

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL, HELD ON APRIL 1, 2014,  
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: APPROVAL OF THE MINUTES**

Ms. Washington moved, seconded by Ms. Reynolds, to approve the March 5, 2013 and March 7, 2013 minutes as presented. 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.

**IN RE: ADOPTION OF THE AGENDA**

Mr. Taber advised there were two requests to add items. The first is a proclamation designating April 30, Sons of the American Revolution Day. The second is an appointment to the Parks and Recreation Commission.

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: APPROVAL OF THE CONSENT AGENDA**

Mr. Wood requested Item F, Resolution Approving the Parks and Recreation Bylaws, be pulled for further discussion.

Mr. Brewer moved, seconded by Ms. Forrester, to approve the consent agenda as amended. The motion carried and the following resolutions were 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.

**RESOLUTION TO SUPPORT HEALTHY EATING ACTIVE LIVING**

WHEREAS, the Town of Dumfries has the ability to affect the health of its residents; and

WHEREAS, the Town of Dumfries has an interest to preserve, promote and improve the health of its citizens by taking active steps to increase healthy eating and active living within its boundaries and Southeastern Prince William County; and

WHEREAS, improving existing infrastructure and planning constructions that encourage walking, biking, and other forms of physical activity can promote health; and

WHEREAS, polling and ranking organizations are consistently using health as a metric for determining desirability for healthier communities are more desirable locations to visit, own or operate a business, raise a family; and

WHEREAS, more than half of Virginia's adults are overweight or obese and therefore at risk for many chronic conditions including diabetes, heart disease, cancer, arthritis, stroke, and, hypertension; and

WHEREAS, one in three youth in Virginia is overweight or obese; and

WHEREAS, obesity takes a tremendous toll on the health, productivity of all Virginians; and

WHEREAS, supporting the health of residents and the local workforce would decrease chronic disease and health care costs and increase productivity.

NOW, THEREFORE, BE IT RESOLVED that the Town of Dumfries hereby declares that the Council and Staff shall seek opportunities and establish mechanisms to support individual, community and environmental efforts to improve the public's health by encouraging the development and implementation of policies and practices that support and promote healthy eating and active living among citizens in the Town of Dumfries; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Council and Staff, working in cooperation with citizens and businesses, will make efforts to support and promote healthy eating and active living among its citizens through adoption of this Healthy Eating Active Living resolution and the policies and practices described herein; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town of Dumfries hereby recognizes that obesity is a serious public health threat to the health and wellbeing of adults, children and families in the Town of Dumfries, and a commitment is needed to put healthy choices within reach of all residents. To that end, the Town of Dumfries adopts this Healthy Eating Active Living resolution; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Dumfries Town Council and Staff shall be responsible for the design and construction of parks, neighborhoods, streets, and business areas, and shall make every effort to:

- Prioritize capital improvements projects to increase the opportunities for physical activity;
- Plan and construct a built environment that encourages walking, biking and other forms of physical activity;
- Address walking and biking connectivity between residential neighborhoods and schools, parks, recreational resources, and retail;
- Revise comprehensive plans and zoning ordinances to increase opportunities for physical activity wherever and whenever possible, including complete streets policies, compact, mixed-use and transit-oriented development;
- Include or consider adjacent dedicated green space in all new housing and business developments;
- Support recreation programs that encourage active living;
- Ensure that physical activity facilities (park facilities, playgrounds, trails, and the Jefferson Simpson Community and Cultural Arts Center, etc.) are accessible and affordable.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town of Dumfries shall work with Healthy Eating Active Living Cities & Towns Campaign Staff to explore Healthy Eating Active Living policies and to identify those policies that are suitable for the Town's unique local circumstances; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town of Dumfries shall work with Regional, State, and Federal agencies to identify those programs and policies that are suitable for the Town's unique local circumstances.

**RESOLUTION TO AUTHORIZE THE PURCHASE OF LAPTOPS FOR POLICE DEPARTMENT AND COMPUTERS**

WHEREAS, the Town of Dumfries ("Town") Code Section 2-83 (13) states the Town Manager cannot approve or execute contracts that involve a sum greater than \$5,000; and

WHEREAS, in Section B (II) of the purchasing policy the authority to sign purchase orders over \$10,000 is vested with council and delegated to the Mayor after council approval; and

WHEREAS, the Police Department is required to have third level security on laptops for VCIN searches which also requires a Windows 7 operating system requiring the purchase of six new laptops that have the required security level; and

WHEREAS, the total expenditure to purchase those six laptops will be \$13,844; and

WHEREAS, the Town's maintenance contract expires July 1, 2014 on all of the existing CPU's; and

WHEREAS, the CPU's are over five years old and need to be replaced according to the current CPU replacement policy; and

WHEREAS, the total expenditure to purchase 20 CPU's will be \$24,361.80; and

WHEREAS, funding is available in the FY 14 Budget for these purchases.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Dumfries does hereby authorize the Mayor to sign two purchase orders totaling \$38,205.80.

**RESOLUTION PROCLAIMING MAY 4 – 10, 2014  
MUNICIPAL CLERKS WEEK**

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Dumfries that May 4 through May 10, 2014, be recognized as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Dawn Hobgood and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO ADVERTISE A PUBLIC  
HEARING FOR A CONDITIONAL USE PERMIT TO ALLOW FOR FOUNTAIN  
GATE CHAPEL TO OPERATE AT 18037 DUMFRIES SHOPPING PLAZA**

WHEREAS, the Town of Dumfries has received a conditional use permit application to allow for a place of worship, namely Fountain Gate Chapel, to operate in the B-1 General Business Zoning District located at 18037 Dumfries Shopping Plaza; and

WHEREAS, the Planning Commission reviewed the application February 10, 2014 and on March 10, 2014 the Planning Commission held a duly advertised public hearing and voted to move the application forward to Town Council for review; and

WHEREAS, the Town Council reviewed the application at the March 18, 2014 work session where Town Council directed staff to move forward with scheduling a public hearing on the conditional use permit.

NOW, THEREFORE, BE IT RESOLVED by Town Council that the Town Manager is authorized to advertise for a public hearing to be held on May 7, 2014 to consider the conditional use permit for Fountain Gate Chapel to be located at 18037 Dumfries Shopping Plaza.

