrester moved, seconded by Ms. Reynolds, to move the Adopt a Road Program to the December consent agenda.

Mayor Foreman noted there is a person on staff who cleans the roads on a daily basis and is doing a fantastic job. If the program were launched, would staff be notified not to clean the roads?

Mr. Brewer felt that just because staff is cleaning the roads, it did not mean that there is not a need, because people continuously litter.

Mr. Toney felt ambiguous about this matter. He recalled that in the past the Town would have community cleanups. The Town does not have an expanse of highways to adopt. He wondered if it was worth setting up an adopt a road program.

Mayor Foreman did not know if they wanted to go through the legalities of getting signs. He would like to see staff flush this out and bring back specifics as to how long the stretch of road will be.

Mr. Wood wanted to see a list of roads that Dumfries manages and operates, to include communities. He also wanted some thoughts and ideas on how this can be used to generate some revenue.

Mr. Taber felt if there was not a sign for recognition, people were less likely to volunteer. He would bring back the information. He was just responding to the exact wording Council gave him as one of his goals and objectives.

Ms. Forrester was not going to modify her motion. She thought this was something that was simple and Council is trying to spread it out to more and more discussion. She did not think the Town was going to find people who would pay to clean the roads.

The motion on the floor to move the Adopt a Road Program to the December consent agenda carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, no; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**J. RESOLUTION RECOGNIZING HISTORIC DUMFRIES VIRGINIA, INC. – MAYOR FOREMAN**

Mayor Foreman stated this is a draft resolution to commend Historic Dumfries on its 40<sup>th</sup> anniversary of its incorporation. Historic Dumfries was created in 1974 and has done a lot for the Town. The goal is to pass this for presentation at the January meeting. Everything the organization does is centered on the Town of Dumfries.

Mr. Foreman moved, seconded by Ms. Reynolds, to place the resolution on the December consent agenda. The motion carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, absent; Ms. Washington, yes; Mr. Wood, yes.

**IN RE: CLOSED SESSION**

Mr. Wood moved, seconded by Mr. Foreman, to convene into closed session. The motion carried and the following resolution was adopted by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, absent; Ms. Washington, yes; Mr. Wood, yes.

**WHEREAS, the Dumfries Town Council desires to discuss a particular subject in Closed Session during the course of its meeting of November 26, 2013; and**

**WHEREAS, the nature of the subject is the discussion and consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, relative to findings of an Equal Employment Opportunity Commission {EEOC} case. The discussion of same in Closed Session is expressly permitted by Section 2.2-3711(A)(7) of the Code of Virginia, 1950, as amended.**

**WHEREAS, the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body relating to the budget. This discussion is expressly permitted by Section 2.2-3711(A)(1) of the Code of Virginia, 1950, as amended.**

**NOW, THEREFORE, BE IT RESOLVED that the Town Council of Dumfries does hereby convene in Closed Session for the purpose(s) herein expressed pursuant to the legal authorities herein recited.**

Mr. Wood moved, seconded by Ms. Forrester, to reconvene into open session. The motion carried and the following resolution was adopted by the following roll call vote: Mr. Brewer, yes;

Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

WHEREAS, the Town Council of Dumfries has completed its discussion in Closed Session, and now desires to continue its meeting in Open Session; and

WHEREAS, each and every member of this said Council who votes affirmatively for the adoption of this Resolution does thereby certify that, to the best of his/her knowledge, only public business matters lawfully exempted from Open Session were heard, discussed, or considered during the Closed Session, and that the only subjects heard, discussed, or considered in said Closed Session were the matters identified in the Resolution by which it was convened.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Dumfries does hereby reconvene in Open Session at its meeting of November 26, 2013 and certifies the matters set forth in Section 2.2-3712(D) of the Code of Virginia, 1950, as amended.

Mayor Foreman directed the Town Manager to provide the job descriptions for Town staff with the exception of the Police Department, to be provided no later than seven days prior to the next Council meeting.

**IN RE: ADJOURNMENT**

Mr. Foreman moved, seconded by Ms. Reynolds, to adjourn the meeting. The motion carried by the following roll call vote: Mr. Brewer, no; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

Minutes submitted by

Approved by

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

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