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER ADVERTISE A PUBLIC HEARING FOR AMENDMENTS TO TEMPORARY USES SECTION. 70-22(3)**

Whereas, the Town of Dumfries Town Council (the "Council") has been reviewing, studying and deliberating Town Code Sect. 70-22 Temporary Uses for the past several months; and

Whereas, the Council has concluded that the Town does not have clear language regulating the use of yard sales under Temporary Uses in Town Code Sect. 70-22; and

Whereas, the Council has further concluded that by adding a third paragraph to Sect. 70-22 Temporary Uses, language can be added to allow the use of yard sales and regulation of yard sales in Town.

NOW, THEREFORE, BE IT RESOLVED by Town Council that the Town Manager is authorized to advertise for a public hearing to be held on May 7, 2014 to consider the zoning text amendment to Town Code Section 70-22 Temporary Uses.

**RESOLUTION TO ADVERTISE FOR A PUBLIC HEARING TO ADDRESS THE PROPOSED AMENDMENT OF THE CODE OF THE TOWN OF DUMFRIES, VIRGINIA, AS AMENDED, BY AMENDING PART II CODE OF ORDINANCES, CHAPTER TWO ADMINISTRATION, ARTICLE III OFFICERS AND EMPLOYEES, DIVISION II SPECIFIC OFFICERS, SECTION 2-83 TOWN MANAGER BY ADDING SUBSECTION 19, TOWN MANAGER DESIGNATION**

WHEREAS, the Town Council has considered amending Dumfries Town Code, Part II Code of Ordinances, Chapter II, Article III, Division II, Section 2-83 by adding subsection 19 as follows:

(19) *Town Manager Designation.* In the event that the Town Manager is unable to perform his duties in accordance with the provisions of the Dumfries Town Code and/or his written employment contract due to absence, illness or disability as determined by the Town Manager or the Town Council, the Town Manager shall designate a qualified individual to be the chief administrative officer of the Town to serve and perform as the Town Manager on a temporary basis notwithstanding other provisions of this title."

WHEREAS, the Town Council wishes to amend Dumfries Town Code , Part II Code of Ordinances, Chapter II, Article III, Division II, Section 2-83 but in order to do so, must advertise a public hearing in order to address the adoption of the amended Ordinance; and

WHEREAS, Town Council wishes to advertise a public hearing to be held on May 7, 2014 to address the adoption of the proposed amendment to Dumfries Town Code, Part II Code of Ordinances, Chapter II, Article III, Division II, Section 2-83.

NOW, THEREFORE, BE IT RESOLVED by Town Council that the Town Manager shall advertise for a public hearing to address the adoption of the proposed amendment to Dumfries Town Code, Part II Code of Ordinances, Chapter II, Article III, Division II, Section 2-83.

**RESOLUTION ADOPTING THE FY15 BUDGET SCHEDULE**

WHEREAS, the Town of Dumfries Town Council must schedule its meetings for the presentation, discussion, public hearing and adoption of the FY15 Budget; and

WHEREAS, a presentation and general overview will be given on the Proposed FY15 Budget to Town Council on April 15, 2014; and

WHEREAS, Town Council will hold on April 29, 2014 a work session to analyze, discuss and put forward changes desired to the budget if needed prior to holding a public hearing and adopting the FY15 Budget; and

WHEREAS, the public hearing will be scheduled for May 27, 2014 for citizen input on the FY15 proposed budget, and adoption is scheduled for the June 3, 2014, regular meeting.

NOW THEREFORE BE IT RESOLVED, that the Town Council does hereby approve and adopt the following additional meetings for the FY15 Budget schedule:

April 29, 2014	Special Meeting/Budget Work Session (if needed)	7:00 pm
May 27, 2014	Special Meeting/Public Hearing for budget	7:00 pm

**RESOLUTION TO ADVERTISE FOR A PUBLIC HEARING TO ADDRESS THE ADOPTION OF THE AMENDED UNION STREET VACATION ORDINANCE**

WHEREAS, the Town Council has considered amending the conditions of the Union Street Vacation Ordinance that was adopted on August 18, 2009; and

WHEREAS, the Town Council wishes to amend the Union Street Vacation Ordinance, but in order to do so, must advertise a public hearing in order to address the adoption of the amended Ordinance; and

WHEREAS, Town Council wishes to advertise a public hearing to be held on May 7, 2014 to address the adoption of the amended Union Street Vacation Ordinance.

NOW, THEREFORE, BE IT RESOLVED by Town Council that the Town Manager shall advertise for a public hearing to address the adoption of the amended Union Street Vacation Ordinance.

Mr. Wood noted that under Article IV, Membership, number 2, it reads, "The Commission will allow up to two (2) non-voting positions, which may be filled by non-residents members by council." He thought that was supposed to be two voting positions.

Mr. Wood moved, seconded by Ms. Forrester, to adopt the resolution approving the Parks and Recreation Commission bylaws as amended. The motion carried and the following resolution was adopted

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.

**APPROVAL OF THE PARKS AND RECREATION COMMISSION BYLAWS**

WHEREAS, Town Council created a Parks and Recreation Commission (“Commission”) at their February 5, 2013 meeting; and

WHEREAS, the Commission serves in an advisory role to the Town Council; and

WHEREAS, the Commission drafted bylaws that were presented to Council on February 18, 2014; and

WHEREAS, Council provided some suggestions to changes that could be made and asked the Commission to consider revising the bylaws; and

WHEREAS, the Commission reviewed the suggestions, adjusted the bylaws accordingly, and voted to approve the bylaws and present them back to Council; and

WHEREAS, Council reviewed the bylaws and requested additional changes be made and placed under the Consent Agenda for approval.

NOW, THEREFORE BE IT RESOLVED that the Town Council for the Town of Dumfries hereby approve the Parks and Recreation Bylaws.

**PARKS AND RECREATION COMMISSION BY-LAWS TOWN OF DUMFRIES**

Parks and Recreation Commission Approved 3-11-14

Town Council Approved 4-1-14

**Article I: Creation**

The Parks and Recreation Commission (“Commission”) was created on July 1, 2013 and is comprised of one Council member, one member of Town Staff, and at least five residents of the Town of Dumfries (“the Town”).

**Article II: Purpose of Parks and Recreation Commission**

1. The Commission shall serve as an advisory body the Town Council.
2. Commission Focus: To offer recreation and programs designed to meet the needs and interest of patrons of all ages to include but not limited to the following; outdoor festivals, live performances, fitness and sport programs, trips, youth and senior activities.
3. Commission Mission: The Commission will provide workable recreational programs and services which respond to changing needs and interests of the citizens of the Town.
4. Commission Vision: We see the Commission promoting healthy development and play for all ages.

**Article III: Meetings**

1. The number of meetings per month and a schedule of meeting dates shall be approved on a yearly basis no later than December 31st of the

- preceding year and may be altered or changed at any regularly scheduled meeting.
2. One regular meeting will be held in the Council Chambers the next Tuesday following the Town Council's regularly scheduled business meeting, unless otherwise agreed upon by a majority of the commission members. Meetings may be rescheduled as necessary.
  3. Additional meetings may be held at any time upon the call of the Chairperson or by two members of the Commission or upon the request of the Town Council following at least 3 days notice to each member of the Commission and publication of the meeting to the public.
  4. Each member, other than the Council Member appointed to the Commission, will be compensated fifty dollars (\$50.00) a month for meetings requiring attendance by Commission members, regardless if a quorum is present for transaction of business or the number of meetings held in one month.
  5. Items to be voted on for recommendation to the Town Council shall be done by a quorum. A quorum shall consist of a majority of the appointed commission members. In the absence of a quorum, a work session may take place to discuss any agenda items, but no votes may be taken.

**Article IV: Membership**

1. The Commission shall consist of no less than five (5) and no more than seven (7) members appointed by the Town Council for staggered two (2) year terms. Each appointee shall be a resident residing within the Town's limits.
2. The Commission will allow up to two (2) voting positions, which may be filled by non-residents members by council.

**Article V: Terms of members; filling vacancies.**

1. The term of a member of the Commission shall be two years, from July 1 through June 30 of the respective years or as determined by Town Council. Any vacancy in membership shall be appointed by the Town Council. Such appointment, in the case of a member appointed to fill an unexpired term, shall be for the unexpired term only.
2. The Town Council may appoint any member for successive terms.
3. To fill a vacancy of an appointed member, the Town Council may follow this procedure or any part thereof. The Town Clerk shall notify the Town Council ninety (90) days prior to the end of the term or terms to expire. The Town Council shall fill any vacancies it may choose to fill, provided the Commission shall never have less than five (5) members.
4. In reviewing the qualifications of currently appointed members who wish to be reappointed to the Commission, the Town Council shall consider the following:
  - a) Attendance and participation at meetings of the Commission or its committees;
  - b) A witnessed knowledge of and experience in dealing with questions of community growth and development.

**Article VI: Election of Officers**

1. The Commission at its first regular meeting in June of each year shall elect a Chairperson, whose terms shall be for one year, beginning 1 July.
2. The Commission at its first regular meeting in June of each year shall elect a Vice-

Chairperson, whose term shall be for two years, beginning 1 July.

3. No member may serve more than two full consecutive terms in the same capacity as an officer.
4. A Recording Secretary shall be elected and will be a member of the Commission.
5. The duties and powers of the Officers of the Commission shall be as follows:
  - a. **Chairperson:**
    - 1) Preside at all meetings of the Commission.
    - 2) Call special meetings of the Commission in accordance with the By-Laws.
    - 3) Certify and submit all minutes, and other documents as necessary, as true and correct copies to the Town Clerk by required date.
    - 4) Carry out other duties as assigned by the Town Council.
  - b. **Vice Chairperson:**
    - 1) During the absence, disability, or disqualification of the Chairperson the Vice-Chairperson shall exercise or perform all the duties and be subject to all the responsibilities of the Chairperson.
  - c. **Recording Secretary:**
    - 1) Shall keep the minutes of all meetings of the Commission in an appropriate minute book.
    - 2) Inform the Commission of correspondence relating to business of the Commission and attend to such correspondence.
  - d. **Town Representative as directed by the Town Manager:**
    - 1) Act as liaison between the Commission and the Town Manager when action are requested.
    - 2) Receive and respond to questions from the Commission.
    - 3) Shall act as agent to ensure that the actions and recommendations of the Commission are properly and appropriately transmitted to the requisite person, body, or agency.
  - e. **Chair Pro Tem** – In situations in which both the Chairperson and the Vice-Chairperson are absent from meeting, the remaining members of the Commission shall elect a Chair Pro Tem from among themselves by a majority vote.

#### **Article VII: Conduct of the Members**

1. Members of the Commission shall take such time as necessary to prepare themselves for meetings and events.

If any Commission member has any questions concerning their duties or obligations under this section, they should discuss the issues with the Town Attorney.

#### **Article VIII: Absence from Meetings**

1. Each member of the Commission who has knowledge of the fact that he/she will not be able to attend a scheduled meeting of the Commission shall notify the Chairperson and or the Vice-Chairperson at the earliest possible opportunity and, in any event prior to 12:00 P.M. on the date of the meeting.
2. A member of the Commission may be removed from office by the Town Council

in the event that the member is absent from any three (3) consecutive meetings of the Commission, or is absent from any six (6) meetings of the Commission within any twelve (12) month period. A successor may then be appointed by Town Council for the unexpired portion of the term of the member who has been removed.

**Article IX: Reporting**

The Commission shall make monthly report to include agendas and minutes must be submitted to the Town Clerk no later than 5:00 pm on the Monday of the week before the Town Council meeting, unless otherwise stated by the Town Clerk.

**Article X: Town Council**

Matters referred to the Commission by the Town Council shall be placed on the Commission agenda for consideration and action at the first meeting of the Commission after such reference.

**Article XI: Financial Duties and Responsibilities**

1. The Commission shall have no authority to enter into any contract or incur any obligation binding the governing body of the Town.
2. Budget submissions will be coordinated with the Town Manager to be presented to Council for FY Budget build discussions.
3. By the February work session of each year, the Commission shall discuss with the Town Council an annual budget sufficient to finance the programs and services the Commission feels is necessary for the welfare of the residents of the Town for the following Fiscal Year.
4. The Commission shall provide to the Town Council a recommended list of capital improvements in accordance with the vision of the Comprehensive Plan.
5. The Commission shall make recommendations to the Town Council on community use, maintenance and physical planning of the town parks.

**Article XII: Amendments to By-laws**

1. The Town Council must approve any amendments to the Commission by-laws. Requests for by-law changes may be initiated by the Town Council or may be submitted by the Commission as an agenda item for discussion at any Town Council work session. Before such vote may be taken by the Commission, five days notice prior to the vote must be given to each member of the Commission. In addition, notice of any proposed amendments must be given to each Commission member in writing at least two weeks prior the meeting during which such vote shall take place.
2. These rules shall be reviewed bi-annually by the appointed Commission members.

Respectfully Submitted:  
Parks and Recreation Commission

**IN RE: CITIZEN COMMENT PERIOD**

Karen DeVito, Catholics for Housing (CFH) Executive Director, announced that they are a nonprofit organization that provides affordable housing opportunities throughout Northern Virginia.

Catholics for Housing has been selected to administer the Virginia Down Payment Assistance Program on behalf of the Department of Housing and Community Development. They will process the applications, determine eligibility, and can serve households in Arlington, Loudon, Fairfax, Prince William County (PWC) and the cities and towns therein. To be eligible an applicant must be a first time home buyer, have a total gross household income of less than 80 percent area median income (AMI), complete a homebuyers education class, identify a home and have a mortgage pre-approval. Maximum assistance is 10-20 percent of the sales price depending on the area and other factors that feed into their personal information. A second trust is created in the amount of the assistance, which is forgivable if the applicant remains as owner/occupant during the affordable period. The affordable period is determined by the amount of the second trust. If the second trust is up to \$15,000 it is five years, \$15,000 to \$40,000 is ten years, and over \$40,000, it is 15 years. The goal is to receive a significant amount of applicants in order for them to go back to the State and request additional funds to continue the program. Choices is a practical life skill program being offered. Life is all about making good choices. Choices provides basic information on financial management, employment readiness, physical wellbeing, building good relationships and overall helps people learn to make good decisions. Training can be provided in whole or in part. There are separate modules to address segments of the population. Those close to retirement would get the most out of getting fit for retirement which information is provided on maintaining physical fitness as one's lifestyle changes and maintaining financial fitness as one moves from earning a salary into a fixed income. Those already retired may benefit from staying fit in retirement, which helps people, make better choices during their retirement years both in physical and financial fitness. The younger work force would benefit from creating your path for success, which participants are assisted with identifying goals and gain basic information in the four areas of the program; financial management, employment readiness, physical wellbeing, and building good relationships. There is also a segment on the ABC's of home ownership helping people successfully maintain their homes. CFH can also train facilitators who can in turn provide the training to people in the local community. The best thing is the life skill program is provided free and CFH would like to collaborate with the Town by providing space to facilitate these programs for the residents and others in close proximity. CFH also continues to manage the Neighborhood Stabilization and Homeownership Initiative. She reported that through this initiative CFH has bought and rehabbed 16 homes. The 13th house is being sold this week and the other three are under lease to purchase. They are continually looking for foreclosed properties that can be rehabilitated and sold. She introduced Brenda Randle, Life Skills Coordinator; Susan Wood, Program Administrator; and Lynn Nelson, Program Coordinator. Offices are located in the Triangle Shopping Plaza.

Rose Powers, StreetLight Executive Director, announced that Street Light is a faith-based non-profit agency that was established in 2004 to serve the poor and homeless in PWC. They serve the community through a food pantry, a weekly outreach dinner, and financial assistance in a crisis, such as rent eviction and utility cut off. Assistance is provided to the homeless living in the woods by giving them propane, sleeping bags, and tents. They have a supportive housing program in which they own three homes that provide group housing for homeless adults. They recently opened two, three bedroom apartments through a grant from Potomac Health Foundation. These apartments are reserved exclusively for homeless adults who are medically fragile. In PWC, a survey found that 30 percent of the homeless are considered medically fragile. Medically fragile means people who suffer from chronic diseases like cancer and heart diseases. Through the housing program, they have seen amazing turn around in people's lives. An invitation was extended to the public to attend a fundraising dinner on May 2 at the Springfield Hilton. Delegate Rich Anderson will be the Keynote Speaker.

**IN RE: MAYOR'S COMMENTS**

Mayor Foreman read the following statement.

"Tonight I would like to thank the Town Staff for all the hard work they do under sometimes less than ideal working conditions. Each department has their own responsibilities to perform and Council still asks for more, as well as the citizens. At each event staff supports the preparation, invitations, set-up, teardown, and clean up; the majority of this support is performed in addition to their normal responsibilities and is performed as overtime. There are approximately 30+ employees; staff adjusts to Council desires effectively and efficiently.

I have been fortunate to sit on the dais for approaching four years. While serving the Town, there has been a turnover on Council of 70 percent, during this same timeframe there has been an 80 percent change in staff. Maintaining consistency interpreting and enforcing governing instructions and ordinances under these conditions are less than ideal under any scenario. I have listened as citizens and Council have made comments concerning staff, sometimes in not such a favorable manner. Staff always listens, adjusts, and follows through.

There will be mistakes made, the key is to learn from it; then get up and do the job correctly, and in a thorough manner – this is what counts. Working with the Council and the public is unique in that variables and desires constantly change. Staff spirits will ebb and flow as part of the profession. There are constant accomplishments and setbacks when working to support public projects. Confidence, loyalty, and dedication to our tasks at hand is what is measurable. I will say that staff gets it right more than Council does.

There is always going to be challenges and another hill to climb. Council cannot meet these challenges without a solid relationship with staff. Council must always have staff's back and in return, staff must listen to Council's intent. When Council crosses the proverbial line and micromanages events it is then that staff initiative will suffer. The Town Manager must keep his finger on the pulse and it is incumbent upon the Town Manager to let Council know when to step back and let staff function appropriately under the Town Manager run administration.

Confidence in each level of the Town government must be one of mutual respect between Council and staff.

The future of Dumfries involves remaining active in the statehouse in Richmond, participating as an equal government in Northern Virginia Associations and Commissions, engaging with PWC Officials and partnering with local businesses and organizations. The Town's future depends on how the Town participates in Northern Virginia's neighboring governmental process. Any planning cannot just include what is within the Town borders; we should always be inclusive of our neighboring communities. For too long our Town has tried to solve issues by taxing our constituents during the budget process; we must have constant dialogue with elected officials as well as state officials to receive shared revenue for Town programs.

Transportation to include vehicular, cycle, mass transit, and pedestrian movement, infrastructure, economic development and providing basic services to our Town should be our main focus. Route-1 widening, construction of a Town Centre, future development along Quantico Bay, restoration of our watershed, the future design and function of our parks, connectivity and creating a tax base and budget that allows for incremental growth to meet the required planning commitments are just some of the challenges that must be discussed in order to attract businesses and give our citizens a quality of living they so desperately deserve.

Lastly, I will say that I am proud of our Town, its colorful history, our citizens, our businesses and staff; it has been an honor to serve as a Councilman and Mayor since July 2010. I have enjoyed my time on Council. I will not seek re-election for Mayor; my term will conclude 1 July 2014 when a new Mayor will be sworn in. Thank you for allowing me to serve this Town. God bless you all."

**IN RE: COUNCIL MEMBER COMMENTS**

Mr. Wood was excited about the direction the Town is moving. He thanked the volunteers who have helped the Parks and Recreation Commission. The Commission has been working on a project over the weekend and the volunteers came out in the rain and cold. He thanked Naeem Arshad, William O'Kelly Russell, and the neighboring businesses that came out and lent their expertise with the community garden. He believes the project will bring the community together. He thanked the Mayor and Mr. Hashimi for lending them his bobcat. It was a team building experience.

Ms. Reynolds thanked the volunteers and vendors who participated with the Boys and Girls Club fundraising event called Taste Local. There were over 35 vendors. Another fundraiser is coming up in May.

Ms. Washington asked the citizens to make a note of all of the upcoming Town events. There is something for everyone. Flyers are available in the community and at Town Hall. Flyers will be sent home with the students at Dumfries Elementary School, Triangle Elementary, Graham Park Middle School, and Potomac Middle School. Ideas are being sought for the Multicultural Festival.

Mr. Toney asked citizens to stay current with the Town's website regarding future events. He commended Ms. Reynolds for the event she had put on for the young women in the Town. He was able to address the group. He asked that people check on their neighbors to ensure they are doing okay.

**IN RE: PRESENTATIONS**

**A. RECOGNITION PLAQUE TO LARRY WILLIAMS**

Mr. Toney invited Robert Williams, son of Larry Williams, to come to the front to be presented a plaque in honor of his father. He stated that Larry Williams was born in this area and served in the Army. He played baseball in the Negro League. He is a fantastic God-fearing individual that served over 50 years at Mount Zion Church as a Deacon. He also helped bring the current Minister, Mr. Jones, to the Church. He did a lot to help grow the Church. He raised two boys with his wife, Francis. Mr. Williams served the Town as a Planning Commission member for 20 plus years. Everybody listened when he spoke. Mr. Williams had a way of moving the group. About two years before he passed away the Mount Zion Church provided a sermon for him. About 500 people came to listen.

Mr. Williams thanked the Mayor and Mr. Toney. His father had a big impact on the lives of the people in the Town. He wore many hats. He put service to God and others above all else.

**B. APPOINTMENT TO THE PARKS AND RECREATION COMMISSION**

Mr. Wood moved, seconded by Mr. Foreman, to adopt the resolution appointing Anansa Prince to the Parks and Recreation Commission. 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.

**RESOLUTION MAKING AN APPOINTMENT TO THE PARKS AND RECREATION COMMISSION**

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

WHEREAS, Council created the Parks and Recreation Commission, hereinafter "Commission," at its February 5, 2013 meeting; and

WHEREAS, the Commission serves in an advisory role to the Council; and

WHEREAS, Council learned there was a vacancy on the Commission and an appointment was needed to fill the vacancy; and

WHEREAS, Council reviewed the letter of interest submitted by Ms. Anansa Prince and decided to proceed with the selection process for the Commission as suggested in closed session on March 4, 2014.

WHEREAS, the process was complete on March 31, 2014, and Council is now prepared to make an appointment to the Commission to fill an unexpired term.

NOW THEREFORE BE IT RESOLVED, that the Town Council does hereby appoint Ms. Anansa Prince to the Commission to serve for an unexpired term that shall expire on June 30, 2015.

Mr. Wood read and presented the resolution to Anansa Prince.

**C. DUMFRIES BUSINESS ASSOCIATION (DBA)– FY15 BUDGET**

Mr. Caldwell, DBA President, explained he had not seen the FY15 budget; however, he reviewed the FY14 budget. He would like money moved from Community Services to line items that were not funded like promotion of the Town and advertising. He does not have anything else to say at this time but will provide comments once he has the FY15 Budget.

**D. HISTORIC DUMFRIES VIRGINIA, INC. – WEEMS-BOTTS MUSEUM – FY15 BUDGET**

Joann Barron submitted her requests to the Town Manager regarding maintenance and safety issues.

Mr. Taber stated there is a separate line item for the projects he is recommending be funded.

Mayor Foreman recommended during the budget when it gets to the expenses related to Historic Dumfries Virginia, Inc. that the email be provided with notes.

**IN RE:       BOARDS & COMMISSIONS  
              A. ARCHITECTURAL REVIEW BOARD**

There was no report.

**B. BOARD OF ZONING APPEALS**

There was no report.

**C. HISTORIC DUMFRIES**

Joann Barron was unable to come to the last Council meeting and saw that Mr. Wood had concerns with Historic Dumfries. She noted the events for the entire year are included in her monthly report to Council. One third of the Board of Directors is made up of people directly related to the Town whether that be an employee, past employee, Council Member or Commission Member. She welcomes people to volunteer and attend the Board of Directors meeting. She attended the Parks and Recreation Commission event. She found out about an event that the Parks and Recreation Commission was planning at Merchant Park. It is important for her to know about these events because she rents the park for weddings. The Town of Dumfries is always her first priority as long as it is not booked. She noted there is a nice pavilion in the park for concerts. She went over the following list of events:

- April 5th is Children's Day at the Museum

- The African American Cultural Arts Round Table was rescheduled to April 26th from 7:00 pm to 8:30 pm
- April 26th and 27th Chesterfield County is hosting its Sesquicentennial Civil War Program. They would like the Town to attend to represent what would happen in the medical unit.
- May 10th is Charter Day
- A scholarship was provided to attend the Summer Colonial Camp as a door prize at the PWC Community EXPO
- May 25th will be the 40th Anniversary of Historic Dumfries – to celebrate a Colonial Tavern Night will be held at the park
- Weems-Botts Museum re-opened and have had lots of people from all over the world attend who are on their way to DC
- NOVAC granted \$300 for the living history program.
- Currently an audit is being performed
- Three new fresheners were installed in the bathrooms and biohazard containers were provided too
- Weems-Botts is once again part of the Drive I-95 book, which goes from New Hampshire to Florida
- The R.I.P. Files will be airing the episode Into the Light that features the Weems-Botts Museum in Australia and New Zealand on April 25th

Ms. Washington asked how much the Drive I-95 book cost.

Ms. Barron responded the book costs \$25.

Ms. Washington commended Ms. Barron on her excitement regarding Dumfries.

Mr. Toney was here prior to her joining the museum and it is apparent that there have been positive changes. In regards to marketing the Town, they need to sit down with her to figure out better marketing strategies.

Mr. Wood thanked her for attending the Parks and Recreation Commission meeting. He commended her for her passion.

#### **D. PLANNING COMMISSION (PC)**

John Webb gave the following report.

##### Work Session

- Reviewed and discussed proposed text amendment to temporary uses 70-22(3) for yard sales

- Discussed a conditional use permit (CUP) for Fountain Gate Church CUP 2014-003 to be located at the Dumfries Shopping Center
- Discussed changes to the Comprehensive Plan
- Reviewed and discussed CUP request for the First Town Center Project

Public Hearings:

- Text amendment to temporary uses 70-22(3) for yard sales
- CUP 2014-003 Fountain Gate Church

Regular Meeting:

- Approved and adopted February 10, 2014 meeting minutes
- Voted unanimously to recommend Council approve CUP 2014-003 Fountain Gate Church
- Voted 5 to 1 to recommend Council approve the proposed text amendment to temporary uses 70-22(3) for yard sales

**IN RE: COUNCIL REPORTS**

**A. BOYS AND GIRLS CLUB**

Ms. Reynolds gave the following report.

- On May 15, the Boys and Girls Club will host the 25th Annual Steak 'n' Stake Dinner.
- Be on the lookout for the Send a Kid to Camp fundraiser.

**B. PARKS AND RECREATION COMMISSION**

Mr. Wood gave the following report.

- Kiwanis Club gave a PowerPoint presentation at the last meeting about a concept for playground equipment and a pavilion. The Commission liked the idea of the Kiwanis Club coming up with half the money. The Commission will make some recommendations to Council later.
- The Commission worked on the events for the rest of the year.
- The Commission worked on the bylaws and the community use policy and commended the Town Manager and staff for helping with getting the events up and running.
- The community garden build out has started.
- The Parks and Recreation Commission will recognize the individuals who assist with the Quantico Creek Clean Up at the Commonwealth Community Day that is being held later in the week. This will include a family fun day with obstacle courses and the

exchange of goods. Plans are being made to have an Inspirational Festival with the Easter Egg Hunt.

Mayor Foreman asked for more details regarding the Commonwealth Community Day.

Mr. Wood asked Commissioner Peet to provide an update.

Mr. Peet explained the Commonwealth Community Day will include a nice range of activities. The Commission is solidifying who the vendors will be. An ex-Ringling Brother entertainer will be walking around. The college ready athletic organization will be coming out to assist with programming. He has reached out to the U.S. Marine Corps at Quantico. The Dumfries – Triangle Fire and Rescue Squad will be allowing the use of their parking lot. DJ Angie will be there. Action in Community Through Service (ACTS) is coming out as well.

Mayor Foreman asked if anyone spoke to Mr. Ferlazzo at the Dumfries Shopping Center about overflow parking.

Mr. Peet will confirm everything tomorrow and an update will be sent to Council.

Mayor Foreman asked Mr. Peet to send him a reminder to contact Mr. Ferlazzo to confirm the use of the southern end of the parking lot. He does not want parking to be forced into Williamstown.

Mr. Peet noted there would be tug of war, jump rope, the l drill, the m drill, free throw contest, three-point contest, mini obstacle course, insanity challenge, agility ladder, and a sack race.

**C. NORTHERN VIRGINIA REGIONAL COMMISSION**

Mayor Foreman was unable to attend the meeting; however, he knows the budget was approved.

**D. PLANNING COORDINATION ADVISORY COMMITTEE**

There was no report.

**IN RE: STAFF COMMENTS**

**A. DIRECTOR OF COMMUNITY SERVICES**

There was no report.

**B. PLANNING AND ZONING ADMINISTRATOR – LAURA O'DELL**

Ms. O'Dell asked if Council had any questions.

Mayor Foreman asked what the status was for Comprehensive Plan.

Ms. O'Dell stated the Comprehensive Plan is scheduled for a public hearing with the Planning Commission on April 7 and Council will see it at the work session in May.

**C. DIRECTOR OF PUBLIC WORKS – RICHARD WEST**

Mr. West gave the following report.

- This Saturday is the Annual Quantico Creek Clean Up. The purpose of the event is to get trash out of the Potomac River. The Town is responsible for the portion that lies

within the Town. The event will start at 9:00 a.m. with donuts and coffee being available at 8:30 a.m. It should be over by noon to provide volunteers the opportunity to get to the next event.

- Comcast has taken some action on the Tripoli Heights Drainage Improvement Project and installed a new box on the new pole. Verizon should be able to move wires over. They plan to advertise for the project this month.

**D. CHIEF OF POLICE – CHIEF EDWARDS**

Chief Edwards gave the following report.

- Staff received training from the Lieutenant of Animal Control and the Community Services Board. Training lasted about an hour for each squad.
- Additionally training was received from a PWC Motor Officer on the operation and use of traffic boxes. Officers were issued keys to the boxes and will be able to assist when a traffic signal malfunctions.

Mayor asked for a brief on the gang prevention meeting that took place in the community center.

Chief Edwards advised she was unable to attend. She noted there is an individual who runs this program called GRIT. The person works with the community to put in place some alternative activities for youth to steer them away from gangs. She noted that Captain Robinson attended.

Mr. Brewer asked if the Police Department was fully staffed.

Chief Edwards stated they are not.

Mr. Brewer asked when the Police Department would be fully staffed, because during the FY14 budget funding was provided for an additional officer. He asked if there was staffing at night.

Chief Edwards announced the Police Department was fully staffed until today due to a personnel issue, they are down one officer and two officers are currently in field training. She anticipates they will both be released mid-April. Senior Officer Fields received orders, was deployed to training, and will be out until June.

Mr. Brewer recalled a conversation that the Police Department was handling things twenty-four hours; however, in recent correspondence it appears PWC is handling calls. He asked whether the Department was not being staffed during the day or night.

Chief Edwards responded from 2:00 a.m. to 8:00 a.m.

Mr. Brewer stated that seems to be the active time and asked why it is not being staffed.

Chief Edwards explained that research was done once the Department was fully staffed and the most action occurs from 8:00 a.m. to around midnight.

Mr. Brewer asked when they would be fully staffed.

Chief Edwards responded she does not know since there was a vacancy today.

Mr. Toney asked if she foresees in the future a need to provide 24-hour service.

Chief Edwards stated that since she has been employed with the Town the Department has not been 24 hours. Once fully staffed it may bump the hours to 3:00 a.m., which means there will not be anyone on duty from 3:00 a.m. to 8:00 a.m.

Mr. Toney felt that maybe it is something to look at when the weather gets warmer and people start getting out more. Safety is a concern to him since he was accosted a while back. He commended Captain Robinson and Senior Officer Fields for handling the three-alarm fire that occurred a couple of weeks ago. He thanked the three Fire Departments that responded. The family lost their home and Captain Vasquez was a translator for the Mom.

Mayor Foreman stated the intention was never to have 24-hour service. The intention would be to have standard hours and one team would have the ability to flex when needed to cover vacation, etc.

Chief Edwards explained the Department is split into two squads that work opposite days that can fluctuate.

Ms. Washington asked if starting next month, the Chief could add to the monthly report an update on the School Resource Officer, such as the duties and services that are being provided. This is so Council can determine if the Town is getting its monies worth.

Mr. Brewer asked if the Council approved not having 24-hour coverage.

Mr. Taber stated it was a budgeting decision. The total cost of four additional officers is around \$275,000 annually. There are also considerations for leave and time for court.

Mr. Brewer was concerned that the Town is relying on PWC to cover additional time.

Mr. Taber stated it would require three or four additional officers, which costs a lot of money. This comes at a time that the Council wants to cut taxes.

Mr. Brewer stated that as the Town Manager, he should be able to figure it out.

Mr. Taber explained that going into the budget there is a \$200,000 shortage due to the recommended tax cuts. In order to balance the budget he may have to recommend not filling one of the Police Department positions.

Mayor Foreman stated that they need to stay on track and should direct their budget items to Mr. Taber to discuss specifics with him.

Mr. Brewer stated when he was last on Council they had a fully staffed Police Department.

**E. TOWN ATTORNEY – OLAUN SIMMONS**

Mr. Simmons gave the following report.

- Tripoli Boulevard Drainage Improvement Project – He is moving forward with filing certificates of take in regards to three properties.
- Documentation has been prepared for the Union Street vacation public hearing.
- He attended an inspection of the Campbell property with the Fire Marshal and Public Works Department to determine violations that exist on the property. Mr. Campbell has indicated that he will accept staff's recommendations.

Mr. Brewer asked, in reference to the Tripoli project, if the Town is giving the property owners a timeframe to respond to the certificate of take letter.

Mr. Simmons responded they have been given 30 days to respond.

Mr. Brewer stated that the road is only a quarter mile long and it has taken the Town over two years to get to this point.

**F. TOWN MANAGER – DAN TABER**

Mr. Taber gave the following report.

- The staff is finally getting cooperation from Mr. Campbell and are taking it one issue at a time.
- The majority of his time has been spent on the budget. He is on the second run through with the Department Heads. Council will receive the budget several days before the meeting.

Mayor Foreman asked how many businesses are operating on the Campbell property, if they have a business license, and are paying their fees. Property owners have to understand that new businesses need to get a business license and other applicable permits. What is the Town doing to make sure the property owners are getting businesses into compliance.

Mr. Taber stated inspections are being conducted, like the Fire Marshal inspections, and businesses are being identified. There are dozens of businesses that are utilizing the parking lot for parking and repairing vehicles. He did not think that Mr. Campbell really knows all the details. He mentioned that letters have been sent requiring a response to the Treasurer within 14 days or they will be guilty of a Class 1 misdemeanor, charged, and arrested.

Mayor Foreman mentioned that over the last 18 to 24 months he has received phone calls from renters staying in housing that has poor conditions like mold. He asked that staff in the future look at the Code to determine what it does and does not cover for the Council.

Mr. Taber would look into it and get back to the Council in a few weeks.

Mr. Brewer asked when the proffer schedule was going to be developed.

Mr. Taber explained that Council cannot require proffers but can provide guidelines.

Mr. Simmons stated they cannot require proffers but they can accept them.

Mr. Brewer stated, concerning the Potomac Landfill, he and others have tried to call Richard Doucette, they still have not heard from him, what can Mr. Doucette do about resolving the problem.

Mr. Taber stated that he would meet with him as soon as the schedule permits. The Department of Environmental Quality (DEQ) is really a toothless lion when it comes to their ability to enforce things. Their ability to put any meat into a consent decree is very limited. The Town has asked the State to give DEQ more authority and that levied fines go to the jurisdiction where the people are suffering most from the violations. They are currently looking at water quality going in and water quality going out. They may be able to approach this from a different point of view.

Mr. Brewer directed that an invitation be extended to the Governor to come to the Town for a conversation.

Mr. Taber stated protocol dictates that the Chief Elected Official, the Mayor, would extend the invitation.

Ms. Washington asked if the businesses subleasing are not aware of the Town's requirements.

Mr. Taber stated it is speculation and leases are nonexistent with that property, including the tenants in the building.

Ms. Washington asked about the mold issue and where PWC fits in to the equation.

Ms. O'Dell stated that neither the County nor the State will address mold. The Maintenance Code addresses what caused the mold whether that be a leaky pipe, a flood that came through a door that was not sealed, etc. Once the mold is in the house, there is nothing in the Code that requires it be removed. If you contact the State, they will suggest that you mix water with bleach and spray the mold to remove it; however, it can still come back. There is nothing that can be done about mold.

Mayor Foreman stated a past situation dealing with a pregnant woman who was renting a place with mold was able to get a mold specialist to write a letter stating it was an unsafe environment and the property owner corrected the issue. In other instances similar to this one, many people stop paying rent and then a civil issue is created.

Ms. Washington asked if the Town advertised the Community Services Director position in the Virginia Municipal League (VML) Magazine.

Mr. Taber stated it should be on their website.

Mr. Toney stated he was on the BZA when there was a hearing regarding some zoning determinations made with the Campbell property. He recalled there were at least 12 individuals that came forward and stated they were never required to get a business license. He thought that all of the issues

were taken care of but it appears that they are coming back. He asked about the harbor plan that Mr. Campbell had proposed.

Ms. O'Dell explained that Mr. Campbell did appeal the BZA's decision in 2009. Photos were taken before the court case and the photos taken now show that the site is extremely overgrown, it is not comparable. The state of the land when they appealed the decision alone in itself is an expansion of the nonconforming use, which will be addressed once the tire and inoperable vehicle situation are taken care of. Nothing has been submitted regarding the harbor; however, verbally it has been indicated that Mr. Campbell wants to move forward with the project.

Mayor Foreman stated that about two years ago, Mr. Campbell stated he was going to move forward with the harbor project. Then his sons got involved and indicated they would not be developing the property. Since the property was not going to be developed, Mr. Campbell was told that he would need to comply with the Code and clean up the property.

Ms. O'Dell stated she has a list of businesses in the structures and Mr. Campbell was told he needed to get a business license as a storage facility.

**IN RE: COUNCIL REPORT ON MEETINGS WITH ELECTED OFFICIALS  
PERTAINING TO THE TOWN**

There was no report.

**IN RE: ACTION ITEMS  
A. PUBLIC HEARING – ARTICLE V, DIVISION 3, SECTIONS 170 - 185 TO  
CHAPTER 26, RELATING GENERALLY TO THE ESTABLISHMENT OF A  
STORMWATER MANAGEMENT PROGRAM – RICHARD WEST**

Mr. West advised this is a proposed amendment to the stormwater management ordinance, Chapter 26, Article V, Division 3, Section 170-185 that relates generally to the establishment of the Town's Stormwater Management Program. This amendment is in response to a change in State Code regarding the establishment of Virginia's Stormwater Management Programs (VSMP) and DEQ's requirement that localities take over a larger responsibility of said programs. The requirement is that each locality that administers an approved VSMP shall, by ordinance, establish a VSMP that shall be administered in conjunction with a local MS4 program and a local erosion and sediment control program, which shall include the following:

1. Consistency with regulations adopted in accordance with provisions of this article.
2. Provisions for long-term responsibility for and maintenance of stormwater management control devices and other techniques specified to manage the quality and quantity of runoff.

3. Provisions for the integration of the VSMP with local erosion and sediment control, flood insurance, flood plain management, and other programs requiring compliance prior to authorizing construction for land disturbance.

The public hearing was opened to public comments.

There being no comments the public hearing was closed.

Mr. Foreman moved, seconded by Mr. Brewer, to introduce the ordinance with adoption under the consent agenda at the May 7 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.

**B. PROPOSED AMENDMENT TO THE TOWN OF DUMFRIES FUNDRAISING AND DONATION POLICY – OLAUN SIMMONS**

Mr. Simmons noted changes were made to the Fundraising and Donation Policy to address fundraising for scholarships. He highlighted the following elements of the policy.

- It is offered to high school and undergraduate students.
- It will be funded by donations from public and private institutions.
- Funds must be accepted in accordance with the rules laid out in the Fundraising and Donation Policy effective April 2, 2013.
- The Town Manager is authorized to receive and acknowledge donations.
- The Treasurer will maintain accounting.

Mayor Foreman stated the Town has a 37.6 percent graduation rate for high school and PWC has only a 21.5 percent high school graduation rate. He is very proud of this. The 2020 Vision Statement says "...to offer college scholarships to high achieving graduating high school seniors." It does not mention undergraduates. This is for high school seniors going to college. He suggested taking out the word 2020 and just include Vision Statement.

Ms. Washington felt the scholarship awarded should go directly to the school and not the individual. She wanted the scholarships to be just for high school students.

Mr. Wood moved, seconded by Ms. Forrester, to approve the amendments made to the Fundraising and Donation Policy with the additional recommended changes.

Ms. Washington requested that the motion be amended to include any funding awarded goes directly to the educational institution.

Mr. Wood stated this is just the fundraising part of the policy and that the disbursement would be part of the actual scholarship program.

Mr. Toney mentioned he is aware of some advanced students that move right into college and are not technically seniors.

Mr. Wood stated Council should eliminate seniors and replace it with graduates.

The Town Attorney was directed to make the changes and bring it back to Council to review again.

Mr. Wood withdrew his motion.

**C. RESOLUTION PROCLAIMING APRIL 30, 2014, AS SONS OF THE AMERICAN REVOLUTION DAY – COUNCILWOMAN FORRESTER**

Ms. Forrester moved, seconded by Ms. Reynolds, to adopt the proclamation. The motion carried and the following resolution was adopted 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.

**RESOLUTION PROCLAIMING APRIL 30, 2014, AS SONS OF THE AMERICAN REVOLUTION DAY**

WHEREAS, the National Society of the Sons of the American Revolution was organized and established on April 30, 1889; and

WHEREAS, the National Society of the Sons of the American Revolution perpetuates the memory of the Patriots of the American Revolutionary War who achieved the independence of the United States; and

WHEREAS, during the past 125 years, more than 180,000 members have joined the National Society of the Sons of the American Revolution, including 16 Presidents of the United States, Senators, Members of Congress, Supreme Court Justices, admirals, generals, ambassadors and members of every profession and calling, all of whom had a deep affection for America, its heritage and institutions; and

WHEREAS, the National Society of the Sons of the American Revolution celebrates its 125<sup>th</sup> anniversary on April 30, 2014.

NOW THEREFORE, BE IT RESOLVED by the Town Council that April 30, 2014, is proclaimed “Sons of the American Revolution Day” and calls upon the citizens of the Town of Dumfries to observe the day with appropriate respect and support of the National Society of the Sons of the American Revolution.

**IN RE: ADJOURNMENT**

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